Extent

14 folders, 303 pages

Summary

This collection consists of charts, seating plans, memoranda, correspondence, reports, schematic diagrams, and press releases. Perhaps the most meaningful records are several seating plans for a Medicare event that occurred in March 1993.

Scope and Content Note

The materials in FOIA 2008-0677-F are a selective body of documents responsive to the topic of the FOIA. Researchers should consult the archivist about related materials. FOIA 2008-0677-F contains records pertaining to seating charts and organizational charts in the Clinton Administration. Specifically, there are seating charts for around a table in the Cabinet Room and organizational charts for various departments and agencies. To a lesser extent, information can be found about seating arrangements for reporters in the White House Briefing Room. The White House Office of Records Management (WHORM) contains charts, memoranda, correspondence, and statements dealing with the Office of Records Management (ORM), the White House Press Office, and the Office of Administration (OA) within the Executive Office of the President. In some cases, mission statements can be found along with a detailed listing of branches and personnel. The White House Staff and Office Files contain charts, schematic diagrams, memoranda, reports, correspondence, and press releases detailing a number of offices and their unique seating and organizational dispositions. For example, in the files of Christa Robinson a researcher would be able to locate seating arrangements and related facts vis-à-vis a meeting between President Clinton and members of the Medicare Commission held in March 1998. Two folders of General Correspondence records lay out the workings of the Office of Correspondence and Presidential Messages. Organizational charts are a key element in the Staff and Office Files. For instance, a chart of the

Office of Intergovernmental Affairs is in the papers of Paul Begala. The Bureau of the Public Debt, a component of the Department of the Treasury, is broken down schematically in a Transition Briefing Book found in the files of Timothy Campbell.

Record Type

Textual

System of Arrangement

Records that were responsive to this FOIA request were found in two collection areas—Clinton Presidential Records: WHORM Subject Files and Clinton Presidential Records: White House Staff and Office Files. The White House Office of Records Management (WHORM) contains a variety of series created to organize and track documents and correspondence. The WHORM Subject File was compiled by the White House Office of Records Management and is a series of categories designated by a letter/number combination. Staff and Office Files were maintained at the folder level by staff members within their individual offices and document all levels of administration activity. WHORM files are processed at the document level; whereas, Staff 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. FOIA 2008-0677-F includes WHORM records from these subject codes: FG006-01 White House Office WH White House Administration

Access

Collection is open to all researchers. Access to Clinton 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 (17 USC, 101) which governs the making of photocopies or other reproductions of copyrighted material.

Provenance

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

Processed by

Staff Archivist, 2011. Previously restricted materials are added as they are released

Last Modified Date

2011-08-23

Container List

The following is a list of documents and folders processed in response to FOIA 2008-0677-F:
Clinton Presidential Records: WHORM: Subject File
FG006-01 Case Number: 085215
FG006-01 Case Number: 292541
WH Case Number: 112525
Clinton Presidential Records: Staff and Office Files
Cabinet Affairs
Christine Varney

Cabinet – Seating Charts [OA/ID 3712]
Calligraphy Office
Clinton Presidential Records: Staff and Office Files (continued)
Rick Paulus
Seating Chart – Overview Card [OA/ID 101991]
Correspondence
Organization Charts [OA/ID 20478]
Organization Chart for Correspondence [OA/ID 21193]
Counsel’s Office
Counsel Staffing/Organizational Charts – 1994 [OA/ID 7540]
Stephen Neuwirth
NSC Organizational Chart [OA/ID CF 384]
Domestic Policy Council
Christa Robinson
Cabinet Room Seating Chart – Medicare Event [OA/ID 23279]
Political Affairs
Paul Begala
Organization Chart of the Office of Intergovernmental Affairs & A Biography of Mickey Ibarra, Director of the Office [OA/ID 10311]
Presidential Personnel
Timothy Campbell
Transition Briefing Book, January 1993, U.S. Department of the Treasury – Organization Charts [1] [OA/ID 18545]
Transition Briefing Book, January 1993, U.S. Department of the Treasury – Organization Charts [2] [OA/ID 18545]
WH Technology Task Force
OA – Organization Chart [OA/ID 2920]