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ONE HUNDRED TENTH CONGRESS

U.S. House of Representatives
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April 13, 2007

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GREGG A. ROTHSCHILD, CHIEF COUNSEL

The Honorable Johnnie E. Frazier
Inspector General
U.S. Department of Commerce
1401 Constitution Avenue, N.W.
Washington, D.C. 20230

Dear Inspector General Frazier:

Pursuant to Rules X and XI of the Rules of the House of Representatives, the Committee on Energy and Commerce and the Subcommittee on Oversight and Investigations are conducting an investigation into allegations of fraud, waste, and abuse involving you and other members of your staff. In the course of our investigation, we have also received allegations that one or more members of your staff may be involved in the destruction or alteration of records and files of the Office of Inspector General.

Accordingly, please immediately preserve all records of the Office of Inspector General related to travel, time and attendance, contracting, procurement, personnel matters, and compensation. No records related to this request shall be destroyed, modified, altered, deleted, shredded, removed, relocated, recycled, or otherwise negligently or intentionally handled so as to make them inaccessible to the Committee. Please note that if the practices of your office involve the routine destruction, deletion, recycling, relocation, or mutation of such materials, such practices should be halted immediately and all records relating to this request preserved. The words "records" and "relating to" are defined in the attachment to this letter.

The Honorable Johnnie E. Frazier
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You should widely communicate this preservation notification to all employees and contractors in your office. A specific document request will be forthcoming. In the interim, if you should have any questions, please contact Steven Rangel with the Majority Committee staff at (202) 226-2424 or Alan Slobodin with the Minority Committee staff at (202) 225-3641.

Sincerely,



John D. Dingell
Chairman



Joe Barton
Ranking Member



Bart Stupak
Chairman
Subcommittee on Oversight and Investigations



Ed Whitfield
Ranking Member
Subcommittee on Oversight and Investigations

Attachment

ATTACHMENT

1. The term "records" is to be construed in the broadest sense and shall mean any written or graphic material, however produced or reproduced, of any kind or description, consisting of the original and any non-identical copy (whether different from the original because of notes made on or attached to such copy or otherwise) and drafts and both sides thereof, whether printed or recorded electronically or magnetically or stored in any type of data bank, including, but not limited to, the following: correspondence, memoranda, records, summaries of personal conversations or interviews, minutes or records of meetings or conferences, opinions or reports of consultants, projections, statistical statements, drafts, contracts, agreements, purchase orders, invoices, confirmations, telegraphs, telexes, agendas, books, notes, pamphlets, periodicals, reports, studies, evaluations, opinions, logs, diaries, desk calendars, appointment books, tape recordings, video recordings, e-mails, voice mails, computer tapes, or other computer stored matter, magnetic tapes, microfilm, microfiche, punch cards, all other records kept by electronic, photographic, or mechanical means, charts, photographs, notebooks, drawings, plans, inter-office communications, intra-office and intra-departmental communications, transcripts, checks and canceled checks, bank statements, ledgers, books, records or statements of accounts, and papers and things similar to any of the foregoing, however denominated.
2. The terms "relating," or "relate" as to any given subject means anything that constitutes, contains, embodies, identifies, deals with, or is in any manner whatsoever pertinent to that subject, including but not limited to records concerning the preparation of other records.