

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. form	re: leave request (1 page)	08/19/1996	P6/b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Bobbie Greene
OA/Box Number: 15630

FOLDER TITLE:

Eric Hothem

2012-0872-S

rc1049

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]
b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
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]

Withdrawal/Redaction Marker

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THE WHITE HOUSE CHANGE IN EMPLOYEE STATUS

Name: Hothem Eric
Last First Middle Initial

SSN: _____

X The Appropriate Box (s)

☐ Reassignment within the White House Office
(complete all data below on the new position)

☐ Change in the Title
(enter position title below)

☐ Change in Salary
(enter salary below)

☐ Change work Schedule
(circle new schedule below)

☒ Extension of Temporary Appointment
(enter new ending date below)

☐ Change in Category
(Permanent/Temporary circle one)(enter new ending date below)

☐ Other: _____

DETERMINED TO BE AN ADMINISTRATIVE
MARKING Per E.O. 12958 as amended, Sec. 3.3 (c)

Initials: RLCP Date 09/19/12

2012-0892-S

~~CONFIDENTIAL~~

Department: Ofc. of the First Lady

Requested By: Maggie Williams

Position Title: Data Entry Clerk

Salary: Not to exceed \$2500 p/month

Proposed Date of Change: Sept. 10, 1993

Ending Date, (If Applicable) Sept. 25, 1993

Work Schedule (circle one):

Full Time

Part Time

Intermittent

APPROVALS

Assistant to the President

Office of Management and Administration

Date

Date

Upon approval or disapproval, return to:

Name

Room

Ext.

THE WHITE HOUSE OFFICE

REQUEST FOR PERSONNEL ACTION

Rm #100

TO BE AN ADMINISTRATIVE
E.O. 12958 as amended, Sec. 3.3 (c)

RLCR Date 09/19/12

2012-0872-5

☐ Approved

☒ Disapproved

(Signature and Date)

7/15/93

TO BE COMPLETED BY THE REQUESTING OFFICE (Please Type)

ACTION REQUESTED BY: (Department Head Name, Title, Signature and Date)

Maggie Williams
Chief of Staff to the First Lady

ACTION ON (Ms., Miss, Mrs., Mr.):

ERIC HOTHEM

SOCIAL SECURITY NO.:

DATE OF BIRTH:

REPORTING TO:

ROOM:

EXT.:

PROPOSED EFFECTIVE DATE:

July 15, 1993

ENDING DATE:

September 12, 1993

JUSTIFICATION FOR ACTION:

☐ Vacant permanent slot replaces

☐ Other

All actions for new temporary personnel must have ending dates

FROM: Position Title

TO: Position Title

Data Entry Clerk

Pay Plan

Salary

Pay Plan

Salary not to exceed

☐ GS

\$ per annum

☐ GS

\$ 2,500 per year

☐ UNCL

☐ UNCL

NATURE OF ACTION

☐ Permanent full-time

☐ Intermittent (WAE)

☐ Promotion

☐ Pay adjustment

☐ Reassignment to:

☐ Intern

☐ Hours per week ()

☐ Consultant (SBA)

☐ Other

☐ Change to full-time

☐ Change in title

☐ Change to intermittent (WAE)

☐ Make Permanent

☐ Extend not to exceed:

(Mo Day Yr)

☐ Details

(from agency)

☐ OGS

(from agency)

TO BE COMPLETED BY THE WHITE HOUSE PERSONNEL OFFICE

Legal Authority:

☐ Presidential (Commission)

Supervisory Status:

1 ☐

3 ☐

5 ☐

Approved Copy to Security (date):

Effective Date:

Occupation Code:

Organization Code:

THE WHITE HOUSE

WASHINGTON

DETERMINED TO BE AN ADMINISTRATIVE
MARKING Per E.O. 12958 as amended, Sec. 3.3 (c)Initials: WLR Date 69/19/12

2012-0872-S

July 13, 1993

~~CONFIDENTIAL~~

MEMORANDUM TO DAVID WATKINS

FROM: MAGGIE WILLIAMS *SK*
CHIEF OF STAFF *#1064*
TO THE FIRST LADY

RE: Social Office Help

Per our conversation for data entry help in the White House Social Office I am asking that Eric Hothem be hired for a period of 60 days at a salary not to exceed \$2,500/a month. This period would begin July 15 and end September 12.

Approved
A. H. H. H.
7/14/93