



George Bush Presidential Library

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Inventory for FOIA Request 2016-0078-F

Selected Records on The White House Usher's Office

Extent

11 folders

Access

Collection is open to all researchers. Access to Bush Presidential Records, Bush Vice Presidential Records, and Quayle Vice Presidential Records is governed by the Freedom of Information Act (FOIA)(5 USC 552 as amended) and the Presidential Records Act (PRA)(44 USC 22) and therefore records may be restricted in whole or in part in accordance with legal exemptions.

Copyright

Documents in this collection that were prepared by officials of the United States government as part of their official duties are in the public domain. Researchers are advised to consult the copyright law of the United States (Title 17, USC) which governs the making of photocopies or other reproductions of copyrighted material.

Provenance

Official records of George Bush's presidency and vice presidency are housed at the George Bush Presidential Library and administered by the National Archives and Records Administration (NARA) under the provisions of the Presidential Records Act (PRA).

Processed By

Staff Archivists, January 2016. Previously restricted materials are added as they are released.

Scope and Content

The materials in FOIA 2016-0078-F are a selective, not necessarily all inclusive, body of documents responsive to the topic of the FOIA. Researchers should consult the archivist about related materials.

FOIA 2016-0078-F contains selected materials from the White House Usher's Office from the end of the Reagan Administration through the Bush Administration. The Usher's office was part of the Executive Office (White House) and under the direction of the Office of Management and Administration. The White House Executive Residence was directed by Chief Usher Gary L. Walters. In this capacity, he had

responsibility for the day-to-day operations of the White House residence, including the State Floor and Private Residence. He oversaw all aspects of White House maintenance and upkeep, and supervised employees ranging from the kitchen staff to the butlers and maids who maintained the Executive Residence. As chief usher, he also maintained records of visitors to the White House Residence and monitored preparations for special occasions such as state dinners.

The Staff and Office Files contain correspondence, inventory and invoices, memoranda, and publications maintained by individual staff members and offices. The files are primarily those of Chief Usher Gary Walters. There are invoices and inventories from dinners and events held in the White House Residence. There are documents relating to renovations and preservation measures in the White House, primarily concerning the Oval Office redesign. Memoranda concern personnel and policy issues in the Usher's Office. There are forms and photographs of state gifts presented to President and Mrs. Bush. Also included is a daily diary for activities in the Residence for 1989.

System of Arrangement

Records that are responsive to this FOIA request were found in one collection area—Bush Presidential Records: Staff and Office Files. As policy, WHORM Alphabetical Files and WHORM Subject Files are processed at the document level. Staff and Office Files are processed at the folder level, that is, individual documents are not selected and removed from a folder for processing. While this method maintains folder integrity, it frequently results in the incidental processing of documents that are not wholly responsive to the subject area.

The WHORM Subject File compiled by the White House Office of Records Management is comprised of a series of documents assigned a letter/number combination and filed in a subject category. A complete listing of the subject categories including a detailed description of each category is available in our research room and on our website at <http://bushlibrary.tamu.edu/research/find/whorm/whorm.html>.

Please note that a single asterisk "*" indicates that the category is entirely processed and open.

The following is a list of documents and folders processed in response to FOIA 2016-0078-F.

Bush Presidential Records: Staff and Office Files

Usher's Office, White House

Food and Beverage Expense Files

January 1989 [1] [OA/ID 28205]

January 1989 [2] [1] [OA/ID 28205]

January 1989 [2] [2] [OA/ID 28205]

Past Presidents and Gary Walters Files

Camp David 1989 [OA/ID 28208]

Committee for Preservation [OA/ID 28208]

Computers [OA/ID 28208]

Oval Office [OA/ID 28209]

Staff Memos [OA/ID 28209]

State Gifts [OA/ID 28210]

Schedule Files

January 1989 [OA/ID 28216]

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