



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

Sent Via Email. No Hard Copy to Follow.

July 31, 2024

Afeni Farmer
Department of Defense
Defense Intelligence Agency
7400 Pentagon
Washington, DC 20301

Dear Afeni Farmer:

The National Archives and Records Administration (NARA) acknowledges receipt of the Defense Intelligence Agency's (DIA) report regarding the possible unauthorized disposition of four forms and two receipts pertaining to expenditures under DIA's Emergency and Extraordinary Expenses (EEE) Program.

According to the report, the records were discovered missing during a September 2023 DIA Office of the Inspector General (OIG) audit of the EEE program. We understand that the records were possibly lost due to staff failure to follow transfer instructions that require record keeping copies of the forms to be transferred to DIA Headquarters where they are to be retained for 10 years. We understand that DIA was able to reconstruct the records using other sources of information. We further understand that to prevent future missing records, DIA has established centralized electronic filing of EEE records on a designated shared drive.

Based on this information, the reporting requirements of 36 CFR 1230.14(a) have been met and NARA is satisfied with the actions DIA has taken and considers this matter closed. If you have any questions regarding this matter, please contact me at william.fischer@nara.gov.

Sincerely,

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