

Central Intelligence Agency



Washington, D.C. 20505

26 March 2019

Ms. Madeline Karon



(b)(6)

Reference: F-2019-01158

Dear Ms. Karon:

On 19 March 2019, the office of the Information and Privacy Coordinator received your 18 March 2019 correspondence requesting records under the Freedom of Information Act. This is a quick acknowledgement to advise you that we received your request. Specifically, your request is for **documentation with regards to the employment of Elissa Blair Slotkin:**

1. **A comprehensive job description of the position(s) held by Mrs. Slotkin including clarification of who Mrs. Slotkin reported to in each position.**
2. **Any and all records of Mrs. Slotkin's employment including dates of hire, promotion and leave, all job titles held by Mrs. Slotkin and details regarding their reason for departure from CIA.**
3. **Mrs. Slotkin's personnel file, including any and all personnel action reports, disciplinary reports/actions, complaints filed against Mrs. Slotkin, and employer reviews of Mrs. Slotkin.**
4. **Any and all available compensation records, including salary information, pay-scale/grade (if applicable), salary adjustments and any other benefits for Mrs. Slotkin.**
5. **Any and all expenses reimbursed personally to Mrs. Slotkin from the federal government.**
6. **Any and all records of travel for Mrs. Slotkin funded by federal dollars and receipts for the same.**
7. **Any and all financial disclosures, conflict of interest disclosure/recusals and ethics disclosure/recusals filed by Mrs. Slotkin during their time at CIA.**
8. **Any and all gift/travel disclosure (or similar) filed by Mrs. Slotkin during their time at CIA.**

Your request was assigned the reference number above. Please use this number when corresponding so that we can identify it easily.

Our officers will review and process your request in more detail and will only communicate to you if they should encounter any problems or if they cannot begin the search without additional information or clarification. We will search for CIA-originated records up to and including the date the Agency starts its search.

Sincerely,

A handwritten signature in black ink, appearing to read "Riggs Monfort". The signature is stylized and cursive.

Riggs Monfort
Information and Privacy Coordinator