



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

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

December 2, 2024

Christie King  
Agency Records Officer  
National Park Service  
12201 Sunset Valley Drive  
WASO-IR, Room 2C404C; MailStop 242  
Reston, VA 20192

Dear Ms. King,

The National Archives and Records Administration (NARA) Cartographic Records Branch recently worked with the National Park Service's (NPS) State, Tribal, Local, Plans and Grants office to facilitate the direct transfer of four boxes containing Cultural Resources Geographic Imaging System maps, scheduled under disposition authority DAL-0079-2012-0001-0002. NARA's Cartographic Records team reported that the fourth box listed on the approved transfer request form, was missing when NARA's motor pool picked up the boxes for delivery to the Archives. The team was also made aware that the missing box's contents were recycled by NPS.

In accordance with 36 CFR 1230.14, NARA is requesting that NPS investigate this matter and provide a report within 30 calendar days.

Your report must include:

- A complete description of the records, including applicable disposition authority, with volume and dates if known;
- The office maintaining the records;
- A statement of the exact circumstances surrounding the removal, defacing, alteration, or destruction of records;
- A statement of the safeguards established to prevent further loss of documentation; and
- Details of the actions taken to salvage, retrieve, or reconstruct the records.

If it is determined that there has been no unauthorized disposition, please provide sufficient documentation to support that finding. I appreciate your attention to this matter. If you have any questions or wish to discuss further, please contact the Records Management Oversight and Reporting Program by email at [UnauthorizedDisposition@nara.gov](mailto:UnauthorizedDisposition@nara.gov).

Sincerely,

A handwritten signature in black ink that reads "William Fischer". The signature is written in a cursive, slightly slanted style.

WILLIAM FISCHER  
Chief Records Officer  
for the U.S. Government (Acting)