



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

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

November 6, 2024

Steven Welch  
Agency Records Officer  
United States Department of the Interior  
Bureau of Ocean Energy Management  
45600 Woodland Road  
Sterling, VA 20166

Dear Mr. Welch:

The National Archives and Records Administration (NARA) has received the Department of the Interior (DOI) Bureau of Ocean Energy Management (BOEM) letter date October 25, 2024, regarding the potential unauthorized disposition of six boxes of records that appear to have been lost during shipment from the Sterling, VA Iron Mountain commercial records storage facility to the Washington National Records Center (WNRC). We await your full report as stated in your letter within the next 30 calendar days. Please ensure that this report includes further details as outlined in 36 CFR 1230.14:

- A complete description of the records with volume and dates;
- 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 the records are located, please inform us so we can update the file. 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,

*William Fischer*

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



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

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

December 20, 2024

Steven Welch  
Agency Records Officer  
United States Department of the Interior  
Bureau of Ocean Energy Management  
45600 Woodland Road  
Sterling, VA 20166

Dear Mr. Welch:

The National Archives and Records Administration (NARA) received the Department of the Interior (DOI) Bureau of Ocean Energy Management (BOEM) letter dated October 25, 2024, regarding the potential unauthorized disposition of six boxes containing Bid Appeal Analysis, National Environmental Policy Act (NEPA) Compliance for Lease Sale, Development and Production Plans and Related Permits, and NEPA Compliance for Programmatic Issues records that may have been lost during shipment from the Sterling, VA Iron Mountain commercial records storage facility to the Washington National Records Center (WNRC).

Recently, NARA received documentation from DOI BOEM that indicates the missing boxes were located and successfully shipped from Iron Mountain to the WNRC on December 6, 2024 and are in the physical custody of a NARA's federal records center.

Based on this information, we consider this matter closed. 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,

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