Assassination Records Review Board Final Determination Notification

-2,4

AGENCY : HSCA

RECORD NUMBER: 180-10060-10449

RECORD SERIES : STAFF PAYROLL RECORDS

AGENCY FILE NUMBER :

December 8, 1995

Status of Document: Postponed in Part

Number of releases of previously postponed information: 11

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: 5

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: 180-10060-10449

RECORDS SERIES : STAFF PAYROLL RECORDS

AGENCY FILE NUMBER:

DOCUMENT INFORMATION

ORIGINATOR: HSCA

FROM:

TITLE :

DATE: 06/01/77

PAGES: 10

SUBJECTS:

HSCA, ADMINISTRATION

JACKSON, MARGO

DOCUMENT TYPE : PRINTED FORM

CLASSIFICATION: U
RESTRICTIONS: 3
CURRENT STATUS: P

DATE OF LAST REVIEW: 06/04/93

OPENING CRITERIA:

COMMENTS:

Box 2.

- ,	D.C 20515	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:		D.
Employee Name (First-Middle-Last)		Effective Date
Margo E. Jackson Employee Social Security Number		12/31/78
Employee Social Security Rullipel		Type of Action
437-92-5320	☐ Appointment ☐ Salary Adjustment ☐ Title Change ☐ Termination (At close of business on effective date) ☐ Leave without pay (Beginning with effective date above and close of business	
Employing Office or Committee/Subcommittee		
Assassinations		
If type of action is an Appointment, Salary Adjustment, or Title C	Change, complet	
Position Title		Gross Annual Salary*
* If employee is a civil service annuitant (includes U.S. House of Representatives), the salary received from the employing office. If Committee Employee, complete appropriate item below.)	ne gross annual sala	rry shown should include the annuity received by the employe
· Committee Employee, complete appropriate field below)		
1. ☐ Standing Committee: Staff—☐ Clerical or ☐ Profes:		***
 ☐ Standing Committee: Staff—☐ Clerical or ☐ Profest ☑ Special (Investigative staff of Standing Committee) or 		ttee: Authority—H. Res <u>⁹⁵⁶ of ^{95th} C</u> ongress
-		ttee: Authority—H. Res <u>956</u> _of ⁹ 5th_Congress.
 Special (Investigative staff of Standing Committee) o □ Joint Committee. 	r Select Commi	ttee: Authority—H. Res <u>⁹⁵⁶ of ^{95th} Cong</u> ress.
 Special (Investigative staff of Standing Committee) o □ Joint Committee. 	r Select Commi .)	
Special (Investigative staff of Standing Committee) o Joint Committee. If Employee of an Officer of the House, complete item below. Position Number	r Select Commi	
Special (Investigative staff of Standing Committee) o Joint Committee. If Employee of an Officer of the House, complete item below. Position Number	r Select Commi	 C 3110(b), prohibiting the employment of
Special (Investigative staff of Standing Committee) o Joint Committee. If Employee of an Officer of the House, complete item below. Position Number	r Select Commi	3110(b), prohibiting the employment of (Signature of Authorizing Official) STOKES
Special (Investigative staff of Standing Committee) o Joint Committee. If Employee of an Officer of the House, complete item below. Position Number	r Select Commi	(Signature of Authorizing Official) STOKES (Type or print name of Authorizing Official)
Special (Investigative staff of Standing Committee) o Joint Committee. If Employee of an Officer of the House, complete item below. Position Number	r Select Commi	(Signature of Authorizing Official) STOKES (Type or print name of Authorizing Official)
2. Special (Investigative staff of Standing Committee) o 3. Joint Committee. If Employee of an Officer of the House, complete item below. Position Number	Step. n of 5 U.S.C LOUIS CHAIR under the Hou	(Signature of Authorizing Official) STOKES (Type or print name of Authorizing Official) IAN (Title—If Member, District and State) se Classification Act and for Committee em-
2. Special (Investigative staff of Standing Committee) o 3. Joint Committee. If Employee of an Officer of the House, complete item below. Position Number	Step. Step. LOUIS CHAIRA under the Hou Committee on	(Signature of Authorizing Official) STOKES (Type or print name of Authorizing Official) [Title—If Member, District and State) se Classification Act and for Committee emthe Budget, and the Joint Committees, must
2. Special (Investigative staff of Standing Committee) o 3. Joint Committee. If Employee of an Officer of the House, complete item below. Position Number	Step. Step. LOUIS CHAIRA under the Hou Committee on	(Signature of Authorizing Official) STOKES (Type or print name of Authorizing Official) IAN (Title—If Member, District and State) se Classification Act and for Committee emthe Budget, and the Joint Committees, must
2. Special (Investigative staff of Standing Committee) o 3. Joint Committee. If Employee of an Officer of the House, complete item below. Position Number	Step. Step. LOUIS CHAIRA under the Hou Committee on	(Signature of Authorizing Official) STOKES (Type or print name of Authorizing Official) IAN (Title—If Member, District and State) se Classification Act and for Committee emthe Budget, and the Joint Committees, must
2. Special (Investigative staff of Standing Committee) o 3. Joint Committee. If Employee of an Officer of the House, complete item below. Position Number	Step. Step. n of 5 U.S.C LOUIS CHAIR under the Hou Committee on	(Signature of Authorizing Official) STOKES (Type or print name of Authorizing Official) IAN (Title-If Member, District and State) se Classification Act and for Committee emthe Budget, and the Joint Committees, must

PAYROLL AUTHORIZATION FORM

NW 88326 Docld:32239457 Page 3

(Please Use Typewriter U.S. HOUSE OF REF or Ballpoint Pen) Washington, D.		TIVE (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
Margo E. Jackson	6/1/78	
Employee Social Security Number		Type of Action
437-92-5320	☐ Appoir	
Employing Office or Committee/Subcommittee	─ 1 ′	Adjustment
	☐ Title Change ☐ Termination (At close of business on effective date)	
Assassinations	☐ Leave	without pay (Beginning with effective date above and ending
X	close	of business) Specify Date
(If type of action is an Appointment, Salary Adjustment, or Title Ch	ange, compl	ete appropriate information below.)
Position Title		Gross Annual Salary*
		\$16,100
* If employee is a civil service annuitant (includes U.S. House of Representatives), the plus the salary received from the employing office.	gross annual sa	
(If Committee Employee, complete appropriate item below)		
1. ☐ Standing Committee: Staff—☐ Clerical or ☐ Profession	onal.	
2. Z Special (Investigative staff of Standing Committee) or	Select Comm	nittee: Authority—H. Res. of 95th Congress
3. Joint Committee.		,
(If Employee of an Officer of the House, complete item below)		
Position NumberIf applicable, Level_	Ste	p
I certify that this authorization is not in violation relatives.	of 5 U.S	C 3110(b), prohibiting the employment of
Date June 7		
		(Signature of Authorizing Official) S STOKES, BHAIRMAN
(If appropriate, signature of Subcommittee Chairman or Ranking Minority Member)		S STOKES, BHAIRMAN (Type or print name of Authorizing Official)
(Type or print name and title of above official)		(Title—If Member, District and State)
All appointments and release advisors of a small service.		Class Control Annual Life Control
All appointments and salary adjustments for employees up ployees, except those of the Committee on Appropriations, the C		
be approved by the Committee on House Administration		on the Budget, and the Joint Committees, must
		airman, Committee on House Administration
		airman, Committee on House Administration
APPROVED:		airman, Committee on House Administration
Office of Finance use only:	Cho	airman, Committee on House Administration ID Benefits

NW 88326 Docld:32239457 Page 4

PAYROLL AUTHORIZATION FORM

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
Margo E. Jackson		De	cember 1, 1977
Employee Social Security Nu	mber		Type of Action
437-92-5320		☐ Appoi	
Employing Office or Committee/Sul	committee	☐ Title C	•
Assassinations		☐ Termination (At close of business on effective date) ☐ Leave without pay (Beginning with effective date above and ending close of business	
(If type of action is an Appointment, Salary Ac	djustment, or Title Ch	ange, compl	ete appropriate information below.)
Position Title			Gross Annual Salary*
Document Clerk			\$15,000
* If employee is a civil service annuitant (includes U.S. Hou plus the salary received from the employing office.	se of Representatives), the	gross annual so	lary shown should include the annuity received by the employer
(If Committee Employee, complete approprie	ate item below)		
1. ☐ Standing Committee: Staff—☐ C	Clerical or 🗆 Profession	onal.	
-			nittee: Authority—H. Ressof 95th Congress.
3. Joint Committee.	nding committee, or	Select Collin	intee: Authority—n. ResofCongress.
relatives	applicable, Level_	of 5 U.S	C=3110(b), prohibiting the employment of
December 1	1977		The second secon
December 1	ian	s Stokes	(Signature of Authorizing Official)
(If appropriate, signature of Subcommittee Chairman or Ranking N	Inority Member)	rman	(Type or print name of Authorizing Official)
(Type or print name and title of above official)			(Title—If Member, District and State)
	ppropriations, the C ministration	ommittee o	use Classification Act and for Committee emnithe Budget, and the Joint Committees, must
Office of Finance use only:			ID
Office Code			ID
			Benefits
Monthly Annuity \$00 a	s of		Payroll

(Revised August 1, 1977)

eb

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 (Firs	st-Middle-Last)		Effective Date
Margo E. Jackson		8	3/2/77
Employee Social Sec	curity Number		Type of Action
437-92-5320		□ Арро	intment
Employing Office o	r Committee	A Salary Adjustment	
Assassinations		☐ Termi	ination (At close of business on effective date)
(If type of action is an Appointment	or Salary Ad _l ustment, co	mplete the foll	lowing information)
Posit	ion Title		Gross Annual Salary
Document Clerk			12,000
(If Committee Employee, complete ap	ppropriate item below)	,	
1. Standing Committee St	aff— Clerical or Pro	fessional.	
2. 🔊 Special or Select Comm	uttee Authority-H Res	465 of 95	<u>th</u> _Congress
3. Doint Committee.			
(If Employee of an.Officer of the Ho	use, complete item belov	v)	
Position Number	If applicable, Leve	I Step	p
. It certify that this authorize	ation is not in violation	on of 5 US	C 3110(b), prohibiting the employment of
		والمعالم المعالم	and the second s
DateAugust 2		AHE.	(Signature of Authorizing Official)
	- Andrew	LOUIS ST	• •
	Arm A	A) (A T D L 4 E L 1	(Type or print name of Authorizing Official)
-	. —·	<u> CHAIRMAN</u>	(Title—If Member, District and State)
ployees, except those of the Committ	tee on Appropriations, the		use Classification Act and for Committee emnithe Budget, and the Joint Committees, must
be approved by the Committee on Ho			
be approved by the Committee on Ho	APPROVED:_		
be approved by the Committee on Ho	APPROVED:		airman, Committee on House Administration
be approved by the Committee on Ho	APPROVED:		airman, Committee on House Administration
office Code	APPROVED:_		airman, Committee on House Administration

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 Leet)	F#	
Employee Name (First-Middle-Last) Margo E. Jackson	Effective Date 6/1/77	
Employee Social Security Number	Type of Action	
Employed doctal decurity Number	Type of Action	
437 92 5320	☑ 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, o	complete the following information)	
Position Title	Gross Annual Salary	
Document Clerk	\$10,000	
(If Committee Employee, complete appropriate item below)	
1. Standing Committee Staff—Clerical or P	rofessional	
2 KSpecial or Select Committee: Authority—H Res	s_465_of_95th_Congress	
3. Joint Committee.		
(If Employee of an Officer of the House, complete item bel	ow)	
Position NumberIf applicable, Lev	vel Step	
relatives	ition of 5. U.S.C. 3110(b), prohibiting the employment of	
Date June 1	and the state of t	
	(Signature of Authorizing Official)	
	(Type or print name of Authorizing Official) Chairman	
<u> </u>	(Title—If Member, District and State) :	
	es under the House Classification-Act and for Committee em- he Committee on the Budget, and the Joint Committees, must	
APPROVED	Chairman, Committee on House Administration	
Office of Finance use only:		
Office Code	Fo Wi	
Monthly Annuity \$00	r o	

Copy for Initiating Office or Committee

MEMORANDUM

TO: ALL STAFF

RE: Payroll Certification

The <u>Regulations</u> and <u>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.</u>

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	_	

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.

X /	I am not related to any curre	ent (95th Congress) Member of Congress.
	I am related to a current (95 (Please specify.)	oth Congress) Member of Congress.

Maray E. Jackson
Silygnature of Employee

Date 1,1927

MEMORANDUM

TO: Tom Howarth

FROM: Steve Fallis

DATE: May 25, 1977

RE: Employment of Margo Jackson and Budget Assistant

We have received approval to hire a staff assistant for the Budget Office and Margo Jackson as a document clerk for research. Please notify Donovan re Jackson and get starting date. I believe she is available immediately. Please see accompanying papers.

MEMORANDUM

TO: Tom Lambeth

FROM: Steve Fallis

DATE: May 23, 1977

RE: Employment of Margo Jackson

OFM

Research has interviewed and wishes to hire Margo Jackson for the position of document clerk. She is available immediately. I have spoken to Ms. Jackson and find her suitable. I have offered her a position for \$10,000 per year subject to approval by the Chairman. I have attached her resume. Please notify me when the Chairman approves her appointment.

MEMORANDUM OF CALL		
To: Dono	van	
TYOU WERE CALLED BY-	YOU WERE VISITED	BY—
Margo	Jackson	
OF (Ofganization) At !	Jim Narpe	~
PLEASE CALL> %	ÖNE NO. 33/- 3	2957
WILL CALL AGAIN	IS WAITING TO SEE	YOU
RETURNED YOUR CALL	WISHES AN APPOIN	TMENT
Mysell San	Sie Johney We Golfrey Verene	6-7023 Romo.
RECEIVED BY	DATE	TIME
STANDARD FORM 63 REVISED AUGUST 1967 GSA FPMR (41 CFR) 101-11 6	: 1969—c48—16—80341-1 382-389	63–108

1		/		
MEMORANDUM OF CALL	[=		
TO:	uova	N		
YOU WERE CALL	D BY	YOU WER	E VISITED I	BY
" Mae	10	Jacks	50 N	
OF (Organization)	[
PLEASE CALL -	→ PHON	IE NO. /EXT		
WILL CALL AGAIN	ı	IS WAITIN	G TO SEE	YOU
RETURNED YOUR	CALL	WISHES A	N APPOINT	MENT
331-	248	39		
1	nR.			
RECEIVED BY	NR. ary	DATE 5-	18	1.45
STANDARD FORM 63 REVISED AUGUST 1967	GPO: 19	690481680341	I-1 832-389	63-108

DECHME	ROUTING	FORM
RESUME	KOOTTING	T. OLUM

Se CRETARY

Received $4/29/7$ Logged by	
Congressional Referral	Self Other
Comments on Referral	
Abstracted by	Date 4/27/77
Acknowledged by	Date 4/27/77
Staff Component Review by	Date
Recommended File Interview	Hold Refer
REQUEST FOR APPOINTMENT Interviewer	Suggested dateSuggested time
Confirmed date	Confirmed by
REQUEST FOR Hold for	Date Notified
INSTRUCTIONS DON 410,000 aut	1490
SPRAGUE INTERVIEW REQUEST By	Suggested date Suggested time
Confirmed date	Confirmed by
LETTER OF Acceptance/D NOTIFICATION by Rejection	ate of employment

$\underline{M} \ \underline{E} \ \underline{M} \ \underline{O} \ \underline{R} \ \underline{A} \ \underline{N} \ \underline{D} \ \underline{U} \ \underline{M}$

May 26, 1977

TO:

Tom Howarth

Budget Officer

FROM:

Donovan L. Gat

Chief Researche

RE:

Margo Jackson

Please be advised that pursuant to the approval by Chairman Stokes, Ms. Margo Jackson is to join the Research/Document Unit as a Document Clerk on June 1, 1977.

She shall report directly to me.

Thank you.

mcp