

# Congress of the United States

## House of Representatives

COMMITTEE ON OVERSIGHT AND GOVERNMENT REFORM

2157 RAYBURN HOUSE OFFICE BUILDING

WASHINGTON, DC 20515-6143

MAJORITY (202) 225-5074  
MINORITY (202) 225-5051

<http://oversight.house.gov>

March 19, 2015

The Honorable Joseph P. Clancy  
Director  
U.S. Secret Service  
950 H Street, NW  
Washington, D.C. 20223

Dear Director Clancy:

Thank you for briefing us and other congressional leadership about the March 4, 2015, incident at the White House in which two allegedly intoxicated agents—one of whom is the Deputy Special Agent in Charge with responsibility for the Presidential Protection Detail's control of the White House complex—interfered with an active investigation of a suspicious package.<sup>1</sup> As we stated in our March 12, 2015, letter, we consider this incident to be extremely serious, and we are writing to request additional information to help the Committee better understand the incident and the agency's response.

We are concerned the President was in the residence when this incident occurred. We are further concerned that while Secret Service personnel initially identified and followed the suspect's vehicle, they were then mistakenly called off, and the suspect then evaded apprehension for two days.

At Tuesday's briefing, you informed Members you were not notified of the crime scene interference until March 9, 2015; you waited until March 11, 2015 to notify Congress; you are unaware if alcohol was involved; and you do not know if video footage may have been erased or overwritten 72 hours after the incident occurred. It is also unclear why certain video footage was not shown during our briefing.

We reiterate our March 12, 2015, request for custody of all video footage of the events of March 4, 2015, covering the period from when the suspicious package suspect entered the vicinity of the White House to when operations returned to complete normalcy.

In addition, please provide the following documents and information as soon as possible, but no later than 10:00 a.m. on March 23, 2015:

1. A detailed timeline covering the suspicious package incident, the Secret Service's response, including all actions taken to notify and assist the Metropolitan Police Department, and the agents' interference with the response;

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<sup>1</sup> Carol D. Leonnig, *Secret Service agents disrupted bomb investigation at White House*, WASH. POST, Mar. 12, 2015.

2. A copy of the alert e-mailed to senior Secret Service leadership at the time of the initial suspicious package incident, and any records of read receipts;
3. Any affidavits, statements, or after-action material regarding the March 4, 2015 incident;
4. A description of the referral of this incident to DHS OIG;
5. A detailed description and timeline of how you became aware of the alleged agent misconduct, including who informed you and in what manner, as well as how that person became aware of the incident, such as through an initial "anonymous e-mail" that alerted your office to the alleged misconduct;
6. The identity of the most senior Secret Service official who was aware of the alleged agent misconduct by Thursday, Friday, Saturday, and Sunday;
7. A copy of the e-mail that alerted your office to the alleged misconduct;
8. The number of videos of the March 4, 2015, incident that were reviewed prior to the March 17 briefing of Members of Congress, how the decision was reached to show certain videos at the briefing, and who made this decision;
9. A list of all personnel on duty or otherwise involved in the response to the March 4, 2015 incident, including each individual's name, title, job description, physical location during the incident, and involvement in the incident; and
10. A detailed description of how the suspicious package suspect was able to evade Secret Service agents for two days until being apprehended by Virginia law enforcement in Louisa County, Virginia, including how the Secret Service lost track of the suspect and why her license plate was not captured on video footage, and traced.

In addition, please provide the following documents and information as soon as possible, but no later than 10:00 a.m. on April 6, 2015:

11. All policies and procedures for the use of government-owned vehicles, including their operation in connection with the use of alcohol;
12. In the event that any videos were erased or recorded over, a description of those videos, including but not limited to the time they were recorded, the angle from which they recorded, when they were deleted, and the names and titles all personnel who viewed them;
13. All policies and procedures regarding the storage and retention of security video footage, both in the course of normal operations, and after a security incident (such as a suspicious package incident);
14. All policies and procedures for responding to suspicious package incidents;

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15. Any Memorandum of Understanding or other documents regarding the Metropolitan Police Department's role in responding to a suspicious package incident;
16. All policies and procedures regarding the required response to such e-mail incident alerts;
17. All policies and procedures regarding the reporting of misconduct and the contemporaneous documentation of misconduct by ground-level supervisors;
18. All internal policies and procedures governing the referral of misconduct allegations to the Department of Homeland Security Office of Inspector General (DHS OIG), including whether those referrals must be made in writing;
19. All policies and procedures regarding when and how to follow a suspect away from the scene of a suspicious package incident; and
20. All communications referring or relating to the March 4, 2015 incident between March 4, 2015 and the present.

When producing documents to the Committee, please deliver production sets to the Majority staff in Room 2157 of the Rayburn House Office Building and to the Minority staff in Room 2471 of the Rayburn House Office Building. The Committee prefers, if possible, to receive all documents in electronic format. An attachment to this letter provides additional information about responding to the Committee's request.

The Committee on Oversight and Government Reform is the principal investigative committee in the U.S. House of Representatives. Pursuant to House Rule X, the Committee has authority to investigate "any matter" at "any time".

Please contact Mike Howell or Tristan Leavitt of Chairman Chaffetz' staff at (202) 225-5074 or Valerie Shen of Ranking Member Cummings' staff at (202) 225-5051 with any questions about this request. Thank you for your attention to this matter.

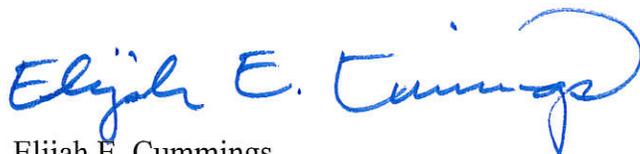
Sincerely,



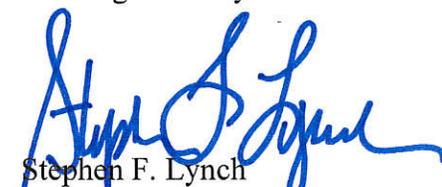
Jason Chaffetz  
Chairman



Ron DeSantis  
Chairman  
Subcommittee on National Security



Elijah E. Cummings  
Ranking Minority Member



Stephen F. Lynch  
Ranking Minority Member  
Subcommittee on National Security

Enclosure

## Responding to Committee Document Requests

1. In complying with this request, you are required to produce all responsive documents that are in your possession, custody, or control, whether held by you or your past or present agents, employees, and representatives acting on your behalf. You should also produce documents that you have a legal right to obtain, that you have a right to copy or to which you have access, as well as documents that you have placed in the temporary possession, custody, or control of any third party. Requested records, documents, data or information should not be destroyed, modified, removed, transferred or otherwise made inaccessible to the Committee.
2. In the event that any entity, organization or individual denoted in this request has been, or is also known by any other name than that herein denoted, the request shall be read also to include that alternative identification.
3. The Committee's preference is to receive documents in electronic form (i.e., CD, memory stick, or thumb drive) in lieu of paper productions.
4. Documents produced in electronic format should also be organized, identified, and indexed electronically.
5. Electronic document productions should be prepared according to the following standards:
  - (a) The production should consist of single page Tagged Image File ("TIF"), files accompanied by a Concordance-format load file, an Opticon reference file, and a file defining the fields and character lengths of the load file.
  - (b) Document numbers in the load file should match document Bates numbers and TIF file names.
  - (c) If the production is completed through a series of multiple partial productions, field names and file order in all load files should match.
  - (d) All electronic documents produced to the Committee should include the following fields of metadata specific to each document;  
  
BEGDOC, ENDDOC, TEXT, BEGATTACH, ENDATTACH,  
PAGECOUNT, CUSTODIAN, RECORDTYPE, DATE, TIME, SENTDATE,  
SENTTIME, BEGINDATE, BEGINTIME, ENDDATE, ENDTIME, AUTHOR, FROM,  
CC, TO, BCC, SUBJECT, TITLE, FILENAME, FILEEXT, FILESIZE,  
DATECREATED, TIMECREATED, DATELASTMOD, TIMELASTMOD,  
INTMSGID, INTMSGHEADER, NATIVELINK, INTFILPATH, EXCEPTION,  
BEGATTACH.
6. Documents produced to the Committee should include an index describing the contents of the production. To the extent more than one CD, hard drive, memory stick, thumb drive, box or folder is produced, each CD, hard drive, memory stick, thumb drive, box or folder should contain an index describing its contents.

7. Documents produced in response to this request shall be produced together with copies of file labels, dividers or identifying markers with which they were associated when the request was served.
8. When you produce documents, you should identify the paragraph in the Committee's schedule to which the documents respond.
9. It shall not be a basis for refusal to produce documents that any other person or entity also possesses non-identical or identical copies of the same documents.
10. If any of the requested information is only reasonably available in machine-readable form (such as on a computer server, hard drive, or computer backup tape), you should consult with the Committee staff to determine the appropriate format in which to produce the information.
11. If compliance with the request cannot be made in full by the specified return date, compliance shall be made to the extent possible by that date. An explanation of why full compliance is not possible shall be provided along with any partial production.
12. In the event that a document is withheld on the basis of privilege, provide a privilege log containing the following information concerning any such document: (a) the privilege asserted; (b) the type of document; (c) the general subject matter; (d) the date, author and addressee; and (e) the relationship of the author and addressee to each other.
13. If any document responsive to this request was, but no longer is, in your possession, custody, or control, identify the document (stating its date, author, subject and recipients) and explain the circumstances under which the document ceased to be in your possession, custody, or control.
14. If a date or other descriptive detail set forth in this request referring to a document is inaccurate, but the actual date or other descriptive detail is known to you or is otherwise apparent from the context of the request, you are required to produce all documents which would be responsive as if the date or other descriptive detail were correct.
15. Unless otherwise specified, the time period covered by this request is from January 1, 2009 to the present.
16. This request is continuing in nature and applies to any newly-discovered information. Any record, document, compilation of data or information, not produced because it has not been located or discovered by the return date, shall be produced immediately upon subsequent location or discovery.
17. All documents shall be Bates-stamped sequentially and produced sequentially.
18. Two sets of documents shall be delivered, one set to the Majority Staff and one set to the Minority Staff. When documents are produced to the Committee, production sets shall be delivered to the Majority Staff in Room 2157 of the Rayburn House Office Building and the Minority Staff in Room 2471 of the Rayburn House Office Building.

19. Upon completion of the document production, you should submit a written certification, signed by you or your counsel, stating that: (1) a diligent search has been completed of all documents in your possession, custody, or control which reasonably could contain responsive documents; and (2) all documents located during the search that are responsive have been produced to the Committee.

### Definitions

1. The term "document" means any written, recorded, or graphic matter of any nature whatsoever, regardless of how recorded, and whether original or copy, including, but not limited to, the following: memoranda, reports, expense reports, books, manuals, instructions, financial reports, working papers, records, notes, letters, notices, confirmations, telegrams, receipts, appraisals, pamphlets, magazines, newspapers, prospectuses, inter-office and intra-office communications, electronic mail (e-mail), contracts, cables, notations of any type of conversation, telephone call, meeting or other communication, bulletins, printed matter, computer printouts, teletypes, invoices, transcripts, diaries, analyses, returns, summaries, minutes, bills, accounts, estimates, projections, comparisons, messages, correspondence, press releases, circulars, financial statements, reviews, opinions, offers, studies and investigations, questionnaires and surveys, and work sheets (and all drafts, preliminary versions, alterations, modifications, revisions, changes, and amendments of any of the foregoing, as well as any attachments or appendices thereto), and graphic or oral records or representations of any kind (including without limitation, photographs, charts, graphs, microfiche, microfilm, videotape, recordings and motion pictures), and electronic, mechanical, and electric records or representations of any kind (including, without limitation, tapes, cassettes, disks, and recordings) and other written, printed, typed, or other graphic or recorded matter of any kind or nature, however produced or reproduced, and whether preserved in writing, film, tape, disk, videotape or otherwise. A document bearing any notation not a part of the original text is to be considered a separate document. A draft or non-identical copy is a separate document within the meaning of this term.
2. The term "communication" means each manner or means of disclosure or exchange of information, regardless of means utilized, whether oral, electronic, by document or otherwise, and whether in a meeting, by telephone, facsimile, email (desktop or mobile device), text message, instant message, MMS or SMS message, regular mail, telexes, releases, or otherwise.
3. The terms "and" and "or" shall be construed broadly and either conjunctively or disjunctively to bring within the scope of this request any information which might otherwise be construed to be outside its scope. The singular includes plural number, and vice versa. The masculine includes the feminine and neuter genders.
4. The terms "person" or "persons" mean natural persons, firms, partnerships, associations, corporations, subsidiaries, divisions, departments, joint ventures, proprietorships, syndicates, or other legal, business or government entities, and all subsidiaries, affiliates, divisions, departments, branches, or other units thereof.

5. The term "identify," when used in a question about individuals, means to provide the following information: (a) the individual's complete name and title; and (b) the individual's business address and phone number.
6. The term "referring or relating," with respect to any given subject, means anything that constitutes, contains, embodies, reflects, identifies, states, refers to, deals with or is pertinent to that subject in any manner whatsoever.
7. The term "employee" means agent, borrowed employee, casual employee, consultant, contractor, de facto employee, independent contractor, joint adventurer, loaned employee, part-time employee, permanent employee, provisional employee, subcontractor, or any other type of service provider.