



## **Inventory for FOIA Request 2017-0403-F**

### **White House Office of Records Management Files related to Brenda Fitzgerald**

#### **Extent**

10 folders, approximately 607 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, 2019. Previously restricted materials are added as they are released. Last Modified: 04/16/2019

#### **Scope and Content**

The materials in FOIA 2017-0403-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 2017-0403-F requested materials from the White House Office of Records Management related to Brenda Fitzgerald.

This FOIA primarily contains schedules briefing President George W. Bush on events, printed webpages of a speech delivered by President George W. Bush, congratulatory correspondence to the public from President George W. Bush, printed email correspondence between the Presidential Correspondence staff, and routine thank you letters to a Gold Star Family.

## **System of Arrangement**

The materials in FOIA 2017-0403-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 – White House Office of Records Management (WHORM) Subject Files and Staff Member Office Files.

WHORM Subject Files are processed at the document level.

The WHORM Subject File compiled by the White House Office of Records Management is comprised of a series of documents assigned a letter/number combination and filed in a subject category. A complete listing of the subject categories including a detailed description of each category is available in our research room and on our website at [www.georgewbushlibrary.smu.edu](http://www.georgewbushlibrary.smu.edu).

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 following is a list of documents and folders processed in response to FOIA 2017-0403-F:

### **Box 1**

#### **Records Management, White House Office of**

Subject Files - FG001-07 (Briefing Papers)

09/07/2006 [707466]

Subject Files - FG006-27 (Office of Senior Advisor - Karl Rove)

709002

Subject Files - GI002 (Gifts to the President)

725455

Subject Files - ME001 (Messages Sent to Individuals)

777781

Subject Files - ME002 (Messages Sent to Groups / Organizations)

708214

Subject Files - PR005-01 (Photographs Granted)

709402

Subject Files - TR431 (Atlanta/Pooler, GA, 09/07/2006)

706709

707803

**Staff Member Office Files**

Staff Secretary, White House Office of the

Yanes, Raul

09/07/2006 - Remarks on the War on Terror, [757098] [1]

09/07/2006 - Remarks on the War on Terror, [757098] [2]