



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

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

January 6, 2021

Ms. Andrea R. Jenkins  
United States Department of Agriculture  
1400 Independence Ave., S.W.  
Washington, DC 20250-0742  
andrea.jenkins@usda.gov

Dear Ms. Jenkins,

The National Archives and Records Administration (NARA) received your letter dated December 16, 2020, regarding the loss of United States Department of Agriculture (USDA) records. Your letter indicates that the Rural Development Business Center, in Salt Lake City, Utah, had a water main break on September 20, 2020 that destroyed certain agency records.

We understand that 15 loan application files were lost and 14 additional files are being reconstructed. We are satisfied with the safeguards established to prevent further loss, however, in order to make our final determination on this case, we need the disposition authority number(s) that pertain to the records that were destroyed. Please provide this information as soon as possible.

Sincerely,

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



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Records Officer for the  
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***Sent Via Email. No Hard Copy to Follow.***

March 22, 2021

Ms. Andrea R. Jenkins  
United States Department of Agriculture  
1400 Independence Ave., S.W.  
Washington, DC 20250-0742  
andrea.jenkins@usda.gov

Dear Ms. Jenkins,

The National Archives and Records Administration (NARA) received your updated final report on February 1, 2021, regarding a water main break on September 20, 2020 at the Rural Development Business Center in Salt Lake City, Utah that damaged and destroyed certain agency records.

We understand that the 15 loan application files that were prematurely destroyed were temporary records, covered under approved records schedule DAA-0572-2017-0004. We also understand that the Rural Development Business Center was able to successfully reconstruct 14 other loan application files and have established new protocols and training to prevent any future loss of records.

Based on the information that you provided, the reporting requirements of 36 CFR 1230.14(a) have been met and NARA considers this matter closed.

Sincerely,

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