



Office of the Chief  
Records Officer for the  
U.S. Government

***Sent Via Email. No Hard Copy to Follow.***

April 30, 2024

Marene Baker  
Chief Records Officer  
U.S. Fish and Wildlife Service  
134 Union Blvd  
Suite 500  
Lakewood, CO 80228

Dear Marene Baker,

The National Archives and Records Administration received the U.S. Fish and Wildlife Service's (FWS) notification of unauthorized disposition of agency records, dated April 18, 2024. This notification indicates that initial assessments reveal approximately 8 cubic feet of Map Appeal Easement hardcopy files were destroyed and it is presumed that these files are covered by DAA-GRS-2017-0003-0002, GRS 5.2 item 20.

NARA acknowledges that FWS is still investigating this matter and will send a final report in accordance with 36 CFR 1230 within 60 days of the date of the notification. Please ensure the report includes details of the circumstances surrounding the destruction; a complete description of the records, including applicable dates and NARA approved records schedule that cover the records prior to digitization efforts; any actions taken to recover or recreate the records, and a statement describing what safeguards will be established to prevent future loss of agency records.

I appreciate your attention to this important matter. If you have any questions or wish to discuss further, please contact me at [laurence.brewer@nara.gov](mailto:laurence.brewer@nara.gov).

Sincerely,

A handwritten signature in blue ink that reads "Laurence N. Brewer". The signature is written in a cursive style with a large initial 'L' and a distinct 'N'.

LAURENCE BREWER  
Chief Records Officer  
for the U.S. Government

Cc: David Asplach  
Department Records Officer