Assassination Records Review Board Final Determination Notification

AGENCY : HSCA

RECORD NUMBER: 180-10068-10307

RECORD SERIES : STAFF PAYROLL RECORDS

AGENCY FILE NUMBER :

December 8, 1995

Status of Document: Postponed in Part

Number of releases of previously postponed information: 6

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: 4

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

Date: 08/20/93

Page:1

JFK ASSASSINATION SYSTEM

IDENTIFICATION FORM

AGENCY INFORMATION

AGENCY : HSCA

RECORD NUMBER: 180-10068-10307

RECORDS SERIES: STAFF PAYROLL RECORDS

AGENCY FILE NUMBER:

DOCUMENT INFORMATION

ORIGINATOR: HSCA

FROM:

TITLE :

DATE: 06/22/77

PAGES: 6

SUBJECTS:

HSCA, ADMINISTRATION

BERLOW, LISA M.

DOCUMENT TYPE : PRINTED FORM

CLASSIFICATION: U
RESTRICTIONS: 3
CURRENT STATUS: P

DATE OF LAST REVIEW: 07/07/93

OPENING CRITERIA:

COMMENTS:

Box #:1.

(Please Use Typewrite or Ballpoint Pen)	Washington,	EPRESENTAT D:C. 20515	(Any erasures, corrections, or charge on this form must be initialed by authorizing official.)		
To the Clerk of the House (of Representatives:				
I hereby authorize the follo	owing payroll action:				
Employee Nan	ne (First-Middle-Last)		Effective Date		
Lisa M. Berlow		12/31/78			
Employee Soc	cial Security Number		Type of Action		
327-46-4790		1 ''	☐ Appointment		
Employing Office or	□ Salary Adjustment □ Title Change				
Assassinations		☐ Leave v	☐ Termination (At close of business on effective date) ☐ Leave without pay (Beginning with effective date above and ending close of business		
1					
t type of action is an Appointm		Change, comple	te appropriate information below.)		
	Position Title		Gross Annual Salary*		
f Committee Employee, comp	lete appropriate item below.)	ssional			
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f Committee Employee, comp 1. Standing Committee 2: Special (Investigative) 3. Joint Committee. f Employee of an Officer of the Position Number I certify that this autelatives. Pate (Type or print name and tithe All appointments and salloyees, except those of the Committee of the Com	lete appropriate item below.) ee: Staff— Clerical or Profese ve staff of Standing Committee) of the House, complete item below. If applicable, Level thorization is not in violation. 1979 de of above official) lary adjustments for employees ommittee on Appropriations, the on House Administration.	CHAIRMAN Committee on	C. 3110(b), prohibiting the employment (Signature of Authorizing Official) (Type or print name of Authorizing Official) (Title—If Member, District and State) Use Classification Act and for Committee en		
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U.S. HOUSE OF REPRESENTATIVES Washington, D.C. 20515

PAYROLL AUTHORIZATION FORM

(Please Use Typewriter or Ballpoint Pen)

NW 88326

Docld:32243273 Page 3

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	
Lisa M. Berlow	7/1/78	
Employee Social Security Number	Type of Action	
	☐ Appointment	
327-46-4790	Salary Adjustment	
Employing Office or Committee/Subcommittee	☐ Title Change	
Assassinations	☐ Termination (At close of business on effective date) ☐ Leave without pay (Beginning with effective date above and endi close of business	
If type of action is an Appointment, Salary Adjustment, or Title (
Position Title	Gross Annual Salary*	
T OSITION TITLE	- Gioss Annual Salary	
	16,100	
* If employee is a civil service annuitant (includes U.S. House of Representatives), t plus the salary received from the employing office.	he gross annual salary shown should include the annuity received by the emplo	
If Committee Employee, complete appropriate item below.)		
1. ☐ Standing Committee: Staff—☐ Clerical or ☐ Profes	ssional	
	or Select Committee: Authority—H. ResofCongres	
2. Deposite (investigative start of Standing Committee)	or Select Committee: Authority—II. KesofCongres	
3 D Joint Committee		
3. Joint Committee.		
	/.)	
If Employee of an Officer of the House, complete item below Position Number		
If Employee of an Officer of the House, complete item below Position Number	on of 5 U.S.C. 3110(b), prohibiting the employment of	
If Employee of an Officer of the House, complete item below Position Number	on of 5 U.S.C. 3110(b), prohibiting the employment of	
If Employee of an Officer of the House, complete item below Position Number	StepStepon of 5 U.S.C. 3110(b), prohibiting the employment of (Signature of Authorizing Official)	
If Employee of an Officer of the House, complete item below Position Number	on of 5 U.S.C. 3110(b), prohibiting the employment of	
Position NumberIf applicable, Level I certify that this authorization is not in violation relatives. Date	StepStep	
If Employee of an Officer of the House, complete item below Position Number	StepStep on of 5 U.S.C. 3110(b), prohibiting the employment of (Signature of Authorizing Official) I OUIS STOKES CHAIRMAN (Type or print name of Authorizing Official) (Title-If Member, District and State) under the House Classification Act and for Committee em-	
Position Number	Step	

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		
Lisa N. Berlow	December 1, 1977		
Employee Social Security Number	Type of Action		
327-46-4790	□ Appointment		
Employing Office or Committee/Subsemmittee	☐, Salary Adjustment		
Employing Office or Committee/Subcommittee	☐ Title Change ☐ Termination (At close of business on effective date) ☐ Leave without pay (Beginning with effective date above and ending close of business		
Assassinations			
(If type of action is an Appointment, Salary Adjustment, or Title Cha	nge, complete appropriate information below.)		
Position Title	Gross Annual Salary*		
Researcher	\$15,000		
* If employee is a civil service annuitant (includes U.S. House of Representatives), the g plus the salary received from the employing office.	pross annual salary shown should include the annuity received by the employe		
(If Committee Employee, complete appropriate item below.)			
1. ☐ Standing Committee: Staff—☐ Clerical or ☐ Professio			
2. Special (investigative statt of Standing Committee) or S	elect Committee: Authority—H. Res. 455_of 95th Congress.		
3. Joint Committee.	elect Committee: Authority—H. ResofCongress.		
3. Joint Committee.	elect Committee: Authority—H. ResofCongress.		
3. Joint Committee.	elect Committee: Authority—H. Res. 222_of 2222Congress.		
3. Joint Committee.			
 Joint Committee. (If Employee of an Officer of the House, complete item below.) Position Number	Step		
 3. Joint Committee. (If Employee of an Officer of the House, complete item below.) Position Number	Step		
 3. Joint Committee. (If Employee of an Officer of the House, complete item below.) Position Number I certify that this authorization is not in violation relatives. 	Step		
3. Joint Committee. (If Employee of an Officer of the House, complete item below.) Position Number	Step		
3. □ Joint Committee. (If Employee of an Officer of the House, complete item below.) Position Number	Step of 5 U.S.C. 3110(b), prohibiting the employment of (Signature of Authorizing Official)		
3. □ Joint Committee. (If Employee of an Officer of the House, complete item below.) Position Number	Step of 5 U.S.C: 3110(b), prohibiting the employment of (Signature of Authorizing Official)		
3. Joint Committee. (If Employee of an Officer of the House, complete item below.) Position Number	Step of 5 U.S.C. 3110(b), prohibiting the employment of (Signature of Authorizing Official)		
3. Joint Committee. (If Employee of an Officer of the House, complete item below.) Position Number	Step of 5 U.S.C. 3110(b), prohibiting the employment of (Signature of Authorizing Official) (Type or print name of Authorizing Official)		
3. Joint Committee. (If Employee of an Officer of the House, complete item below.) Position Number	Step		
3. Joint Committee. (If Employee of an Officer of the House, complete item below.) Position Number	Step of 5 U.S.C. 3110(b), prohibiting the employment of (Signature of Authorizing Official) (Type or print name of Authorizing Official) (Title—If Member, District and State) der the House Classification Act and for Committee em-		
(If Employee of an Officer of the House, complete item below.) Position Number	Step of 5 U.S.C. 3110(b), prohibiting the employment of (Signature of Authorizing Official) (Type or print name of Authorizing Official) (Title—If Member, District and State) der the House Classification Act and for Committee em-		
(If Employee of an Officer of the House, complete item below.) Position Number	Step of 5 U.S.C. 3110(b), prohibiting the employment of (Signature of Authorizing Official) (Type or print name of Authorizing Official) (Title—If Member, District and State) der the House Classification Act and for Committee em-		
(If Employee of an Officer of the House, complete item below.) Position Number	of 5 U.S.C. 3110(b), prohibiting the employment of (Signature of Authorizing Official) (Type or print name of Authorizing Official) (Title-If Member, District and State) der the House Classification Act and for Committee employment of the Budget, and the Joint Committees, must		
(If Employee of an Officer of the House, complete item below.) Position Number	Step of 5 U.S.C. 3110(b), prohibiting the employment of (Signature of Authorizing Official) (Type or print name of Authorizing Official) (Title—If Member, District and State) der the House Classification Act and for Committee em-		
(If Employee of an Officer of the House, complete item below.) Position Number	of 5 U.S.C. 3110(b), prohibiting the employment of (Signature of Authorizing Official) (Type or print name of Authorizing Official) (Title-If Member, District and State) der the House Classification Act and for Committee employment of the Budget, and the Joint Committees, must		
3. Joint Committee. (If Employee of an Officer of the House, complete item below.) Position Number	of 5 U.S.C. 3110(b), prohibiting the employment of (Signature of Authorizing Official) (Type or print name of Authorizing Official) (Title—If Member, District and State) der the House Classification Act and for Committee employment on the Budget, and the Joint Committees, must Chairman, Committee on House Administration		
3. Joint Committee. (If Employee of an Officer of the House, complete item below.) Position Number	Step		

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 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		
Lisa M. Berlow	6/22/77		
Employee Social Security Number	Type of Action		
327 46 4790	্রী Appointment		
Employing Office or Committee	☐ Salary Adjustment		
Assassinations	☐ Termination (At close of business on effective date)		
(If type of action is an Appointment or Salary Adjustment, comple	lete the following information.)		
Position Title	Gross Annual Salary		
Researcher	\$12,000		
(If Committee Employee, complete appropriate item below.)			
1. Standing Committee: Staff—Clerical or Professi	sional		
2. Special or Select Committee: Authority—H. Res. 45			
3. Joint Committee.			
(If Employee of an Officer of the House, complete item below.)			
Position NumberIf applicable, Level			
relatives.	of 5 U.S.C. 3110(b), prohibiting the employment of		
	(Signature of Authorizing Official)		
<u>Lou</u>	ITS Stokes (Type or print name of Authorizing Official)		
Cha	i man		
	(Title–If Member, District and State)		
All-appointments and salary adjustments for employees, und ployees, except those of the Committee on Appropriations, the Combine approved by the Committee on House Administration.	ommittee on the Budget, and the Joint Committees, must		
APPROVED:	Chairman, Committee on House Administration		
Office of Finance use only:			
Office Code			
Monthly Annuity \$00			

Copy for Initiating Office or Committee



MEMORANDUM

TO: ALL STAFF

RE: Payroll Certification

The Regulations and Accounting Procedures for Allowances and Expenses of Committees, Members and Employees of the U.S. House of Representatives require that, among other things, the Committee's monthly payroll certification include the relationship, if any, of each employee to any current Member of Congress. This certification is signed monthly by our Chairman.

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

father
mother
son
daughter
brother
sister
uncle
aunt
first cousin

nephew
niece
husband
wife
father-in-law
mother-in-law
son-in-law
daughter-in-law

brother-in-law sister-in-law stepfather stepmother stepbrother stepsister half-brother half-sister

Please complete the appropriate portion below, sign and date this form, which will then become a part of your permanent personnel file. If this status changes, you must notify the Committee's Budget Office immediately of the change.

W	I am not related	to any current	(95th Congress) Men	mber of Congress.
	I am related to a (Please specify.)		Congress) Member o	f Congress.
1 ()				

Signature of Employee

Jens 29, 1977

BENIOW 12,000

MEMORANDUM

327 44 4790 N

Louis Stokes, Chairman

Tom Lambeth, Acting Director FROM:

June 14, 1977 DATE:

I would recommend approval of the attached request that Lisa Berlow be hired. At the moment, there are four (4) vacancies on the research staff.

Docld:32243273 Page 8

NW 88326