



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

Sent Via Email. No Hard Copy to Follow.

April 10, 2023

Mary Wilson
Department of Health and Human Services
Centers for Disease Control and Prevention
1600 Clifton Road
Atlanta GA, 30329

Dear Mary Wilson,

The National Archives and Records Administration (NARA) received your report regarding the unauthorized disposition of Centers for Disease Control (CDC) records.

Your report indicates that 15-20 cubic feet of unscheduled laboratory records from the Bacterial Special Pathogens Branch (BSPB) and the Special Bacteriology Reference Laboratory (SBRL) were recently accidentally disposed of in a compactor dumpster at a CDC building.

NARA understands that after several meetings with relevant CDC stakeholders it was determined that the records were not recoverable from the compactor. Thus, the contents of the compactor were destroyed at a medical waste disposal site. Future safeguards include creating a records schedule for the laboratory records, improvements to labeling boxed records, and training relevant personnel on the appropriate procedures for managing and disposing inactive hardcopy records.

While NARA accepts your description of events and recognizes that this plan should help mitigate further loss of CDC records, this case will remain open until CDC provides a copy of the outlined procedures and training materials, as well as the drafted records schedule for the aforementioned records.

Thank you for your commitment to improving your records management practices. If you wish to discuss further, please do not hesitate to contact me at Laurence.Brewer@nara.gov.

Sincerely,

A handwritten signature in blue ink that reads "Laurence M. Brewer". The signature is written in a cursive style with a large initial 'L'.

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

cc: Jacqlyn Smith-Simpson, Acting Department Records Officer