## **Assassination Records Review Board Final Determination Notification**

AGENCY : HSCA

RECORD NUMBER: 180-10060-10489

RECORD SERIES : STAFF PAYROLL RECORDS

AGENCY FILE NUMBER :

Released under the John F. Kennedy Assassination Records Collection Act of 1992 (44 USC 2107 Note). Case#:NW 68261 Date: 19-01-2022

**December 8, 1995** 

**Status of Document:** Postponed in Part

### Number of releases of previously postponed information: 9

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:** 3

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

Date: 08/20/93 Page:1

### JFK ASSASSINATION SYSTEM

#### IDENTIFICATION FORM

### AGENCY INFORMATION

AGENCY : HSCA

RECORD NUMBER: 180-10060-10489

RECORDS SERIES: STAFF PAYROLL RECORDS

AGENCY FILE NUMBER:

### DOCUMENT INFORMATION

ORIGINATOR: HSCA

FROM:

TO:

TITLE:

DATE : 06/01/77

PAGES: 11

SUBJECTS:

HSCA, ADMINISTRATION

MORTON, CECELIA

DOCUMENT TYPE : PRINTED FORM

CLASSIFICATION : U RESTRICTIONS: 3 CURRENT STATUS: P

DATE OF LAST REVIEW: 06/04/93

OPENING CRITERIA:

COMMENTS:

Box 2.

MORTON, C.T.	OFFICE OF THE CLERK U.S. HOUSE OF REPRESENTATIVES  BALANCE BROUGHT										
Name of Employee		BALANCE BROUGHT FORWARD FROM									
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Address			Leave Leav								
	DATE OF APPOINTMENT	YEAR ANNUAL LEAVE									
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July July			/ /			2	2				
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= 1.0 day annual leave											
= 0.5 day sick leave								· · ·			
$\frac{S}{A}$ or $\frac{S}{S} = 1.0$ day sick leave	Employee's Signature (If employee refuses to sign,	Date state reason below.)		Chief's Signatu	re		Date				
= 0.5 day administrative leave											
A or A = 1.0 day administrative leave = 0.5 day unauthorized absence		Appro	oved:	Clerk of the Ho	use		Date				
The state of the s	This record will be forwarded to with the request for termination.	the Clerk of the House Upon approval, the re	e at the end of eac cord will be filed in	h calendar yen the employe	ar, or in ca e's official	ise of terr personnel	mination, al	ilong			
= 0.5 day leave without pay											
= 1.0 day leave without pay						A		••,•			

NW 68261 Docld:32239497 Page 3

### PAYROLL AUTHORIZATION FORM **U.S. HOUSE OF REPRESENTATIVES** (Please Use Typewriter (Any erasures, corrections, or changes on this form must be initialed by the or Ballpoint Pen) Washington, D.C. 20515 authorizing official.) To the Clerk of the House of Representatives: I hereby authorize the following payroll action: Employee Name (First-Middle-Last) **Effective Date** Cecelia T. Morton 9/5/77 **Employee Social Security Number** Type of Action JFK Act 5 (g)(2)(D) Appointment Salary Adjustment **Employing Office or Committee** Assassinations I Termination (At close of business on effective date) (If type of action is an Appointment or Salary Adjustment, complete the following information.) **Position Title Gross Annual Salary** Secretary (If Committee Employee, complete appropriate item below.) 1. Standing Committee: Staff—Clerical or Professional. 2. Special or Select Committee: Authority—H. Res. 465 of 25th Congress. 3. Doint Committee. If Employee of an Officer of the House, complete item below.) Position Number\_\_\_\_\_\_If applicable, Level\_\_\_\_\_Step\_\_\_\_ I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives. August 1, 1977 Lauis Stokes (Type or print name of Authorizing Official) All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations; the Committee on the Budget; and the Joint Committees, must be approved by the Committee on House Administration. APPROVED:\_ Chairman, Committee on House Administration Office of Finance use only: Office Code\_\_\_\_\_ Monthly Annuity \$\_

Copy for Initiating Office or Committee

### PAYROLL AUTHORIZATION FORM

(Please Use Typewriter U.S. HOUSE OF REPRESENTATIVES (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:

Cecelia T. Morton Employee Social Security Num			
Employee Social Security Nun			8/1/77
	mber		Type of Action
JFK Act 5 (g)(2)(D)		□Арро	pintment
Employing Office or Commit	ttee		y Adjustment
Assassinations	· ,	☐.Term	ination (At close of business on effective date)
type of action is an Appointment or Salary	y Adjustment, comp	olete the fol	llowing information.)
- Position Title		·	Gross Annual Salary
Secretary			12,000
Committee Employee, complete appropriat	te item below.)		
1. Standing Committee: Staff—C	Clerical or $\square$ Profe	ssional.	e en la companya de
2. 🗗 Special or Select Committee: Aut	thority—H. Res	65of_9	Congress.
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3.   Joint Committee.			
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Employee of an Officer of the House, com	plete item below.)	a was er sa	
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Position Number	applicable, Level_	Ste	pC. 3110(b), prohibiting the employment  (Signature of Authorizing Official)  TOKES  (Type or print name of Authorizing Official)

Copy for Initiating Office or Committee

### PAYROLL AUTHORIZATION FORM

## (Please Use Typewriter U.S. HOUSE OF REPRESENTATIVES or Ballpoint Pen) 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						
Cecelia T. Morton	6/1/77						
Employee Social Security Number	Type of Action						
JFK Act 5 (g)(2)(D)	Appointment						
Employing Office or Committee	☐ Salary Adjustment						
Assassinations	☐ Termination (At close of business on effective date)						
type of action is an Appointment or Salary Adjustment, c	complete the following information.)						
Position Title	Gross Annual Salary						
Secretary	\$11,000						
Committee Employee, complete appropriate item below.)							
Employee of an Officer of the House, complete item below Position NumberIf applicable, Level certify that this authorization is not in violatives.	ow.):						
Employee of an Officer of the House, complete item belowers.  Position NumberIf applicable, Level Le	ow.)  velStep  tion of 5 U.S.C. 31.10(b), prohibiting the employment  (Signature of Authorizing Official)						
Position NumberIf applicable, Level certify that this authorization is not in violatives.	Step						
Employee of an Officer of the House, complete item below Position Number	(Signature of Authorizing Official)  (Title-If Member, District and Stafe)						
Position Number	(Signature of Authorizing Official)  Louis Stokes  (Type or print name of Authorizing Official)  (Title—If Member, District and State)  esc. under the House Classification Act and for Committee on the Budget, and the Joint Committees, more committee on the Budget, and the Joint Committees, more chairman, Committee on House Administration						
Position Number	(Signature of Authorizing Official)  Louis Stokes  (Type or print name of Authorizing Official)  (Title—If Member, District and State)  ess. under the House Classification Act and for Committee ene Committee on the Budget, and the Joint Committees, m						

Copy for Initiating Office or Committee

### CECELIA MORTON

NETERNES BY RED. LOTH BURROW-WOULD COME SEIGHT INCREASE - 10,500 - 11,000

ACCOMMEND HIRINGHER

As TYPIST.



### MEMORANDUM

TO:

Tom Howarth and Becky Martin

FROM:

Steve Fallis

DATE:

May 13, 1977

RE:

Secretaries

1. Eileen Copeland has been hired as a secretary and will begin work on Monday, May 16, 1977. Her salary will be \$11,000 per year and she will be temporarily assigned to the Legal Unit.

- 2. Nancy Schultz has been hired as a secretary, to begin work on Monday, May 23, 1977, at a salary of \$12,000 per year. She is to be assigned to the Administrative Unit.
- 3. Cecilia Morton has been hired as a secretary and will begin work on June 1, 1977. Her salary will be \$11,000 per year. She will be assigned to the Kennedy Unit.

The resumes for Ms. Copeland, Ms. Morton and Ms. Schultz accompany the copy of this memorandum to Becky Martin.

JFK Act 5 (g)(2)(D)

jg

### MEMORANDUM

TO: ALL STAFF

RE: Payroll Certification

The Regulations and 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.

The following are the relationships to be included in the certification:

father
mother
son
daughter
brother
sister
uncle
aunt
first cousin

nephew
niece
husband
wife
father-in-law
mother-in-law
son-in-law
daughter-in-law

brother-in-law sister-in-law stepfather stepmother stepbrother stepsister half-brother half-sister

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 current					rent	(95th Congress) Member of Congress								
				ated			t (	95th	Congress	) Me	ember	of	Congr	ress.	
					_										

Signature of Employee

6-2-17 Date LOUIS STOKES, OHIO, CHAIRMAN

RICHARDSON PREYER, N.C.
WALTER E. FAUNTROY, D.C.
YVONNE BRATHWAITE BURKE, CALIF.
CHRISTOPHER J. DODD, CONN.
HAROLD E. FORD, TENN.
FLOYD J. FITHIAN, IND.
ROBERT W. EDGAR, PA.

SAMUEL L. DEVINE, OHIO
JOHN B. ANDERSON, ILL.
STEWART B. MCKINNEY, CONN.
CHARLES THONE, NEBR.

(202) 225-4624

Select Committee on Assassinations
U.S. House of Representatives
3342 House Office Building, Annex 2
Washington, D.C. 20515

### MEMORANDUM

TO: Congressman Louis Stokes

FROM: Cecelia T. Morton

SUBJECT: Resignation

DATE: July 27, 1977

Please accept this as my resignation as of today's date to terminate August 5, 1977.

I am sorry for the short visit but I have been offered security and a more substantial job and better opportunities and wish to express my regret, for I have accepted this position.

I shall not forget the experience of working for the Committee and wish everyone the best of luck in trying to solve these cases.

Sincerely,

Celia Muton

### RESUME

### Cecelia Morton

Cecelia T. Morton 1240 46th Street S.E. Washington, D.C. 20019 (202) 575-2571

Date of Birth: 8-13-49

No. of Dependents: 1

Marital Status: Married

### Employment Record

April 1972 - Present

Rural Housing Alliance, 1346 Connecticut Ave. N. W. Washington, D. C. 20036 (202) 659-1680 Immediate Supervisor: David Raphael Title: Assistant Director

Position: Secretary
Reason for Leaving: Need new Challenges

Job Description:

Responsible for assisting Director in carrying out duties pertaining to fund-raising activities and special projects. Interviewing applicants for various secretarial positions. Responsible for review of items published in Federal Register. Prepare summaries of all rules and notices of regulations pertaining to rural issues. Responsible for maintenance of library, publications, and materials, periodic review of system of coding and filing. (Volume approximately 4,000 items)

Also served as Membership and Subscription Secretary which duties included: processing applications for members, day-to-day contact with mailing houses. Maintaining supply of materials for publications. Assisting with the organization of new publications, layout work.

At one time served as Information Director/Research Secretary, some duties included: preparation and layout work for the monthly newsletter (RHA Reporter) for printers, making travel arrangements, coordinating all local and national newsclippings dealing with housing issues, responding to members inquiries. Typing press releases, speeches, statements, and other correspondence.

(more)

### Employment Record (Cont'd)

September 1969 - April 1972

Riggs National Bank, 1510 H Street N.W., Washington, D. C. 20005 (202) 624-2630 Immediate Supervisor: Linda Porter

Position: Clerk-Typist

Reason for Leaving: Need for sufficient salary; better oppor-

tunities for advance-

ment

Job Description:

Transferring stocks and bonds, light bookkeeping, correcting computer print-out sheets and balancing companies records, answering phones, various mailing jobs.

Part-time high school -September 1969

Chemical Bank, 277 Park Avenue, New York, New York
Immediate Supervisor: Ken Barrington

Title: Trust Officer

Position: Clerk-Typist

Reason for Leaving: Left city to move

to Wash., D.C.

Job Description:

Crediting checking accounts, issuing series E savings bonds, ordering check-books, typing loan contracts, receptionist duties, general office work.

### Education

Charles Evans Hughes High School, West 18th Street, New York, New York, graduated June 1967.

Armstrong Adult Education Night School, 1st & P Streets N.W. Washington D. C. Received certificate 1971 in keypunching.

### References

Mr. David Raphael, Asst. Director, Rural Housing Alliance, 1346 Connecticut Avenue N.W, Washington, D. C. 20036 (202) 659-1680

Ms. Mary Lansing, Admin. Ass't to Rep. John Burton, 1714 Longworth Bldg., Washington, D. C. (202) 225-5161

Mrs. Claire Earle, 9562 Landbreeze Row, Columbia, Md. (301) 596-6753

# MEMO from Celus Water

To Mr. Hullow Date 5-6-77

Hells,
I really appreciate

you taking time with

me today, Enclosed is

the verification. I

hope to hear from you

Doon. II AM

C.M. WED 5/11

☐ Reply ☐ Initial and return ☐ See me

JACK BROOKS, TEX., CHAIRMAN ROBERT N. JAIMO, CONN. JAMES G. O'HARA, MICH. JAMES C. CLEVELAND, N.H. JOHN M. ASHBROOK, OHIO

### Congress of the United States

JOINT COMMITTEE ON CONGRESSIONAL OPERATIONS
OFFICE OF PLACEMENT AND OFFICE MANAGEMENT
WASHINGTON, D.C. 20515

LEE METCALF, MONT., VICE CHAIRMAN MIKE GRAVEL, ALASKA LAWTON CHILES, FLA. JESSE A. HELMS, N.C. PETE V. DOMENICI, N. MEX.

YMM.

9 1977

Date 5/6/77

Listed below is the result of a test
administered by the Placement Office
to Cecelia Morton
on Friday, May 6, 1977 , 1977.

Placement Officer

Sand Mind