

National Archives at College Park



8601 Adelphi Road College Park, Maryland 20740-6001

July 18, 2003

Ms. Linda C. Genovese
Department of Defense
Department of the Army
United States Army Corps of Engineers
CECI-TR, Corporate Information
441 G Street NW
Washington, DC 20314-1000

Dear Ms. Genovese:

During the fall and winter of 1994 the National Archives and Records Administration (NARA) conducted an evaluation of the records management program of the U.S. Army Corps of Engineers (USACE) at Headquarters offices and 31 field installations. As a result, NARA sent an evaluation report to USACE that included 159 recommendations for improvement. Since then, in accordance with 36 CFR 1220.58 USACE has submitted periodic progress reports describing implementation *efforts* and many of the recommendations have been completed.

Due to the efforts of USACE, permanent records have been transferred to NARA, records storage facilities have been inventoried, and temporary records have either been destroyed or retired to appropriate storage facilities. Numerous USACE personnel have attended NARA records management training classes, and NARA employees have provided records management briefings to USACE staff members.

Based on the progress USACE has made in the past few years in improving its records management program and the work your agency and NARA have done, NARA is closing the evaluation. The remaining recommendations can be dealt with through the scheduling process and other initiatives. No further reporting is necessary.

If you have any questions, please contact Nina Frederick at 301-837-1718 or by email at nina.frederick@nara.gov.

I look forward to our two agencies continuing to work together to address records management issues.

Sincerely,

PAUL M. WESTER, JR. 
Director
Life Cycle Management Division