



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

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

May 14, 2024

Tracee Taylor  
Department of Treasury  
Internal Revenue Service  
1111 Constitution Ave, NW  
Washington, DC 20224

Dear Tracee Taylor,

The National Archives and Records Administration (NARA) has been notified of a potential unauthorized disposition of Internal Revenue Service's (IRS) records. NARA staff at the Dayton Federal Records Center (FRC) reported that one box of records was lost in transit from the Dayton FRC to the IRS Service Center, Ogden, UT.

In accordance with 36 CFR 1230.14, we are requesting that the IRS provide NARA with a report including 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.

I appreciate your attention to this matter. If you have any questions or wish to discuss further, please contact me at [laurence.brewer@nara.gov](mailto:laurence.brewer@nara.gov).

Sincerely,

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