



Inventory for FOIA Request 2018-0061-F

Records on Appointment of Jessica “Jessie” Nicholson as Speechwriter for US Secretary of Agriculture Mike Johanns

Extent

3 folders, approximately 40 pages / 40 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, 2019. Previously restricted materials are added as they are released. Last Modified: 08/12/2020

Scope and Content

The materials in FOIA 2018-0061-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 2018-0061-F requested materials related to the appointment of Jessica “Jessie” Nicholson as a speechwriter for US Secretary of Agriculture Mike Johanns in 2005.

This FOIA primarily contains routine personnel documents including a resume, an application, a job description, vetting documents and job approval documents. Electronic records consist of emails clearing appointees and copies of a federal newsletter.

System of Arrangement

The materials in FOIA 2018-0061-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 and George W. Bush Presidential Electronic Records.

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 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 2018-0061-F:

George W. Bush Electronic Records

Exchange contains 20 assets.

RNC_PST contains 20 assets.

George W. Bush Textual Records

Box 1

Presidential Personnel, White House Office of

Bullock, Katja - Agency Files – [P6/b(6)]

Nicholson, Jessie [Folder 1]

Nicholson, Jessie [Folder 2]

Bullock, Katja - Personnel Files

Nicholson, Jessie