Released under the John F. Kermsdy Assassination Records Collection Act of 1992 (44 USC 2107 Note). Casett:NW 83261 Date: 09-01-2022

Assassination Records Review Board Final Determination Notification

AGENCY : HSCA

RECORD NUMBER : 180-10068-10313

RECORD SERIES : STAFF PAYROLL RECORDS

AGENCY FILE NUMBER :

December 8, 1995

Status of Document: Postponed in Part

Number of releases of previously postponed information: 7

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: 3

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

NW 68286

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Date: 08/20/93 Page: 1

JFK ASSASSINATION SYSTEM

IDENTIFICATION FORM

AGENCY INFORMATION

AGENCY : HSCA

RECORD NUMBER : 180-10068-10313

RECORDS SERIES : STAFF PAYROLL RECORDS

AGENCY FILE NUMBER :

DOCUMENT INFORMATION

ORIGINATOR : HSCA

FROM :

TITLE :

DATE : 12/13/76

PAGES: 7

SUBJECTS:

HSCA, ADMINISTRATION

BONIFER, SHERL L.

DOCUMENT TYPE : PRINTED FORM

CLASSIFICATION : U RESTRICTIONS : 3 CURRENT STATUS : P

DATE OF LAST REVIEW: 07/07/93

OPENING CRITERIA:

COMMENTS:

Box #:1.

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 initialed 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
Sheryl Lynn bonifer	3/4/77
Employee Social Security Number	Type of Action
different control	Appointment
Employing Office or Committee	☐ Salary Adjustment
Select Committee on Assassinations	Termination (At close of business on effective date)
type of action is an Appointment or Salary Adjustment, con	mplete the following information.)
Position Title	Gross Annual Salary
Secretary	
Committee Employee, complete appropriate item below.)	
1. Standing Committee: Staff- Clerical or Prof	fessional.
2. Special or Select Committee: Authority—H. Res.	of 95th Congress.
3. Joint Committee.	
Employee of an Officer of the House, complete item below	.)
Position NumberIf applicable, Level	
l certify that this authorization is not in violatio	Step
l certify that this authorization is not in violational latives.	on of 5 U.S.C. 3110(b), prohibiting the employment
l certify that this authorization is not in violational latives.	Step on of 5 U.S.C. 3110(b), prohibiting the employment
certify that this authorization is not in violatio	StepStepStepStepStep
l certify that this authorization is not in violational latives.	Step
All appointments and salary adjustments for employees except those of the Committee on Appropriations, the approved by the Committee on House Administration. APPROVED:	Step
All appointments and salary adjustments for employees except those of the Committee on Appropriations, the approved by the Committee on House Administration.	(Signature of Authorizing Official) Louis Stokes, Chairman (Type or print name of Authorizing Official) Select Courittee on Authorizing Official) (Title-If Member, District and State) under the House Classification Act and for Committee em Committee on the Budget; and the Joint Committees, must

NVV 68286

Docld:32243279 Page 3

the Clerk of the House of Representatives:	
I hereby authorize the following payroll action:	
Employee Name (First-Middle-Last)	Effective Date
Sheryl Lynn Bonifer	1/3/77
Employee Social Security Number	Type of Action
200get 529 47P5	☐ Appointment
Employing Office or Committee	Salary Adjustment
Select Committee on Assassinations	☐ Termination (At close of business on effective date)
type of action is an Appointment or Salary Adjustment, co	omplete the following information.)
Position Title	Gross Annual Salary
	\$10,000.
1. Standing Committee: Staff— Clerical or Pro 2. A Special or Select Committee: Authority—H. Res. 3. Doint Committee. Employee of an Officer of the House, complete item below	ofof_Congress.
2. A Special or Select Committee: Authority—H. Res. 3. Doint Committee. Employee of an Officer of the House, complete item below Position Number	ofessional. 11of_95th_Congress. w.)
2. A Special or Select Committee: Authority—H. Res. 3. Joint Committee. Employee of an Officer of the House, complete item below Position Number	ofessional. 11of 95th Congress. w.) Step
2. A Special or Select Committee: Authority—H. Res. 3. Joint Committee. Employee of an Officer of the House, complete item below Position Number	ofessional. 11of 95th Congress. w.) Step
2. A Special or Select Committee: Authority—H. Res. 3. Joint Committee. Employee of an Officer of the House, complete item below Position Number	ofessional. 11of 95th Congress. w.) elStep ion of 5 U.S.C. 3110(b), prohibiting the employment (Signature of Authorizing Official) Flenvy B. Signature of Authorizing Official)
2. A Special or Select Committee: Authority—H. Res. 3. Doint Committee. Employee of an Officer of the House, complete item below Position Number	ofessional. 11of_55th_Congress. w.) step ion of 5 U.S.C. 3110(b), prohibiting the employment (Signature of Authorizing Official) Flenty B. Statistal 22 (Type or print name of Authorizing Official) Chairman (Title-If Member, District and State)
2. A Special or Select Committee: Authority—H. Res. 3. Joint Committee. Employee of an Officer of the House, complete item below Position Number	ofessional. 11of_95th_Congress. w.) elStep ion of 5 U.S.C. 3110(b), prohibiting the employment (Signature of Authorizing Official) Henry B. Ganzal 2 (Type or print name of Authorizing Official) Chairman (Title-H Member, District and State)
2. A Special or Select Committee: Authority—H. Res. 3. Joint Committee. Employee of an Officer of the House, complete item below Position Number	of Step

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PAYROLL AUTHORIZATION FORM. U.S. HOUSE OF REPRESENTAT (Any erasures, corrections, or changes (Please Use Typewriter on this form must be initialed by the or Ballpoint Pen) Washington, D.C. 20515 authorizing official.) To the Clerk of the House of Representatives: I hereby authorize the following payroll action: Employee Name (First-Middle-Last) Effective Date 12/13/76 Sheryl Lynn Bonifer **Employee Social Security Number** Type of Action 263×62(447)kG χ Appointment Salary Adjustment **Employing Office or Committee** Select Committee on Assassinations Termination (At close of business on effective date) (If type of action is an Appointment or Salary Adjustment, complete the following information:) Position Title Gross Annual Salary Secretary \$14,000 (If Committee Employee, complete appropriate item below.) 1. Standing Committee: Staff—Clerical or Professional. Special or Select Committee: Authority—H. Res. 1540 of 94th Congress. handeanied to /24 Joint Committee. (If Employee of an Officer of the House, complete item below.) Position Number______If applicable, Level_____ enable certifye, that this couthorization is not in violation of 5 U.S.C. 3110(b), prohibiting the temployment of relatives. December 15 1976 Thomas N. Downing, Chairman (Type or print name of Authorizing Official) Salect Committee on Assassinations All appointments and salary adjustments for employees under the House Classification Act and for Committee emplayees, 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...

Copy for Initiating Office or Committee

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Monthly Annuity \$

I am not related	
I am related by the following rel	ationship
Signature of Employee	January 10,1977 Date / 10,1977

NW 68286 Docld:32243279 Page 6 SHERYL LYNN BONIFER 1521 Colonial Drive, #T-1 Woodbridge, Virginia 22192 225-6515

OBJECTIVE:

Seeking employment that would enable me to fully utilize my potential and would offer responsibility and challenge.

EDUCATION:

The Washington School for Secretaries Washington, D. C.

1974-1975

Attended the Washington School for Secretaries full-time for one year. Studied all aspects of secretarial duties, including shorthand, legal terminology, research techniques, bookkeeping, accounting, business law, office management, and business correspondence.

Graduated with academic honors.

1969-1973

Hayfield Secondary School Alexandria, Virginia

Graduated in upper 25 percent of class.

EXPERIENCE:

Office of Finance

U. S. House of Representatives

1975present Was employed by the Office of Finance in August, 1975. Duties at that time included handling payroll for approximately 90 Members of Congress. In less than one year, I was promoted to one of only three supervisory positions in the payroll I am currently in charge of all payroll matters pertaining to all House Committees, which involves furnishing information on current funding resolutions, providing accurate records of Committee allowances, and distributing monthly records of expenditures for approval by the Chairman of each Committee. In addition, I am responsible for the prompt payment of all federal leases of office space and computer leasing invoices for Members. I am in charge of maintaining complete records of the Lyndon Baines Johnson Intern Program, an allowance furnished each Member of Congress for the employment of two additional employees each year. I also was involved in a complete transition of payroll information from one computer system to the current Financial Management System.

Sh. HANd 100 Typing 65 Sheryl L. Bonifer Page 2

EMPLOYMENT:

Previous

Worked temporarily for an association from the mid-west organizing and setting up a new branch office in the Washington area. Duties included interviewing for personnel, ordering furniture and supplies, setting up the filing system, and handling all secretarial duties.

ADDITIONAL:

Born and raised in Alexandria, Virginia. Recently married and in excellent health. In addition to my secretarial skills, I enjoy working with people and am very dependable. I am willing to accept responsibility and am a quick and efficient worker.

References will be furnished upon request.