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FD-1036 (Rev. 10-16-2009)

# FEDERAL BUREAU OF INVESTIGATION

## Import Form

Form Type: EMAIL - Email

Date: 03/08/2022

Title: (U//~~FOUO~~) 24 Feb 2022 WFO notification of letter to AG and Director from CREW

Approved By: SSA [redacted]

Drafted By: [redacted]

(U)

b3 -5  
b6 -1  
b7C -1  
b7E -1  
b7F -1

Case ID #: [redacted]

~~(S//NF)~~ PLASMIC ECHO; Mishandling of Classified or National Defense Information; UNKNOWN SUBJECT; SENSITIVE INVESTIGATIVE MATTER; [redacted]

### DOCUMENT RESTRICTED TO CASE PARTICIPANTS

This document contains information that is restricted to case participants.

Synopsis: (U//~~FOUO~~) 24 Feb 2022 Washington Field Office (WFO) notification of letter to Attorney General and FBI Director from Citizens for Responsibility and Ethics in Washington (CREW)

~~Reason: 1.4 (b)  
Derived From: FBI NSICG  
Declassify On: 20461231~~

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b6 -1,3  
b7C -1,3  
b7E -3

[Redacted] Parry, Shannon Vh (IMD) (FBI) [Redacted]  
(IMD) (FBI) [Redacted] (IMD) (FBI) [Redacted]  
**Subject:** DOJ ExecSec WP# 22-056281 / Letter to AG and Director from [Redacted]  
Citizens for Responsibility and Ethics in Washington (CREW) and [Redacted] National  
Security Archive, dated 2/8/2022, writing regarding President Donald

Classification: UNCLASSIFIED  
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(U) ACTION OFFICE: CID

Due to processing delays caused by COVID-19, please disregard DOJ's deadline on its coversheet. We are assigning this task to you with an FBI deadline of

(U) **SENTINEL DUE DATE: 3/17/2022**

**(U) SENTINEL SUB-FILE: 62F-HQ-A2195052-CID, Serial 503, Lead 313**

(U) The above division, designated as the action office, is assigned the attached correspondence for preparation of a response over the signature of YOUR APPROPRIATE DIVISION OFFICIAL by the due date indicated above. Information only copies sent via email to Deputy Director (DD); Associate Deputy Director (ADD); Chief of Staff (COS); Deputy Chief of Staff (DCOS); Special Counsel to the Director (SCTD) Special Assistant to the Director (SATD); EAD/CCRSB; ADIC/WF; Office of the General Counsel (OGC); Office of Public Affairs (OPA); Information Management Division (IMD); ExecSec(UC).

**(U) IMPORTANT NOTE: If you represent an FBI Field Division and are receiving this e-mail, you are being provided a copy of correspondence which has come to the attention of the Director, or other FBI executive. You are not being tasked with any action in this regard by the FBI's Office of the Executive Secretariat. You are being provided a courtesy copy only.**

(U) If this matter needs to be reassigned to another entity, the FBI ExecSec should be advised immediately (within 2 days of e-mail receipt). The ExecSec will need to know to whom the request should be reassigned to, together with a point of contact (if known).

(U) ACTION OFFICE INSTRUCTIONS:

(U) A. Preparation of Response:

(U) 1. Prepare the following:

- One signed letterhead copy,
- An envelope or mailing label **(to be mailed from your office).**

(U) 2. Responses handled through other means, i.e., UNET e-mail, should be uplifted and uploaded directly into Sentinel.

(U) 3. Any coordination and/or review of a draft response should be sent to the FBI ExecSec email box at [redacted]

b7E -3

(U) 4. Upon approval, upload the response into Sentinel and cover the lead set to your office.

(U) 5. Mail out the signed response letter (if appropriate).

The following document has been forwarded to you:

Title: (U) DOJ ExecSec WP# 22-056281

Synopsis: (U) Letter to AG and Director from [redacted] Citizens for Responsibility and Ethics in Washington (CREW) and [redacted] National Security Archive, dated 2/8/2022, writing regarding President Donald Trump and other White House officials demonstrating a serious disregard for their recordkeeping responsibilities under the Presidential Records Act. Requesting DOJ investigate whether former President Trump violated federal criminal law by willfully mutilating and destroying critical records of his presidency before leaving office. (TP)

b6 -3  
b7C -3  
b7E -3

Link to Document [redacted]

[redacted]

*Information Analyst  
Office of the Executive Secretariat  
Director's Operations & Strategy Section*

*FBIHQ - [redacted]*

[redacted] *Desk*

[redacted] *Cell*

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b7C -1  
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