



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

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

November 22, 2021

Mary Beth Roberts  
Bureau of Trust Funds Administration  
Agency Records Officer  
4400 Masthead N.E.  
Albuquerque NM, 87109

Dear Ms. Roberts,

The National Archives and Records Administration (NARA) received your notification, dated November 4, 2021, of a potential unauthorized disposition of records from the Bureau of Indian Affairs (BIA), Navajo Region. Your report indicates that on October 26, 2021, you were notified that the BIA misplaced a probate case file. The BIA is still trying to locate the missing records and are investigating the circumstances around this loss, but have successfully recreated the information from the misplaced records.

NARA understands that this matter is still ongoing and will allow the BIA, 90 days from the date of your notification letter, to submit a complete report in accordance with 36 CFR 1230. Please ensure that your report describes the volume and dates of the missing records, the exact circumstances surrounding the loss, the NARA-approved disposition authority covering the records, and the safeguards implemented to prevent further losses.

Thank you for your attention to this matter. If you have any questions, please contact me at [laurence.brewer@nara.gov](mailto:laurence.brewer@nara.gov).

Sincerely,

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

Cc: David Alspach  
Department of the Interior  
Departmental Records Officer  
david\_alspach@ios.doi.gov



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February 8, 2022

Mary Beth Roberts  
Bureau of Trust Funds Administration  
Agency Records Officer  
4400 Masthead N.E.  
Albuquerque NM, 87109  
marybeth\_roberts@ost.doi.gov

Dear Ms. Roberts,

The National Archives and Records Administration (NARA) received your report dated February 2, 2022, regarding the potential unauthorized disposition of records from the Bureau of Indian Affairs (BIA), Navajo Region. Your report confirms that the BIA lost one original, and one duplicate copy, of a probate case file during postal delivery of the records.

NARA understands that BIA was able to recreate most of the probate file using electronic copies of the original record and have taken other specific actions to recreate the entire probate case file. Your report also outlines four safeguards BIA has established to prevent future loss of records.

Based on the information provided, BIA has satisfied the requirements of 36 CFR 1230.14(a) and this matter is now closed. If you have any concerns, please contact me at [laurence.brewer@nara.gov](mailto:laurence.brewer@nara.gov).

Sincerely,

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