Inventory for FOIA Request 2014-0287-F

Records Summarizing Trends in Public Opinion Mail and Email sent to the White House and President George W. Bush

Extent
348 folders, approximately 17,544 pages / 61 assets

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, 2018. Previously restricted materials are added as they are released. Last Modified: 07/16/2020

Scope and Content
The materials in FOIA 2014-0287-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 2014-0287-F requested records summarizing trends in public opinion mail and email sent to the White House and to President George W. Bush.

This FOIA primarily contains Mail Analysis worksheets, database printouts, and samples of the public correspondence received: letters, emails, and group petitions. Much of the worksheet material categorizes incoming mail by intended destination: VIP, First Lady, pets, No Response Necessary (NRNs), and mail referred to federal agencies for additional action. This FOIA also
contains printed emails from the public covering a variety of topics, dating from 2007 through 2008.

Contained within the records is raw data on a weekly and monthly basis on the amount of incoming mail, as well as forms tracking the major national or international issues addressed in that correspondence. There are records that summarize the number of form letters, by topic, sent by the White House in response. Researchers should note that there are no drafts or final copies of form letters in these folders. Rather, all of the White House-produced records concern the collection and routing of mail.

The textual records for this request come from the White House Office of Presidential Correspondence - Mail Analysis. Much of this material had little or no original arrangement. It has been arranged in rough chronological order, mostly by month/year. There is a gap between March 2002 and August 2003; the majority of the materials for this request date from 2006 through 2008.

The electronic records in this request include emails transmitting various Mail Analysis reports which detail the amounts of mail received by various components of the White House Office of Presidential Correspondence as well as breakdowns of various topics. Also included are individual copies of Mail Analysis reports and a cover sheet for the reports.

**System of Arrangement**

The materials in FOIA 2014-0287-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 Office Files (SMOF) and George W. Bush Presidential Electronic Records.

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

Staff Member 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 Executive Office of the President (EOP) instance of the Electronic Records Archive (ERA) contains electronic records created or received by President George W. Bush. These records are stored in Search and Access Sets (SAS) that represent their originating computer program, such as Exchange Email or the Worker and Visitor Entry System (WAVES). In addition to records captured from the White House’s electronic systems, EOP-ERA also contains records from the home and shared drives used by White House staff.

The following is a list electronic search results lists (SRLs) and folders processed in response to FOIA 2014-0287-F:
George W. Bush Electronic Records

ARMS2 contains 21 assets.
Exchange contains 22 assets.
WHO contains 18 assets.

George W. Bush Textual Records

Box 1

Staff Member Office Files

Presidential Correspondence, Office of
Mail Analysis - General Files

[May 2001] Binder - Mail Analysis Daily Reports

Box 2

Presidential Correspondence, Office of
Mail Analysis - General Files

[August 2001 - December 2001] Binder - Incoming Mail Log
[August 2003 - December 2004 White House Incoming Mail] Binder - Mail Room
Monthly Numbers

[August 2003] Binder - White House Mail Section - Distributed Mail 2004
[September 2003] Binder - White House Mail Section - Distributed Mail 2004
[October 2003] Binder - White House Mail Section - Distributed Mail 2004
[November 2003] Binder - White House Mail Section - Distributed Mail 2004
[December 2003] Binder - White House Mail Section - Distributed Mail 2004

Box 3

Presidential Correspondence, Office of
Mail Analysis - General Files

[January 2004] Binder - White House Mail Section - Distributed Mail 2004
[February 2004] Binder - White House Mail Section - Distributed Mail 2004
[March 2004] Binder - White House Mail Section - Distributed Mail 2004
[April 2004 - White House Incoming Mail Report]
[April 2004] Binder - White House Mail Section - Distributed Mail 2004
[May 2004] Binder - White House Mail Section - Distributed Mail 2004
[June 2004] Binder - White House Mail Section - Distributed Mail 2004
[July 2004] Binder - White House Mail Section - Distributed Mail 2004
[August 2004] Binder - White House Mail Section - Distributed Mail 2004
[September 2004] Binder - White House Mail Section - Distributed Mail 2004
[October 2004] Binder - White House Mail Section - Distributed Mail 2004
[November 2004] Binder - White House Mail Section - Distributed Mail 2004
[December 2004] Binder - White House Mail Section - Distributed Mail 2004

Box 4

Presidential Correspondence, Office of
Mail Analysis - General Files

<table>
<thead>
<tr>
<th>Month</th>
<th>Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 2005</td>
<td>Incoming Mail Logs</td>
<td></td>
</tr>
<tr>
<td>January 2005</td>
<td>White House Incoming Mail Report</td>
<td></td>
</tr>
<tr>
<td>January 2005</td>
<td>White House Mail Section - Distributed Mail</td>
<td></td>
</tr>
<tr>
<td>February 2005</td>
<td>White House Incoming Mail Report</td>
<td></td>
</tr>
<tr>
<td>February 2005</td>
<td>White House Mail Section - Distributed Mail</td>
<td></td>
</tr>
<tr>
<td>March 2005</td>
<td>Incoming Mail Logs</td>
<td></td>
</tr>
<tr>
<td>March 2005</td>
<td>White House Incoming Mail Report</td>
<td></td>
</tr>
<tr>
<td>March 2005</td>
<td>White House Mail Section - Distributed Mail</td>
<td></td>
</tr>
<tr>
<td>April 2005</td>
<td>Incoming Mail Logs</td>
<td></td>
</tr>
<tr>
<td>April 2005</td>
<td>White House Incoming Mail Report</td>
<td></td>
</tr>
<tr>
<td>April 2005</td>
<td>White House Mail Section - Distributed Mail</td>
<td></td>
</tr>
<tr>
<td>May 2005</td>
<td>Incoming Mail Logs</td>
<td></td>
</tr>
<tr>
<td>May 2005</td>
<td>White House Incoming Mail Report</td>
<td></td>
</tr>
<tr>
<td>May 2005</td>
<td>White House Mail Section - Distributed Mail</td>
<td></td>
</tr>
<tr>
<td>June 2005</td>
<td>Incoming Mail Logs</td>
<td></td>
</tr>
<tr>
<td>June 2005</td>
<td>White House Mail Section - Distributed Mail</td>
<td></td>
</tr>
<tr>
<td>July 2005</td>
<td>Incoming Mail Logs</td>
<td></td>
</tr>
<tr>
<td>July 2005</td>
<td>White House Incoming Mail Report</td>
<td></td>
</tr>
<tr>
<td>July 2005</td>
<td>White House Mail Section - Distributed Mail</td>
<td></td>
</tr>
<tr>
<td>August 2005</td>
<td>Incoming Mail Logs</td>
<td></td>
</tr>
<tr>
<td>August 2005</td>
<td>White House Incoming Mail Report</td>
<td></td>
</tr>
<tr>
<td>August 2005</td>
<td>White House Mail Section - Distributed Mail</td>
<td></td>
</tr>
<tr>
<td>September 2005</td>
<td>Incoming Mail Logs</td>
<td></td>
</tr>
<tr>
<td>September 2005</td>
<td>White House Incoming Mail Report</td>
<td></td>
</tr>
<tr>
<td>September 2005</td>
<td>White House Mail Section - Distributed Mail</td>
<td></td>
</tr>
<tr>
<td>October 2005</td>
<td>Incoming Mail Logs</td>
<td></td>
</tr>
<tr>
<td>October 2005</td>
<td>White House Incoming Mail Report</td>
<td></td>
</tr>
<tr>
<td>October 2005</td>
<td>White House Mail Section - Distributed Mail</td>
<td></td>
</tr>
<tr>
<td>November 2005</td>
<td>Incoming Bulk Mail</td>
<td></td>
</tr>
<tr>
<td>November 2005</td>
<td>White House Incoming Mail Report</td>
<td></td>
</tr>
</tbody>
</table>
Box 5

Presidential Correspondence, Office of
Mail Analysis - General Files

[December 2005 - White House Incoming Mail Report]
[December 2005 - White House Mail Section - Distributed Mail]
[2006 - Email Monthly Reports]
[January 2006 - Incoming Bulk Mail]
[January 2006 - White House Incoming Mail Report]
[January 2006 - White House Mail Section - Distributed Mail]
[January 2006] Binder - WHO/EOP Office of Presidential Correspondence Mail Analysis Department: Weekly Email Report
[February 2006 - Incoming Bulk Mail]
[February 2006 - Incoming Mail Logs]
[February 2006 - White House Incoming Mail Report]
[February 2006 - White House Mail Section - Distributed Mail]
[February 2006] Binder - WHO/EOP Office of Presidential Correspondence Mail Analysis Department: Weekly Email Report
[March 2006 - Incoming Bulk Mail]
[March 2006 - Incoming Mail Logs]
[March 2006 - White House Incoming Mail Report]
[March 2006 - White House Mail Section - Distributed Mail]
[April 2006 - Incoming Mail Logs]
[April 2006 - White House Incoming Mail Report]
[April 2006 - White House Mail Section - Distributed Mail]
[April 2006] Binder - WHO/EOP Office of Presidential Correspondence Mail Analysis Department: Weekly Email Report
[May 2006 - White House Mail Section - Distributed Mail]
Box 6

Presidential Correspondence, Office of
Mail Analysis - General Files

[July 2006 - White House Mail Section - Distributed Mail]


[August 2006 - White House Mail Section - Distributed Mail]

[August 2006] Binder - WHO/EOP Office of Presidential Correspondence Mail Analysis Department: Weekly Email Report

[September 2006 - White House Mail Section - Distributed Mail] [Folder 1]

[September 2006 - White House Mail Section - Distributed Mail] [Folder 2]


[October 2006 - White House Incoming Mail Report]

[October 2006 - White House Mail Section - Distributed Mail]

[October 2006] Binder - WHO/EOP Office of Presidential Correspondence Mail Analysis Department: Weekly Email Report

[November 2006 - White House Incoming Mail Report]

[November 2006 - White House Mail Section - Distributed Mail] [Folder 1]

[November 2006 - White House Mail Section - Distributed Mail] [Folder 2]

[November 2006] Binder - WHO/EOP Office of Presidential Correspondence Mail Analysis Department: Weekly Email Report


[December 2006 - White House Mail Section - Distributed Mail] [Folder 1]

[December 2006 - White House Mail Section - Distributed Mail] [Folder 2]

[December 2006] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report

[2007 - Email Monthly Reports]

Box 7

Presidential Correspondence, Office of Mail Analysis - General Files
[January 2007 - Daily Reports]
[January 2007 - White House Incoming Mail Report] [Folder 1]
[January 2007 - White House Incoming Mail Report] [Folder 2]
[January 2007 - White House Mail Section - Daily Volume Reports]
[January 2007 - White House Mail Section - Distributed Mail] [Folder 1]
[January 2007 - White House Mail Section - Distributed Mail] [Folder 2]

Box 8

Presidential Correspondence, Office of Mail Analysis - General Files
[February 2007 - Daily Reports]
[February 2007 - White House Mail Section - Daily Volume Reports]
[February 2007 - White House Mail Section - Distributed Mail] [Folder 1]
[February 2007 - White House Mail Section - Distributed Mail] [Folder 2]
Box 9

Presidential Correspondence, Office of

Mail Analysis - General Files

[March 2007 - White House Mail Section - Distributed Mail] [Folder 1]
[March 2007 - White House Mail Section - Distributed Mail] [Folder 2]
[March 2007] Binder - WHO/EOP Office of Presidential Correspondence Mail

Analysis Department: Weekly Email Report


[April 2007 - Daily Reports]
[April 2007 - Incoming Bulk Mail]
[April 2007 - White House Incoming Mail Report]
[April 2007 - White House Mail Section - Daily Volume Reports]

[April 2007 - White House Mail Section - Distributed Mail] [Folder 1]
[April 2007 - White House Mail Section - Distributed Mail] [Folder 2]
[April 2007] Binder - WHO/EOP Office of Presidential Correspondence Mail

Analysis Department: Weekly Email Report

Box 10

Presidential Correspondence, Office of Mail Analysis - General Files

[May 2007 - Daily Reports]
[May 2007 - Incoming Bulk Mail]
[May 2007 - White House Mail Section - Daily Volume Reports]
[May 2007 - White House Mail Section - Distributed Mail] [Folder 1]
[May 2007 - White House Mail Section - Distributed Mail] [Folder 2]

[June 2007 - Daily Reports]
[June 2007 Monthly Report Materials] [1]
[June 2007 Monthly Report Materials] [3]
[June 2007 - White House Mail Section - Daily Volume Reports]
[June 2007 - White House Mail Section - Distributed Mail] [Folder 1]

Box 11

Presidential Correspondence, Office of Mail Analysis - General Files

[June 2007 - White House Mail Section - Distributed Mail] [Folder 2]
[June 2007 - White House Mail Section - Distributed Mail] [Folder 3]
[June 2007] Binder - WHO/EOP Office of Presidential Correspondence Mail Analysis Department: Weekly Email Report

[July 2007 - Daily Reports]
Box 13

Presidential Correspondence, Office of
Mail Analysis - General Files
[October 2007 - Daily Reports]
[October 2007 - White House Mail Section - Daily Volume Reports]
[October 2007 - White House Mail Section - Distributed Mail] [Folder 1]
[October 2007 - White House Mail Section - Distributed Mail] [Folder 2]
[October 2007] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report
[November 2007 - Daily Reports]

Box 14

Presidential Correspondence, Office of
Mail Analysis - General Files
[November 2007 - White House Mail Section - Daily Volume Reports]
[November 2007 - White House Mail Section - Distributed Mail] [Folder 1]
[November 2007 - White House Mail Section - Distributed Mail] [Folder 2]
[November 2007] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report
[December 2007 - Daily Reports]
[December 2007 - White House Incoming Mail Report]
[December 2007 - White House Mail Section - Daily Volume Reports]
[December 2007 - White House Mail Section - Distributed Mail] [Folder 1]
[December 2007 - White House Mail Section - Distributed Mail] [Folder 2]
[December 2007] Binder - WHO/EOP Office of Presidential Correspondence Mail Analysis Department: Weekly Email Report
[2008 - Email Monthly Reports]

Box 15

Presidential Correspondence, Office of
Mail Analysis - General Files

[January 2008 - White House Mail Section - Distributed Mail] [Folder 1]
[January 2008 - White House Mail Section - Distributed Mail] [Folder 2]
[February 2008 - White House Incoming Mail Report] [Folder 1]
[February 2008 - White House Incoming Mail Report] [Folder 2]
[February 2008 - White House Mail Section - Distributed Mail] [Folder 1]
[February 2008 - White House Mail Section - Distributed Mail] [Folder 2]
[February 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail Analysis Department: Weekly Email Report

Box 16

Presidential Correspondence, Office of
Mail Analysis - General Files
[March 2008 - White House Mail Section - Distributed Mail] [Folder 1]
[March 2008 - White House Mail Section - Distributed Mail] [Folder 2]
[April 2008 - White House Incoming Mail Report]
[April 2008 - White House Mail Section - Distributed Mail]

Box 17

Presidential Correspondence, Office of Mail Analysis - General Files
[May 2008 - Incoming Bulk Mail]
[May 2008 - White House Incoming Mail Report]
[May 2008 - White House Mail Section - Distributed Mail]
Box 18

Presidential Correspondence, Office of

Mail Analysis - General Files

[June 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [1]

[June 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [2]

[June 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [3]

[June 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [4]


[July 2008 - White House Incoming Mail Report]

[July 2008 - White House Mail Section - Distributed Mail]

[July 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [1]

[July 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [2]

[July 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [3]
Analysis Department: Weekly Email Report [3]
[July 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [4]

Box 19

Presidential Correspondence, Office of
Mail Analysis - General Files

[August 2008 - White House Incoming Mail Report]
[August 2008 - White House Mail Section - Distributed Mail]
[August 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [1]
[August 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [2]
[August 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [3]
[August 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [4]
[August 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [5]

Box 20

Presidential Correspondence, Office of
Mail Analysis - General Files

[September 2008 - White House Mail Section - Distributed Mail]
[September 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Box 21

Presidential Correspondence, Office of
Mail Analysis - General Files

[October 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [4]

November 2008 - [Monthly Report Materials] [1]
November 2008 - [Monthly Report Materials] [3]
[November 2008 - White House Incoming Mail Report]
[November 2008 - White House Mail Section - Distributed Mail]
[November 2008] Binder - WHO/EOP Office of Presidential Correspondence Mail
Analysis Department: Weekly Email Report [1]
Box 22

Presidential Correspondence, Office of
Mail Analysis - General Files

December 2008 - January 2009 (partial) - [White House Mail Section – Distributed Mail]