



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

Sent Via Email. No Hard Copy to Follow.

March 21, 2024

Kim Tart
Department of Veterans Affairs
810 Vermont Ave, NW
Enterprise Records Service (005R1B)
Washington, DC 20420

Dear Kim Tart,

The National Archives and Records Administration (NARA) has been notified of a potential unauthorized disposition of the Department of Veterans Affairs records. NARA staff at the Philadelphia Federal Records Center (FRC) reported that one box of records was lost in transit from the Philadelphia FRC to a customer at the Lebanon Veterans Affairs Medical Center (VAMC), 1700 S. Lincoln Ave, Lebanon, PA.

In accordance with 36 CFR 1230.14, we are requesting that the VA provide NARA with a report including the following information:

- A complete description of the records 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.

I appreciate your attention to this matter. If you have any questions or wish to discuss further, please contact me at laurence.brewer@nara.gov.

Sincerely,

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