

AUTHORIZING EXPENDITURES BY COMMITTEES OF THE
SENATE

NOVEMBER 5, 2013.—Ordered to be printed

Mr. SCHUMER, from the Committee on Rules and Administration,
submitted the following

R E P O R T

[To accompany S. Res. 253]

The Committee on Rules and Administration, having considered an original resolution (S. Res. 253) authorizing expenditures by committees of the Senate for the periods October 1, 2013, through September 30, 2014 and October 1, 2014, through February 28, 2015, having considered the same, reports favorably thereon without amendment and recommends that the resolution pass.

CHAIRMAN'S STATEMENT

Since the 101st Congress, the Rules Committee has favorably reported out and the Senate has agreed to an omnibus biennial committee funding authorization for the standing, special, and select committees of the Senate.

At the beginning of the 113th Congress, the Rules Committee reported out S. Res. 64, an omnibus committee funding resolution for only the 7-month period from March 1, 2013 through September 30, 2013, because of the high level of uncertainty regarding appropriations available to committees for the full 2-year period. S. Res. 253 is the funding authorization for the remainder of the 113th Congress. Authorizations in S. Res. 253 are based on each committee's historical and ongoing needs and available appropriations.

During the 1990s, pursuant to Rule XXVII, most committees allocated their funding two-thirds for the majority and one-third for the minority. Starting with the 107th Congress, biennial negotiations over the allocation ratios for committee funding produced Leadership guidance, which the Rules Committee used to develop committee budget guidelines. The 109th Congress Leadership colloquy of January 6, 2005, set a minimum for the minority of 40 percent of personnel funds after allocations for non-designated ad-

ministrative and clerical staff. The minority leader stated in the colloquy that he hoped never in the future would it be any lower, no matter which party is in control of the Senate.

In the 112th Congress, on February 3, 2011, the Leadership agreed on a new funding approach to be used in the 112th Congress and stated their intention that it be used in future Congresses in place of biennial negotiations. That funding approach is based on the party division of the Senate but recognizes the majority's need for resources commensurate with its responsibilities in administering the committee. The Leadership agreed that 10 percent of the total majority and minority baseline salary amount, after allocations for non-designated administrative and clerical staff, would be set aside for the majority. The remaining 90 percent would be divided according to the party division of the Senate. For the 113th Congress, the party division for funding purposes is 55 for the majority, 45 for the minority.

Committee office space follows the same approach, with 10 percent of the total majority and minority (excluding non-designated staff) space set aside for the majority, and the remaining 90 percent divided according to the party division of the Senate. The Leadership colloquy further specified that regardless of the party division of the Senate, however, the minority share would never be less than 40 percent, and the majority would never exceed 60 percent including the 10 percent set aside for the majority. When Senate party ratios change, this approach provides greater stability than the earlier division of two-thirds for the majority and one-third for the minority.

The chairman and ranking member of any committee may, by mutual agreement, modify the apportionment of committee funding and office space.

The January 24, 2013, Joint Leadership colloquy and letter, submitted by the majority leader and the minority leader, are included below for informational purposes.

COLLOQUY

MR. REID. Mr. President, two years ago my friend the Republican leader and I expressed our intention that the funding allocation adopted for the 112th Congress would serve for that and future Congresses. Over the prior 20 years, the apportionment of committee funding had gone from a straight two-thirds for majority and one-third for minority during the 1990s, regardless of the size of the majority and minority, to biennial negotiations during the past decade. The new funding allocation for Senate committees was based on the party division of the Senate, with 10 percent of the total majority and minority salary baseline going to the majority for administrative expenses. However, regardless of the party division of the Senate, the minority share of the majority and minority salary baseline will never be less than 40 percent, and the majority share will never exceed 60 percent. This approach met our needs for the last Congress, and I would like to see it continue.

MR. MCCONNELL. Mr. President, I, too, would like to continue this approach for the 113th and future Congresses. It serves the interest of the Senate and the public by helping to retain core committee staff with institutional knowledge, regardless of which party is in the majority. We made a transition in the last Congress to re-

store special reserves to its historic purpose, but appropriations cuts prevented special reserves from being funded. To the extent possible, we should try to fund special reserves in order to be able to assist committees that face urgent, unanticipated, non-recurring needs. We know that we will continue to face tight budgets for the foreseeable future, and we have to bring funding authorizations more in line with our actual resources while ensuring that committees are able to fulfill their responsibilities. I look forward to continuing to work with my friend the majority leader to accomplish this.

MR. REID. I thank my friend, the Republican leader, and ask unanimous consent that a joint leadership letter be printed in the Record.

JOINT LEADERSHIP LETTER

We mutually commit to the following for the 113th Congress:

The budgets of the committees of the Senate, including joint and special committees, and all other subgroups, shall be apportioned to reflect the ratio of the Senate as of this date, including an additional ten percent (10%) from the majority and minority salary baseline to be allocated to the chairman for administrative expenses, to be determined by the Rules Committee.

Special Reserves has been restored to its historic purpose. Requests for funding will only be considered when submitted by a committee chairman and ranking member for unanticipated, non-recurring needs. Such requests shall be granted only upon the approval of the chairman and ranking member of the Rules Committee.

Funds for committee expenses shall be available to each chairman consistent with Senate rules and practices of the 112th Congress.

The chairman and ranking member of any committee may, by mutual agreement, modify the apportionment of committee funding and office space.

The division of committee office space shall be commensurate with this funding agreement.

BACKGROUND

Beginning in the 106th Congress, the biennial committee funding cycle was divided into three segments: the 7-month period from March 1 through September 30 of the first calendar year of the Congress; the 12-month period from October 1 of the first calendar year through September 30 of the second calendar year; and the 5-month period from October 1 of the second calendar year through the last day of February of the third calendar year.

For the 113th Congress, S. Res. 64, which passed the Senate on March 5, 2013, authorized committee funding for the 7-month period. S. Res. 253 authorizes committee funding for the 12-month period from October 1, 2013 through September 30, 2014 and the 5-month period from October 1, 2014 through February 28, 2015.

S. Res. 253 was reported in lieu of Senate Resolutions 223, 224, 230, 231, 232, 234, 235, 236, 237, 238, 239, 241, 243, 244, 245, 249,

and 250, which were reported by the Senate committees in conformance with paragraph 9 of Rule XXVI of the Standing Rules of the Senate and referred to the Committee on Rules and Administration. An original resolution, S. Res. 229, authorizing expenditures by the Committee on Rules and Administration, is on the Senate calendar (Order No. 189), and is obviated by passage of S. Res. 253, since funding for the Rules Committee's expenditures in the 113th Congress is included in the omnibus funding resolution.

There are no amounts authorized for COLAs in the 113th Congress for fiscal years 2014 and 2015. Therefore, committees were advised not to include COLAs in their budgets.

As stated in the Joint Leadership letter, the special reserves fund is being restored to its historic purpose. Requests for funding from special reserves will be considered only when submitted by a committee chairman and ranking member for unanticipated, non-recurring needs and to the extent that appropriated funds are available for special reserves. The request must be approved by the chairman and ranking member of the Rules Committee.

All committees funded by S. Res. 253, except for the Select Committee on Intelligence, submitted budgets and questionnaires that conformed to the guidelines. The Select Committee on Intelligence reported S. Res. 245 above guidelines for the 12-month period and for the 5-month period.

For the 113th Congress, the Rules Committee prepared an original funding resolution incorporating a budget amount at the guidelines level for every committee included in the resolution. The Senate passed S. Res. 253, on October 3, 2013, by unanimous consent and without amendment.

TEXT OF S. RES. 253

Sec. 1. Aggregate Authorization

(a) In General.—For purposes of carrying out the powers, duties, and functions under the Standing Rules of the Senate, and under the appropriate authorizing resolutions of the Senate there is authorized for the period October 1, 2013, through September 30, 2014, in the aggregate of \$98,087,800, and for the period October 1, 2014, through February 28, 2015, in the aggregate of \$40,869,917, in accordance with the provisions of this resolution, for standing committees of the Senate, the Special Committee on Aging, the Select Committee on Intelligence, and the Committee on Indian Affairs.

Sec. 2. Committee on Agriculture, Nutrition, and Forestry

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$3,833,451	\$1,457,270
2014 COLA		
2015 COLA		
Consultants	200,000	200,000
Training	40,000	40,000
Official Mail	2,626	1,096
Administrative Expenses	105,013	43,755
Budget Authority 113th Congress	4,181,090	1,742,121

Sec. 3. Committee on Armed Services

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$6,241,188	\$2,586,103
2014 COLA		
2015 COLA		
Consultants	80,000	50,000
Training	30,000	30,000
Official Mail	3,000	1,200
Administrative Expenses	66,940	8,167
Budget Authority 113th Congress	6,421,128	2,675,470

Sec. 4. Committee on Banking, Housing, and Urban Affairs

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$5,167,496	\$2,153,123
2014 COLA		
2015 COLA		
Consultants	14,348	5,978
Training	861	359
Official Mail	1,720	717
Administrative Expenses	108,731	45,305
Budget Authority 113th Congress	5,293,156	2,205,482

Sec. 5. Committee on the Budget

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$5,826,177	\$2,427,574
2014 COLA		
2015 COLA		
Consultants	0	0
Training	0	0
Official Mail	1,000	1,000
Administrative Expenses	170,600	70,500
Budget Authority 113th Congress	5,997,777	2,499,074

Sec. 6. Committee on Commerce, Science, and Transportation

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$6,412,197	\$2,671,749
2014 COLA		
2015 COLA		
Consultants	0	0
Training	0	0
Official Mail	20,455	8,523
Administrative Expenses	150,939	62,891
Budget Authority 113th Congress	6,583,591	2,743,163

Sec. 7. Committee on Energy and Natural Resources

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$5,330,979	\$2,221,241
2014 COLA		
2015 COLA		
Consultants	0	0
Training	0	0
Official Mail	15,649	6,520
Administrative Expenses	116,853	48,689
Budget Authority 113th Congress	5,463,481	2,276,450

Sec. 8. Committee on Environment and Public Works

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$4,994,762	\$2,081,151
2014 COLA		
2015 COLA		
Consultants	8,000	3,333
Training	2,000	834
Official Mail	14,427	6,011
Administrative Expenses	175,064	72,943
Budget Authority 113th Congress	5,194,253	2,164,272

Sec. 9. Committee on Finance

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$7,777,304	\$3,240,544
2014 COLA		
2015 COLA		
Consultants	30,000	12,500
Training	10,000	4,167
Official Mail	17,965	7,485
Administrative Expenses	158,667	66,111
Budget Authority 113th Congress	7,993,936	3,330,807

Sec. 10. Committee on Foreign Relations

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$6,444,742	\$2,685,309
2014 COLA		
2015 COLA		
Consultants	0	0
Training	0	0
Official Mail	16,080	6,700
Administrative Expenses	138,800	57,833
Budget Authority 113th Congress	6,599,622	2,749,842

Sec. 11. Committee on Health, Education, Labor, and Pensions

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$8,398,735	\$3,499,473
2014 COLA		
2015 COLA		
Consultants	75,000	75,000
Training	25,000	25,000
Official Mail	15,000	3,000
Administrative Expenses	150,200	7,500
Budget Authority 113th Congress	8,663,935	3,609,973

Sec. 12. Committee on Homeland Security and Governmental Affairs

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$9,304,849	\$3,877,020
2014 COLA		
2015 COLA		
Consultants	0	0
Training	0	0
Official Mail	21,570	8,988
Administrative Expenses	162,533	67,722
Budget Authority 113th Congress	9,488,952	3,953,730

Sec. 13. Committee on the Judiciary

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$9,136,247	\$3,806,769
2014 COLA		
2015 COLA		
Consultants	0	0
Training	0	0
Official Mail	23,577	9,824
Administrative Expenses	108,069	45,029
Budget Authority 113th Congress	9,267,893	3,861,622

Sec. 14. Committee on Rules and Administration

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$2,302,470	\$959,363
2014 COLA		
2015 COLA		
Consultants	0	0
Training	0	0
Official Mail	7,944	3,310
Administrative Expenses	24,329	10,137
Budget Authority 113th Congress	2,334,743	972,810

Sec. 15. Committee on Small Business and Entrepreneurship

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$2,484,891	\$1,035,373
2014 COLA		
2015 COLA		
Consultants	0	0
Training	0	0
Official Mail	6,434	2,681
Administrative Expenses	89,694	37,370
Budget Authority 113th Congress	2,581,019	1,075,424

Sec. 16. Committee on Veterans' Affairs

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$1,952,717	\$813,632
2014 COLA		
2015 COLA		
Consultants	50,000	21,000
Training	9,500	3,500
Official Mail	500	500
Administrative Expenses	165,400	68,917
Budget Authority 113th Congress	2,178,117	907,549

Sec. 17. Special Committee on Aging

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$2,087,189	\$871,368
2014 COLA		
2015 COLA		
Consultants	0	0
Training	10,000	4,000
Official Mail	5,142	2,142
Administrative Expenses	273,046	112,230
Budget Authority 113th Congress	2,375,377	989,740

Sec. 18. Select Committee on Intelligence

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$5,344,275	\$2,226,781
2014 COLA		
2015 COLA		
Consultants	17,144	7,144
Training	0	0
Official Mail	12,543	5,226
Administrative Expenses	86,000	35,833
Budget Authority 113th Congress	5,459,962	2,274,984

Sec. 19. Committee on Indian Affairs

	FY 2014 (12 mths)	FY 2015 (5 mths)
Salary Baseline	\$1,881,729	\$784,053
2014 COLA		
2015 COLA		
Consultants	20,000	20,000
Training	20,000	20,000
Official Mail	6,786	2,828
Administrative Expenses	81,253	10,522
Budget Authority 113th Congress	2,009,768	837,403

OVERTIME

Committees have been advised that any overtime costs mandated by the Congressional Accountability Act must be absorbed within salary baselines funded in S. Res. 253.

COST-OF-LIVING ADJUSTMENTS

There are no amounts authorized for COLAs in the 113th Congress for fiscal years 2014 and 2015. Therefore, committees were advised not to include COLAs in their budgets. It is the intent of the Rules Committee that amounts for COLAs shall only be available to the extent they are authorized by the order of the President pro tempore of the Senate pursuant to 2 U.S.C. section 60a091, and provided sufficient funds are appropriated to pay for such expenses.

CERTIFICATION OF COMMITTEE EXPENSES

Vouchers are not required for certain types of official expenses which instead are certified as owed to Senate support agencies providing such goods and services to Senate committees. Examples of certifiable expenses include, but are not limited to, telecommunications, stationery supplies, official mail, and expenses for Senate recording and photographic services. The certified expenses are submitted by the Senate support agencies to the Rules Committee for approval.

PRINTING AND BINDING

Committee expenditures for printing and binding include the costs of preparation and publishing of documents in electronic and/or print format by GPO personnel. Although printing and binding funds are not included in individual committee budgets, the Committee on Rules and Administration advises all committees to be judicious in the use of these funds.

The Committee reminds all Senate committees to adhere strictly to the provisions of Title 44 governing the printing and binding of documents.

A committee may not procure more than 300 copies of a hearing or other relevant documents except as authorized by 44 U.S.C. 703. Section 703 provides that extra copies not exceeding \$700 in cost may be obtained upon an order of the Joint Committee on Printing; extra copies at a cost of \$700 to \$1,200 must be authorized by simple resolution of the Senate; and a cost exceeding \$1,200 requires approval of both houses of Congress by concurrent or joint resolu-

tion. Such resolutions requesting printing are referred to the Committee on Rules and Administration.

“Extra copies” means additional numbers ordered at the time of original printing. Reprinting a document at a later time must be treated as a new publication.

The Rules Committee encourages committees to reduce costs associated with GPO detailees while still receiving the services and support they need. Effective with the 113th Congress, committees wishing to obtain or continue the services of a GPO detailee are required to obtain prior approval in writing from the Committee on Rules and Administration. No detailee shall be approved for more than one year.

Every effort should be made to control costs by limiting the overtime of detailees. Committees that incur overtime charges on a recurring basis are advised to evaluate their printing operation and minimize a printer’s overtime except on a temporary basis when the extraordinary cost can be justified by the need for timely delivery of the committee’s legislative papers.

EMPLOYEES DETAILED FROM OTHER AGENCIES

Sections 2 through 19 of the omnibus resolution include specific authorizing language on the use of detailed employees on either a reimbursable or non-reimbursable basis. This language, which has been included in biennial funding resolutions since 1989, continues the practice of permitting the detail or assignment of personnel from departments or agencies of the Federal government to the staff of a committee with or without reimbursement of that person’s salary.

Pursuant to Standing Rule XXVII, paragraph 4,

“No committee shall appoint to its staff any experts or other personnel detailed or assigned from any department or agency of the Government, except with the written permission of the Committee on Rules and Administration.”

The Committee on Rules and Administration may monitor expenditures associated with the use of detailed employees in order to evaluate overall committee spending.

SPECIAL RESERVES

This resolution authorizes a special reserve account within the appropriations account, “Expenses of Inquiries and Investigations,” for the period October 1, 2013 through February 28, 2015.

When biennial funding cycles began in 1989, the Rules Committee authorized the use of unexpended funds from one authorization to the next. The Committee in 1991 informed all Senate committees in Senate Report 1020915, and during the debate on S. Res. 62 (102nd Congress), that committees could retain 50 percent of their funds unexpended as of February 28, 1993, to cover non-recurring needs that enhanced efficiency in the committee. When S. Res. 71, the omnibus committee funding resolution for the 103rd Congress, was considered by the Senate, it was amended to contain language that no committee of the Senate was permitted to carry forward unexpended balances beyond March 1, 1995. While S. Res. 54 (105th Congress) did not permit committees to carry forward

funds, it did continue to provide a special reserve into which the unexpended balances of the committees were transferred, after obligations incurred during the prior funding period were paid.

In order to preserve the flexibility of the Committee on Rules and Administration to meet the unforeseen needs of Senate committees, S. Res. 253 continues the practice of making special reserves funding available for unanticipated, non-recurring needs of committees when necessary. Subject to available appropriations, special reserves may be available on the basis of special need to meet unpaid obligations incurred by a committee during the 113th Congress. A request for special reserve funding will be considered only when submitted by the chairman and ranking member of a committee. Such request shall be granted upon the approval of the chairman and ranking member of the Committee on Rules and Administration.

In the colloquy of January 12, 2007, the Senate Leadership agreed for the 110th Congress that, under the circumstances of a continuing resolution for FY 07, to provide each ranking member, if requested, an allocation equal to 49 percent of the 10 percent administrative funds that were available to the committee chairman in the 109th Congress. A total of \$4,794,387 was requested and authorized in the 110th Congress to fulfill the colloquy. This funding was added to the budget baselines of the respective committees for the 111th Congress.

In the Joint Leadership letter of January 15, 2009, the Leadership agreed that for the 111th Congress, 89 percent of special reserves would be available to each chair/ranking member for administrative expenses, if requested, to be allocated at a 60 percent to 40 percent ratio, majority/minority respectively. This allowed individual minority committee funding levels to remain unchanged, if special reserves were requested. Therefore, no committee budget was allocated to reduce the minority committee budget below that of FY 08.

The special reserves fund for the 111th Congress was almost entirely dedicated to fulfilling the guidance of the Joint Leadership letter and colloquy of January 15, 2009. Therefore, contrary to circumstances in previous Congresses, the Rules Committee had little flexibility with regard to additional requests from the special reserves fund. The Rules Committee determined that an additional five percent of special reserves may have been required to satisfy the intent of the colloquy and authorized use of those funds.

In the 111th Congress, S. Res. 73, which was agreed to on March 10, 2009, provided special reserves to be available to meet unpaid obligations which a committee may incur above the amount authorized.

In FY 09, for the period March 1, 2009, through September 30, 2009, \$4,375,000 was originally made available. However, under the Leadership colloquy of January 15, 2009, \$4,132,668 or 94 percent of the special reserves for FY 09 was committed from these funds to supplement the original authorization provided to each committee by each section of S. Res. 73, leaving \$242,332 in available funds for any committee to request.

On May 20, 2009, the Committee on the Judiciary wrote to the chair and ranking member of the Rules Committee and requested \$600,000 to meet the unanticipated expenses it expected to incur

following the announcement that Justice David Souter was resigning from the Supreme Court. This required the passage of S. Res. 152, agreed to May 19, 2009, which amended section 20(a)(1) of S. Res. 73 and increased by \$500,000 to \$4,875,000 the amount of special reserves available in FY 09. On May 21, 2009, the chairman and ranking member of the Rules Committee approved the request from the Judiciary Committee.

On April 23, 2010, the Committee on the Judiciary again wrote to the Rules Committee and requested \$300,000 to meet the unanticipated expenses it expected to incur following the announcement that Justice John Paul Stevens was retiring from the Supreme Court. Sufficient funds were available for FY 10 and on April 29, 2010, the chairman and ranking member of the Rules Committee approved the request from the Judiciary Committee.

In the 112th Congress, no requests were granted for special reserves.

In the first seven months of the 113th Congress, no requests were granted for special reserves.

LEGISLATIVE REPORT BY SENATE COMMITTEES

Rule XXVI, section 8b of the Standing Rules of the Senate requires that, in each odd-numbered year, each committee shall submit to the Senate, not later than March 31st, a report on the activities of that committee during the Congress ending at noon on January 3rd of such year.

POLICY ON COMMITTEE WORK AND HOUSING FOR COMMITTEE STAFF

Pursuant to each committee's authorizing resolution, funds are made available from the Contingent Fund of the Senate to assist a committee in carrying out its powers, duties, and functions under the Standing Rules of the Senate. These responsibilities include holding hearings, reporting such hearings, and making investigations as authorized by paragraphs 1 and 8 of Rule XXVI of the Standing Rules of the Senate. Therefore, committee staff may not engage in work other than committee business.

In addition, it remains the policy of the Rules Committee that all staff paid by committee funds will be housed in committee space. Space allocations will be strictly tied to authorized committee staff and detailed employees approved by the Committee on Rules and Administration.

CONSULTANTS

S. Res. 253 specifies the funding available for committees to hire consultants, as otherwise authorized by statute.

COMMITTEE LEGISLATIVE ASSISTANCE

It is the position of the Committee on Rules and Administration that funds are already incorporated into Members' personal office accounts for the purpose of providing legislative assistance with committee duties.

The legislative assistance allowance was established in the 94th Congress by passage of S. Res. 60, agreed to on June 12, 1975. It authorized each Senator serving on a committee to hire staff to as-

sist with committee work. This new authorization was preserved and continued in S. Res. 4 in the 95th Congress, when the Senate reorganized the committee system by passing amendments to the Standing Rules of the Senate regarding the jurisdiction and size of committees.

Later in the 95th Congress, the legislative assistance allowance was made permanent and codified into law by section 111 of P.L. 950994. This provision, as amended by P.L. 10009137 and P.L. 10209392, currently provides funding for three positions in each Senator's office at an annual rate of \$171,315 each for a total of \$513,945 per office, or \$51,394,500 for all 100 Senators in FY 13. These funds may be adjusted each fiscal year by the authorized cost of living adjustment for Senate offices by the order of the President pro tempore.

ARCHIVING

Under Senate Rule XXVI(10)(a) and 2 U.S.C. 72(a)(d), committee records are the property of the Senate. At the end of each Congress, non-current committee records are transferred to the Archives in accordance with Senate Rule XI(1) and 44 U.S.C. 2118. To ensure the preservation of the Senate's permanently valuable records, the Rules Committee requests that each committee submit to the Rules Committee their National Archives Records Transfer Report. It is recommended that committees consult with the Senate Archivist on the proper preparation of electronic and paper records for permanent archive storage.

