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"Rummaging in the government's attic"

Description of document: Communications between the 167th Airlift Wing (167 AW - West Virginia Air National Guard), Federal Bureau of Investigation (FBI), National Guard Bureau (NGB), and the Eastern Regional Airport Authority concerning FBI documents being stored or to be stored at the 167 AW, 2013

Request date: 07-August-2013

Released date: 18-September-2015

Posted date: 26-October-2015

Source of document: NGB FOIA Office (NGB/JA-OIP)
111 South George Mason Drive, AH2
Arlington, VA 22204-1373
Email: ngb.foia@mail.mil

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NATIONAL GUARD BUREAU
111 SOUTH GEORGE MASON DRIVE, AH2
ARLINGTON VA 22204-1373

Office of Information and Privacy

SEP 18 2015

This letter is in response to your Freedom of Information Act (FOIA) request dated August 7, 2013, for records on any communication between the 167th Airlift Wing (167 AW), Federal Bureau of Investigation (FBI), National Guard Bureau (NGB), and the Eastern Regional Airport Authority concerning FBI documents being stored or to be stored on the 167 AW. Your request was received by the Air National Guard FOIA Requester Service Center on September 4, 2013 and assigned case #2013-06067-F.

This office has finalized your request and the records you have requested are being granted in part. A search by the 167 AW revealed 46 pages responsive to your request. After a thorough review of these documents, I have determined that portions of them are exempt from disclosure under the FOIA, 5 U.S.C. § 552 (b)(6).

Exemption (b)(6) protects personnel, medical, and similar files the disclosure of which would constitute a clearly unwarranted invasion of personal privacy. Under this exemption, we are withholding the names and personally identifying information of all DoD personnel below the rank of General Officer or title of Commander or Director.

If you consider this to be an adverse action, you may appeal this determination to the Secretary of the Air Force within 60 days from the date of this letter. Your appeal should include a copy of your original request and this response, as well as a discussion of the reasons supporting your appeal. The envelope should be plainly marked to indicate that it contains a FOIA appeal. If you decide to appeal, please send your appeal to:

Office of Information and Privacy (NGB/JA-OIP)
111 South George Mason Drive, AH2
Arlington, Virginia 22204-1373

In addition, the FBI determined portions of the records are exempt from disclosure under the FOIA, 5 U.S.C. § 552 (b)(6), (b)(7)(C) and (b)(7)(E). All withholdings using a combination of (b)(6) and (b)(7)(C) as well as any withholdings using (b)(7)(E) were made by the FBI and withholding of their information must be appealed directly to them. If you are not satisfied with their withholdings you may file an appeal within 60 days from the date of this letter. The appeal

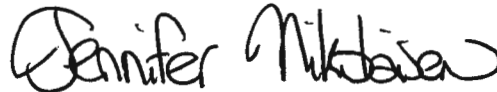
should include a copy of this letter, cite FBI FOIA Case #1293621, and be filed through the FBI's eFOIA Portal at: <http://www.justice.gov/oip/efoia-portal.html> or in writing to:

Director, Office of Information Policy (OIP)
U.S. Department of Justice
1425 New York Avenue, NW, Suite 11050
Washington, D.C. 20530-0001

As a requestor in the 'all other' fee category, you have received the first 2 hours of search time and first 100 pages of reprographics at no cost; therefore, there are no assessable fees for processing your request.

If you have any questions regarding this request, please contact my office at (844) 573-2939 or by e-mail, NGB.FOIA@mail.mil.

Sincerely,

A handwritten signature in black ink that reads "Jennifer Nikolaisen". The signature is written in a cursive style with a large initial "J" and a stylized "N".

Jennifer Nikolaisen
Chief, Office of Information and Privacy
National Guard Bureau

Enclosure



EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING

DATE: TUESDAY - APRIL 2, 20 3

TIME: 8:00 A.M.

PLACE: AIRPORT TERMINAL CONFERENCE ROOM 2ND FLOOR

AGENDA

- 1. PETITIONS FROM CITIZENS**
- 2. AIR NATIONAL GUARD REQUEST FOR FBI STORAGE ON BASE**
- 3. FIRST ENERGY PROPOSAL**
- 4. WIERTON PORT AUTHORITY REPORT**
- 5. OLD BUSINESS:**
 - a. DOREEN HANGAR PROPOSAL**
 - b. RESTAURANT PROPOSAL**
- 6. NEW BUSINESS**

**MEMORANDUM OF AGREEMENT
BETWEEN
167th AIRLIFT WING AND FEDERAL BUREAU of
INVESTIGATION (FBI)

PARKING AGREEMENT**

29 April 2013

1. OVERVIEW

- A. Purpose.** This Memorandum of Agreement (MOA) provides an operational scope for the 167th AW Airlift Wing (AW), a unit within the Air National Guard (ANG) based at the Eastern West Virginia Regional Airport in Martinsburg, WV, and the Federal Bureau of Investigation's (FBI) Records Management Division (RMD) located at 170 Marcell Drive, Winchester, VA, to coordinate temporary parking of 12 refrigerated trailers at the 167th AW.
- B. Background.** A FBI records storage warehouse incurred flooding in which the damaged records were temporarily placed into freezer trailers. Many of these documents are historically significant and/or remain pertinent to on-going investigations. The records require professional freeze drying and cleaning which will enable their return to service.
- C. Description.** The FBI is close to advertising a contract for restoration of the records, however, it will require [REDACTED] months for contract award, contractor preparation, and actual execution. During this period, the FBI needs to maintain the records in the freezer trailers.

The trailers' current parking location requires the FBI to expend additional funds for contract guards during nights and weekends.

Parking the trailers at the 167th AW is proposed as a cost savings measure that would enable the FBI to reduce contract guard expenses by instead leveraging the existing physical and personnel security measures of the 167th AW.

- 2. AUTHORITY.** DoDI 4000.19 and other directives as required.

3. GENERAL.

A. Scope. The freezer trailers [redacted] trailers [redacted] and are rented by the FBI.

The trailers are heavily loaded with records, and require stable, relatively level parking areas with gravel or asphalt base.

From a security standpoint, the FBI requires the trailers be stored within the 167th AW base's perimeter fence and receive periodic visual checks by on-site security personnel.



FBI personnel may occasionally perform review and sorting operations on the files.



B. Assumptions. The 167th AW will provide:

- 1. Adequate parking space for [redacted] trailers.
- 2. Periodic visual checks by on-site security personnel.
- 3. Access to specific FBI personnel to check trailers [redacted].
- 4. Access to specific FBI personnel to sort and access records.
- 5. Access to [redacted]

The FBI will provide:

- 1. FBI personnel [redacted]
- 2. [redacted]
- 3. Continued rental of the freezer trailers.
- 4. Communication to the Air Wing Commander's Office of any change in status.

C. Duration. This agreement will be effective for the duration of June 1, 2013 – May 31, 2014 with extension only permitted in extreme circumstance with eight weeks advance notice. Should a termination of this agreement be necessary prior to May 31, 2014, advance notice of at least four weeks is required for relocation of the freezer trailers.

4. RESPONSIBILITIES

- A. General.** The FBI will maintain responsibility for the trailers and their contents, [REDACTED]. The 167th AW will provide parking spaces, periodic visual checks by on-site security personnel, and access to specific FBI personnel and fuel delivery drivers, cleared in advance with the 167th AW.
- B. Financial.** The FBI will maintain financial responsibility for rental of the trailers [REDACTED].
- C. Logistics Support.** None
- D. Operations Support.** None
- E. Safety.** The trailers are fueled with diesel fuel. Smoking will be prohibited [REDACTED] in the vicinity of the trailers. General DOD / 167th AW base safety measures are applicable. No special safety measures are required.
- F. Environmental.** The FBI will be responsible for all costs, supplies, and manpower [REDACTED]. All spills or leaks are to be cleaned and properly disposed of in accordance with Local, State, and Federal regulations and are to be reported to 167th Environmental within Civil Engineering at the time of the incident. Additionally, an MSDS is required to be submitted to the 167th LRS Hazmart for any fuel or chemicals used on the installation.
- G. Manpower.** No additional manpower is required.
- H. Security.** The FBI asks that the trailers be located within the 167th AW's perimeter fence. The FBI also requests periodic visual checks of the trailers' exterior by on-site security as part of the base's routine security perimeter checks or patrols.

[REDACTED]

[REDACTED] The FBI understands the 167th AW will perform a Limited Background Investigation (LBI) on drivers and the

[Redacted]

The FBI will comply with all security procedures and requirements of the 167th AW.

The FBI point of contact (POC) for all security-related questions is

[Redacted]

FBI POC's for logistics and transport are

[Redacted]

- I. **Agreement and Administration.** Effective June 1, 2013 – May 31, 2014 with extension only permitted in extreme circumstance with eight weeks advance notice and as approved by both parties. Should a termination of this agreement be necessary prior to May 31, 2014, advance notice of at least four weeks is required for relocation of the freezer trailers.

ROGER L. NYE, Colonel, ~~W~~WANG
167 Airlift Wing Commander

[Redacted]

Division Operations Manager
Federal Bureau of Investigation
Records Management Division

[Redacted]

Contracting Officer
Federal Bureau of Investigation
Finance Division

**MEMORANDUM OF AGREEMENT
BETWEEN
167th AW AIRLIFT WING AND FEDERAL BUREAU of
INVESTIGATION (FBI)**

PARKING AGREEMENT

21 MARCH 2013

1. OVERVIEW

- A. Purpose.** This Memorandum of Agreement (MOA) provides an operational scope for the 167th AW Airlift Wing (AW), a unit within the Air National Guard (ANG) based at the Eastern West Virginia Regional Airport in Martinsburg, WV, and the Federal Bureau of Investigation's (FBI) Records Management Division (RMD) located at 170 Marcel Drive, Winchester, VA, to coordinate temporary parking of 12 refrigerated trailers at the 167th AW.
- B. Background.** A FBI records storage warehouse incurred flooding in which the damaged records were temporarily placed into freezer trailers. Many of these documents are historically significant and/or remain pertinent to on-going investigations. The records require professional freeze drying and cleaning which will enable their return to service.
- C. Description.** The FBI is close to advertising a contract for restoration of the records, however, it will require [REDACTED] for contract award, contractor preparation, and actual execution. During this period, the FBI needs to maintain the records in the freezer trailers.

The trailers' current parking location requires the FBI to expend additional funds for contract guards during nights and weekends.

Parking the trailers at the 167th AW is proposed as a cost savings measure that would enable the FBI to reduce contract guard expenses by instead leveraging the existing physical and personnel security measures of the 167th AW.

- 2. AUTHORITY.** DoDI 4000.19 and other directives as required.

3. GENERAL.

- A. **Scope.** The freezer trailers are [REDACTED] trailers with [REDACTED] and are rented by the FBI.

The trailers are heavily loaded with records, and require stable, relatively level parking areas with gravel or asphalt base.

From a security standpoint, the FBI requires the trailers be stored within the 167th AW base's perimeter fence and receive periodic visual checks by on-site security personnel.



FBI personnel may occasionally perform review and sorting operations on the files.



- B. **Assumptions.** The 167th AW will provide:
1. Adequate parking space for the [REDACTED] trailers.
 2. Periodic visual checks by on-site security personnel.
 3. Access to specific FBI personnel to check trailers [REDACTED].
 4. Access to specific FBI personnel to sort and access records.
 5. Access [REDACTED].

The FBI will provide:

1. FBI personnel [REDACTED]
2. [REDACTED]
3. Continued rental of the freezer trailers.
4. Communication to the Air Wing Commander's Office of any change in status.

- C. **Duration.** This agreement will be effective for the duration of April 1, 2013 – March 31, 2014 with possible extensions as necessary. Should a termination of this agreement be necessary, advance notice of at least four weeks is required for relocation of the freezer trailers.

4. RESPONSIBILITIES

- A. General.** The FBI will maintain responsibility for the trailers and their contents, [REDACTED]. The 167th AW will provide parking spaces, periodic visual checks by on-site security personnel, and access to specific FBI personnel and fuel delivery drivers, cleared in advance with the 167th AW.
- B. Financial.** The FBI will maintain financial responsibility for rental of the trailers [REDACTED].
- C. Logistics Support.** None
- D. Operations Support.** None
- E. Safety.** [REDACTED]. Smoking will be prohibited [REDACTED] in the vicinity of the trailers. General DOD / 167th AW base safety measures are applicable. No special safety measures are required.
- F. Manpower.** No additional manpower is required.
- G. Security.** The FBI asks that the trailers be located within the 167th AW's perimeter fence. The FBI also requests periodic visual checks of the trailers' exterior by on-site security as part of the base's routine security perimeter checks or patrols.

[REDACTED]

[REDACTED]. The FBI understands the 167th AW will perform a Limited Background Investigation (LBI) on drivers and the [REDACTED]

The FBI will comply with all security procedures and requirements of the 167th AW.

The FBI point of contact (POC) for all security-related questions is [REDACTED]

FBI POC's for logistics and transport are

H. Agreement and Administration. Effective April 1, 2013 – March 30, 2014, with extensions as needed and as approved by both parties.

ROGER L. NYE, Colonel, WVANG
167 Airlift Wing Commander

Division Operations Manager
Federal Bureau of Investigation
Records Management Division

**MEMORANDUM OF AGREEMENT
BETWEEN
167th AW AIRLIFT WING AND FEDERAL BUREAU of
INVESTIGATION (FBI)**

PARKING AGREEMENT

21 MARCH 2013

1. OVERVIEW

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- C. Description.** The FBI is close to advertising a contract for restoration of the records, however, it will require [REDACTED] months for contract award, contractor preparation, and actual execution. During this period, the FBI needs to maintain the records in the freezer trailers.

The trailers' current parking location requires the FBI to expend additional funds for contract guards during nights and weekends.

Parking the trailers at the 167th AW is proposed as a cost savings measure that would enable the FBI to reduce contract guard expenses by instead leveraging the existing physical and personnel security measures of the 167th AW.

- 2. AUTHORITY.** DoDI 4000.19 and other directives as required.

3. GENERAL.

- A. **Scope.** The freezer trailers are [REDACTED] trailers with [REDACTED] and are rented by the FBI.

The trailers are heavily loaded with records, and require stable, relatively level parking areas with gravel or asphalt base.

From a security standpoint, the FBI requires the trailers be stored within the 167th AW base's perimeter fence and receive periodic visual checks by on-site security personnel.



FBI personnel may occasionally perform review and sorting operations on the files.



- B. **Assumptions.** The 167th AW will provide:
1. Adequate parking space for the [REDACTED] trailers.
 2. Periodic visual checks by on-site security personnel.
 3. Access to specific FBI personnel to check trailers [REDACTED]
 4. Access to specific FBI personnel to sort and access records.
 5. Access [REDACTED].

The FBI will provide:

1. FBI personnel [REDACTED].
2. [REDACTED]
3. Continued rental of the freezer trailers.
4. Communication to the Air Wing Commander's Office of any change in status.

- C. **Duration.** This agreement will be effective for the duration of April 1, 2013 – March 31, 2014 with possible extensions as necessary. Should a termination of this agreement be necessary, advance notice of at least four weeks is required for relocation of the freezer trailers.

4. RESPONSIBILITIES

- A. General.** The FBI will maintain responsibility for the trailers and their contents. [REDACTED]. The 167th AW will provide parking spaces, periodic visual checks by on-site security personnel, and access to specific FBI personnel [REDACTED].
- B. Financial.** The FBI will maintain financial responsibility for rental of the trailers [REDACTED]. This MOA is not an obligation or commitment of funds, nor a basis for transfer of funds. Even where a party has agreed (or later does agree) to assume a particular financial responsibility, the party's express written approval must be obtained before the incurring by another party of each expense associated with the responsibility. All obligations of and expenditures by the parties will be subject to their respective budgetary and fiscal processes and availability of funds pursuant to all laws, regulations, and policies applicable thereto. The parties acknowledge that there is no intimation, promise, or guarantee that funds will be available in future years.
- C. Logistics Support.** None
- D. Operations Support.** None
- E. Safety.** [REDACTED]. Smoking will be prohibited [REDACTED] in the vicinity of the trailers. General DOD / 167th AW base safety measures are applicable. No special safety measures are required.
- F. Manpower.** No additional manpower is required.
- G. Security.** The FBI asks that the trailers be located within the 167th AW's perimeter fence. The FBI also requests periodic visual checks of the trailers' exterior by on-site security as part of the base's routine security perimeter checks or patrols.

[REDACTED]

[REDACTED] y
[REDACTED] The FBI understands
the 167th AW will perform a Limited Background Investigation (LBI) on drivers and the

[REDACTED]

The FBI will comply with all security procedures and requirements of the 167th AW.

The FBI point of contact (POC) for all security-related questions is

[REDACTED]

FBI POC's for logistics and transport are

[REDACTED]

H. Agreement and Administration. Effective April 1, 2013 – March 30, 2014, with extensions as needed and as approved by both parties.

ROGER L. NYE, Colonel, WVANG
167 Airlift Wing Commander

[REDACTED]
Division Operations Manager
Federal Bureau of Investigation
Records Management Division

**MEMORANDUM OF AGREEMENT
BETWEEN
167th AIRLIFT WING AND FEDERAL BUREAU of
INVESTIGATION (FBI)**

PARKING AGREEMENT

29 April 2013

1. OVERVIEW

- A. Purpose.** This Memorandum of Agreement (MOA) provides an operational scope for the 167th AW Airlift Wing (AW), a unit within the Air National Guard (ANG) based at the Eastern West Virginia Regional Airport in Martinsburg, WV, and the Federal Bureau of Investigation's (FBI) Records Management Division (RMD) located at 170 Marcel Drive, Winchester, VA, to coordinate temporary parking of 12 refrigerated trailers at the 167th AW.
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1. Adequate parking space for [REDACTED] trailers.
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3. Access to specific FBI personnel to check trailers [REDACTED]
4. Access to specific FBI personnel to sort and access records.
5. Access [REDACTED].

The FBI will provide:

1. FBI personnel [REDACTED]
2. [REDACTED]
3. Continued rental of the freezer trailers.
4. Communication to the Air Wing Commander's Office of any change in status.

C. **Duration.** This agreement will be effective for the duration of June 1, 2013 – May 31, 2014 with extension only permitted in extreme circumstance with eight weeks advance notice. Should a termination of this agreement be necessary prior to May 31, 2014, advance notice of at least four weeks is required for relocation of the freezer trailers.

4. RESPONSIBILITIES

- A. General.** The FBI will maintain responsibility for the trailers and their contents, [REDACTED]. [REDACTED] The 167th AW will provide parking spaces, periodic visual checks by on-site security personnel, and access to specific FBI personnel [REDACTED].
- B. Financial.** The FBI will maintain financial responsibility for rental of the trailers [REDACTED].
- C. Logistics Support.** None
- D. Operations Support.** None
- E. Safety.** [REDACTED]. Smoking will be prohibited [REDACTED] in the vicinity of the trailers. General DOD / 167th AW base safety measures are applicable. No special safety measures are required.
- F. Environmental.** The FBI will be responsible for all costs, supplies, and manpower [REDACTED]. All spills or leaks are to be cleaned and properly disposed of in accordance with Local, State, and Federal regulations and are to be reported to 167th Environmental within Civil Engineering at the time of the incident. Additionally, an MSDS is required to be submitted to the 167th LRS Hazmart for any fuel or chemicals used on the installation.
- G. Manpower.** No additional manpower is required.
- H. Security.** The FBI asks that the trailers be located within the 167th AW's perimeter fence. The FBI also requests periodic visual checks of the trailers' exterior by on-site security as part of the base's routine security perimeter checks or patrols.

[REDACTED]

[REDACTED] The FBI understands the 167th AW will perform a Limited Background Investigation (LBI) on drivers and the

[REDACTED]

The FBI will comply with all security procedures and requirements of the 167th AW.

The FBI point of contact (POC) for all security-related questions is

[REDACTED]

FBI POC's for logistics and transport are

- [REDACTED]
- I. **Agreement and Administration.** Effective June 1, 2013 – May 31, 2014 with extension only permitted in extreme circumstance with eight weeks advance notice and as approved by both parties. Should a termination of this agreement be necessary prior to May 31, 2014, advance notice of at least four weeks is required for relocation of the freezer trailers.

ROGER L. NYE, Colonel, WVANG
167 Airlift Wing Commander

[REDACTED]
Division Operations Manager
Federal Bureau of Investigation
Records Management Division

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
To: [REDACTED]@ic.fbi.gov
Bcc: [REDACTED] T Capt USAF ANG 167 LRS/LGRDX; [REDACTED] LtCol USAF ANG 167 LRS/LGR
Subject: 167th MOU
Date: Monday, April 29, 2013 1:40:00 PM
Attachments: 167th AW FBI MOU.doc

Mr. [REDACTED]

Attached you will find the finalized copy of the MOU from the 167th. Please sign and return at your convenience. Once we receive the signed copy, I will forward to the Wing commander for his signature and we should be able to move forward. If you have any questions please don't hesitate to call me.

Capt [REDACTED]
Installation Deployment Officer
167th Logistics Readiness Squadron
Martinsburg, WV 25405
Office: (304) 616-5156
DSN: 242-5156
FAX: 304 616 5036

1

From: [REDACTED] SMSgt, USAF ANG 167 LRS/LGRDX
To: [REDACTED] TSgt, USAF ANG 167 CE/SCDS
Subject: FOIA Request
Date: Friday, November 22, 2013 7:57:51 AM

Keely,

Here is the link were spoke about



There are three files which contains the actual agreement, a list of FBI counterparts and a signed agreements.

[REDACTED] SMSgt, WVANG
Plans & Integration Superintendent
167AW/LGRDX
DSN 242-5441
Com 304-616-5441

From: [REDACTED]
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Subject: FW: Martinsburg Journal article
Date: Tuesday, April 09, 2013 7:09:25 AM
Attachments: image001.png

Capt. [REDACTED]

FYI.

FBI to store records at airport

April 8, 2013

By [REDACTED]@journal-news net , journal-news net

Save <<http://www.journal-news.net/?page=mscontent.saveContentMsg&showlayout=0&id=593057&nav=5006>> | Comments (3) <<http://www.journal-news.net/page/content.comment/id/593057/FBI-to-store-records-at-airport.html?nav=5006>> | Post a comment <<http://www.journal-news.net/page/content.comment/id/593057/FBI-to-store-records-at-airport.html?nav=5006>> | <http://w.sharethis.com/images/check-small.png> <http://w.sharethis.com/images/check-small.png> <http://w.sharethis.com/images/check-small.png> <http://w.sharethis.com/images/check-small.png> <http://w.sharethis.com/images/check-small.png>

MARTINSBURG - The FBI wants to temporarily store records on the 167th Airlift Wing's base at the Eastern Regional Airport.

Maj. [REDACTED] told members of the Eastern Regional Airport Authority during their meeting Tuesday that the FBI's records management division wants to store 12 cargo trailers filled with frozen documents at the base for about a year.

He said the documents were damaged by flooding in Washington and were frozen to preserve them. He said the FBI wants to try to salvage some of the documents and dispose of the rest.

The documents currently are stored in a facility in Alexandria, Va., [REDACTED] explained, but the cost of keeping them there is high, so the FBI wants to move them to the base at the airport, because there would be no cost to store them there and they would be secure.

Storing the refrigerated trailers at the base would not affect the 167th in any way, [REDACTED] said.

Under the National Guard Bureau's joint-use agreement with the Airport Authority for the 167th to use the airport, permission must be obtained from the authority to allow a non-U.S. Air Force entity to use the base, [REDACTED] said.

Airport Authority members unanimously granted permission to store the trailers on the 167th's side of the airport.

The 167th also must get permission from the National Guard Bureau, Poland said. The NGB is the federal agency that oversees National Guard bases across the country.

██████████ ██████████ ██████████
Solutions, and served him with default papers for being \$12,000 behind in land lease payments.

In February 2011, Aviation Solutions bought out of bankruptcy the former Tiger Aircraft assembly plant off Novak Drive in the airport's business park. Aviation Solutions leased the land from the Airport Authority.

██████████ planned to manufacture airplane parts at the plant as well as do aircraft maintenance, repair and storage, he told The Journal during an earlier interview. He was hoping to obtain 100 percent set-aside contracts for veteran-owned businesses with the federal government. He is a U.S. Navy veteran.

The West Virginia Economic Development Authority authorized Aviation Solutions to issue up to \$3.2 million in bonds for the operation.

██████████ and ██████████, chairman of the Airport Authority, said ██████████ told them he had a possible buyer or subtenant for the property.

If the delinquent payment is not made by April 18, the Airport Authority could take court action to take control of the property.

- Staff writer ██████████ can be reached at 304-263-3381, ext. 128.

From: [REDACTED]
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Subject: Re: 167th MOU
Date: Tuesday, May 28, 2013 3:27:00 PM

Not a problem, Sir. We will start the move on June 10. As always, We greatly appreciate your help with this issue.

Have a good day.

[REDACTED]

----- Original Message -----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX <[REDACTED]@ang.af mil>
To: [REDACTED]
Sent: Tue May 28 14:44:40 2013
Subject: RE: 167th MOU

[REDACTED],

The base is having family day on June 8,9. Would it be possible to move trailers up here on week of June 10? If this is possible, great, if not , it is no big deal. Please advise.

-----Original Message-----

From: [REDACTED] [mailto:[REDACTED]@ic.fbi.gov]
Sent: Monday, April 29, 2013 1:59 PM
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Subject: RE: 167th MOU

Capt. [REDACTED],

Thank you very much for sending this to us. I'll review, sign and get it back to you ASAP. Again, the Bureau appreciates the 167th's support in this effort.

Have a good day, sir.

[REDACTED]

-----Original Message-----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX [mailto:[REDACTED]@ang.af mil]
Sent: Monday, April 29, 2013 1:41 PM
To: [REDACTED]
Subject: 167th MOU

[REDACTED],

Attached you will find the finalized copy of the MOU from the 167th. Please sign and return at your convenience. Once we receive the signed copy, I will forward to the Wing commander for his signature and we should be able to move forward. If you have any questions please don't hesitate to call me.

Capt [REDACTED]
Installation Deployment Officer
167th Logistics Readiness Squadron
Martinsburg, WV 25405
Office: (304) 616-5156

From: [REDACTED]
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Subject: Re: 167th MOU
Date: Tuesday, May 28, 2013 3:35:53 PM

Thanks for the heads up. Let me work on adjusting the schedule.

----- Original Message -----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX <[REDACTED]@ang.af.mil>
To: [REDACTED]
Sent: Tue May 28 14:44:40 2013
Subject: RE: 167th MOU

[REDACTED]

The base is having family day on June 8,9. Would it be possible to move trailers up here on week of June 10? If this is possible, great, if not , it is no big deal. Please advise.

-----Original Message-----

From: [REDACTED] [mailto:[REDACTED]@ic.fbi.gov]
Sent: Monday, April 29, 2013 1:59 PM
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Subject: RE: 167th MOU

Capt. [REDACTED]
Thank you very much for sending this to us. I'll review, sign and get it back to you ASAP. Again, the Bureau appreciates the 167th's support in this effort.

Have a good day, sir.

[REDACTED]

-----Original Message-----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX [mailto:[REDACTED]@ang.af.mil]
Sent: Monday, April 29, 2013 1:41 PM
To: [REDACTED]
Subject: 167th MOU

[REDACTED]

Attached you will find the finalized copy of the MOU from the 167th. Please sign and return at your convenience. Once we receive the signed copy, I will forward to the Wing commander for his signature and we should be able to move forward. If you have any questions please don't hesitate to call me.

Capt [REDACTED]
Installation Deployment Officer
167th Logistics Readiness Squadron
Martinsburg, WV 25405
Office: (304) 616-5156
DSN: 242-5156
FAX: 304 616 5036

From: [REDACTED]
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Subject: RE: 167th MOU
Date: Monday, April 29, 2013 2:03:34 PM

Capt. [REDACTED]

Thank you very much for sending this to us. I'll review, sign and get it back to you ASAP. Again, the Bureau appreciates the 167th's support in this effort.

Have a good day, sir.

[REDACTED]

-----Original Message-----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX [mailto:[REDACTED]@ang.af.mil]
Sent: Monday, April 29, 2013 1:41 PM
To: [REDACTED]
Subject: 167th MOU

[REDACTED]

Attached you will find the finalized copy of the MOU from the 167th. Please sign and return at your convenience. Once we receive the signed copy, I will forward to the Wing commander for his signature and we should be able to move forward. If you have any questions please don't hesitate to call me.

Capt [REDACTED]
Installation Deployment Officer
167th Logistics Readiness Squadron
Martinsburg, WV 25405
Office: (304) 616-5156
DSN: 242-5156
FAX: 304 616 5036

From: [REDACTED]
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Subject: RE: Formal FBI request for trailer parking
Date: Friday, March 29, 2013 8:33:15 AM

Capt [REDACTED],

Thanks for the response.

I am going to put a hardcopy in the mail this morning.

Is the mailing address below complete, or do I need a PO box or street address added?

Capt [REDACTED]
Installation Deployment Officer
167th Logistics Readiness Squadron
Martinsburg, WV 25405

[REDACTED]

-----Original Message-----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX [mailto:[REDACTED]@ang.af.mil]
Sent: Friday, March 29, 2013 6:45 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Formal FBI request for trailer parking

Mr. [REDACTED]

I received your request and forwarded it to our CE rep. Have a good weekend and Happy Easter!

-----Original Message-----

From: [REDACTED] [mailto:[REDACTED]@ic.fbi.gov]
Sent: Thursday, March 28, 2013 4:44 PM
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Cc: [REDACTED]
Subject: Formal FBI request for trailer parking

Capt. [REDACTED]

Thanks for meeting with us yesterday. We appreciate the 167th Wing's continued support!

Attached is the signed formal request we discussed.

We will mail you a hardcopy by snailmail, however, we hope that the pdf can move forward in the meantime.

Please let me know that you receive this email and let us know if there is any additional information you might require.

Sincerely,

[REDACTED]

Management and Program Analyst

Federal Bureau of Investigation

Records Management Division

170 Marcel Drive

Winchester, VA 22602

540-868-4415

[REDACTED] cell

From: [REDACTED]
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Subject: RE: Formal FBI request for trailer parking
Date: Friday, March 29, 2013 9:05:01 AM

Thanks. Have a great weekend.
Please let us know if you need anything additional from us.

-----Original Message-----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX [mailto:[REDACTED]@ang.af.mil]
Sent: Friday, March 29, 2013 8:36 AM
To: [REDACTED]
Subject: RE: Formal FBI request for trailer parking

167th AW ATTN Capt [REDACTED]
222 Sabre Jet Blvd
Martinsburg WV 25405-7704

-----Original Message-----

From: [REDACTED] [mailto:[REDACTED]@ic.fbi.gov]
Sent: Friday, March 29, 2013 8:31 AM
To: [REDACTED] E Capt USAF ANG 167 LRS/LGRDX
Subject: RE: Formal FBI request for trailer parking

Capt [REDACTED]

Thanks for the response.

I am going to put a hardcopy in the mail this morning.
Is the mailing address below complete, or do I need a PO box or street address added?

Capt [REDACTED]
Installation Deployment Officer
167th Logistics Readiness Squadron
Martinsburg, WV 25405

-----Original Message-----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
[mailto:[REDACTED]@ang.af.mil]
Sent: Friday, March 29, 2013 6:45 AM

Cc: [REDACTED]
Subject: RE: Formal FBI request for trailer parking

Mr. [REDACTED]
I received your request and forwarded it to our CE rep. Have a good weekend and Happy Easter!

-----Original Message-----

From: [REDACTED] [mailto:[REDACTED]@ic.fbi.gov]
Sent: Thursday, March 28, 2013 4:44 PM
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Cc: [REDACTED]
Subject: Formal FBI request for trailer parking

Capt. [REDACTED]

Thanks for meeting with us yesterday. We appreciate the 167th Wing's continued support!

Attached is the signed formal request we discussed.

We will mail you a hardcopy by snailmail, however, we hope that the pdf can move forward in the meantime.

Please let me know that you receive this email and let us know if there is any additional information you might require.

Sincerely,

[REDACTED]
Management and Program Analyst

Federal Bureau of Investigation

Records Management Division

170 Marcel Drive

Winchester, VA 22602

540-868-4415

[REDACTED] cell

From: [REDACTED]
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX; [REDACTED]
Subject: RE: Formal FBI request for trailer parking
Date: Thursday, April 04, 2013 12:14:02 PM
Attachments: 167th AW FBI MOU (3).doc

Good Afternoon, Capt. [REDACTED]

Thank you for continuing to work with us on the approval to temporarily store our freezer trailers with the 167th Air Wing. Again, we greatly appreciate the assistance. Our legal review of the MOA was completed. Please see the attached revision which adds language to element 4.B to clarify our respective organization's financial obligations.

Please let one of us know if we can assist your process in any way.

Thanks you again for your consideration of our request.

[REDACTED]
Division Operations manager

-----Original Message-----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX [mailto:[REDACTED]@ang.af.mil]
Sent: Friday, March 29, 2013 6:45 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Formal FBI request for trailer parking

[REDACTED]
I received your request and forwarded it to our CE rep. Have a good weekend and Happy Easter!

-----Original Message-----

From: [REDACTED] [mailto:[REDACTED]@ic.fbi.gov]
Sent: Thursday, March 28, 2013 4:44 PM
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Cc: [REDACTED]
Subject: Formal FBI request for trailer parking

Capt. [REDACTED]

Thanks for meeting with us yesterday. We appreciate the 167th Wing's continued support!

Attached is the signed formal request we discussed.

We will mail you a hardcopy by snailmail, however, we hope that the pdf can move forward in the meantime.

Please let me know that you receive this email and let us know if there is any additional information you might require.

Sincerely,

[REDACTED]

Management and Program Analyst

Federal Bureau of Investigation

Records Management Division

170 Marcel Drive

Winchester, VA 22602

540-868-4415

[REDACTED] cell

From: [REDACTED]
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Cc: [REDACTED]
Subject: Re: Formal FBI request for trailer parking
Date: Thursday, April 04, 2013 12:27:09 PM

Excellent. Thank you, sir.

V/R

[REDACTED]

----- Original Message -----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX [REDACTED]@ang.af.mil>
To: [REDACTED]
Sent: Thu Apr 04 12:20:50 2013
Subject: RE: Formal FBI request for trailer parking

Mr. [REDACTED]

The Civil Engineering representative received approval from the Airport Authority to house the trailers. I am waiting on him to add the HAZMAT verbiage to the MOA, then I will send it to you.

-----Original Message-----

From: [REDACTED] [mailto:[REDACTED]@ic.fbi.gov]
Sent: Thursday, April 04, 2013 12:12 PM
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX; [REDACTED]
Subject: RE: Formal FBI request for trailer parking

Good Afternoon, Capt. [REDACTED]

Thank you for continuing to work with us on the approval to temporarily store our freezer trailers with the 167th Air Wing. Again, we greatly appreciate the assistance. Our legal review of the MOA was completed. Please see the attached revision which adds language to element 4.B to clarify our respective organization's financial obligations.

Please let one of us know if we can assist your process in any way.

Thanks you again for your consideration of our request.

[REDACTED]

Division Operations manager

-----Original Message-----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
[mailto:[REDACTED]@ang.af.mil]
Sent: Friday, March 29, 2013 6:45 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Formal FBI request for trailer parking

Mr. [REDACTED]

I received your request and forwarded it to our CE rep. Have a good weekend and Happy Easter!

-----Original Message-----

From: [REDACTED] [mailto:[REDACTED]@ic.fbi.gov]

Sent: Thursday, March 28, 2013 4:44 PM

To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX

Cc: [REDACTED]

Subject: Formal FBI request for trailer parking

Capt. [REDACTED]

Thanks for meeting with us yesterday. We appreciate the 167th Wing's continued support!

Attached is the signed formal request we discussed.

We will mail you a hardcopy by snailmail, however, we hope that the pdf can move forward in the meantime.

Please let me know that you receive this email and let us know if there is any additional information you might require.

Sincerely,

[REDACTED]

Management and Program Analyst

Federal Bureau of Investigation

Records Management Division

170 Marcel Drive

Winchester, VA 22602

540-868-4415

[REDACTED] cell

From: [REDACTED]
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Cc: [REDACTED]
Subject: RE: Formal FBI request for trailer parking
Date: Thursday, April 18, 2013 1:58:50 PM

Good Afternoon, Capt. [REDACTED]

Just wanted to touch base with you and see if you needed any additional information for the MOU. Again, we very much appreciate your help in getting this agreement established.

Have a good day.

[REDACTED]

-----Original Message-----

From: [REDACTED] USAF ANG 167 LRS/LGRDX [mailto:[REDACTED]@ang.af.mil]
Sent: Thursday, April 04, 2013 12:21 PM
To: [REDACTED]
Subject: RE: Formal FBI request for trailer parking

[REDACTED]

The Civil Engineering representative received approval from the Airport Authority to house the trailers. I am waiting on him to add the HAZMAT verbiage to the MOA, then I will send it to you.

-----Original Message-----

From: [REDACTED] [mailto:[REDACTED]@ic.fbi.gov]
Sent: Thursday, April 04, 2013 12:12 PM
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX; [REDACTED]
Subject: RE: Formal FBI request for trailer parking

Good Afternoon, Capt. [REDACTED]

Thank you for continuing to work with us on the approval to temporarily store our freezer trailers with the 167th Air Wing. Again, we greatly appreciate the assistance. Our legal review of the MOA was completed. Please see the attached revision which adds language to element 4.B to clarify our respective organization's financial obligations.

Please let one of us know if we can assist your process in any way.

Thanks you again for your consideration of our request.

[REDACTED]

Division Operations manager

-----Original Message-----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
[mailto:[REDACTED]@ang.af.mil]
Sent: Friday, March 29, 2013 6:45 AM
To: [REDACTED]
Cc: [REDACTED]

Subject: RE: Formal FBI request for trailer parking

Mr. [REDACTED]

I received your request and forwarded it to our CE rep. Have a good weekend and Happy Easter!

-----Original Message-----

From: [REDACTED] [mailto:[REDACTED]@ic.fbi.gov]

Sent: Thursday, March 28, 2013 4:44 PM

To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX

Cc: [REDACTED]

Subject: Formal FBI request for trailer parking

Capt [REDACTED]

Thanks for meeting with us yesterday. We appreciate the 167th Wing's continued support!

Attached is the signed formal request we discussed.

We will mail you a hardcopy by snailmail, however, we hope that the pdf can move forward in the meantime.

Please let me know that you receive this email and let us know if there is any additional information you might require.

Sincerely,

[REDACTED]

Management and Program Analyst

Federal Bureau of Investigation

Records Management Division

170 Marcel Drive

Winchester, VA 22602

540-868-4415

[REDACTED] cell

From: [REDACTED]
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX; [REDACTED]
Subject: Re: Formal FBI request for trailer parking
Date: Thursday, April 18, 2013 4:01:18 PM

Thank you for the quick response, Capt. As you know we are very eager to formalize the agreement and move our trailers to your location for the improved security and cost savings. We greatly appreciate the extra effort from you and your staff. Please let me know if we can support your efforts in any way.

Have a good day.

[REDACTED]

----- Original Message -----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX <[REDACTED]@ang.af.mil>
To: [REDACTED]
Sent: Thu Apr 18 14:01:38 2013
Subject: RE: Formal FBI request for trailer parking

Mr. [REDACTED]

I am still waiting on the CE representative to add the HAZMAT verbiage. As soon as he completes his part I will forward it to you. My apologies for the time this has taken.

-----Original Message-----

From: [REDACTED] [mailto:[REDACTED]@ic.fbi.gov]
Sent: Thursday, April 18, 2013 1:56 PM
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Cc: [REDACTED]
Subject: RE: Formal FBI request for trailer parking

Good Afternoon, Capt. [REDACTED]

Just wanted to touch base with you and see if you needed any additional information for the MOU. Again, we very much appreciate your help in getting this agreement established.

Have a good day.

[REDACTED]

-----Original Message-----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
[mailto:[REDACTED]@ang.af.mil]
Sent: Thursday, April 04, 2013 12:21 PM
To: [REDACTED]
Subject: RE: Formal FBI request for trailer parking

Mr. [REDACTED]

The Civil Engineering representative received approval from the Airport Authority to house the trailers. I am waiting on him to add the HAZMAT verbiage to the MOA, then I will send it to you.

-----Original Message-----

From: [REDACTED]. [mailto:[REDACTED]@ic.fbi.gov]

Sent: Thursday, April 04, 2013 12:12 PM

To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX; [REDACTED].

Subject: RE: Formal FBI request for trailer parking

Good Afternoon, Capt. [REDACTED]

Thank you for continuing to work with us on the approval to temporarily store our freezer trailers with the 167th Air Wing. Again, we greatly appreciate the assistance. Our legal review of the MOA was completed. Please see the attached revision which adds language to element 4.B to clarify our respective organization's financial obligations.

Please let one of us know if we can assist your process in any way.

Thanks you again for your consideration of our request.

[REDACTED]
Division Operations manager

-----Original Message-----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX

[mailto:[REDACTED]@ang.af.mil]

Sent: Friday, March 29, 2013 6:45 AM

To: [REDACTED]

Cc: [REDACTED]

Subject: RE: Formal FBI request for trailer parking

Mr. [REDACTED]

I received your request and forwarded it to our CE rep. Have a good weekend and Happy Easter!

-----Original Message-----

From: [REDACTED]. [mailto:[REDACTED]@ic.fbi.gov]

Sent: Thursday, March 28, 2013 4:44 PM

To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX

Cc: [REDACTED]

Subject: Formal FBI request for trailer parking

Capt. [REDACTED]

Thanks for meeting with us yesterday. We appreciate the 167th Wing's continued support!

Attached is the signed formal request we discussed.

We will mail you a hardcopy by snailmail, however, we hope that the pdf can move forward in the meantime.

Please let me know that you receive this email and let us know if there is

any additional information you might require.

Sincerely,

[REDACTED]

Management and Program Analyst

Federal Bureau of Investigation

Records Management Division

170 Marcel Drive

Winchester, VA 22602

540-868-4415

[REDACTED] cell

From: [REDACTED]
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Subject: Re: Formal FBI request for trailer parking
Date: Friday, March 29, 2013 6:53:12 AM

Thank you, Sir.

We greatly appreciate the partnership and all your effort. It was a pleasure to meet all of you the other day.

[REDACTED]
----- Original Message -----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX <[REDACTED]@ang.af mil>
To: [REDACTED]
Cc: [REDACTED]
Sent: Fri Mar 29 06:44:38 2013
Subject: RE: Formal FBI request for trailer parking

Mr. [REDACTED]
I received your request and forwarded it to our CE rep. Have a good weekend and Happy Easter!

-----Original Message-----

From: [REDACTED] [mailto:[REDACTED]@ic.fbi.gov]
Sent: Thursday, March 28, 2013 4:44 PM
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Cc: [REDACTED]
Subject: Formal FBI request for trailer parking

Capt. [REDACTED]

Thanks for meeting with us yesterday. We appreciate the 167th Wing's continued support!

Attached is the signed formal request we discussed.

We will mail you a hardcopy by snailmail, however, we hope that the pdf can move forward in the meantime.

Please let me know that you receive this email and let us know if there is any additional information you might require.

Sincerely,

[REDACTED]

Management and Program Analyst

Federal Bureau of Investigation

Records Management Division

170 Marcel Drive

Winchester, VA 22602

540-868-4415

██████████ cell

From: [REDACTED]
To: [REDACTED], Capt USAF ANG 167 LRS/LGRDX
Subject: RE: MOA MOU Template
Date: Friday, March 22, 2013 3:32:25 PM

Capt [REDACTED],
We have completed a draft of the MOU but are reviewing internally. We hope to have it to you early Monday for your review, comment, or edits. Looking forward to meeting with you next Wednesday. Again, our thanks to the 167th for working to assist us with this effort. It is much appreciated.

Have a good weekend.

[REDACTED]
Records Management Division

-----Original Message-----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX [mailto:[REDACTED]@ang.af.mil]
Sent: Thursday, March 21, 2013 4:22 PM
To: [REDACTED]
Subject: MOA MOU Template

Mr. [REDACTED]

Here is the format we will be using for your MOU with the 167th. Please update the Word document with your specific requirements. There is also a PDF attachment which provides examples for the specific categories. If a specific category is not applicable, feel free to delete the information.
If possible please send a copy back to me before the meeting next week. I would like to distribute it to the functional representatives on base so they have an opportunity to review, before the meeting on Wednesday. If you have any questions please call 304 616 5156.

Capt [REDACTED]
Installation Deployment Officer
167th Logistics Readiness Squadron
Martinsburg, WV 25405
Office: (304) 616-5156
DSN: 242-5156
FAX: 304 616 5036

From: [REDACTED]
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Cc: [REDACTED]
Subject: Formal FBI request for trailer parking
Date: Thursday, March 28, 2013 4:46:36 PM
Attachments: [FBI WVANG trailer parking request.pdf](#)

Capt. [REDACTED]

Thanks for meeting with us yesterday. We appreciate the 167th Wing's continued support!

Attached is the signed formal request we discussed.

We will mail you a hardcopy by snailmail, however, we hope that the pdf can move forward in the meantime.

Please let me know that you receive this email and let us know if there is any additional information you might require.

Sincerely,

[REDACTED]

Management and Program Analyst

Federal Bureau of Investigation

Records Management Division

170 Marcel Drive

Winchester, VA 22602

540-868-4415

[REDACTED] cell

From: [REDACTED]
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Subject: RE: MOA MOU Template
Date: Monday, March 25, 2013 1:12:32 PM
Attachments: 167th AW FBI MOU (2).doc

Good Afternoon, Capt [REDACTED]

I have attached a rough working draft of the MOU for our Wednesday meeting. Please consider it a work in progress and adjust as needed for the 167th. RE our earlier discussion, we have an obligation to submit our final MOU for an internal review which may take a week or two after our meeting to complete.

Again, the FBI greatly appreciates your help and that of the entire 167th for assisting us with this issue.

[REDACTED]
Records Management Division
Division Operations Manager

-----Original Message-----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX [mailto:[REDACTED]@ang.af.mil]
Sent: Thursday, March 21, 2013 4:22 PM
To: [REDACTED]
Subject: MOA MOU Template

Mr. [REDACTED]

Here is the format we will be using for your MOU with the 167th. Please update the Word document with your specific requirements. There is also a PDF attachment which provides examples for the specific categories. If a specific category is not applicable, feel free to delete the information.

If possible please send a copy back to me before the meeting next week. I would like to distribute it to the functional representatives on base so they have an opportunity to review, before the meeting on Wednesday. If you have any questions please call 304 616 5156.

Capt [REDACTED]
Installation Deployment Officer
167th Logistics Readiness Squadron
Martinsburg, WV 25405
Office: (304) 616-5156
DSN: 242-5156
FAX: 304 616 5036

From: [REDACTED]
To: [REDACTED] USAF ANG 167 LRS/LGRDX; [REDACTED]
Subject: Re: Names to contact for trailer move
Date: Thursday, May 30, 2013 11:58:09 AM

Thank you Sir. We will contact them prior to delivery of the first trailer.
Best of luck to you and Mrs. Runkles.

[REDACTED]

----- Original Message -----

From: [REDACTED] Capt USAF ANG 167 LRS/LGRDX <[REDACTED]@ang.af mil>
To: [REDACTED]
Sent: Thu May 30 11:38:47 2013
Subject: Names to contact for trailer move

Mr. [REDACTED]

Here are the two individuals that you will most likely be working with during my absence. They will coordinate the Security Forces and Civil Engineering representatives. Thank You

SMSgt [REDACTED]
MSgt [REDACTED]

Capt [REDACTED]
Installation Deployment Officer
167th Logistics Readiness Squadron
Martinsburg, WV 25405
Office: (304) 616-5156
DSN: 242-5156
FAX: 304 616 5036

From: [REDACTED]
To: [REDACTED] Capt USAF ANG 167 LRS/LGRDX
Subject: FBI request for trailer parking
Date: Monday, April 08, 2013 1:52:09 PM

Good Afternoon, Capt. [REDACTED]

I'd like to have a quick conversation with you about the proposed parking of our freezer trailers at your location. I would greatly appreciate a call at (540)868-4478.

Thank you.

[REDACTED]
Records Management Division
Division Operations Manager
(540)868-4478



U.S. Department of Justice

**Federal Bureau of Investigation
Records Management Division**

Washington, D. C. 20535-0001

March 28, 2013

Rodney E. Neely, Colonel, WVANG
167AW Mission Support Group Commander

Dear Colonel Neely:

The FBI Records Management Division respectfully requests permission to store up to twelve (12) refrigerated trailers at the 167th Airlift Wing West Virginia Air National Guard base in Martinsburg, WV. The trailers contain frozen, flood-damaged FBI records. While most of the records will eventually be destroyed, some of the records are identified for restoration. The FBI estimates that the trailers will need to be on base for up to twelve months, but would appreciate your flexibility should an extension be required. The trailers are equipped with high security locks to prevent removal or access to the interior. From a security standpoint, the FBI requires the trailers be stored within the base's perimeter fence and be included in the base's routine security camera coverage and security patrols.

FBI personnel will check the refrigeration units on the trailers daily for normal operation. The FBI will provide a list of personnel who will perform this task and will require access to the trailers. All FBI personnel maintain top secret security clearances and will carry their official FBI credentials during any visits to the base. The FBI will provide a contact list for use should any issues arise with the trailers at any time. FBI personnel should be allowed 24 hour, 7 days per week, access to the trailers. The trailer contents must only be accessed by FBI personnel.

The FBI will comply with all security requirements of the 167th Airlift Wing West Virginia Air National Guard base. In addition, the FBI will provide emissions and sound data for an environmental assessment of the trailers.

Rodney E. Neely, Colonel, WVANG

The FBI greatly appreciates the 167th Wing's support in this endeavor. As discussed, this effort will save the federal government a significant amount of money.

Respectfully,



Division Operations Manager
Records Management Division