

Assassination Records Review Board Final Determination Notification

AGENCY : HSCA
RECORD NUMBER : 180-10060-10475
RECORD SERIES : STAFF PAYROLL RECORDS
AGENCY FILE NUMBER :

Released under the John F.
Kennedy Assassination
Records Collection Act of
1992 (44 USC 2107 Note).
Case#:NW 68251 Date:
09-01-2022

December 8, 1995

Status of Document: Postponed in Part

Number of releases of previously postponed information: 17

Reason for Board Action: The Review Board's decision was premised on several factors including: (a) the significant historical interest in the document in question; (b) the absence of evidence that the release of the information would cause harm to the United States or to any individual.

Number of Postponements: 7

Postponements: All the postponements in this document represent Social Security numbers.

Reason for Board Action: The text is redacted because the public disclosure of the redaction could reasonably be expected to constitute an unwarranted invasion of personal privacy, and that invasion of privacy would be so substantial that it outweighs the public interest.

Substitute Language: SSN

Date of Next Review: 2017

Board Review Completed: 10/24/95

Released under the John F.
Kennedy Assassination
Records Collection Act of
1992 (44 USC 2107 Note).
Case#:NW 88326 Date:
2025

JFK ASSASSINATION SYSTEM

IDENTIFICATION FORM

AGENCY INFORMATION

AGENCY : HSCA
RECORD NUMBER : 180-10060-10475

RECORDS SERIES :
STAFF PAYROLL RECORDS

AGENCY FILE NUMBER :

DOCUMENT INFORMATION

ORIGINATOR : HSCA
FROM :
TO :

TITLE :

DATE : 11/08/76
PAGES : 17

SUBJECTS :
HSCA, ADMINISTRATION
MARTIN, REBECCA

DOCUMENT TYPE : PRINTED FORM
CLASSIFICATION : U
RESTRICTIONS : 3
CURRENT STATUS : P
DATE OF LAST REVIEW : 06/04/93

OPENING CRITERIA :

COMMENTS :

Box 2.

[R] - ITEM IS RESTRICTED

MARTIN, R.W.

Name of Employee

Address

Address

Phone Number

Position Title

Position Number

Level

Step

DATE OF APPOINTMENT

11-8-76

PRIOR FEDERAL SERVICE

Years Months

ANNUAL LEAVE
CATEGORY

1.0

1.5

2.0

ACCRUED
THIS MONTH

AVAILABLE
THIS MONTH

USED
THIS MONTH

BALANCE
AT CLOSE
OF MONTH

EMPLOYEE
INITIALS

Month	DAY OF MONTH																																		Annual Leave	Sick Leave	Annual Leave	Sick Leave	Annual Leave	Sick Leave				
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31													
Jan.																																										3	3	
Feb.																																										4	4	
Mar.																																										5	5	
Apr.																																										6	6	
May																																										7	7	
June																																										8	8	
July																																										9	9	
Aug.																																										10	10	
Sept.																																										11	11	
Oct.																																												
Nov.																																												
Dec.																																												

- = 0.5 day annual leave
- = 1.0 day annual leave
- = 0.5 day sick leave
- S or S = 1.0 day sick leave
- A = 0.5 day administrative leave
- A or A = 1.0 day administrative leave
- U = 0.5 day unauthorized absence
- U or U = 1.0 day unauthorized absence
- L = 0.5 day leave without pay
- D = 1.0 day leave without pay

CERTIFIED CORRECT:

Employee's Signature _____ Date _____

Chief's Signature _____ Date _____

Approved: _____ Clerk of the House _____ Date _____

This record will be forwarded to the Clerk of the House at the end of each calendar year, or in case of termination, along with the request for termination. Upon approval, the record will be filed in the employee's official personnel folder.

EXHIBIT I.

BALANCE BROUGHT
FORWARD FROM
PRECEDING YEAR

Annual Leave	Sick Leave
2	2

REBECCA WHEELER MARTIN
101 So. Whiting Street
Alexandria, VA 22304
Telephone 703/370-2258

EXPERIENCE

- November 1976 to U.S. House of Representatives, Select Committee on Assassinations
Present Chief Clerk
- August 1974 to U.S. House of Representatives, Committee on Science & Technology
November 1976 Assistant Chief Clerk
Duties: Budget preparation; funding resolution preparation;
Clerk of the House six-month salary report; monthly report to
House Administration Committee; new employee payroll enrollment;
Committee minutes; assist in travel and voucher work; legisla-
tive calendar and connected legislative work (through use of
House Information Systems computer systems, Aquarius and MITS).
- November 1973 to U.S. House of Representatives, Committee on Science & Astronautics
August 1974 Minority staff
Duties: Clerical support for minority staff.
- January 1972 to The Idaho First National Bank, Legal Department, Boise, Idaho
November 1973 Legal Secretary
Duties: General secretarial duties in a law office; maintaining
docket and files; preparing agenda and resolutions for monthly
board of directors' meetings.
- May 1969 to The Idaho First National Bank, Personnel Department, Boise, Idaho
January 1972 Secretary
Duties: Payroll work; computing statistical reports, charting
results of surveys and reports.
- June 1967 to Justad Insurance Center, Boise, Idaho
May 1969 Claims Clerk
Duties: Assist policyholders with filing health and accident
claims across the counter and through written correspondence.

EDUCATION

- Northern Virginia Community College, Alexandria, Virginia
Attending part-time for own interest--mathematics and history.
- Boise State College, Boise, Idaho
Two years, English emphasis.
- Boise High School, Boise, Idaho
Graduated May, 1967.

PERSONAL

- Born August 13, 1949, Hardtner, Kansas.
Married (John Byron Martin); no children.

REBECCA WHEELER MARTIN
101 So. Whiting Street
Alexandria, VA 22304
Telephone 703/370-2258

EXPERIENCE

- November 1976 to Present U.S. House of Representatives, Select Committee on Assassinations
Chief Clerk
- August 1974 to November 1976 U.S. House of Representatives, Committee on Science & Technology
Assistant Chief Clerk
Duties: Budget preparation; funding resolution preparation;
Clerk of the House six-month salary report; monthly report to
House Administration Committee; new employee payroll enrollment;
Committee minutes; assist in travel and voucher work; legisla-
tive calendar and connected legislative work (through use of
House Information Systems computer systems, Aquarius and MITS).
- November 1973 to August 1974 U.S. House of Representatives, Committee on Science & Astronautics
Minority staff
Duties: Clerical support for minority staff.
- January 1972 to November 1973 The Idaho First National Bank, Legal Department, Boise, Idaho
Legal Secretary
Duties: General secretarial duties in a law office; maintaining
docket and files; preparing agenda and resolutions for monthly
board of directors' meetings.
- May 1969 to January 1972 The Idaho First National Bank, Personnel Department, Boise, Idaho
Secretary
Duties: Payroll work; computing statistical reports, charting
results of surveys and reports.
- June 1967 to May 1969 Justad Insurance Center, Boise, Idaho
Claims Clerk
Duties: Assist policyholders with filing health and accident
claims across the counter and through written correspondence.

EDUCATION

- Northern Virginia Community College, Alexandria, Virginia
Attending part-time for own interest--mathematics and history.
- Boise State College, Boise, Idaho
Two years, English emphasis.
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Present Chief Clerk
- August 1974 to U.S. House of Representatives, Committee on Science & Technology
November 1976 Assistant Chief Clerk
Duties: Budget preparation; funding resolution preparation;
Clerk of the House six-month salary report; monthly report to
House Administration Committee; new employee payroll enrollment;
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August 1974 Minority staff
Duties: Clerical support for minority staff.
- January 1972 to The Idaho First National Bank, Legal Department, Boise, Idaho
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- November 1976 to U.S. House of Representatives, Select Committee on Assassinations
Present Chief Clerk
- August 1974 to U.S. House of Representatives, Committee on Science & Technology
November 1976 Assistant Chief Clerk
Duties: Budget preparation; funding resolution preparation;
Clerk of the House six-month salary report; monthly report to
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Attending part-time for own interest--mathematics and history.
- Boise State College, Boise, Idaho
Two years, English emphasis.
- Boise High School, Boise, Idaho
Graduated May, 1967.

PERSONAL

- Born August 13, 1949, Hardtner, Kansas.
Married (John Byron Martin); no children.

PAYROLL AUTHORIZATION FORM(Please Use Typewriter
or Ballpoint Pen)**U.S. HOUSE OF REPRESENTATIVES**

Washington, D.C. 20515

(Any erasures, corrections, or changes
on this form must be initiated by the
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date
Rebecca W. Martin	September 30, 1977
Employee Social Security Number	Type of Action
518-56-7099	<input type="checkbox"/> Appointment <input type="checkbox"/> Salary Adjustment <input checked="" type="checkbox"/> Termination (At close of business on effective date)
Employing Office or Committee	
Assassinations	

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

Position Title	Gross Annual Salary

(If Committee Employee, complete appropriate item below.)

1. Standing Committee: Staff - Clerical or Professional.
2. Special or Select Committee: Authority - H. Res. 465 of 95th Congress.
3. Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number _____ If applicable, Level _____ Step _____

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date October 14, 1977

(Signature of Authorizing Official)

Louis Stokes

(Type or print name of Authorizing Official)

Chairman

(Title - If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED:

Chairman, Committee on House Administration

Office of Finance use only:

Office Code _____

Monthly Annuity \$ _____ .00

Copy for Initiating Office or Committee

PAYROLL AUTHORIZATION FORM(Please Use Typewriter
or Ballpoint Pen)**U.S. HOUSE OF REPRESENTATIVES**
Washington, D.C. 20515(Any erasures, corrections, or changes
on this form must be initiated by the
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date
Rebecca W. Martin	8/1/77
Employee Social Security Number	Type of Action
518-55-7099	<input type="checkbox"/> Appointment <input checked="" type="checkbox"/> Salary Adjustment <input type="checkbox"/> Termination (At close of business on effective date)
Employing Office or Committee	
Assassinations	

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

Position Title	Gross Annual Salary
Chief Clerk	22,000

(If Committee Employee, complete appropriate item below.)

1. Standing Committee: Staff - Clerical or Professional.
2. Special or Select Committee: Authority - H. Res. 465 of 95th Congress.
3. Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number _____ If applicable, Level _____ Step _____

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date August 2, 1977

(Signature of Authorizing Official)

LOUIS STOKES

CHAIRMAN

(Type or print name of Authorizing Official)

(Title - If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED:

Chairman, Committee on House Administration

Office of Finance use only:
Office Code _____
Monthly Annuity \$ _____ .00

Copy for Initiating Office or Committee

PAYROLL AUTHORIZATION FORM(Please Use Typewriter
or Ballpoint Pen)**U.S. HOUSE OF REPRESENTATIVES**
Washington, D.C. 20515(Any erasures, corrections, or changes
on this form must be initiated by the
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date
Rebecca W. Martin	5/1/77
Employee Social Security Number	Type of Action
510-56-7009	<input type="checkbox"/> Appointment <input checked="" type="checkbox"/> Salary Adjustment <input type="checkbox"/> Termination (At close of business on effective date)
Employing Office or Committee	
Assassinations	

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

Position Title	Gross Annual Salary
	\$20,000

(If Committee Employee, complete appropriate item below.)

1. Standing Committee: Staff - Clerical or Professional.
2. Special or Select Committee: Authority - H. Res. 465 of 95th Congress.
3. Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number _____ If applicable, Level _____ Step _____

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date May 10, 1977

(Signature of Authorizing Official)

Louis Stokes

(Type or print name of Authorizing Official)

Chairman

(Title - If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED:

Chairman, Committee on House Administration

Office of Finance use only:

Office Code _____

Monthly Annuity \$ _____.00

FD 5/11

Copy for Initiating Office or Committee

PAYROLL AUTHORIZATION FORM(Please Use Typewriter
or Ballpoint Pen)**U.S. HOUSE OF REPRESENTATIVES**
Washington, D.C. 20515(Any erasures, corrections, or changes
on this form must be initiated by the
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date
Rebecca Wheeler Martin	4/1/77
Employee Social Security Number	Type of Action
518-56-7099	<input type="checkbox"/> Appointment <input checked="" type="checkbox"/> Salary Adjustment <input type="checkbox"/> Termination (At close of business on effective date)
Employing Office or Committee	
Assassinations	

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

Position Title	Gross Annual Salary
	\$42,400

(If Committee Employee, complete appropriate item below.)

1. Standing Committee: Staff - Clerical or Professional.
2. Special or Select Committee: Authority - H. Res. 465 of 95th Congress.
3. Joint Committee.

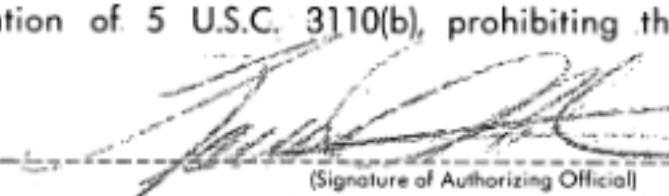
(If Employee of an Officer of the House, complete item below.)

Position Number _____ If applicable, Level _____ Step _____

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date April 29, 1977

(Signature of Authorizing Official)


Louis Stokes

(Type or print name of Authorizing Official)

Chairman

(Title - If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations; the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED:

Chairman, Committee on House Administration

Office of Finance use only:

Office Code _____

Monthly Annuity \$ _____.00

Copy for Initiating Office or Committee

PAYROLL AUTHORIZATION FORM(Please Use Typewriter
or Ballpoint Pen)**U. S. HOUSE OF REPRESENTATIVES**
Washington, D.C. 20515(Any erasures, corrections, or changes
on this form must be initiated by the
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date
Rebecca W. Martin	2/1/77
Employee Social Security Number	Type of Action
510-56-7099	<input type="checkbox"/> Appointment <input checked="" type="checkbox"/> Salary Adjustment <input type="checkbox"/> Termination (At close of business on effective date)
Employing Office or Committee	
Select Committee on Assassinations	

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

Position Title	Gross Annual Salary
	\$12,300.

(If Committee Employee, complete appropriate item below.)

1. Standing Committee: Staff - Clerical or Professional.
2. Special or Select Committee: Authority - H. Res. 11 of 95th Congress.
3. Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number _____ If applicable, Level _____ Step _____

I certify that this authorization is not in violation of 5 U.S.C. -3110(b), prohibiting the employment of relatives.

Date 2/2819 87

(Signature of Authorizing Official)

Henry B. Gonzalez

(Type or print name of Authorizing Official)

Chairman

(Title - If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED:

Chairman, Committee on House Administration

Office of Finance use only:
Office Code _____
Monthly Annuity \$ _____ .00

Copy for Initiating Office or Committee

PAYROLL AUTHORIZATION FORM(Please Use Typewriter
or Ballpoint Pen)**U.S. HOUSE OF REPRESENTATIVES**
Washington, D.C. 20515(Any erasures, corrections, or changes
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authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date
Rebecca Wheeler Martin	1/3/77
Employee Social Security Number	Type of Action
518-56-7099	<input type="checkbox"/> Appointment <input checked="" type="checkbox"/> Salary Adjustment <input checked="" type="checkbox"/> Termination (At close of business on effective date)
Employing Office or Committee	
Select Committee on Assassinations	

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

Position Title	Gross Annual Salary
	\$13,000.

(If Committee Employee, complete appropriate item below.)

1. Standing Committee: Staff - Clerical or Professional.
2. Special or Select Committee: Authority - H. Res. **11** of **95** Congress.
3. Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number _____ If applicable, Level _____ Step _____

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date **, 1977**

(Signature of Authorizing Official)

Henry B. Gonzalez

(Type or print name of Authorizing Official)

Chairman

(Title - If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED:

Chairman, Committee on House Administration

Office of Finance use only:

Office Code _____

Monthly Annuity \$ _____ .00

PAYROLL AUTHORIZATION FORM(Please Use Typewriter
or Ballpoint Pen)**U.S. HOUSE OF REPRESENTATIVES**

Washington, D.C. 20515

(Any erasures, corrections, or changes
on this form must be initiated by the
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date
Rebecca Wheeler Martin	11/8/76
Employee Social Security Number	Type of Action
610 56 7699	<input checked="" type="checkbox"/> Appointment <input type="checkbox"/> Salary Adjustment <input type="checkbox"/> Termination (At close of business on effective date)
Employing Office or Committee	
Select Committee on Assassinations	

(If type of action is an Appointment or Salary Adjustment; complete the following information.)

Position Title	Gross Annual Salary
Chief Clerk	\$20,000

(If Committee Employee, complete appropriate item below.)

1. Standing Committee: Staff— Clerical or Professional.
2. Special or Select Committee: Authority—H. Res. 1540 of 94th Congress.
3. Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number _____ If applicable, Level _____ Step _____

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date November 8, 1976

(Signature of Authorizing Official)

Thomas N. Downing, Chairman

(Type or print name of Authorizing Official)

Select Committee on Assassinations

(Title—If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED:

Chairman, Committee on House Administration

Office of Finance use only:

Office Code _____

Monthly Annuity \$ _____.00

Copy for Initiating Office or Committee

M E M O R A N D U M

TO: All Staff Employees
FROM: Budget Officer
DATE: January 3, 1977
RE: Payroll Certification

Starting with the January, 1977 payroll, the certification to the House Finance Office requires, among other things, the relationship, if any, of each staff employee to any current Member of Congress (those taking office January 3, 1977).

The following are the relationships to be included in the certification:

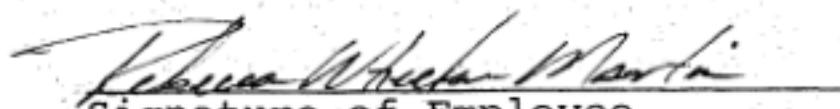
father	nephew	brother-in-law
mother	niece	sister-in-law
son	husband	stepfather
daughter	wife	stepmother
brother	father-in-law	stepbrother
sister	mother-in-law	stepsister
uncle	son-in-law	half-brother
aunt	daughter-in-law	half-sister
first cousin		

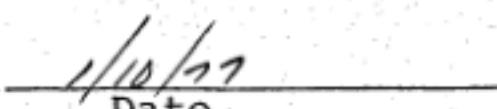
All staff employees are requested to complete this form and return it to the Budget officer.

Approved
Richard A. Sprague

I am not related

I am related by the following relationship _____


Signature of Employee


Date