



November 7, 2016

Dr. John Zangardi  
Department of Defense  
Principal Deputy Chief Information Officer  
6000 Defense Pentagon  
Washington, DC 20301-6000

Dear Dr. Zangardi:

I am writing to you as the Department of Defense Senior Agency Official for Records Management regarding a recent communication received by the National Archives and Records Administration (NARA) describing the use of a personal email account for official government business by Secretary of Defense Robert Gates during his tenure as Secretary.

The Federal Records Act establishes responsibilities for the Department of Defense and NARA under 44 U.S.C. 3106 and NARA's authorities in 44 U.S.C. 2905 regarding the possible alienation of Federal records. In accordance with our implementing regulations at 36 CFR Part 1230, we ask that the Department of Defense review the extent of Secretary Gates' use of a personal email account for official business and whether any such email records were either captured in the Department's official recordkeeping systems or were provided to the Department upon Secretary Gates' departure in 2011.

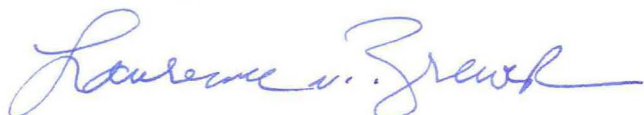
In accordance with 36 CFR 1230.14, we request that you submit a report addressing this issue within 30 calendar days.

NATIONAL ARCHIVES *and*  
RECORDS ADMINISTRATION

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

We appreciate your assistance in this matter. If you have any questions, please contact Scott Jobson, Senior Records Analyst, at (301) 837-2977 or by email at [scott.jobson@nara.gov](mailto:scott.jobson@nara.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read "Laurence Brewer". The signature is fluid and cursive, with a long horizontal stroke at the end.

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

Enclosures



NATIONAL  
ARCHIVES

March 6, 2017

Dr. John Zangardi  
Department of Defense  
Principal Deputy Chief Information Officer  
6000 Defense Pentagon  
Washington, DC 20301-6000

Dear Dr. Zangardi:

The National Archives and Records Administration (NARA) has reviewed your response of February 27, 2017, regarding the use of a personal email account for official government business by Secretary of Defense Robert Gates during his tenure as Secretary.

Based on your response, we understand that the Secretary's limited number of work-related emails sent from his personal account have been captured in accordance with then-existing records management policies.

Accordingly, NARA considers this matter resolved and we appreciate your assistance in reaching this determination. If you have any questions, please contact Scott Jobson, at (301) 837-2977 or by email at [scott.jobson@nara.gov](mailto:scott.jobson@nara.gov).

Sincerely,

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

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COLLEGE PARK, MD 20740-6001

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