



Inventory for FOIA Request 2016-0068-F

Records on Sheri Valera's Appointment to the Department of Commerce

Extent

3 folders, approximately 83 pages / 110 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: 07/13/2020.

Scope and Content

The materials in FOIA 2016-0068-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 2016-0068-F requested materials related to the appointment of Sheri Valera to the Department of Commerce.

This FOIA primarily contains Ms. Sheri Valera's resume, cover letters, personnel forms, articles, copies of the Plum Book, Schedule C portfolio reports, and lists of Schedule C, SES, and PAS appointees.

System of Arrangement

The materials in FOIA 2016-0068-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 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 of electronic search results lists (SRLs) and folders processed in response to FOIA 2016-0068-F:

George W. Bush Electronic Records

Exchange contains 63 assets

RNC contains 35 assets

NSC contains 2 assets

OA contains 3 assets

WHO contains 7 assets

George W. Bush Textual Records

Box 1

Presidential Personnel, White House Office of

Bullock, Katja - Agency Files - Candidates

Valera, Sheri [Folder 1]

Valera, Sheri [Folder 2]

Bullock, Katja - Personnel Files

Valera, Sheri