

FOIA MARKER

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Collection/Record Group: Clinton Presidential Records

Subgroup/Office of Origin: Counsel Office

Series/Staff Member: Chris Cerf

Subseries:

OA/ID Number: 6971

FolderID:

Folder Title:

Government Accounting Office Review of Personnel Security/Passes : EOP Pass Statistics
Comparison

Stack:

S

Row:

107

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2

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Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. table	re: Personnel (20 pages)	1994	b(6)

COLLECTION:

Clinton Presidential Records
Counsel Office
Chris Cerf
OA/Box Number: 6971

FOLDER TITLE:

Government Accounting Office Review of Personnel Security/Passes: EOP Pass
Statistics Comparison

2006-1066-F

jm1361

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

- b(1) National security classified information [(b)(1) of the FOIA]
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- b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

EXECUTIVE OFFICE OF THE PRESIDENT
PASS STATISTICS COMPARISON

23-Feb-95

AGENCY	Number of Staff, incl. Detailers	No. of Perm Passes Issued	Completed BI's Under Review at USSS	Completed BI's Not Ready For Review	Pending Background Investigations	Awaiting Paperwork
White House Office	403	356	1	9	33	4
Office of Policy Development	37	33	1	0	3	0
Council on Environmental Quality	16	13	0	0	3	0
Executive Residence	95	93	0	0	2	0
Office of the Vice President	22	22	0	0	0	0
National Security Council	146	134	1	2	9	0
Office of Nat'l Drug Control Policy	36	33	0	0	2	1
Office of Science & Tech Policy	39	36	0	1	2	0
Council of Economic Advisors	34	32	0	1	1	0
Office of Administration	182	179	0	0	3	0
TOTAL	1010	931	3	13	58	5

92.2% 0.30% 1.3% 5.7% 0.5%

92.5% (including those awaiting USSS action)

98.7% (including those awaiting USSS action, with pending BI's,
or here less than 30 days)

Cross-Cutting and Policy Issues

ISSUE: *White House Passes/Security*

Executive Summary

In March 1994, the White House and the Executive Office of the President came under criticism for delays in issuing permanent passes. GAO is currently reviewing the process and procedures for issuing White House Passes. *The White House thoroughly investigated the issue and implemented procedures:*

- (1) to reinforce existing guidelines for insuring 100% compliance by all personnel;
- (2) to streamline and accelerate the process for completing full security checks.

Even before these steps were taken, existing practices and procedures insured that White House personnel would not have access to the Complex until they had passed a preliminary security check. That check, which occurs before issuance of even a temporary pass, satisfies one of the principal objectives of a background investigation: minimizing the risk that dangerous or unstable individuals would have access to the White House Complex.

Privacy Issues

It would be inappropriate, and in fact illegal, to comment on the background investigation of any particular individual.

General Procedures

The White House and EOP follow a rigorous, multi-step process before issuing a permanent pass. *Under current procedures, it takes, on average, three to four months to complete all phases of the process. Much of that time (approximately two months) consists of a full field background check conducted by the FBI.* In virtually every detail, the procedures followed by the Clinton Administration are identical to those followed by previous administrations.

While these procedures are not new, it would be fair to say that the Administration has achieved **greater operational efficiencies**. As a result, *the bottlenecks that previously delayed issuance of passes have been corrected.* In general, the current procedures are as follows:

1. Applicants participate in a security interview and provide preliminary background information.
2. OA Personnel Management Division arranges to have the applicant tested for illegal drug use.
3. Every applicant's name and DOB is forwarded to the FBI and checked on the National Crime Indicator Center (NCIC) computer. Simultaneously, the same information is used to ascertain whether any other federal agency maintains files on the individual.
4. The new employee has 30 days from the "effective date of hire," to complete the necessary forms for a full background check. If the employee does not complete the form in 30 days, he or she will be put on leave without pay status and access to the complex will be revoked. (See attached McClarty Memo.)
5. Upon receipt of the forms, a security officer reviews them to insure completeness, and then forwards them to the FBI and other relevant authorities.
6. At that point, the employee is eligible for a temporary hard pass. To obtain the pass, the employee must be finger printed. The prints are forwarded immediately to the FBI for another computer check. If any problems are identified, the appropriate security officer is notified.
7. Within approximately two months of receiving the forms, the FBI submits the results of its background check. The security officer (in consultation with White House Counsel's office where appropriate) then reviews the file and addresses any concerns that may have been identified. If there are no concerns (or after any concerns have been resolved), the file is sent to the Secret Service for its review and issuance of a permanent pass.

Volunteers are subject to the initial computer name check only. In unusual cases where volunteers stay an extended period of time, they are asked to submit the comprehensive SF-86 form. If the submission raises any concerns, the agency security officer addresses them and takes action as appropriate.

Special Non-Government Service ("NGS") hard passes are issued on a very limited basis. All such individuals are subject to the NCIC computer check as well as the FBI fingerprint check. Some are also subject to a full field background investigation.

In this Administration, there have been no instances in which a political appointee has overridden the FBI, the Secret Service, or other security officer concerning the issuance of a pass.

Access to Classified Material

In the White House, as in the rest of Government, disclosure of classified material is strictly on a "need to know" basis. Thus, *it is the responsibility of the person who wishes to share a classified document to ascertain whether the individual in question has the necessary clearance.*

Although that general principle is applicable throughout the Executive Office of the President, the procedures for obtaining a clearance *differs depending on whether the individual is in the White House or another component of the EOP.* (The NSC's procedures, presumably, are unique to it.)

Once a WHO employee has a permanent White House pass, he or she is eligible to see classified documents (up to "top secret") on a need-to-know basis. An employee of another EOP component may not be shown classified material until he or she has submitted an additional form, which has been reviewed and cleared by the appropriate security officer.

Current Statistics

White House -- Of the 462 individuals (employees and detailees) in the White House (defined for these purposes to include OVP and OPD) *as of February 21, 1995:*

- 411 (89%) have permanent passes; Of the remaining:
 - 36 (8%) have BI's pending;
 - 4 (1%) have not yet completed the paperwork
 - 11 (2%) are under review

All of the employees who have not completed their preliminary paperwork are now in compliance with the Chief of Staff's directive that all staff must complete the requisite forms within 30 days of beginning work.

The NSC -- Of the 146 individuals working for the NSC:

- 134 have permanent passes;
- 9 have BI pending;
- 0 have not yet completed paperwork
- 3 are under review

All of the individuals who have not submitted the required paperwork are in compliance with the Chief of Staff's thirty-day rule.

Other Components of the EOP (Excluding OMB and USTR)

Attachment 1, summarizes the status of these and other EOP components. Note that all employees have submitted the necessary paperwork.

Attachment 2, shows similar statistics for March 1994. A comparison of the two attachments confirms the extent of progress we have made in this area.

Statistical Overview

1. Of the over 1000 employees working in the White House or one of the EOP components detailed above, all but 5 have completed the necessary paperwork.
2. All of these 5 individuals have been employed for less than 30 days and are therefore in compliance with the COS's directive.
3. All current employees have been the subject of -- and passed -- a preliminary background check, which includes an FBI (NCIC) computer search for criminal history and a review of any existing or agency files previously maintained on the individual.
4. With no or virtually no exceptions, all employees who have been in the complex for 30 days or more have also been finger printed. The prints are immediately submitted to the FBI for further analysis and computer checks.

EXECUTIVE OFFICE OF THE PRESIDENT
PASS STATISTICS COMPARISON

29-Mar 77

AGENCY	Number of Staff, incl. Detailees	No. of Perm Passes Issued	Completed BI's Under Review at USSS	Completed BI's Not Yet Forwarded To USSS	Pending Background Investigations	Awaiting Paperwork (Staff Here Less Than 30 Days)
White House Office	393	356	4	6	26	1
Office of Policy Development	36	33	0	1	2	0
Council on Environmental Quality	16	11	0	0	5	0
Executive Residence	95	93	0	0	2	0
Office of the Vice President	23	22	1	0	0	0
National Security Council	145	134	0	2	6	3
Office of Nat'l Drug Control Policy	35	33	0	0	2	0
Office of Science & Tech Policy	36	33	0	0	3	0
Council of Economic Advisors	35	32	2	0	1	0
Office of Administration	186	181	0	0	5	0
TOTAL	1000	928	7	9	52	4

92.8%

0.70%

0.9%

5.2%

0.4%

93.5% (including those awaiting USSS action)

99.1% (including those awaiting USSS action, with pending BI's,
or here less than 30 days)

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How to interpret spreadsheet columns

#1 Number of days between drug test date and employment date

Negative numbers mean that drug test was performed before employment date.

Calculate average and number by 10 days, by 20 days...

See if there is a difference between transition period (Nov?, Jan?) and post-transition.

#2 Number of days between notification of personnel action and employment date

Positive numbers mean that SF-50 went out after the employment date.

See how many employees came on board before the SF-50 actually was completed.

#3 Number of days between SF-86 completion and employment date

Positive numbers signify completion after employment has begun.

Calculate average and number by 10 days, by 20 days, by 30 days...

See if there is a difference after March 11, 1994 (should be less than 30 days)

#4 Number of days between completion of SF-86 and issuance of Temp. pass

Positive numbers signify issuance of a temp pass after completion of SF-86.

After March 11, 1994, see how many temp. passes were issued before SF-86's were completed.

#5 Number of days between completion of SF-86 and initiation of FBI check

Positive numbers indicate start of investigation after completion of SF-86.

See what the average and numerical time lags are.

#6 Number of days it took FBI to complete their background investigation

All numbers should be positive.

See what the average and numerical time lags are.

#7 Number of days between entry date and approval of permanent pass

Positive numbers indicate permanent pass was issued after employment started.

After September 30, 1993, see if there was a difference in average and numerical amounts.

WHITE HOUSE PASS AND CLEARANCE						VERIFICATION LISTING'							
JOB CODE	WH	WH #	EOD	SF-50	DT	SF-86	TEMP ISS	FBI INIT	FBI COMP	PERM APP	PERM ISS	SEC CLR	DEP
GAO RECORD NUMBER													
709077													
52	O/O CONTRA	OO36	20-Apr-92	/	/	19-May-92	24-Jun-93	02-Jun-92	31-Aug-92	04-Sep-93 6-23-93	Inactive	N/A	14-Sep-93
75	OA	OO09	07-Jun-93	/	/	10-Jun-93	21-Jun-93	23-Jun-93	23-Aug-93	16-Sep-93	20-Sep-93	16-Sep-93	/
86	OA	OO20	25-Apr-94	/	/	09-May-94	11-May-94	11-May-94	13-Jul-94	14-Jul-94	21-Jul-94 7-22-94	14-Jun-94 7-14-94	/
96	ONDCP	OO10	25-Jan-93	OPF Gone	29-May-92	N/A	04-Mar-93	16-Sep-91	19-Nov-91	27-Jan-93	Inactive	/	29-Oct-93
97	ONDCP	OO11	13-May-94	20-May-94	23-May-94	12-Oct-93 9-23-93	26-Jul-94	22-Oct-93	18-Nov-93	22-Jul-94	19-Oct-94 verified by phone	18-Oct-94 10-19-94	/
116	OPD	7	01-Jul-93	====	17-Jun-94	09-Nov-93	18-Aug-93	19-Nov-93	28-Jan-94	23-Jun-94	24-Jun-94	W	N/A
148	OPD	39	20-Jan-93	28-Jan-93	28-Jan-93	05-Feb-93	05-Feb-93	16-Feb-93	07-Apr-93	13-Mar-94	15-Mar-94	W	N/A
242	WHO	48	20-Jan-93	====	24-Feb-93	12-Feb-93	08-Feb-93	08-Mar-93	04-May-93	====	====	/	08-Jul-93

WHITE HOUSE PASS AND CLEARANCE				VERIFICATION LISTING'										
GAO RECORD NUMBER	WH OFFICE	WH #	EOD	SF-50	DT	SF-86	TEMP ISS	FBI INIT	FBI COMP	PERM APP	PERM ISS	SEC CLR	DEP	
265	WHO	71	20-Jan-93	28-Jan-93	27-Jan-93	14-Jan-93	20-Jan-93	27-Jan-93	19-Feb-93	18-Mar-94	24-Mar-94	W	N/A	
285	WHO	92	20-Jan-93	31-Jan-93	03-Feb-93	02-Nov-93	21-Jan-93	02-Nov-93	29-Dec-93	24-Apr-94	03-May-94	W	N/A	
303	WHO	110	20-Jan-93	30-Jan-93	05-Feb-93 March 4 1994	13-Dec-93	11-Feb-93	29-Dec-93	23-Feb-94	10-May-94	15-Jun-94	W	N/A	
325	WHO	132	20-Jan-93	30-Jan-93	02-Feb-93	15-Jan-93	27-Jan-93	22-Jan-93	17-Feb-93	14-Apr-94	05-May-94	W	N/A	
338	WHO	145	07-Jun-93	===== 6-18-93	18-Jun-93	10-Mar-94	04-Jun-93	11-Mar-94	09-May-94	23-Jun-94	24-Jun-94	W	12-Jul-94	
348	WHO	155	14-Jun-93	===== 7-17-93	16-Jun-93	12-Oct-93	24-Jun-93	28-Oct-93	03-Jan-94	31-Mar-94	01-Apr-94	W	12-Jul-94	
369	WHO	176	12-Feb-93	===== ✓	12-Mar-93	06-Mar-93	09-Mar-93	25-Jun-93	discontinued	===== ✓	===== ✓	✓	12-Sep-93	

WHITE HOUSE PASS AND CLEARANCE					VERIFICATION LISTING									
JOB CODE 709077														
GAO														
RECORD	WH	WH												
NUMBER	OFFICE	#	EOD	SF-50	DT	SF-86	TEMP ISS	FBI INIT	FBI COMP	PERM APP	PERM ISS	SEC CLR	DEP	
383	WHO	190	20-Jan-93 ✓	==== ✓	13-Apr-93 ✓	==== ✓	26-Feb-93 ✓	==== ✓	==== ✓	==== ✓	==== ✓	✓	01-Oct-93 ✓	
443	WHO	250	11-Sep-94 ✓	15-Sep-94 ✓	29-Aug-94 ✓	29-Aug-94 ✓	15-Sep-94 ✓	28-Sep-94 9-23-94	02-Dec-94 ✓	==== ✓	==== ✓	✓	N/A ✓	
449	WHO	256	20-Jan-93 ✓	10-Feb-93 ✓	08-Apr-93 ✓	03-Nov-93 ✓	21-Mar-93 ✓	19-Nov-93 ✓	27-Jan-94 ✓	10-Mar-94 ✓	11-Mar-94 ✓	W ✓	20-Jul-93 N/A	
482	WHO	289	18-Aug-93 ✓	27-Aug-93 ✓	12-Aug-93 ✓	17-Jan-94 ✓	08-Sep-93 ✓	03-Feb-94 ✓	11-May-94 ✓	07-Jul-94 ✓	08-Jul-94 ✓	W ✓	N/A ✓	
483	WHO	290	01-Feb-93 ✓	13-Feb-93 ✓	29-Jan-93 ✓	26-Apr-93 ✓	27-Jan-93 ✓	09-Jul-93 ✓	16-Sep-93 ✓	10-Mar-94 ✓	21-Mar-94 ✓	W ✓	N/A ✓	
488	WHO	295	02-Aug-94 ✓	05-Aug-94 ✓	04-May-93 ✓	23-Feb-93 ✓	11-May-93 ✓	15-Jun-93 ✓	22-Jul-93 ✓	30-Sep-93 ✓	05-Oct-93 ✓	W ✓	N/A ✓	
512	WHO	319	20-Jan-93 ✓	29-Jan-93 ✓	22-Jan-93 ✓	10-Feb-93 ✓	19-Jan-93 ✓	19-Jul-93 ✓	18-Aug-93 ✓	17-Jan-94 1-12-94	24-Jan-94 ✓	W ✓	N/A ✓	
526	WHO	333	01-Jun-94 ✓	03-Jun-94 ✓	01-Jun-94 ✓	07-Jun-93 ✓	06-Jun-94 ✓	09-Jun-94 ✓	22-Jul-94 ✓	12-Aug-94 ✓	16-Aug-94 ✓	W ✓	N/A ✓	

WHITE HOUSE PASS AND CLEARANCE				VERIFICATION LISTING'									
JOB CODE 709077													
GAO RECORD NUMBER	WH OFFICE	WH #	EOD	SF-50	DT	SF-86	TEMP ISS	FBI INIT	FBI COMP	PERM APP	PERM ISS	SEC CLR	DEP
532	WHO	339	08-Nov-93	16-Nov-93	10-Nov-93	20-Oct-93	17-Mar-93	01-Nov-93	30-Dec-93	10-Mar-94	11-Mar-94	W	N/A
541	WHO	348	03-Feb-93	12-Feb-93	19-Feb-93	19-Feb-93	22-Feb-93	15-Mar-93	12-May-93	18-Apr-94	20-Apr-94	W	N/A
568	WHO	375	20-Jan-93	30-Jan-93	12-Feb-93	03-Jan-94	21-Jan-93	24-Jan-94	25-Apr-94	23-Jun-94	24-Jun-94	W	N/A
592	WHO	399	03-Jan-94	10-Jan-94	07-Jan-94	18-Mar-94	29-Mar-94	22-Mar-94	01-Jun-94	20-Jun-94	21-Jun-94	W	N/A
604	WHO	411	15-Feb-93	====	02-Apr-93	18-May-93	31-Mar-93	25-Jun-93	10-Aug-93	14-Oct-93	09-Nov-93		28-Jul-94