



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

Sent Via Email. No Hard Copy to Follow.

June 10, 2025

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

Dear Mary Beth Roberts:

The National Archives and Records Administration (NARA) acknowledges receipt of the Department of Interior's (DOI) Bureau of Indian Affairs (BIA) report regarding the potential unauthorized disposition of Bureau of Trust Funds Administration (BTFA) records.

According to the report, on May 2, 2025, a loss of BTFA records was reported by the Office of the Secretary (OS), Office of the Chief Information Officer, Desktop Support, located in Lakewood, Colorado. The report asserts that the OS Desktop Support team assisted BTFA to image a laptop of a high-level BTFA official who recently separated from the federal government. During this process, a Computer User Support Specialist inadvertently wiped and sanitized the C: drive of the laptop before the physical data could be captured and preserved. The report states that it is presumed that the laptop may have contained federal records, and it is unknown whether any of the files included Personally Identifiable Information (PII) or other sensitive data.

NARA understands that BTFA is working with the OS Desktop Support team to recreate the missing information and investigate the extent of the potential loss of records and information.

In accordance with 36 CFR 1230.14(a), NARA requests that BTFA continue to investigate this matter further and respond within 30 calendar days of the date of this letter. 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 (and disposition authority number) 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 the Records Management Oversight and Reporting Program by email at UnauthorizedDisposition@nara.gov.

Sincerely,

A handwritten signature in black ink that reads "William Fischer". The script is cursive and fluid, with the first name "William" and last name "Fischer" clearly distinguishable.

WILLIAM FISCHER
Chief Records Officer
for the U.S. Government (Acting)

Cc:
Christian Higgins