



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

Sent Via Email. No Hard Copy to Follow.

August 29, 2023

Tommy W. Lee
Department of the Air Force
1800 Air Force Pentagon
Washington, DC 20330-1800

Dear Tommy Lee,

The National Archives and Records Administration (NARA) acknowledges receipt of the Department of the Air Force's report on the accidental loss of several series of electronic records relating to Non-Appropriated Fund Financial Management and Accounting functions at Joint Base San Antonio, Lackland, TX.

According to the report, the exact circumstances of how the records were deleted are unknown. We understand that efforts were made to recover the records, but were unsuccessful due to no shared drive backup service. We understand that to prevent future loss of records plans are underway to provide backup service for official electronic records storage areas in accordance with Air Force Instruction (AFI) 33-322, Records Management and Information Governance Program.

Based on this information, NARA is satisfied with the actions Air Force has taken and considers this matter closed. If you have any questions regarding this matter, please contact me at laurence.brewer@nara.gov.

Sincerely,

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