



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

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

December 20, 2024

John Smith  
Department of Defense  
Office of the Secretary of Defense  
Records and Declassification Division  
4800 Mark Center Rd, Suite 02F09-02  
Alexandria, VA 22350-3100

Dear Mr. Smith,

The National Archives and Records Administration (NARA) has been notified of a potential alienation or removal of records. A member of the public has alleged that records created from 2017 to the present relating to communications between the Korean War Veterans Memorial Foundation, third party representatives, and Department of Defense personnel may not have been transferred to a mainframe where a search could be performed. The records were the subject of DoD freedom of information act (FOIA) request #23-FRO-0086.

In accordance with 36 CFR 1230.14(a), NARA requests that OSD respond within 30 calendar days to this allegation. If it is determined that an unauthorized disposition of records has occurred, the response should include 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.

If it is determined that there has been no unauthorized disposition, please provide us with sufficient documentation to support that finding. 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)