



Inventory for FOIA Request 2017-0130-F

Staff Member Office Files (SMOF) Related to Elisabeth “Betsy” DeVos

Extent

3 folders, approximately 73 pages

Access

Collection is open to all researchers. Access to George W. Bush Presidential Records is governed by the Presidential Records Act (PRA) (44 USC 2201) and the Freedom of Information Act (FOIA) (5 USC 552, as amended) and therefore records may be restricted in whole or in part in accordance with legal exemptions.

Copyright

Documents in this collection that were prepared by officials of the United States government as part of their official duties are in the public domain. Researchers are advised to consult the copyright law of the United States (Title 17, USC) which governs the making of photocopies or other reproductions of copyrighted material.

Provenance

Official records of George W. Bush’s presidency are housed at the George W. Bush Presidential Library and administered by the National Archives and Records Administration (NARA) under the provisions of the Presidential Records Act (PRA).

Processing by

Staff Archivists, 2017. Previously restricted materials are added as they are released. Last Modified: 10/17/2017

Scope and Content

The materials in FOIA 2017-0130-F are a selective, not necessarily all inclusive, body of documents responsive to the topic of the FOIA. Researchers should consult the archivist about related materials.

FOIA 2017-0130-F requested Staff Member Office Files (SMOF) related to Elisabeth “Betsy” DeVos.

This FOIA primarily contains lists of candidates who were appointed to positions within the George W. Bush administration, press releases, personnel selection memoranda with finalized lists of appointees, vetting documents and biographies of candidates selected for appointment to office, published speeches, and routine correspondence related to appointees. The majority of

the documents relate to Elisabeth DeVos's appointment to the Board of Trustees of the John F. Kennedy Center for the Performing Arts.

System of Arrangement

The materials in FOIA 2017-0130-F are a systematic body of documents responsive to the topic of the FOIA. Researchers should consult an archivist about related materials.

Documents responsive to this FOIA were found in these collection areas – Staff Member and Office Files.

Staff Member and Office Files are maintained at the folder level by staff members within their individual offices and document all levels of administration activity.

Staff Member and Office Files are processed at the folder level, that is, individual documents are not selected and removed from a folder for processing. While this method maintains folder integrity, it frequently results in the incidental processing of documents that are not wholly responsive to the subject area.

The following is a list of documents and folders processed in response to FOIA 2017-0130-F:

Box 1

Staff Member Office Files

Presidential Personnel, White House Office of

Bullock, Katja - Candidate Files - Boards and Commissions (Part Time)

KCB (Kennedy Center, Board of Trustees) Betsy DeVos JFK Board

Miller, Martha

Elisabeth D. DeVos -- JFK Board of Trustees, 07/08/2004

Speechwriting, White House Office of

Green, Anneke

DeVos