

National Archives at college Park



8601 Adelphi Road College Park, Maryland 207406001

August 3, 2001

Ms. Linda Worthington
Department of the Army
U.S. Army Corps of Engineers
Commander, CECI-IT
441 G Street, NW
Washington, DC 20314-1000

Linda
Dear ~~Ms. Worthington~~,

Thank you for submitting the U.S. Army Corps of Engineers' (USACE) May 2001 progress report in response to the National Archives and Records Administration (NARA) 1995 records management evaluation. We are pleased that USACE has resumed reporting and look forward to working closely with you to continue the reporting and close out process in accordance with 36 CFR 1220.58.

As a result of recent actions, 13 recommendations (Headquarters II/10 and III/8, North Central Division 4; Baltimore District 1 and 2; Detroit District 1; Galveston District 1; Huntington District 3; New Orleans District 2; Philadelphia District 1; St. Louis District 2; and the Engineering Research and Development Center 2 and 3) have been completed for a total of 71 closed recommendations. No further reporting on these recommendations is required. All reporting requirements for nine USACE sites (New England Division, the Districts of Baltimore, Detroit, Galveston, Huntington and Philadelphia; San Francisco Bay Model; Engineering Research and Development Center, and Cold Regions Research and Engineering Laboratory) have been completed.

A number of site reports submitted did not include progress status for this reporting period. These sites are Missouri River, North Atlantic, North Western Pacific, and South Pacific Divisions; Alaska, Kansas City, Los Angeles, Rock Island, San Francisco, Savannah, Tulsa, and Walla Walla Districts; Arizona/Nevada Area; and Waterways Experiment Station. Please ensure that these sites are aware of their reporting requirements under Federal regulation and include progress reports in the next report.

Enclosed is a diskette that contains all recommendations, USACE action plans and reports and NARA responses for each site. NARA's most recent responses can be found under "NARA Response, July 2001." Reports are divided into USACE Headquarters (USACE HQ), divisions (USACE div), districts (USACE dist) and laboratories and other sites (USACE labs). For your next report, please include responses for each open

recommendation and return the diskette so that a record of recommendations, actions taken, and closeouts will be in one place.

USACE's next progress report is due on December 3, 2001. If you have any questions, please contact Nina Frederick on 301-713-7100 ext. 268.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Miller".

MICHAEL L. MILLER
Director
Modem Records Programs



DEPARTMENT OF THE ARMY

U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1000

REPLY TO
ATTENTION OF:

CECI-TR (25-1i)

29 May 2001

MEMORANDUM FOR Director, Life Cycle Management Division (NWML/Ms. Genovese),
National Archives at College Park, 8601 Adelphi Road, College Park MD 20740-6001

SUBJECT: Fifth Progress Report on 1995 Evaluation of Records Management

1. References:

a. The National Archives and Records Administration's (NARA's) 1995 Records Management Evaluation of the U.S. Army Corps of Engineers (USACE).

b. Your request of 11 January 2001 for a fifth progress report of the updated USACE Action Plan, implementing NARA's recommendations from the evaluation.

2. Per your request, our fifth progress report is being forwarded via e-mail in Microsoft Word format at enclosure. All historical reports are being included. Information on USACE progress has been added as a new field entitled "MAY 01 STATUS". All previous information including your August 1999 comments have been retained to provide a full accounting of how NARA's recommendations are being met.

3. We will continue working with your staff as we implement our Action Plan. The USACE Records Management Officer is Linda Worthington, who may be reached on commercial number 202-761-7672 or via E-mail: linda.worthington@usace.army.mil. The action officer for this matter is Dianne Barnes at telephone 202-761-5983 or E-mail: celia.d.barnes@usace.army.mil.

FOR THE COMMANDER:

Enclosure

A handwritten signature in black ink, appearing to read "Wilbert Berrios".

WILBERT BERRIOS

Director of Corporate Information