

Congress of the United States

House of Representatives

COMMITTEE ON SCIENCE, SPACE, AND TECHNOLOGY

2321 RAYBURN HOUSE OFFICE BUILDING

WASHINGTON, DC 20515-6301

(202) 225-6371

www.science.house.gov

May 14, 2015

Mr. Michael Goo
Former Senior Advisor
Office of Energy Policy and Systems Analysis
U.S. Department of Energy
3426 Greentree Dr.
Falls Church, VA 22041

Dear Mr. Goo,

The Committee recently obtained information relating to your use of personal e-mail and text messages to conduct official business and avoid transparency when you served as Associate Administrator for Policy at the Environmental Protection Agency (EPA). According to documents reviewed by the Committee, you seemingly routinely communicated with third party groups attempting to influence the Administration's agenda. The communications were hidden from Congressional inquiries and Freedom of Information Act requests—potentially violating the Federal Records Act. Further, your history of communicating with third party groups through private e-mail and text messages raises concerns that you used similar methods of communications at DOE. These allegations are described in greater detail in the enclosed letters to EPA Administrator Gina McCarthy and Department of Energy (DOE) Secretary Ernest Moniz. The letters also contain requests for relevant documents in the custody of the EPA and DOE.

It is reasonably foreseeable that the Committee will request documents from you at some point during its oversight of the aforementioned allegations. So that a full and complete record of relevant communications can be produced to the Committee in response to a document request, please:

1. Preserve all e-mail, electronic documents, and data (“electronic records”) **created during your time at EPA and DOE, from 2011 to 2014**, that can be reasonably anticipated to be subject to a request for production by the Committee. For the purposes of this request, “preserve” means taking reasonable steps to prevent the partial or full destruction, alteration, testing, deletion, shredding, incineration, wiping, relocation, migration, theft, or mutation of electronic records, as well as negligent or intentional handling that would make such records incomplete or inaccessible;

2. Exercise reasonable efforts to identify and notify former employees and third party groups who may have access to such electronic records that they are to be preserved; and,
3. If it is the routine practice of any agency employee or third party group to destroy or otherwise alter such electronic records, either halt such practices or arrange for the preservation of complete and accurate duplicates or copies of such records, suitable for production if requested.

Pursuant to Rule X of the U.S. House of Representatives, I request that you respond in writing **no later than May 21, 2015**, to confirm receipt of this letter and to advise the Committee of the actions you will take to comply with the document preservation request contained herein.

If you have any questions about this request, please contact Committee Staff at 202-225-6371. Thank you for your attention to this matter.

Sincerely,



Lamar Smith
Chairman

cc: The Honorable Eddie Bernice Johnson, Ranking Minority Member