Released under the John F. Kennedy Assassination Records Collection Act of 1992 (44 USC 2107 Note). Case#:NW 68261 Date: 09-01-2022

# Assassination Records Review Board Final Determination Notification

AGENCY : HSCA RECORD NUMBER : 180-10068-10346 RECORD SERIES : STAFF PAYROLL RECORDS AGENCY FILE NUMBER :

## **December 8, 1995**

**Status of Document:** Postponed in Part

#### Number of releases of previously postponed information: 15

Reason for Board Action: The Review Board's decision was premised on several factors including: (a) the significant historical interest in the document in question; (b) the absence of evidence that the release of the information would cause harm to the United States or to any individual.

### Number of Postponements: 4

Postponements: All the postponements in this document represent Social Security numbers.

Reason for Board Action: The text is redacted because the public disclosure of the redaction could reasonably be expected to constitute an unwarranted invasion of personal privacy, and that invasion of privacy would be so substantial that it outweighs the public interest.

Substitute Language: SSN

Date of Next Review: 2017

Board Review Completed: 10/24/95

#### JFK ASSASSINATION SYSTEM

IDENTIFICATION FORM

AGENCY INFORMATION

AGENCY : HSCA RECORD NUMBER : 180-10068-10346

RECORDS SERIES : STAFF PAYROLL RECORDS

AGENCY FILE NUMBER :

DOCUMENT INFORMATION

ORIGINATOR : HSCA FROM : TO :

TITLE :

DATE : 06/08/77 PAGES : 18

SUBJECTS : HSCA, ADMINISTRATION FARMER, JOHN J. JR.

|      | DOCUMEN | IT TYPE | : | PRINTED  | FORM |
|------|---------|---------|---|----------|------|
|      | CLASSIF | CATION  | • | U        |      |
|      | RESTRI  | CTIONS  | : | OPEN IN  | FULL |
|      | CURRENT | STATUS  | : | P        |      |
| DATE | OF LAST | REVIEW  | : | 07/07/93 |      |

**OPENING CRITERIA :** 

COMMENTS :

Box #:1.

- ITEM IS RESTRICTED

NW 68261 Docld:32243312 Page 2



# RECEIVED IET CT 25 Mill: 14

Tom Howarth 2001 211 Select Committee on Assassinations 3331 House Annex # 2 John J. Farmer, Jr. 1001 R'ville Pike, #1819 Rockville, Md. 20852

Oct. 20, 1977

Dear Tom:

Here, without further delay or adue, is my repayment of the overpayment. You will note that it is made out to the U.S. Treasury or the Committee. This is due to the fact that I never recieved your note of September 15, so I was not sure who this was to be made out to. You may instruct those fine fellows at the Payroll Department, however, that I had an exquisitely fine time with my unexpected 'manna from bureaucratic heaven'.

Also, I wish you would advise Donovan to advise Blakey's office that I am still waiting breathlessly for their letter of recommendation. Please tell him (them) that I will not be able to obtain credit for my arduous labors of the summer until I recieve some sort of recommendation.

Thus, with all the sincerety due the occasion, I am,

Sincerely, John & Trown for

P.S. Say hello to Kevin Walsh and Edwin Lopez for me. Tell Edwin that I am now a lifetime member of the "Reggie Jackson for Messiah" fan club.

John J. Farmer, Jr.

September 20, 1977

Mr. John Farmer 1001 Rockville Pike #1819 Rockville, Maryland 20852

Dear John:

In reference to my letter of September 15, 1977, the House Finance Office informs me that in settling your overpayment, they will adjust various withholdings, that were made from your salary.

Accordingly, the amount of the check that you send to us should be \$199.38 instead of \$220.00.

Sincerely,

Thomas Howarth Budget Officer

TH: ow cc: Finance Office

#### LOUIS STOKES, OHIO, CHAIRMAN

RICHARDSON PREYER, N.C.
 WALTER E. FAUNTROY, D.C.
 YVONNE BRATHWAITE BURKE, CALIF.
 CHRISTOPHER J. DODD, CONN.
 HAROLD E. FORD, TENN.
 FLOYD J. FITHIAN, IND.
 ROBERT W. EDGAR, PA.

SAMUEL L. DEVINE, OHIO STEWART B. MCKINNEY, CONN. CHARLES THONE, NEBR. HAROLD S. SAWYER, MICH.

#### (202) 225-4624

Select Committee on Assassinations U.S. House of Representatives 3331 HOUSE OFFICE BUILDING, ANNEX 2 WASHINGTON, D.C. 20515

September 15, 1977

Mr. John Farmer 1001 Rockville Pike, #1819 Rockville, MD 20852

#### Dear John:

Through an oversight, the Research Unit failed to notify the Budget Office that you had terminated your services with the Select Committee. As a consequence, you were overpaid for the month of August.

As I understand the facts, you worked through Friday, August 12 and that Mr. Gay gave you vacation through Friday, August 19. Therefore, you were overpaid for the period August 20-31, 1977 which amounts to a gross salary of \$220.00.

If you agree with the facts, I must request from you in the name of the House of Representatives, the return of House funds in the amount of \$220.00. The check should be made payable to the U. S. Treasury and sent to me in care of the Committee.

If you dispute the facts, kindly get in touch with me as soon as possible so that we can settle the matter.

Kind regards and good luck in your classes at school.

Sincerely,

Thomas Howarth Budget Officer

TH:nps cc: Finance Office

### **PAYROLL AUTHORIZATION FORM**

(Please Use Typewriter or Ballpoint Pen)

### **U.S. HOUSE OF REPRESENTATIVES** Washington, D.C. 20515

(Any erasures, corrections, or changes on this form must be initialed by the authorizing official.)

9 15 77 PH 3: 23

H OF R. FINANCE OFFICE

an in the state of the second of the state of the second second second second second second second second second

# To the Clerk of the House of Representatives:

I hereby authorize the following payroll action:

| Employee Name (First-Middle-Last) | Effective Date   |
|-----------------------------------|--|
| John J. Farmer, Jr.               | 8/31/77  |
| Employee Social Security Number   | Type of Action   |
| JFK Act 5 (g)(2)(D)               | Appointment  |
| Employing Office or Committee     | Salary Adjustment                                      |
| Assassinations                    | X Termination (At close of business on effective date) |

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

|       | Position Title |   | Gross Annual Salary |
|-------|----------------|---|---------------------|
|       |                |   |                     |
| Clerk |                | • | \$7,200             |

(If Committee Employee, complete appropriate item below.)

1. Standing Committee: Staff- Clerical or Professional.

2. X Special or Select Committee: Authority-H. Res. 465 of 95th Congress.

3. Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number\_\_\_\_\_\_If applicable, Level\_\_\_\_\_\_Step\_\_\_\_\_

| i l certif | / that th | nis authorization | is | not | in | violation of 5, 1.5.C. 3110(b), prohibiting the employment | t of |
|------------|-----------|-------------------|----|-----|----|--|------|
| relatives. |           |                   |    |     |    |  |      |
|            |           |                   |    |     |    | 1 North  |      |

| Date | <br> | September 1 | 15, 1977 alle                                |
|------|------|-------------|--|
|      |      |             | (Signature of Authorizing Official)          |
|      |      | 2.1         | Louis Stokes                                 |
|      |      | •           | (Type or print name of Authorizing Official) |
|      |      | · ·         | Chairman                                     |
|      |      | N           | (Title-If Member, District and State)        |

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

|                             |     | Chairma                                      | in, Committee on Hous                 | e Administration |  |
|-----------------------------|-----|--|---------------------------------------|------------------|--|
| Office of Finance use only: |     | <u>,,,,,</u> ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, |                                       |                  |  |
| Office Code                 |     | •<br>•                                       | · · · · · · · · · · · · · · · · · · · |                  |  |
| Monthly Annuity \$          | .00 |  |                                       |                  |  |

# <u>M</u> <u>E</u> <u>M</u> <u>O</u> <u>R</u> <u>A</u> <u>N</u> <u>D</u> <u>U</u> <u>M</u>

#### September 14, 1977

TO: Tom Howarth <br/>
<br/>
Becky Martin<br/>
Tiny Hutton

20 Carine - 6

Donovan L. Ga

RE: John Farmer

FROM:

Early August, 1977, John Farmer, The Committee's summer intern, informed me that he would be registering for classes on August 26, 1977, and would like some time off commencing August 15, 1977, so he could vacation with his family for two weeks.

Based on the countless hours he devoted, and on John's overall performance, which was <u>exceptional</u>, I took it upon myself to grant him the week of August 14, 1977 to accommodate his vacation plans. Therefore, he should have been taken off our payroll ending August 20, 1977.

However, I erred in failing to notify you earlier on the above, as I thought I had already done. Therefore, John Farmer was in fact paid for the remainder of the month of August, 1977.

Should there be additional questions on this matter, please contact me immediately. Furthermore, I can assure you that in the future, you will be notified immediately with regard to personnel changes.

Thank you.

mcp

NW 68261 Docid:32243312 Page 7



Remitter: John J. Farmer

# CASHIER'S CHECK

1°07413661° 1°052000111° 0202120 21°

## FNB 9046 (5/75)

| NB 9046 (5/75) |   |
|----------------|---|
| DATE           | DESCRIPTION   |
| 10/20/77       | U. S. Treasury or Select Committee on Assassindations<br>Remitter: John J. Farmer |
|                |   |
|                |   |
|                |   |

FIRST NATIONAL BANK OF MARYLAND

No. 741366 <u>7-11</u> 520 \_19 77 DOLLARS No. 741366 AMOUNT NW 68261 Docld:32243312 Page 8 \$199.38

Select Committee on Assassinations **U.S. House of Representatives** John WASHINGTON, D.C. 20515 9-26-27 farmer new termination Jeste August tale to Finance Betty Burkholder 56514 per Von Howarth NW 68261 Docld:32243312 Page 9

| PAYROLL AUTHORIZATION FORM  |  |
|---|--|
| (Please Use Typewriter<br>or Ballpoint Pen) Washington, D   |  |
| To the Clerk of the House of Representatives  |  |
| hereby authorize the following payroll action:  | 다.<br>한 사람은 가지 않는 것이라는 것이 있는 것이 가지 않는 것이 있는 것이 있다. 같이 있는 것이 같이<br>한 것이 같은 것이 같은 것이 있는 것이 없다. 같이 있는 것<br>한 것이 없는 것이 없는 것이 없는 것이 있는 것이 있는 것이 없는 것이 없는 것이 있는 것이 없다. 것이 있는 것이 없는 것이 없는 것이 없는 것이 없는 것이 없다. 것이 없는 것이 없는 것이 없다. |
| Employee Name (First-Middle-Last)   | Effective Date   |
| John J. Farmer, Jr.   | August 19, 1977  |
| Employee Social Security Number   | Type of Action   |
| JFK Act 5 (g)(2)(D) .   | Appointment  |
| Employing Office or Committee   |  |
| Assassinations  | XE Termination (At close of business on effective date)  |
| (If type of action is an Appointment or Salary Adjustment, com  | plete the following information.)  |
| Position Title  | Gross Annual Salary  |
| Clerk   | \$7,200  |
| (If Committee Employee, complete appropriate item below.)   |  |
|   |  |
| 1. Standing Committee: Staff - Clerical or A Profe  |  |
| 2. 🖾 Special or Select Committee: Authority – H. Res.   |  |
| 3. Joint Committee.   |  |
| (If Employee of an Officer of the House, complete item below.)  | 법을 가지 않는 것이다. 이번 것은 모두를 하는 것 같다.<br>법을 모두 가지 않는 것은 모두 모두 같은 것은 것은 것은 것은 것은 것은 것을 가지 않는 것 같은 것을 하는 것을 하는 것 같다. 같은 것 같은 것 같이 같이 같이 같이 같이 같이 같이 같이 같이<br>법을 받았다. 것은 것은 것은 모두 모두 같은 것은 것은 것은 것은 것은 것은 것은 것은 것을 알았는 것 같이  |
| Position NumberIf applicable, Level   | <u>en beterne</u> step <u>ter en </u>  |
| relatives.  | n. of 5 U.S.C. 3110(b), prohibiting the employment of  |
| DateSeptember 2777  |  |
|   | (Signature of Authorizing Official)<br>OUIS Stokes   |
| $\sum_{i=1}^{n} \sum_{j=1}^{n} \sum_{i=1}^{n} \sum_{i=1}^{n} \sum_{i=1}^{n} \sum_{j=1}^{n} \sum_{i=1}^{n} \sum_{i$ | (Type or print name of Authorizing Official)   |
| eb en   | (Title – If Member, District and State)  |
| All appointments and salary adjustments for employees upployees, except those of the Committee on Appropriations, the top approved by the Committee on House Administration.  |  |
| APPROVED:   | Chairman, Committee on House Administration  |
| Office of Finance use only:   |  |
| Office Code   |  |
| Monthly Annuity \$00  |  |
| a letter an a stable and the state of Converse Initiations  | Office or Committee  |
|   |  |
| NW 68261<br>Docld:32243312 Page 10  |  |

.

S.

September 20, 1977

Mr. John Farmer 1001 Rockville Pike #1819 Rockville, Maryland 20852

Dear John:

In reference to my letter of September 15, 1977, the House Finance Office informs me that in settling your overpayment, they will adjust various withholdings, that were made from your salary.

Accordingly, the amount of the check that you send to us should be \$199.38 instead of \$220.00.

Sincerely,

Thomas Howarth Budget Officer

TH:ow cc: Finance Office LOUIS STOKES, OHIO, CHAIRMAN

RICHARDSON PREYER, N.C. WALTER E. FAUNTROY, D.C. YVONNE BRATHWAITE BURKE, CALIF. CHARLES THONE, NEBR. CHRISTOPHER J. DODD, CONN. HAROLD E. FORD, TENN. FLOYD J. FITHIAN, IND. ROBERT W. EDGAR, PA.

SAMUEL L. DEVINE. OHIO STEWART B. MCKINNEY, CONN. HAROLD S. SAWYER, MICH.

(202) 225-4624

#### Select Committee on Assassinations

U.S. House of Representatives 3331 HOUSE OFFICE BUILDING, ANNEX 2 WASHINGTON, D.C. 20515

September 15, 1977

Mr. John Farmer 1001 Rockville Pike, #1819 Rockville, MD 20852

Dear John:

Through an oversight, the Research Unit failed to notify the Budget Office that you had terminated your services with the Select Committee. As a consequence, you were overpaid for the month of August.

As I understand the facts, you worked through Friday, August 12 and that Mr. Gay gave you vacation through Friday, August 19. Therefore, you were overpaid for the period August 20-31, 1977 which amounts to a gross salary of \$220.00.

If you agree with the facts, I must request from you in the name of the House of Representatives, the return of House funds in the amount of \$220.00. The check should be made payable to the U.S. Treasury and sent to me in care of the Committee.

If you dispute the facts, kindly get in touch with me as soon as possible so that we can settle the matter.

Kind regards and good luck in your classes at school.

Sincerely,

Thomas Howarth Budget Officer

TH:nps Finance Office cc:

Monthly Annuity \$\_\_ .00

Docld:32243312 Page 12

NW 68261

# $\underline{M} \ \underline{E} \ \underline{M} \ \underline{O} \ \underline{R} \ \underline{A} \ \underline{N} \ \underline{D} \ \underline{U} \ \underline{M}$

September 14, 1977

Tom Howarth Becky Martin Tiny Hutton

Donovan L. Ga

John Farmer

FROM:

TO:

RE:

Early August, 1977, John Farmer, The Committee's summer intern, informed me that he would be registering for classes on August 26, 1977, and would like some time off commencing August 15, 1977, so he could vacation with his family for two weeks.

Based on the countless hours he devoted, and on John's overall performance, which was <u>exceptional</u>, I took it upon myself to grant him the week of August 14, 1977 to accommodate his vacation plans. Therefore, he should have been taken off our payroll ending August 20, 1977.

However, I erred in failing to notify you earlier on the above, as I thought I had already done. Therefore, John Farmer was in fact paid for the remainder of the month of August, 1977.

Should there be additional questions on this matter, please contact me immediately. Furthermore, I can assure you that in the future, you will be notified immediately with regard to personnel changes.

Thank you.

mcp

# <u>M</u> <u>E</u> <u>M</u> <u>O</u> <u>R</u> <u>A</u> <u>N</u> <u>D</u> <u>U</u> <u>M</u>

June 7, 1977

Tom Lambeth Acting Staff Director Donovan L. Gay Chief Researcher

John Farmer, Jr.

RE ;

FROM:

TO:

I recommend that John Farmer, Jr. be employed as a part-time intern at a monthly salary of \$300.00 effective June 8, 1977.

NW 68261 Docld:32243312 Page 14

#### MEMORANDUM

5

| BUDGET | OFFICER  |
|--------|----------|
|        | C        |
| DEPUTY | DIRECTOR |
|        |          |

DATE: JULY 19, 1977

RE: JOHN J. FARMER, JR.

The Chief Counsel and Director has today approved a change in work schedule and salary for John J. Farmer, Jr. Effective July 20, 1977, he will work a full day instead of a half day at a base annual salary of \$7200.00 instead of \$3600.00

CC: CHIEF RESEARCHER

| PAYROLL AUTHORIZAT | ION | FORM |
|--------------------|-----|------|
|--------------------|-----|------|

(Please Use Typewriter (

# U.S. HOUSE OF REPRESENTATIVES Washington, D.C. 20515

(Any erasures, corrections, or changes on this form must be initialed by the authorizing official.)

| Го | the Clerk | of | the | House of | Representatives: |
|----|-----------|----|-----|----------|------------------|
|----|-----------|----|-----|----------|------------------|

· · ·

I hereby authorize the following payroll action:

| John J., Farmer, Jr.<br>Employee Social Security Number  |  |
|--|--|
| Employee Social Security Number  | 7/29/77  |
|  | Type of Action   |
| JFK Act 5 (g)(2)(D)  | Appointment  |
| Employing Office or Committee  | 🖄 Salary Adjustment  |
| Assassinations   | Termination (At close of business on effective date)   |
| type of action is an Appointment or Salary Adjustment, complet                                 | te the following information.)   |
| Pošition Title   | Gross Annual Salary  |
| Clerk  | \$7,200  |
| Committee Employee, complete appropriate item below.)  |  |
| 1. 🗌 Standing Committee: Staff–[] Clerical or [] Professio                                     | onal.  |
| 2. 🔄 Special or Select Committee: Authority-H. Res. <u>455</u>                                 | of 95th Congress.  |
| 3. 🔲 Joint Committee.  |  |
| Employee of an Officer of the House, complete item below.)                                     |  |
|  |  |
| Position NumberIf/applicable, Level  | Step   |
| Position NumberIf/applicable, Level<br>I certify that this authorization is not in violation o |  |
| l certify that this authorization is not in violation o<br>latives.                            |  |
| l certify that this authorization is not in violation o<br>latives.                            |  |
| I certify that this authorization is not in violation o<br>latives.<br>July 1919 <u>77</u>     | of 5 U.S.C. 3110(b), prohibiting the employment<br>(Signature of Authorizing Official)   |
| I certify that this authorization is not in violation o<br>latives.<br>ate                     | of 5 U.S.C. 3110(b), prohibiting the employment<br>(Signature of Authorizing Official)<br>Stokes<br>(Type or print name of Authorizing Official) |

Copy for Initiating Office or Committee

NW 68261 Docld:32243312 Page 16

| To the Clerk of the House of Representatives:  |  |  |   |
|--|--|--|---|
| I hereby authorize the following payroll action:   | n et i singe   | and the second   |   |
| Employee Name (First-Middle-Last)  |  | Effective Date   | an a                                |
| John J. Farmer, Jr.  | 6/8/7  | 6/8/77   |   |
| Employee Social Security Number  |  | Type of Action   |   |
| JFK Act 5 (g)(2)(D)  | 引 Appoir   | Appointment  |   |
| Employing Office or Committee  | Salary   | Adjustment   | <ul> <li></li></ul>   |
| Assassinations   | 🗌 Termin   | Termination (At close of business on effective date)   |   |
| (If type of action is an Appointment or Salary Adjustment, o   | complete the follo   | wing information.)   | en andere en                        |
| Position Title   |  | Gross Annual Salary  |   |
| Clerk  |  | \$3,600  |   |
|  |  | a la   | الا الحاج الحاج   |
| <ol> <li>Standing Committee: Staff - Clerical or P</li> <li>Special or Select Committee: Authority - H. Res</li> <li>Joint Committee.</li> <li>(If Employee of an Officer of the House, complete item below</li> </ol>   | Professional<br>s. 465 of 95<br>ow.)   | Congress.  |   |
| <ul> <li>2. Special or Select Committee: Authority-H. Res</li> <li>3. Joint Committee.</li> <li>(If Employee of an Officer of the House, complete item below</li> <li>Position Number If applicable, Level</li> <li>Certify that this authorization is not in viole</li> </ul>   | Professional.<br>s <b>465</b> of <b>95</b><br>low.)<br>velStep   | Congress.  |   |
| <ol> <li>Standing Committee: Staff- Clerical or P</li> <li>Special or Select Committee: Authority-H. Res</li> <li>Joint Committee.</li> <li>Joint Committee.</li> <li>(If Employee of an Officer of the House, complete item below Position Number If applicable, Level certify that this authorization is not in viole relatives.</li> </ol>  | Professional.<br>s465of_95<br>ow.)<br>velStep<br>ation_of_5_U.S.C  | Congress.  |   |
| <ol> <li>Standing Committee: Staff - Clerical or P</li> <li>Special or Select Committee: Authority - H. Res</li> <li>Joint Committee.</li> <li>Joint Committee.</li> <li>(If Employee of an Officer of the House, complete item below</li> <li>Position Number If applicable, Lev</li> </ol>   | Professional.<br>s465of_95<br>ow.)<br>velStep<br>ation_of_5_U.S.C  | Congress.  | the employment of   |
| <ol> <li>Standing Committee: Staff- Clerical or P</li> <li>Special or Select Committee: Authority-H. Res</li> <li>Joint Committee.</li> <li>(If Employee of an Officer of the House, complete item below Position Number If applicable, Level certify that this authorization is not in violation relatives.</li> </ol>  | Professional.<br>s465of_95<br>ow.)<br>velStep<br>ationof_5_U.S.C<br>Louis_Stok   | Congress.<br>3110(b), prohibiting<br>(Signature of Authorizing Official)   | the employment of   |
| <ol> <li>Standing Committee: Staff- Clerical or P</li> <li>Special or Select Committee: Authority-H. Res</li> <li>Joint Committee.</li> <li>(If Employee of an Officer of the House, complete item below Position Number If applicable, Level 1 certify that this authorization is not in violatives.</li> <li>Date June 8 19.77</li> </ol>  | Professional.<br>s465of_95<br>ow.)<br>velStep<br>ationof_5_U.S.C<br>Louis_Stok   | Congress.<br>3110(b), prohibiting<br>(Signature of Authorizing Official)<br>S<br>Type or print name of Authorizing Official  | the employment o  |
| <ol> <li>Standing Committee: Staff- Clerical or P</li> <li>Special or Select Committee: Authority-H. Res</li> <li>Joint Committee.</li> <li>(If Employee of an Officer of the House, complete item below Position Number If applicable, Level certify that this authorization is not in violation relatives.</li> </ol>  | Professional.<br>s465of_95<br>ow.)<br>velStep<br>ation_of_5_U.S.C<br>Louis_Stok  | Congress.<br>3110(b), prohibiting<br>(Signature of Authorizing Official)   | the employment o  |
| <ol> <li>Standing Committee: Staff- Clerical or P</li> <li>Special or Select Committee: Authority-H. Res</li> <li>Joint Committee.</li> <li>(If Employee of an Officer of the House, complete item below Position Number If applicable, Leven 1 certify that this authorization is not in violatives.</li> <li>Date June 8 19.77</li> </ol>  | Professional.<br>s465of_95<br>ow.)<br>velStep<br>ation of 5 U.S.C<br>Louis Stok<br>Chairman<br>tes under the Hou<br>the Committee on | Congress.<br>3110(b), prohibiting<br>(Signature of Authorizing Official)<br>S<br>Type or print name of Authorizing Official)<br>(Title – If Member, District and State<br>se Classification: Act. and<br>the Budget, and the Joil  | the employment of<br>icial)<br>for Committee em-<br>nt Committees, must |
| <ol> <li>Standing Committee: Staff - Clerical or P</li> <li>Special or Select Committee: Authority - H. Res</li> <li>Joint Committee.</li> <li>(If Employee of an Officer of the House, complete item below Position Number If applicable, Leventify, that this authorization is not in violaterelatives.</li> <li>Date June 8 19 77</li> <li>All appointments and salary adjustments for employee ployees, except those of the Committee on Appropriations, the approved by the Committee on House Administration.</li> </ol>                       | Professional.<br>sof   | Congress.<br>3110(b), prohibiting<br>(Signature of Authorizing Official)<br>S<br>Type or print name of Authorizing Official)<br>(Title – If Member, District and State<br>se Classification: Act. and<br>the Budget, and the Joil  | the employment of<br>icial)<br>for Committee em-<br>nt Committees, must |
| <ol> <li>Standing Committee: Staff - Clerical or P</li> <li>Special or Select Committee: Authority - H. Res</li> <li>Joint Committee.</li> <li>(If Employee of an Officer of the House, complete item bell<br/>Position NumberIf applicable, Lev</li> <li>certify that this authorization is not in viola<br/>relatives.</li> <li>DateJune 819 77</li> <li>All appointments and salary adjustments for employee<br/>ployees, except those of the Committee on Appropriations, t<br/>be approved by the Committee on House Administration.</li> </ol> | Professional.<br>s   | S<br>Congress.<br>3110(b), prohibiting<br>(Signature of Authorizing Official)<br>(Signature of Authorizing Official)<br>S<br>Type or print name of Authorizing Official<br>(Title – If Member, District and State<br>se Classification: Act. and<br>the Budget, and the Join<br>man, Committee on House Admini | the employment of<br>icial)<br>for Committee em-<br>nt Committees, must |
| <ol> <li>Standing Committee: Staff - Clerical or P</li> <li>Special or Select Committee: Authority-H. Res</li> <li>Joint Committee.</li> <li>(If Employee of an Officer of the House, complete item bell<br/>Position NumberIf applicable, Lev</li> <li>certify that this authorization is not in violor relatives.</li> <li>DateJune 8 _ 19 77</li> <li>All appointments and salary adjustments for employee ployees, except those of the Committee on Appropriations, the approved by the Committee on House Administration</li> </ol>             | Professional.<br>s   | S<br>Congress.<br>3110(b), prohibiting<br>(Signature of Authorizing Official)<br>(Signature of Authorizing Official)<br>S<br>Type or print name of Authorizing Official<br>(Title – If Member, District and State<br>se Classification: Act. and<br>the Budget, and the Join<br>man, Committee on House Admini | the employment of<br>icial)<br>for Committee em-<br>nt Committees, must |

ĥ

() ()

#### MEMORANDUM

TO: ALL STAFF

RE: Payroll Certification

The <u>Regulations and Accounting Procedures for Allowances and</u> <u>Expenses of Committees, Members and Employees of the U.S. House of</u> <u>Representatives</u> require that, among other things, the Committee's monthly payroll certification include the relationship, if any, of each employee to any current Member of Congress. This certification is signed monthly by our Chairman.

The following are the relationships to be included in the certification:

| father       | nephew          | brother-in-law |
|--------------|-----------------|----------------|
| mother       | niece           | sister-in-law  |
| son          | husband         | stepfather     |
| daughter     | wife            | stepmother     |
| brother      | father-in-law   | stepbrother    |
| sister       | mother-in-law   | stepsister     |
| uncle        | son-in-law      | half-brother   |
| aunt         | daughter-in-law | half-sister    |
| first cousin |                 |                |

Please complete the appropriate portion below, sign and date this form, which will then become a part of your permanent personnel file. If this status changes, you must notify the Committee's Budget Office immediately of the change.

 $\square$  I am not related to any current (95th Congress) Member of Congress.

I am related to a current (95th Congress) Member of Congress. (Please specify.)

John J. Farmer, Jr. Signature of Employee

10/17 Date

. . .

NW 68261 Docld:32243312 Page 18

11