

December 18, 2015

Dear Depository Librarian:

Library Services and Content Management (LSCM) was apprised that certain Department of the Navy publications that were distributed to depository libraries through the Federal Depository Library Program (FDLP) contain personally identifiable information (PII) of thousands of Naval Officers.

Following communications from the agency, I am requesting that you immediately remove the listed FDLP publications from your collection and destroy them by any means that will prevent disclosure of the PII:

Title: Register of Commissioned and Warrant Officers of the United States Navy and Reserve Officers on Active Duty  
SuDoc Class: D 208.12:  
SuDoc Class: D 208.12/2:  
Item Number: 0405 (MF/P)  
Years: 1971-1975

Title: Register of Retired Commissioned and Warrant Officers, Regular and Reserve, of the United States Navy  
SuDoc Class: D 208.12/3:  
Item Number: 0405 (MF/P)  
Years: 1971, 1973, 1975 (supplemental)

Further, I am instructing that **ALL DEPOSITORY LIBRARIES** complete the withdrawal action form that is on FDLP.gov at:

<http://www.fdlp.gov/requirements-guidance-2/guidance/2451-u-s-department-of-the-navy-publication-withdrawal-action>

The form will be used to certify your compliance with this directive and it must be submitted by January 22, 2016.

Thank you for your cooperation and prompt attention to this matter.

Sincerely,



MARY ALICE BAISH  
Superintendent of Documents