



MAY 06 2015

Margaret P. Grafeld  
Deputy Assistant Secretary for Global Information Services  
Bureau of Administration  
U.S. Department of State  
SA-2, Suite 8000  
515 22nd Street, NW  
Washington, DC 20522-0208

Dear Ms. Grafeld:

At your request, per 44 U.S.C. 3301(b), the National Archives and Records Administration (NARA) has undertaken and completed a detailed review of the email correspondence of former Secretary of State Hillary Clinton that the Department identified as personal materials not meeting the statutory definition of a Federal record. This review was conducted by myself and another senior NARA staff member on April 24 and 28, 2015, at your offices in Washington, DC.

NARA's review was completed according to a methodology approved by NARA's General Counsel on April 22, 2015 (Enclosed). Using these guidelines, NARA reviewed each of the 1,246 hard copy versions of emails sent or received by former Secretary Clinton that the Department identified as personal. The goal of this review was to validate that the Department correctly applied Federal statutes, regulations, and guidelines in identifying the personal correspondence of the former Secretary.

Based on our review, NARA concurs with the Department's determination that these 1,246 emails are personal in nature and do not meet the definition of a record as defined in the Federal Records Act, as amended (44 U.S.C. 3301).

NATIONAL ARCHIVES *and*  
RECORDS ADMINISTRATION

8601 ADELPHI ROAD  
COLLEGE PARK, MD 20740-6001  
[www.archives.gov](http://www.archives.gov)

We look forward to working with you on other pending issues related to the management and disposition of the former Secretary's email correspondence.

Sincerely,

A handwritten signature in blue ink that reads "Paul M. Wester, Jr." with a stylized flourish at the end.

PAUL M. WESTER, JR.

Chief Records Officer  
for the U.S. Government

Enclosure