

## CHAPTER SEVEN

*Repetitiveness, Redundancy,  
and Reform: Rationalizing  
the Inquiry of  
Presidential Appointees*

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THE WHITE HOUSE wants to know what real estate the nominee now owns or the properties now owned by the nominee's spouse. It also wants a list of properties the nominee and spouse have owned in the past six years but do not now own. The Federal Bureau of Investigation (FBI) wants to know only about properties that the nominee currently owns or has an interest in. Presumably, the properties in which the nominee might have an interest include more than those the nominee owns outright. The FBI drops holdings of the spouse and drops holdings of the past six years. The U.S. Office of Government Ethics then wants the nominee to report those properties the nominee has sold or bought. Elsewhere on the ethics office form, the nominee would list real estate assets currently held and any others that had made at least two hundred dollars. Drop income for the past six years in favor of the past two.<sup>1</sup> Skip the properties the nominee owns but did not buy recently. Return the nominee's spouse to the mix of reporting on ownership. Then add to the ownership report any dependent children the nominee may have who own property in their own names. Then set the values of the transactions within one of fifteen ranges.

After answering the demands of these three organizations, what else might a nominee face? Well, the Senate committee wants to return to the White House question of ownership by dropping the spouse and the dependent children. Because it uses the FBI's time frame, it drops the past six years, and it then drops the past two years. It ignores sales and acquisitions. It ignores information on the value ranges of properties. On the

other hand, the Senate committee requires the nominee to post a specific value for each of the properties reported. Hence, nominees must muster information on real estate property over four forms in three different time periods, designating three separate classes of ownership, sorting according to at least two separate types of transactions, and in some cases indicating values across fifteen distinct categories.

### Fixing the Inquiry Mess

Although he had chaos in mind, the Irish poet W. B. Yeats surely presaged the inquisition presidential appointees face in securing a post when he penned the phrase “fabulous formless darkness.” Over the past thirty years, confirming the president’s nominees has become an increasingly convoluted fen of executive and Senate forms, strategic entanglements, and “gotcha” politics. According to the 1996 Task Force on Presidential Appointments assembled by the Twentieth Century Fund, the appointments process has discouraged and demoralized many of those who would work in the administration. A recent survey of former appointees from the past three administrations released by the Brookings Institution’s Presidential Appointee Initiative concludes that “a quarter [of those surveyed] were so unhappy with the nomination and confirmation process that they called it embarrassing, and two-fifths said it was confusing. . . . Almost half described it as ‘a necessary evil.’”<sup>2</sup> The study concludes that “the Founders’ model of presidential service is near the breaking point. Not only is the path into presidential service getting longer and more tortuous, it leads to ever-more stressful jobs. Those who survive the appointments process often enter office frustrated and fatigued.”<sup>3</sup>

The process may seem broken along a number of dimensions, but several studies have noted the task of filing forms as one of the major flaws of the appointments process. Appointees find the inquiries they must face intrusive and burdensome. Both the Twentieth Century Fund Task Force and the Presidential Appointee Initiative report call for finding ways to restrain the intrusiveness of the inquiries and diminish the burdens of form filings.

### Taking Measure of the Darkness

Nominees to presidential appointments must file four forms.<sup>4</sup> The Personal Data Statement (PDS), which originates with the White House, covers

some forty-three questions (in some versions the “nanny-tax” question is included) laid out in paragraphs of text. If the White House permits them to go on to the vetting stage, applicants fill out three additional forms. The Standard Form (SF) 86 develops information for a national security clearance, commonly known as the FBI background check. The SF 86 contains two parts: the standard questionnaire and a “supplemental questionnaire,” which repackages some previous questions from the standard questionnaire into broader language often similar, though not identical, to questions asked on the White House PDS. The SF 278, which comes from the U.S. Office of Government Ethics (OGE), gathers information for financial disclosure. This form also doubles as an annual financial disclosure report for all federal employees above the rank of GS-15.<sup>5</sup> For most nominees, the third form comes from the Senate committee of jurisdiction.<sup>6</sup> After returning each of these forms, some nominees will receive a fifth form, another from the Senate committee of jurisdiction, asking for responses to more specific questions. These additional questions typically refer to specific issues before the nominee’s agency.

Although they complain about several characteristics of the process, nominees regularly and uniformly underscore their frustration with the repetitive nature of questions. Indeed, nominees leave the impression that the forms contain nothing but repetitive inquiries. That degree of repetitiveness does not exist, but the kinds of questions on which nominees must report repetitive information does pose an undue burden. Take, for example, the questions asked about ownership of real property in the various financial disclosure sections mentioned at the beginning of this chapter.

#### *A Passing Note on Intrusiveness*

In filing forms, nominees must build databases on a number of subjects. Some argue that these inquiries unnecessarily invade a nominee’s privacy and secure information that plays no significant role in determining their qualifications. While securing information on their property holdings, for example, the government asks nominees not only to reveal the value of these properties but also to report those values with unnecessary precision. On the SF 278, the Office of Government Ethics requires nominees to “place a value on assets owned by spouse or dependent children up to ‘over \$1,000,000.’ For assets owned by the nominee, place value on asset up through ‘over \$50,000,000.’” The categories are as follows:

- \$1,001 to \$15,000
- \$15,001 to \$50,000
- \$50,001 to \$100,000
- \$100,001 to \$250,000
- \$250,001 to \$500,000
- \$500,001 to \$1,000,000
- Over \$1,000,000
- \$1,000,001 to \$5,000,000
- \$5,000,001 to \$25,000,000
- \$25,000,001 to \$50,000,000.

The use of these narrowly defined categories (indeed the categories derive from statutory language) draws a distinction between properties worth \$99,999 and those worth \$100,001, as if the movement from the one category to the next reflects some definable increase in apparent conflicts of interest. This approach to potential conflicts of interest clearly reflects an assumption that disclosure of these specific values will dissuade potential nominees from developing such conflicts. On its face, this regulatory assumption seems flawed.<sup>7</sup>

#### *Measuring Repetitiveness*

The degree to which nominees must muster varied information to answer repetitive inquiries serves as a surrogate measure of the unnecessary burdens placed on nominees by the government's inquiry. The analysis that follows assumes that no good purpose results from requiring nominees to vary their responses to similar questions. In table 7-1, the questions asked of nominees are distributed into three categories of repetitiveness. To assess repetitiveness, the analysis distinguishes between questions on the basis of how much common information they require. Those questions that inquire into the same subject without varying the information constitute identical questions (for example, "last name").<sup>8</sup> Those questions that request information on the same subject but vary the information along at least one dimension constitute similar questions (for example, the questions on real property mentioned earlier). Those that seek different information from other questions constitute unique questions (for example, the "nanny-tax" question asked only on the White House PDS).

Across the four forms, including a representative Senate committee questionnaire,<sup>9</sup> nominees must respond to approximately 233 inquiries. Nominees must answer 116 unique questions (those without an analog).

Table 7-1. *Repetitiveness of Questions of Executive Forms*

<i>Type of question</i>	<i>Number</i>	<i>Percent repetitive<sup>a</sup></i>
Identical	18	8
Similar	99	42
Unique	116	50
Total	233	...

Source: Compiled by author from PDS, SF 86, Supplement to SF 86, SF 278, and a representative Senate confirmation questionnaire.

a. The category "repetitive" includes both similar and identical questions.

They answer another 99 similar questions (those with analogs); and they regularly repeat the answers to 18 identical questions. Thus, by these estimates, half of the questions nominees must answer are repetitive, having some analog elsewhere.

### *The Distribution of Repetitiveness*

Table 7-2 summarizes the distribution of questions across seven topics used to organize the White House Personal Data Statement: personal and family background, profession and education, tax and financial information, employment of domestic help, participation in public activities, legal involvements, and miscellaneous information.<sup>10</sup> Based on the figures reported in the table, more than one-quarter of the questions asked of nominees cover personal contact information and family background. This large proportion of questions derives primarily from the detailed background information required on the SF 86. Following personal and family information, the bulk of the remaining questions focus on the professional and educational achievement or legal entanglements of nominees. Given that the OGE form does not cover legal involvement, the preponderance of these kinds of questions indicates that both the PDS and the FBI background check place a great deal of emphasis on legal issues.

Table 7-2 also reports the degree to which a topic includes repetitive questions (combining identical and similar questions). Given this summary, one result is misleading: Thirty-four percent of the questions regarding personal and family background are repetitive. Yet because most of the identical questions across all four forms fall into this category (fifteen of the eighteen asked) and solicit basic personal identification and contact information (for example, name and phone number), the questions on personal and background information, though repetitive, do not constitute the kind of real burden about which nominees complain. This

Table 7-2. *Repetitiveness of Questions on Executive Forms, by Topic*  
 Number unless otherwise specified

<i>Topic</i>	<i>Unique</i>	<i>Repetitive<sup>a</sup></i>	<i>Totals</i>	<i>Percent repetitive</i>
Personal and family background	42	22	64	34
Professional and educational background	21	39	60	65
Tax and financial information	11	21	32	66
Domestic help issue	1	0	1	0
Public and organizational activities	2	7	9	78
Legal and administrative proceedings	9	25	34	74
Miscellaneous	30	3	33	9
Total	116	117	233	...
Average repetitiveness	...	...	...	50

Source: Compiled by author from PDS, SF 86, Supplement to SF 86, SF 278, and a representative Senate confirmation questionnaire.

a. The category "repetitive" includes both similar and identical questions.

category also accounts for the largest number of unique questions (forty-two). As one prescription for reducing repetitiveness in this category, then, reformers could merely limit the amount of contact information required of nominees.<sup>11</sup>

The greatest proportion of the burden generated by genuinely repetitive questions occurs on three topics: professional and educational background (65 percent of sixty questions), tax and financial information (66 percent of thirty-two questions), and legal and administrative proceedings (74 percent of thirty-four questions). Association with employers and potential conflicts of interest constitute classic examples of repetitiveness among the professional and educational questions. All four institutions involved in vetting nominees have an interest in describing potential conflicts of interest embedded in the nominee's professional relationships. Patterns of repetitiveness in reporting conflicts of interest resemble those patterns found in reporting property (under the tax and financial information topic): multiple reporting periods, multiple subjects, and multiple types of information.

The level of repetitiveness across questions on legal and administrative proceedings seems particularly impressive given that, as noted earlier, the OGE form asks no questions about legal entanglements. The high proportion of repetitive questions in this topic results almost exclusively from the FBI's tendency to disjoin questions from the PDS into several specialized variations. For example, whereas the White House asks about

arrests, charges, convictions, and litigation all in one question, the FBI asks a series of questions covering separate classes of offenses and case dispositions: felonies, firearms violations, pending charges on felonies, courts martial, civil investigations, agency procedures, and so on. In addition, the FBI background check uses a different time period from that explored on the PDS.

### Strategies for Rescuing Nominees

Ameliorating the current situation for presidential appointees rests on reducing the intrusiveness of inquiry and the burdens that repetitiveness places on these nominees. Reducing the degree of intrusiveness would require a range of policy decisions on the part of institutions reluctant to give up the leverage over the process they believe their forms generate. Relieving the burden of unnecessary inquiry, on the other hand, requires the sacrifice of little in the way of control. Hence practical reform of the process more reasonably rests on one of three alternative ways of reducing repetitiveness: reducing the number of questions asked, increasing redundancy, or exercising the strategic imperative of a single institution.

#### *Reducing the Number of Questions*

Given that repetitive questions make up only half of all questions asked of nominees, reform efforts could properly focus on reducing the number of unique questions asked of nominees. This approach most closely resembles an attempt at reforming the level of intrusiveness because, of the 116 questions having no counterpart elsewhere, a few more than half (60) occur on the FBI background check. More than half of those (40), or a bit more than one-third of the total number of individual questions, relate to personal and family background. These questions establish a host of background characteristics presumably necessary to trace an individual's identity, including basic descriptors like height, hair color, and citizenship of spouse. The only questions in this group that might seem superfluous require information on the nominee's previous marriages and the descriptions required of adults who reside with the nominee but are not part of the immediate family. This approach to reform is problematic, however, because the questions generated by both the FBI, in the SF 86, and the OGE, in the SF 278, have substantial institutional justification. The FBI might argue that it needs to generate sufficient data on such topics to dis-

cover security risks, and the OGE has a substantial statutory basis for its inquiries on the SF 278. In effect, it seems unlikely that trying to reduce the scope of inquiry by truncating these kinds of questions will reduce the burden on nominees, except where authorities challenge the basic techniques used in carrying out a security background investigation.

As one possible reform in this area, the federal government could transfer basic background information on a nominee to the FBI before it begins its investigation. The administration would request a name search on the nominee from the government's files and then electronically transfer the results to the appropriate forms. The administration could then return these forms, partially completed, to the nominee to check, amend, and complete. That form having been completed, the background check would begin in earnest. In addition to effectively reducing the burden on nominees, this approach would reduce the amount of time the FBI spends retracing earlier investigations.

#### *Increasing Redundancy*

Without reducing the number of issues covered, reform could accommodate nominees by reducing repetitiveness and transforming the similar questions into identical questions, thereby increasing redundancy across the four forms. Among the repeated questions, three-quarters have similarities with other questions but require nominees to significantly reshape their earlier answers. The questions on real property, which ask nominees six separate though similar questions, constitute a perfect example. Settling on a single question, using the OGE approach, for example, would reduce the number of questions on real property by five (of six) and cut the percentage of repetitiveness in the tax and financial category by almost one-half, from 66 percent to 35 percent, while reducing the number of questions in this category by almost one-half (from thirty-two to seventeen) (see table 7-3).

Another approach would be to create such a common question by combining the broadest range of information required on any dimension involved in a topic. On the real property question, for example, all institutions could agree to the longer time designation used by the White House, the FBI's broader definition of subjects, and the broader notion of ownership inherent in the FBI's term "interest." In the end, this reform would reduce the burden on nominees by affording them a standard format within which to provide information.



Table 7-3. *Reduction in Repetitiveness by Increasing Redundancy*

Number unless otherwise specified

<i>Topic</i>	<i>Unique</i>	<i>Repetitive<sup>a</sup></i>	<i>Totals</i>	<i>Percent repetitive</i>
Personal and family background	41	18	59	31
Professional and educational background	22	14	36	39
Tax and financial information	11	6	17	35
Domestic help issue	1	0	1	0
Public and organizational activities	2	2	4	50
Legal and administrative proceedings	7	6	13	46
Miscellaneous	30	1	31	3
Total	114	47	161	...
Average repetitiveness	...	...	...	29

Source: Compiled by author from PDS, SF 86, Supplement to SF 86, SF 278, and a representative Senate confirmation questionnaire.

a. The category "repetitive" includes both similar and identical questions.

Similar reductions in repetitiveness could result from reducing the number of different questions requiring information on professional relationships. At least ten separate questions ask about the nominee's connections with corporations and other institutions. Like those on property, these questions differ from one another only in detail: varying time periods or the type of organizations involved, the level of connection to an organization that must be reported, the level of compensation triggering a report, and so on. Reform in this topic could reduce the number of questions on conflict of interest from ten to, say, three.<sup>12</sup> Other changes in this topic would lower the number of questions concerning educational attainment, plans for postgovernment compensation, and foreign representation. Consolidation among these groups could result in a further reduction from eight questions to three. In all, reformulation in the topic of professional relationships could lower the level of repetitiveness from 65 percent to 39 percent.

Under the last topic with serious repetitiveness, legal and administrative proceedings, reformulation could eliminate all but six repetitive questions. That would reduce the repetitiveness in the topic from 74 percent to 46 percent. Overall, reformulating questions in the forms required by the executive branch could reduce repetitiveness from half of all questions to fewer than one-third. By normal standards, that reduction would constitute a reduction of 42 percent, a substantial improvement. In the end, using this reform approach would reduce the level of inquiry from

233 questions to 161, a total reduction in burden of 31 percent.<sup>13</sup> Appendix 7A lists, by topic, those questions that remain when redundancy is increased without challenging intrusiveness.

### *Taking Strategic Imperatives Seriously*

Under one further reform strategy, one of the four institutions would unilaterally surrender control over information, relying on the information gathered by the others. This reform could guarantee a significant reduction in information requirements on nominees and repetitiveness.

The White House has the best opportunity to take this reform approach on two accounts. First, because it initiates the process, it can afford to limit its own information requirements by securing the information delivered to the other agencies. Instead of offering its own form, the White House could import information from an applicant's SF 86 and SF 278 as part of the initial negotiations process conducted pursuant to identifying eventual nominees. Based on those drafts, then, the White House would determine whether to carry through with its intent to nominate, thereby triggering the appointment vetting process. Because a number of the PDS questions are repeated on other forms, this strategy would reduce repetitiveness to around 28 percent, a slightly greater improvement over the more complicated strategies outlined earlier.

Appendix 7B identifies four categories of questions asked on the White House Personal Data Statement, ranging from those asked nowhere else (unique) to those that are identical to questions asked on other forms. In designating questions for deletion, this analysis assumes that the former category of questions should remain, because they occur nowhere else, whereas the White House could obtain the information sought by the latter from other questionnaires.<sup>14</sup>

Two categories remain in between these two extremes. The first group includes questions that ask for different information, usually of a more general nature, from that found on the other questionnaires. According to this analysis, the White House should retain these questions, assuming that more information is better than less. The other category also involves questions that obtain different information from other questionnaires; typically, however, these questions request less information than those on other forms, or variants on information found on other forms, and they could therefore be dropped.

In developing an inventory of those questions that should remain on a revised White House Personal Data Statement, the analysis simply

drops those questions that elicit information required elsewhere in a more general form. It also eliminates, as irrelevant, two questions on the Personal Data Statement about the employment of the nominee's spouse. Appendix 7C presents a proposed revision of the White House Personal Data Statement that reduces information in almost every category, with the exception of the "specialty questions" on domestic help and child support. Further reductions of the Personal Data Statement could result by eliminating the questions on legal and administrative proceedings altogether. The FBI's background check, using the SF 86, could suffice to investigate legal entanglements, although the questions asked on that form seem less clear-cut than those asked on the Personal Data Statement.

### The Relative Ease of Reform

As is clear from this assessment of the inquiry nominees must face, reforming the process seems clearly overdue. Regardless of one's assessment of the level of or necessity for intrusiveness, surely the government cannot justify the burdensome repetitiveness of the process. The elaborate systems of inquiry needlessly confuse the nominees and represent an unnecessary burden on those so willing to serve. That attempts to change the situation, both inside and outside of government and across institutions, have been uniformly unsuccessful attests to the diligence and entrenchment of the forces of confusion and burden in this particular process.

Each of the institutions involved in vetting administration nominees plays a role in this affliction. Few have any special justification for placing that burden unfairly on the nominee, yet they all stand unyielding in reforming the process. Although they seem promising, even the most recent statutory requirements for study and analysis that the Congress has imposed on the president and, in turn, the president has assigned to the OGE have the familiar ring of past attempts. For this reason, side-stepping direct reform and relying instead on modification and increased redundancy seems to be the approach most likely to yield results.

Although it is the least challenging reform, improving redundancy constitutes a great improvement over the current situation. Make no mistake about that: nominees and those professionals who must assist them in filing forms would welcome a 30 percent reduction in the number of

inquiries they must face, even if the remaining questions ask more of them than any of the previous three questions alone. To face a single inquiry, however broad, has its advantages.

Of course, improving the questionnaires will not rein in the range of other practices that have made the nomination process so difficult in recent times. The innovative and comprehensive empirical research of Nolan McCarty and Rose Razaghian, based on their data covering all nominations since 1885, clearly demonstrates that over time, the process has suffered much more from corrosive partisanship and leadership disarray in the Senate. They conclude that “political conflict induced by divided government and polarization clearly leads to a more drawn-out confirmation process. . . . The ease with which . . . dilatory tactics can be employed is likely to give the opposition much more leverage over the process than they would have in a more majoritarian body.”<sup>15</sup> Obviously, then, a real reform movement must focus on developing a more viable and resilient common ground on presidential appointments—one that moves beyond repairs to redundancy and toward a collective, majoritarian agreement on the proper constitutional balance on nominations and the president’s team.

## Notes

1. Submitting their forms at the administration’s beginning (say on January 4, 2001), nominees report only properties owned as of that moment and transactions on the second question that have occurred only in the past two calendar years: 1999 and 2000; see instructions to SF 278.

2. Paul C. Light and Virginia L. Thomas, *The Merit and Reputation of an Administration: Presidential Appointees on the Appointments Process* (Brookings and Heritage Foundation, 2000), p. 10. In a separate survey of those who had not held presidential appointments, 81 percent of these “neophytes,” responding to the same question, said they thought filling out the various forms would “not be difficult” (Paul C. Light and Virginia L. Thomas, *Posts of Honor: How America’s Corporate and Civic Leaders View Presidential Appointments* [Brookings and Heritage Foundation, 2001], p. 18). The authors concluded that detailed familiarity with the forms and their contents greatly altered for the negative the opinions of those who brave the process.

3. *Ibid.*, p 1.

4. Actually, appointees must fill out several additional forms granting permissions for various background and Internal Revenue Service checks; but for purposes of analysis these do not represent much of a burden on nominees, and no one considers them noxious.

5. Below the rank of GS-15, federal employees report on a simplified financial disclosure form, the SF 450.

6. Many Senate committees will ask the nominee to fill out a standard questionnaire for the committee and then, based on answers to that questionnaire and with the help of policy experts in the General Accounting Office, will require answers to a second, more tailored questionnaire covering specific policy questions before the agency involved. In addition, an appointee to a position as agency inspector general will fill out the committee questionnaire from the substantive committee and another questionnaire from the Senate Committee on Governmental Affairs, which has joint jurisdiction over inspectors general for all agencies.

7. 5 U.S.C., appendix §102(a)(1)–(3). The disclosure of specific amounts rests on a “principal/agent” theory of control inherent to representative democracy. A representative avoids conflicts of interests by anticipating the adverse reaction of an aroused and informed public who will in turn judge and vote on the representative’s qualifications. Disclosing such minutiae, therefore, acts as a deterrent to potentially undesirable behavior. Yet presidential nominees face a different situation. They come into government from the private world, where they may not have lived their lives in anticipation of governing. They cannot set their behavior in response to future restrictions they could not properly anticipate. Thus, they enter public service with likely conflicts of interests inadvertently acquired. In response, the government must find a resolution rather than a deterrent for these extant conflicts. For the purposes of resolution, then, detailed figures provide no particular guidance because they do not necessarily supply any useful information about the nature of potential resolutions.

8. Many of these “identical” questions do not appear on all forms. For example, although the title of the position to which the nominee is appointed appears in identical syntax when it does appear, it does not appear on each of the four forms appointees must fill out. Some institutions apparently have no interest in that particular question. Despite the lack of universal usage, this analysis considers these questions as similar in form to those that do appear in identical form across all four forms (for example, last name).

9. The analysis presented here uses the form required by the Senate Committee on Commerce. It has exactly the median number of inquiries (seventy-three) across the twenty-one questionnaires used by the various Senate committees.

10. In table 7-3, identical and similar questions are conflated into the more general category, “repetitive.”

11. For example, the OGE requires very little contact information on the SF 278. Instead, it relies on the agency to maintain contact with the nominee.

12. The reduced number would include a single question on the SF 86 outlining the nominee’s employment history and two separate questions distinguishing between employment-related relationships and adviser relationships.

13. The analysis uses a scale of 0 to 100 percent, thus one with fixed upper and lower bounds; change is measured in terms of the remaining distance. So, a change from 50 percent to 25 percent equals a change of 50 percent, as it travels half the distance available between 50 and 0. Similarly a change from 50 percent

to 75 percent travels half the remaining distance to 100 percent and so also equals a change of 50 percent.

14. The White House should retain some basic identifying information on its form, including name, birth date and place, and social security number.

15. Nolan McCarty and Rose Razaghian, "Advice and Consent: Senate Responses to Executive Branch Nominations, 1885-1996," *American Journal of Political Science*, vol. 43, no. 4 (October 1999), pp. 1122-43.

## Appendix 7A: Proposed General Questionnaire, Designed to Increase Redundancy

### *Personal and Family Background*

- |   |   |
|---|---|
| —First name, middle name, last name, Jr., II, etc.                                    | —Place married  |
| —Other names used and dates of use  | —Spouse's name  |
| —Home address   | —Spouse's other names                                   |
| —Home telephone number  | —Spouse's date of birth                                 |
| —Office address   | —Spouse's place of birth                                |
| —Office telephone number  | —Spouse's social security number                        |
| —Date of birth  | —Spouse's citizenship                                   |
| —Place of birth   | —Spouse's occupation                                    |
| —Citizenship  | —Spouse's current employer                              |
| —Social security number   | —If separated, date of separation                       |
| —Height   | —If legally separated, record of separation             |
| —Weight   | —Address of current spouse (if different from your own) |
| —Hair color   | —Former spouse's name                                   |
| —Eye color  | —Former spouse's date of birth                          |
| —Sex  | —Former spouse's place of birth                         |
| —Mother's maiden name   | —Address of former spouse                               |
| —Naturalization certificate: where were you naturalized?                              | —Former spouse's citizenship (countries)                |
| —Citizenship certificate  | —Former spouse: date married                            |
| —State Department Form 240: Report of Birth Abroad of a Citizen of the United States. | —Former spouse: place married                           |
| —U.S. passport  | —Former spouse: date of divorce or death                |
| —Dual citizenship   | —Former spouse: if divorced, record of divorce          |
| —Current marital status   | —Names of children                                      |
| —Date married   | —Ages of children                                       |

- List the places where you have lived, beginning with the most recent and working back 7 years. All periods must be accounted for in your list. Be sure to indicate the actual physical location of your residence: do not use a post office box as an address, do not list a permanent address when you were actually living at a school address, etc. Be sure to specify your location as closely as possible: for example, do not list only your base or ship, list your barracks number or home port. You may omit temporary military duty locations under 90 days (list your permanent address instead), and you should use your APO or FPO address if you lived overseas.
- For any address in the past 5 years, list a person who knew you at that address, and who preferably still lives in that area (do not list people for residences completely outside this 5-year period, and do not list your spouse, former spouses, or other relatives). Also for addresses in the past five years, if the address is “General Delivery,” a Rural or Star Route, or may be difficult to locate, provide directions for locating the residence on an attached continuation sheet.
- Give the full name, correct code (specified below), and other requested information for each of your relatives and associates, living or dead.

1 – Mother	11 – Stepsister
2 – Father	12 – Half-brother
3 – Stepmother	13 – Half-sister
4 – Stepfather	14 – Father-in-law
5 – Foster parent	15 – Mother-in-law
6 – Child (adopted also)	16 – Guardian
7 – Stepchild	17 – Other Relative*
8 – Brother	18 – Associate**
9 – Sister	19 – Adult currently living with you
10 – Stepbrother	

\*Code 17 (Other relative): include only foreign national relatives not listed in codes 1–16 with whom you or your spouse are bound by affection, obligation, or close and continuing contact.

\*\*Code 18 (Associates): include only foreign national associates with whom you or your spouse are bound by affection, obligation, or close and continuing contact.

- If your mother, father, sister, brother, child, or current spouse or person with whom you have a spouselike relationship is a U.S. citizen by other than birth or an alien residing in the United States, provide the nature of the individual’s relationship to you (spouse, spouselike, mother, etc.) and the individual’s name and date of birth on the first line.

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- Provide the individual's naturalization certificate or alien registration number and use one of the document codes below to identify proof of citizenship status. Provide additional information as requested.
  - 1 – Naturalization certificate: Provide the date issued and the location where the person was naturalized (court, city, and state).
  - 2 – Citizenship certificate: Provide the date and location issued (city and state).
  - 3 – Alien registration: Provide the date and place where the person entered the United States (city and state).
  - 4 – Other: Provide an explanation in the “Additional information” block.
- List three people who know you well and live in the United States. They should be good friends, peers, colleagues, college roommates, etc., whose combined association with you covers as well as possible the past 7 years. Do not list your spouse, former spouses, or other relatives, and try not to list anyone who is listed elsewhere on this form.
- Please identify any adults (18 years or older) currently living with you who are not members of your immediate family. Provide the names of those individuals, dates and places of birth, and whether or not they are United States citizens.
- In the past 7 years, have you had an active passport that was issued by a foreign government? If so, provide inclusive dates, names of firms and governments involved, and an explanation of your involvement.
- Do you have any medical conditions that could interfere with your ability to fulfill your duties? Please explain.

*Professional and Educational Background*

- Title of position
- Department or agency
- Date of appointment, candidacy, election, or nomination
- Reporting status
- Name of congressional committee considering nomination (presidential nominees subject to Senate confirmation)
- Calendar year covered
- Termination date
- Selection: (a) Do you know why you were chosen for this nomination by the president? (b) What do you believe in your background or employment experience affirmatively qualifies you for this particular appointment?
- If confirmed, do you expect to serve out your full term or until the next presidential election, whichever is applicable?



- Please list each high school, college, and graduate school you attended, the dates of attendance, and the degrees awarded.
  - Employment record: List all jobs held since college, including the title or description of job, name of employer, location of work, and dates of employment.
  - Has any of the following happened to you in the past 7 years?
    1. fired from a job
    2. quit a job after being told you would be fired
    3. left a job by mutual agreement following allegations of misconduct
    4. left a job by mutual agreement following allegations of unsatisfactory performance
    5. left a job for other reasons under unfavorable circumstances
- If so please provide the date, the employer's name and address and the reason (from the previously mentioned list).
- Government experience: List any advisory, consultative, honorary or other part-time service or positions with federal, state or local governments, other than those listed above.
  - Have you had any military service? If so, give particulars, including the dates, branch of service, rank or rate, serial number, and type of discharge received.
  - Memberships: List all memberships and offices held in professional, fraternal, scholarly, civic, business, charitable, and other organizations.
  - Report sources of more than \$5,000 compensation received by you or your business affiliation for services provided directly by you during any one year of the reporting period. This includes the names of clients and customers of any corporation, firm, partnership or other business enterprise, or any other nonprofit organization when you directly provided the services generating a fee or payment of more than \$5,000. You need not report the U.S. government as a source.
  - Please list all corporations, partnerships, trusts, or other business entities with which you have ever been affiliated as an officer, director, trustee, partner, or holder of a significant equity or financial interest (i.e., any ownership interest of more than 5 percent) or whose decisions you have the ability to influence. Please identify the entity, your relationship to the entity, and dates of service and affiliation.
  - Please provide the names of all corporations, firms, partnerships, trusts, or other business enterprises and all non-profit organizations and other institutions with which you are now or during the past five years have been affiliated as an adviser, attorney, or consultant. It is only necessary to provide the names of major clients and any client matter in which you and your firm are involved that might present a potential conflict of inter-

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- est with your proposed assignment. Please identify the entity, your relationship or duty with regard to each, and dates of service.
- Report your agreements or arrangements for (1) continuing participation in an employee benefit plan (e.g., pension, 401(k), deferred compensation); (2) continuation of payment by a former employer (including severance payments); (3) leaves of absence; and (4) future employment. See instructions regarding the reporting of negotiations for any of these arrangements or benefits.
  - If you performed any work for or received any payments from any foreign government, business, or individual in the past ten years, please describe the circumstances and identify the source and dates of services and payments.
  - Please list any registration as an agent for a foreign principal, or any exemption from such registration. Please provide the status of any and all such registrations and/or exemptions (i.e., whether active and whether personally registered).
  - Have you ever registered as a lobbyist or other legislative agent to influence federal or state legislation or administrative acts? If yes, please supply details including the status of each registration.
  - Published writings: List the titles, publishers, and dates of books, articles, reports, or other published materials you have written.
  - Identify each instance in which you have testified before Congress in a nongovernmental capacity, and specify the subject matter of each testimony.
  - If you are a member of any licensed profession or occupation (such as lawyer, doctor, accountant, insurance or real estate broker, etc.) please specify the present status of each license and whether such license has ever been withdrawn, suspended, or revoked and the reason therefore.
  - Do you have any significant interest in any relationship with the government through contracts, consulting services, grants, loans, or guarantees? If yes, please provide details.
  - Does your spouse or any family member or business in which you, your spouse, or any family members have a significant interest have any relationship with the government through contracts, consulting services, grants, loans, or guarantees? If yes, please provide details.
  - Are you a male born after December 31, 1959?
  - Have you registered with the Selective Service System? If “Yes,” provide your registration number. If “No,” show the reason for your legal exemption below.
  - Honors and awards: List all scholarships, fellowships, honorary degrees, and honorary society memberships that you believe would be of interest to the Committee.

- Speeches: Provide the Committee with two copies of any formal speeches you have delivered during the past 5 years which you have copies of on topics relevant to the position for which you have been nominated.
- Do you agree to have written opinions provided to the Committee by the designated agency ethics officer of the agency to which you are nominated and by the Office of Government Ethics concerning potential conflicts of interest or any legal impediments to your serving in this position?
- Explain how you will resolve any potential conflict of interest, including any that may be disclosed by your responses to the above items. (Please provide a copy of any trust or other agreements.)

### *Tax and Financial Information*

- For you, your spouse, and dependent children, report each asset held for investment or the production of income which had a fair market value exceeding \$1,000 at the close of the reporting period or which generated more than \$200 in income during the reporting period, together with such income.
- For yourself, also report the source and actual amount of earned income exceeding \$200 (other than from the U.S. Government). For your spouse, report the source but not the amount of earned income of more than \$1,000 (except report the actual amount of any honoraria over \$200 of your spouse).
- Report liabilities over \$10,000 owed to any one creditor at any time during the reporting period by you, your spouse, or dependent children. Check the highest amount owed during the reporting period. Exclude a mortgage on your personal residence unless it is rented out; loans secured by automobiles, household furniture, or appliances; and liabilities owed to certain relatives listed in instructions. See instructions for revolving charge accounts.
- Please describe all real estate held in your name or in your spouse's name during the past six years. Please include real estate held in combination with others, held in trust, held by a nominee, or held by or through any other third person or title-holding entity. Please also include dates held.
- Provide the identity and a description of the nature of any interest in an option, mineral lease, copyright, or patent held, directly or indirectly, during the past 12 months and indicate which, if any, have been divested and the date of divestment.
- Do you have any foreign property, business connections, or financial interests? If so, provide inclusive dates, names of firms and/or governments involved, and an explanation of your involvement.
- Do you intend to create a qualified diversified trust?

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- Has a tax lien or other collection procedure ever been instituted against you or your spouse by federal, state, or local authorities? If so, describe the circumstances and the resolution of the matter.
- Have you and your spouse filed all federal, state, and local income tax returns?
- Have you or your spouse ever filed a late income tax return without a valid extension? If so, describe the circumstances and the resolution of the matter.
- Has the Internal Revenue Service ever audited your federal tax return? If so, what resulted from the audit?
- Have you or your spouse ever paid any tax penalties? If so, describe the circumstances and the resolution of the matter.
- Have you ever had any contact with a foreign government, its establishments (embassies or consulates), or its representatives, whether inside or outside the United States, other than on official U.S. government business? (Does not include routine visa applications and border crossing contacts.) If so, provide inclusive dates, names of firms and/or governments involved, and an explanation of your involvement.
- For you, your spouse and dependent children, report the source, a brief description, and the value of (1) gifts (such as tangible items, transportation, lodging, food, or entertainment) received from one source totaling more than \$260, and (2) travel-related cash reimbursements received from one source totaling more than \$260. For conflicts analysis, it is helpful to indicate a basis for receipt such as personal friend, agency approval under 5 U.S.C. §4111 or other statutory authority, etc. For travel-related gifts and reimbursements, include travel itinerary, dates, and the nature of expenses provided. Exclude anything given to you by the U.S. government; given to your agency in connection with official travel; received from relatives; received by your spouse or dependent child totally independent of their relationship to you; or provided as personal hospitality at the donor's residence. Also for purposes of aggregating gifts to determine the total value from one source, exclude items worth \$104 or less. See instructions for other exclusions.
- Describe the terms of any beneficial trust or blind trust of which you, your spouse, or your dependents may be a beneficiary. In the case of a blind trust, provide the name of the trustee(s) and a copy of the trust agreement.
- Provide a description of any fiduciary responsibility or power of attorney which you hold for or on behalf of any other person.
- In the past 7 years, have you been over 180 days delinquent on any debt(s)? If so, provide the date incurred, the date satisfied, the amount,

the type of loan or obligation and account number, and the name and address of the creditor or obligee.

- Are you currently over 90 days delinquent on any debt(s)? If so, provide the date incurred, the date satisfied, the amount, the type of loan or obligation and account number, and the name and address of the creditor or obligee.

### *Domestic Help*

- Do you presently have or have you in the past had domestic help (i.e., housekeeper, babysitter, nanny, or gardener)? If yes, please indicate years of service for each individual and also give a brief description of the services rendered.

### *Public and Organizational Activities*

- Political affiliations and activities

- a. List all offices with a political party which you have held or any public office for which you have been a candidate.
- b. List all memberships and offices held in and services rendered to all political parties or election committees during the past 10 years.
- c. Itemize all political contributions to any individual, campaign organization, political party, political action committee, or similar entity of \$500 or more for the past ten years.
- d. Have any complaints been lodged against you or your political committee with the Federal Election Commission or state or local election authorities? If so, please describe.

- Have you or your spouse at any time belonged to any membership organization, including but not limited to those described in the preceding paragraph, that as a matter of policy or practice denied or restricted affiliation (as a matter of either policy or practice) based on race, sex, ethnic background, or religious or sexual preference?

- Have you ever been an officer or a member or made a contribution to an organization dedicated to the violent overthrow of the United States government and which engages in illegal activities to that end, knowing that the organization engages in such activities with the specific intent to further such activities?

- Have you ever knowingly engaged in any acts or activities designed to overthrow the United States government by force?

### *Legal and Administrative Proceedings*

- Have you ever been involved in civil or criminal litigation, or in administrative or legislative proceedings of any kind, either as a subject of investigation or arrest, plaintiff, defendant, respondent, witness, or party in

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- interest? Give full details identifying dates, issues litigated, and the location where the civil action is recorded.
- Have you or any business of which you are or were an officer ever been involved as a party in interest in an administrative agency investigation, proceeding, or civil litigation? If so, please provide details.
  - Have you or any firm, company, or other entity with which you have been associated ever been convicted of a violation of any federal, state, county, or municipal law, regulation, or ordinance? If so, please provide full details.
  - Please list any bankruptcy proceeding in which you or your spouse have been involved as a debtor.
  - Have you or your spouse ever been accused of or found guilty of any violations of government or agency procedure (specifically including security violations and/or any application or appeal process)?
  - Please list any complaint ever made against you by any administrative agency, professional association, or organization or federal, state, or local ethics agency, committee, or official.
  - Please list any and all judgments rendered against you including the date, amount, name of the case, subject matter of the case, and the date of satisfaction. Please include obligations of child support and alimony and provide the status of each judgment and/or obligation, paying special attention to report any late payments or outstanding obligations. Please note if any motions or court actions for modification of child support or alimony have been filed or instituted. Note if any motions or court actions have been filed or instituted to compel late payments or past due amounts. Note if any writs of garnishment have been issued. Please provide details.
  - The following questions pertain to the illegal use of drugs or drug activity. You are required to answer the questions fully and truthfully, and your failure to do so could be grounds for an adverse employment decision or action against you, but neither your truthful responses nor information derived from your responses will be used as evidence against you in any subsequent criminal proceeding.
  - Since the age of 16 or in the past 7 years, whichever is shorter, have you illegally used any controlled substance, for example, marijuana, cocaine, crack cocaine, hashish, narcotics, amphetamines, depressants, hallucinogens or prescription drugs? If yes, provide the date, identify the controlled substance and/or prescription drugs used and the number of times each was used.
  - Have you ever illegally used a controlled substance while employed as a law enforcement officer, prosecutor, or courtroom official, while possessing a security clearance, or while in a position directly and immediately

affecting the public safety? If yes, provide the date, identify the controlled substance and/or prescription drugs used and the number of times each was used.

—In the past 7 years, have you been involved in the illegal purchase, manufacture, trafficking, production, transfer, shipping, receiving, or sale of any narcotic, depressant, stimulant, hallucinogenic, or cannabis for your own intended profit or that of another? If yes, provide the date, identify the controlled substance and/or prescription drugs used and the number of times each was used.

—In the past 7 years, has your use of alcoholic beverages such as liquor, beer, and wine resulted in any alcohol-related treatment or counseling? If yes, provide the date of treatment and the name and address of the counselor or doctor below. Do not repeat information reported in the response to the drug questions.

—Has the United States government ever investigated your background and/or granted you a security clearance? If yes, use the codes that follow to provide the requested information below. If yes, but you can't recall the investigating agency and/or the security clearance received, enter Other agency code or clearance code as appropriate, and Don't know or Don't recall under the Other agency heading below. If your response is no or you don't know or can't recall if you were investigated and cleared, check the No box.

- 1. Defense Department
- 2. State Department
- 3. Office of Personnel Management
- 4. FBI
- 5. Treasury
- 6. Other

- Codes:
- 0 – Not required
  - 1 – Confidential
  - 2 – Secret
  - 3 – Top Secret
  - 4 – Sensitive Compartmented Information
  - 5 – Q
  - 6 – L
  - 7 – Other

—To your knowledge, have you ever had a clearance or access authorization denied, suspended, or revoked or have you ever been debarred from government employment? If yes, give date of action and agency. Note: an administrative downgrade or termination of a security clearance is not a revocation.

*Miscellaneous*

- Please provide any other information, including information about other members of your family, that could suggest a conflict of interest or be a possible source of embarrassment to you, your family, or the president.
- Have you ever had any association with any person, group, or business venture that could be used, even unfairly, to impugn or attack your character and qualifications for a government position?
- Do you know anyone or any organization that might take any steps, overtly or covertly, fairly or unfairly, to criticize your appointment, including any news organization? If so, please identify and explain the basis for the potential criticism.
- List foreign countries you have visited, except on travel under official government orders, beginning with the most current and working back 7 years. (Travel as a dependent or contractor must be listed.) Use one of these codes to indicate the purpose of your visit:

- |              |               |
|--------------|---------------|
| 1 – Business | 3 – Education |
| 2 – Pleasure | 4 – Other     |

Include short trips to Canada or Mexico. If you have lived near a border and have made short (one-day or less) trips to the neighboring country, you do not need to list each trip. Instead, provide the time period, the code, the country, and a note (“Many Short Trips”). Do not repeat travel covered in earlier items.

- Why do you wish to serve in the position for which you have been nominated?
- What goals have you established for your first two years in this position, if confirmed?
- What skills do you believe you may be lacking which may be necessary to successfully carry out this position? What steps can be taken to obtain those skills?
- Please discuss your philosophical views on the role of government.  
Include a discussion of when you believe the government should involve itself in the private sector, when society’s problems should be left to the private sector, and what standards should be used to determine when a government program is no longer necessary.
- Describe your department’s or agency’s current mission, major programs, and major operational objectives.
- Describe your working relationship, if any, with the Congress. Does your professional experience include working with committees of the Congress? If yes, please describe.
- Will you ensure that your department or agency complies with deadlines for information set by congressional committees?



- Will you ensure that your department or agency does whatever it can to protect congressional witnesses and whistle-blowers from reprisal for their testimony and disclosures?
- Will you cooperate in providing the committee with requested witnesses, to include technical experts and career employees with firsthand knowledge of matters of interest to the committee?
- Please explain how you will review regulations issued by your department or agency, and work closely with Congress, to ensure that such regulations comply with the spirit of the laws passed by Congress.
- Are you willing to appear and testify before any duly constituted committee of the Congress on such occasions as you may reasonably be requested to do so?
- Please describe how your previous professional experience and education qualifies you for the position for which you have been nominated.
- What forces are likely to result in changes to the mission of this agency over the coming five years?
- What are the likely outside forces which may prevent the agency from accomplishing its mission? What do you believe to be the top three challenges facing the board or commission and why?
- What factors, in your opinion, have kept the board or commission from achieving its mission over the past several years?
- Who are the stakeholders in the work of this agency?
- What is the proper relationship between your position, if confirmed, and the stakeholders identified in the previous item?
- The Chief Financial Officers Act requires all government departments and agencies to develop sound financial management practices similar to those practiced in the private sector. (a) What do you believe are your responsibilities, if confirmed, to ensure that your agency has proper management and accounting control? (b) What experience do you have in managing a large organization?
- The Government Performance and Results Act requires all government departments and agencies to identify measurable performance goals and to report to Congress on their success in achieving these goals. (a) Please discuss what you believe to be the benefits of identifying performance goals and reporting your progress in achieving those goals. (b) What steps should Congress consider taking when an agency fails to achieve its performance goals? Should these steps include the elimination, privatization, downsizing, or consolidation of departments and/or programs? (c) What performance goals do you believe should be applicable to your personal performance, if confirmed?

- Please describe your philosophy of supervisor-employee relationships. Generally, what supervisory model do you follow? Have any employee complaints been brought against you?
- Please explain what you believe to be the proper relationship between yourself, if confirmed, and the inspector general of your department or agency.
- Please explain how you will work with this Committee and other stakeholders to ensure that regulations issued by your board or commission comply with the spirit of the laws passed by Congress.
- In the areas under the department or agency's jurisdiction, what legislative action(s) should Congress consider as priorities? Please state your personal views.
- Within your area of control, will you pledge to develop and implement a system that allocates discretionary spending based on national priorities determined in an open fashion on a set of established criteria? If not, please state why. If yes, please state what steps you intend to take and a time frame for their implementation.

### **Appendix 7B: Information Requirements of the White House Personal Data Statement**

This appendix analyzes the questions posed to nominees on the White House Personal Data Statement by identifying the degree to which each question asks for unique information in the vetting process. Each question carries one of four possible descriptions:

—Identical information: The question has an exact analog among the other three forms required of presidential appointees for jobs that require Senate confirmation and should therefore be dropped.

—More information: The question elicits more general information than similar questions on the other questionnaires and should therefore be retained.

—Less-general information: The question elicits different information, and usually less-general information, from that sought on other executive branch forms. Because the White House could obtain this information from the other forms, this question could be dropped.

—Unique information: The question elicits information that is not asked for on any of the other forms. Under most circumstances these questions should remain on the Personal Data Statement.

Question topic	Level of repetitiveness
<i>Personal and family background</i>	
—First name	Identical information
—Middle name	Identical information
—Last name	Identical information
—Home address	Identical information
—Home telephone number	Identical information
—Office address	Identical information
—Office telephone number	Identical information
—Date of birth	Identical information
—Place of birth	Identical information
—Citizenship	Identical information
—Social security number	Identical information
—Current marital status	Identical information
—Spouse's name	Identical information
—Spouse's citizenship	Identical information
—Names of children	Identical information
—Ages of children	Identical information
—Do you have any medical conditions that could interfere with your ability to fulfill your duties? Please explain.	More information
—Spouse's occupation	Unique information
—Spouse's current employer	Unique information
<i>Professional and Educational Background</i>	
—Please list each high school, college, and graduate school you attended, the dates of attendance, and the degrees awarded.	Identical information
—Please chronologically list activities, other than those on your resume, from which you have derived earned income (e.g., self-employment, consulting activities, writing, speaking royalties, and honoraria) since age 21.	Less-general information
—Please list all corporations, partnerships, trusts, or other business entities with which you have ever been affiliated as an officer, director, trustee, partner, or holder of a significant equity or financial interest (i.e., any ownership interest of more than 5 percent) or whose decisions you have the ability to influence. Please identify the entity, your relationship to the entity, and dates of service and/or affiliation.	Less-general information

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Question topic	Level of repetitiveness
—Please provide the names of all corporations, firms, partnerships, trusts, or other business enterprises and all nonprofit organizations and other institutions with which you are now or during the past five years have been affiliated as an adviser, attorney, or consultant. It is only necessary to provide the names of major clients and any client matter in which you and your firm are involved that might present a potential conflict of interest with your proposed assignment. Please identify the entity, your relationship or duty with regard to each, and dates of service.	Less-general information
—Other than the entities identified in the previous item, please provide the names of any organization with which you were associated which might present a potential conflict of interest with your proposed assignment. For each entity you identify in your response to this question, please provide your relationship or duty with regard to each and the dates of service.	Less-general information
—Please describe any contractual or informal arrangement you may have made with any person or any business enterprise in regard to future employment or termination payments or financial benefits that will be provided you if you enter government employment.	Less-general information
—If you performed any work for and/or received any payments from any foreign government, business, or individual in the past 10 years, please describe the circumstances and the identify the source and dates of services and/or payments.	Less-general information
—Please list any registration as an agent for a foreign principal or any exemption from such registration. Please provide the status of any and all such registrations and/or exemptions (i.e., whether active and whether personally registered).	Less-general information
—Have you ever registered as a lobbyist or other legislative agent to influence federal or state legislation or administrative acts? If yes, please supply details including the status of each registration.	More information

Question topic	Level of repetitiveness
—Please list each book, article, column, or publication you have authored, individually or with others.	Unique information
—Identify each instance in which you have testified before Congress in a nongovernmental capacity, and specify the subject matter of each testimony.	Unique information
—If you are a member of any licensed profession or occupation (such as lawyer, doctor, accountant, insurance or real estate broker, etc.) please specify the present status of each license and whether such license has ever been withdrawn, suspended, or revoked and the reason therefore.	Unique information
—Do you have any significant interest in any relationship with the government through contracts, consulting services, grants, loans, or guarantees? If yes, please provide details.	Unique information
—Does your spouse or any family member or business in which you, your spouse, or any family members have a significant interest have any relationship with the government through contracts, consulting services, grants, loans, or guarantees? If yes, please provide details.	Unique information

### *Tax and Financial Information*

—As of the date of this questionnaire, please list all assets with a fair market value in excess of \$1000 for you and your spouse, and provide a good faith estimate of value.	Less-general information
—As of the date of this questionnaire, please list all liabilities in excess of \$10,000 for you and your spouse. Please list the name and address of the creditor, the amount owed to the nearest thousand dollars, a brief description of the nature of the obligation, the interest (if any), the date on which due, and the present status (i.e., is the obligation current or past due).	Less-general information
—Please describe all real estate held in your name or in your spouse's name during the past six years. Please include real estate held in combination with others, held in trust, held by a nominee, or held by or through any other third person or title-holding entity. Please also include dates held.	More information

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Question topic	Level of repetitiveness
—Has a tax lien or other collection procedure ever been instituted against you or your spouse by federal, state, or local authorities? If so, describe the circumstances and the resolution of the matter.	More information
—Have you and your spouse filed all federal, state, and local income tax returns?	More information
—Have you or your spouse ever filed a late income tax return without a valid extension? If so, describe the circumstances and the resolution of the matter.	More information
—Have you or your spouse ever paid any tax penalties? If so, describe the circumstances and the resolution of the matter.	Unique information
<i>Domestic Help</i>	
—Do you presently have or have you in the past had domestic help (i.e., housekeeper, babysitter, nanny, or gardener)? If yes, please indicate years of service for each individual and also give a brief description of the services rendered.	Unique information
<i>Public and Organizational Activities</i>	
—Have you ever run for public office? If yes, does your campaign have any outstanding campaign debt? If so, are you personally liable? Please also provide complete information as to the amount of debt and creditors.	More information
—Please list current and past political party affiliations.	More information
—Have you or your spouse at any time belonged to any membership organization, including but not limited to those described in the preceding paragraph, that as a matter of policy or practice denied or restricted affiliation based on race, sex, ethnic background, or religious or sexual preference?	Less-general information

Question topic	Level of repetitiveness
—Please list each membership you have had with any civic, social, charitable, educational, professional, fraternal, benevolent or religious organization, private club, or other membership organization (including any tax-exempt organization) during the past 10 years. Please include dates of membership and any positions you may have had with the organization.	More information
<i>Legal and Administrative Proceedings</i>	
—Please list any lawsuits you have brought as a plaintiff or which were brought against you as a defendant or third party. Include in this response any contested divorce proceedings or other domestic relations matters.	Less-general information
—Please list and describe any administrative agency proceeding in which you have been involved as a party.	Less-general information
—Please list any bankruptcy proceeding in which you or your spouse have been involved as a debtor.	More information
—Have you or your spouse ever been arrested for, charged with, or convicted of violating any federal, state, or local law, regulation, or ordinance (excluding traffic offenses for which the fine was less than \$100)? If so, please identify each such instance and supply details, including date, place, law enforcement agency, and court.	More information
—Have you or your spouse ever been accused of or found guilty of any violations of government or agency procedure (specifically including security violations and/or any application or appeal process)?	More information
—Please list any complaint ever made against you by any administrative agency, professional association or organization, or federal, state, or local ethics agency, committee, or official.	More information
—Please list any and all judgments rendered against you, including the date, amount, name of the case, subject matter of the case, and the date of satisfaction. Please include obligations of child support and alimony and provide the status of each judgment and/or obligation.	More information

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Question topic	Level of repetitiveness
—With regard to each obligation of child support and/or alimony, state the following: Have any payments been made late, or have there been any lapses in payment? Have any motions or courts actions for modification of child support or alimony been filed or instituted? Have any actions or motions to compel payment or initiate collection of late payments and/or past due amounts been filed or threatened? Have any writs of garnishment been issued? If your response was yes to any of the above questions, please provide details.	More information
—Have you or your spouse ever been investigated by any federal, state, military, or local law enforcement agency? If so, please identify each such instance and supply details, including date, place, law enforcement agency, and court.	Unique information
<i>Miscellaneous</i>	
—Please provide any other information, including information about other members of your family, that could suggest a conflict of interest or be a possible source of embarrassment to you, your family, or the president.	More information
—Have you ever had any association with any person, group, or business venture that could be used, even unfairly, to impugn or attack your character and qualifications for a government position?	Unique information
—Do you know anyone or any organization that might take any steps, overtly or covertly, fairly or unfairly, to criticize your appointment, including any news organization? If so, please identify and explain the basis for the potential criticism.	Unique information



## Appendix 7C: Proposed White House Personal Data Statement

### *Personal and Family Background*

- First name, middle name, last name
- Date of birth
- Place of birth
- Social security number
- Do you have any medical conditions that could interfere with your ability to fulfill your duties? Please explain.

### *Professional and Educational Background*

- Have you ever registered as a lobbyist or other legislative agent to influence federal or state legislation or administrative acts? If yes, please supply details including the status of each registration.
- Please list each book, article, column, or publication you have authored, individually or with others.
- Identify each instance in which you have testified before Congress in a nongovernmental capacity, and specify the subject matter of each testimony.
- If you are a member of any licensed profession or occupation (such as lawyer, doctor, accountant, insurance or real estate broker, etc.) please specify the present status of each license and whether such license has ever been withdrawn, suspended, or revoked and the reason therefore.
- Do you have any significant interest in any relationship with the government through contracts, consulting services, grants, loans, or guarantees? If yes, please provide details.
- Does your spouse or any family member or business in which you, your spouse, or any family members have a significant interest have any relationship with the government through contracts, consulting services, grants, loans, or guarantees? If yes, please provide details.

### *Tax and Financial Information*

- Please describe all real estate held in your name or in your spouse's name during the past six years. Please include real estate held in combination with others, held in trust, held by a nominee, or held by or through any other third person or title-holding entity. Please also include dates held.
- Has a tax lien or other collection procedure ever been instituted against you or your spouse by federal, state, or local authorities? If so, describe the circumstances and the resolution of the matter.
- Have you and your spouse filed all federal, state, and local income tax returns?

—Have you or your spouse ever filed a late income tax return without a valid extension? If so, describe the circumstances and the resolution of the matter.

—Have you or your spouse ever paid any tax penalties? If so, describe the circumstances and the resolution of the matter.

### *Domestic Help*

—Do you presently have or have you in the past had domestic help (i.e., housekeeper, babysitter, nanny, or gardener)? If yes, please indicate years of service for each individual and also give a brief description of the services rendered.

### *Public and Organizational Activities*

—Have you ever run for public office? If yes, does your campaign have any outstanding campaign debt? If so, are you personally liable? Please also provide complete information as to the amount of debt and creditors

—Please list current and past political party affiliations.

### *Legal and Administrative Proceedings*

—Please list any bankruptcy proceeding in which you or your spouse have been involved as a debtor.

—Have you or your spouse ever been arrested for, charged with, or convicted of violating any federal, state, or local law, regulation, or ordinance (excluding traffic offenses for which the fine was less than \$100)? If so, please identify each such instance and supply details, including date, place, law enforcement agency, and court.

—Have you or your spouse ever been accused of or found guilty of any violations of government or agency procedure (specifically including security violations and/or any application or appeal process)?

—Please list any complaint ever made against you by any administrative agency, professional association or organization, or federal, state, or local ethics agency, committee, or official.

—Please list any and all judgments rendered against you including the date, amount, name of the case, subject matter of the case, and the date of satisfaction. Please include obligations of child support and alimony and provide the status of each judgment and/or obligation.

—With regard to each obligation of child support and/or alimony, state the following: Have any payments been made late, or have there been any lapses in payment? Have any motions or courts actions for modification of child support or alimony been filed or instituted? Have any actions or motions to compel payment or initiate collection of late payments and/or past due amounts been filed or threatened? Have any writs of garnishment

been issued? If your response was yes to any of the above questions, please provide details.

—Have you or your spouse ever been investigated by any federal, state, military, or local law enforcement agency? If so, please identify each such instance and supply details, including date, place, law enforcement agency, and court.

*Miscellaneous*

—Please provide any other information, including information about other members of your family, that could suggest a conflict of interest or be a possible source of embarrassment to you, your family, or the president.

—Have you ever had any association with any person, group, or business venture that could be used, even unfairly, to impugn or attack your character and qualifications for a government position?

—Do you know anyone or any organization that might take any steps, overtly or covertly, fairly or unfairly, to criticize your appointment, including any news organization? If so, please identify and explain the basis for the potential criticism.