



September 11, 2017

Mr. Gregory Carroll
ATF Records Officer
Bureau of Alcohol, Tobacco, Firearms and Explosives
Office of Science and Technology
99 New York Ave., NE
Washington DC 20226

Mr. Carroll:

Thank you for your letter of August 31, 2017, regarding the unauthorized destruction of laboratory case files generated between 1976 and 1991 at the Bureau of Alcohol, Tobacco & Firearms (ATF), Forensic Science Laboratory, San Francisco (FSL_SF) facility located in Walnut Creek, CA.

You identified that between 2001 until 2004, at the direction of then FSL-SF Lab Director, old laboratory case files, prior to 1992, were shredded using a commercial shredding company to make room for new case files. The actual number of cases destroyed cannot be determined though it could be more than 3,700 based upon data for cases handled between 1986 and 1991.

Actions taken by ATF to minimize the risk of future occurrences of unauthorized disposal include updating mandatory Federal records training and freezing all Lab records until a records control schedule (RCS) is approved for laboratory case files.

This case will remain open until the RCS has been signed by the Archivist of the United States. Please notify the below POC when the schedule has been approved.

Thank you for your cooperation. If you have questions, please contact Dawn Sherman-Fells, Archivist & Senior Records Analyst, at 301.837.2083 or dawn.sherman@nara.gov.

Sincerely,



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