



Department of Energy
Washington, DC 20585

September 19, 2014

MEMORANDUM FOR PAUL WESTER

CHIEF RECORDS OFFICER FOR THE U.S. GOVERNMENT
NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

FROM:

DONALD ADCOCK 
CHIEF INFORMATION OFFICER, ACTING
SENIOR AGENCY OFFICIAL FOR RECORDS MANAGEMENT

SUBJECT:

Designation of Departmental Records Officer

Mr. Troy Manigault is hereby appointed the Departmental Records Officer for the Department of Energy (DOE). Mr. Manigault is the director of the Records & Privacy Management Division under the Office of the Chief Information Officer.

Mr. Manigault is assigned records management responsibility with appropriate authority to coordinate and oversee implementation of the Department's Records Management Program principles consistent with 36 CFR § 1220.32. As director, he provides direct supervision and management oversight for the DOE's Record Management Program team. Pursuant to the *Managing Government Records Directive* (M-12-18), Goal 2.3, he holds the required NARA certificate of Federal Records Management Training, awarded May 10, 2007.

Please contact Mr. Manigault directly on (301) 903-9926 or via troy.manigault@hq.doe.gov. His contact information for the NARA Federal Records Officer page should be as follows:

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Departmental Records Officer
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