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ONE HUNDRED THIRTEENTH CONGRESS

**Congress of the United States**  
**House of Representatives**

COMMITTEE ON OVERSIGHT AND GOVERNMENT REFORM

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WASHINGTON, DC 20515-6143

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STAFF DIRECTOR

July 3, 2014

Mr. David Simas  
Director  
Office of Political Strategy and Outreach  
The White House  
Washington, DC 20500

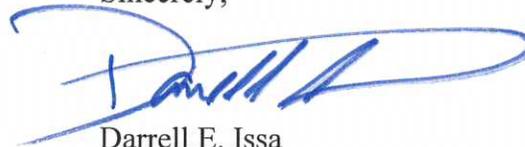
Dear Mr. Simas:

The Committee on Oversight and Government Reform hereby requests your testimony at a hearing on **Wednesday, July 16, 2014 at 9:30 a.m.** in 2154 Rayburn House Office building.

The hearing will examine whether the White House is taking adequate steps to ensure that political activity by Administration officials complies with relevant statutes, including the Hatch Act. The hearing will also examine the role and function of the White House Office of Political Strategy and Outreach, which handles coordination with local officeholders and Democratic Party committees at taxpayer expense. You should be prepared to provide a five-minute opening statement and answer questions posed by Members.

Instructions for witnesses appearing before the Committee are contained in the enclosed Witness Instruction Sheet. In particular, please note the procedures for submitting written testimony at least two business days prior to the hearing. Please contact the Committee by **Tuesday, July 8, 2014**, to confirm your attendance. If you have questions, please contact Lamar Echols of the Committee staff at (202) 225-5074.

Sincerely,



Darrell E. Issa  
Chairman

Enclosure

cc: The Honorable Elijah Cummings, Ranking Minority Member

**Witness Instruction Sheet**  
**Governmental Witness**  
**Full Committee Hearing**

The following are pertinent rules and procedures applicable to a witness testifying before the Committee on Oversight and Government Reform.

1. The witness should prepare written testimony and provide a short biographical summary. **These two documents need to be provided to the Committee no later than 10:00 a.m. two business days prior to the hearing.**
  - a. Electronic submission: The witness should submit an electronic version of the written testimony and biographical information to Sarah Vance, Assistant Clerk, at [Sarah.Vance@mail.house.gov](mailto:Sarah.Vance@mail.house.gov).
    - i. The Committee prints the final record after the hearing. Considering printing costs, please submit your testimony single-spaced and no font size larger than 12 point.
  - b. Delivery of hard copies: The witness should print 70 copies of the written testimony and staple a copy of the biographical summary behind each copy of the written testimony. These 70 packets should be delivered to Sarah Vance at 2157 Rayburn House Office Building. Please do not send the packets by U.S. Mail, UPS, Federal Express, or other shippers. Such packages are processed through an offsite security facility and will arrive 7-10 days late.
2. At the hearing, the witness will be asked to summarize his or her written testimony in five minutes or less in order to maximize the time available for discussion and questions. However, the written testimony may extend to any reasonable length.
3. At the conclusion of the hearing, the witness' written testimony and biographical summary will be posted on the Committee's website. The documents will also be entered into the hearing record. Therefore it is recommended that personally identifiable information, such as addresses and phone numbers, not be included.
4. The Committee does not provide financial reimbursement for witness travel or accommodations. However, a witness with extenuating circumstances may submit a written request for such reimbursements to Robin Butler, Financial Administrator, 2157 Rayburn House Office Building, at least one week prior to the hearing. Reimbursements will not be made without prior approval.
5. A witness with a disability should contact Committee staff to arrange any necessary accommodations.
6. The Committee on Oversight and Government Reform is the principal oversight committee in the U.S. House of Representatives. The jurisdiction of the Committee is set forth in the House Rules X, clauses 1(m), 2, 3, and 4.
7. Committee Rules governing this hearing are online at <http://oversight.house.gov/>.

For inquiries regarding these rules and procedures, please contact the Committee on Oversight and Government Reform at (202) 225-5074.