

THE WHITE HOUSE

WASHINGTON

December 21, 2018

The Honorable Mick Mulvaney
Director
Office of Management & Budget
Executive Office of the President
Washington, DC 20503

Re: Contingency Plan for Shutdown Furlough

Dear Director Mulvaney:

Enclosed is the Executive Office of the President's Contingency Plan for Shutdown Furlough, which would be implemented in the event of a lapse in appropriations for Fiscal Year 2019. If you have any questions concerning the enclosed information, I would be happy to address them at your convenience.

Sincerely,



Monica J. Block
Deputy Assistant to the President
Director of Management & Administration
Acting Director of the Office of Administration

cc: Dan Walsh, White House Deputy Chief of Staff for Operations

(Enclosure)

EXECUTIVE OFFICE OF THE PRESIDENT
Updated Contingency Plan
For Shutdown Furlough

A. Summary of Contingency Plan

Should Congress not pass a Fiscal Year 2019 (“FY2019”) appropriation or continuing resolution (“CR”) by December 21, 2018, the Executive Office of the President (“EOP”) would be without authority to incur any financial obligations in FY2019, with very limited exceptions, and would therefore implement a contingency plan for shutdown furlough (the “Contingency Plan”). The Contingency Plan entails placing an estimated 1068 of the 1759 EOP staff in furlough status (“Non-Excepted Staff”), while an estimated 691 EOP staff would continue to report to duty because they are (i) designated as excepted to perform emergency or excepted functions; (ii) Presidentially Appointed, Senate Confirmed staff; (iii) otherwise exempt from the Antideficiency Act; (iv) alternatively funded during a government shutdown (collectively, the “Excepted Staff”). Any EOP personnel that are other government employees (“OGEs” or “Detailees”) would be furloughed or continue to report to duty at the discretion of their respective home agencies.

B. Implementation of Contingency Plan

Once it becomes clear that neither an appropriations bill nor a CR will be enacted prior to December 21, 2018, the White House Office of Management & Administration (“M&A”) will notify EOP components to begin an orderly shutdown of unfunded functions. Non-Excepted Staff will receive shutdown and furlough notices. Detailees will be notified by their home agencies whether they are to be furloughed.

On Wednesday December 26, 2018, Excepted Staff will report to duty. Non-Excepted Staff will also report on December 26, 2018, to complete orderly shutdown procedures as instructed, either in person or via telework for no longer than four hours and for the sole purpose of engaging in orderly shutdown activities. Each EOP component will issue instructions to their employees for orderly shutdown.

C. Specifics of EOP Component Contingency Plan

Each EOP component has carefully considered the number of personnel required not only to complete orderly shutdown activities but also to ensure that the emergency or excepted operations of each EOP component can be carried out during shutdown. The chart below summarizes component-by-component the Excepted Staff that will be required to sustain minimal emergency or excepted operations.

EOP—Wide Shutdown Plan	Current FTE	Excepted Staff		PAS or other exempt from the ADA	Other Funding	Staff during a Shutdown
Component	Total	Total	% of Total FTE	Total	Total	Total
WHO	359	17	4.7%	139	0	156
OVP	19	6	31.6%	12	0	18
EXR	79	21	26.6%	0	0	21
OVP RES	1	1	100.0%	0	0	1
CEA	22	6	27.3%	3	0	9
CEQ	14	3	21.4%	0	0	3
OA	240	40	16.7%	7	0	47
OMB	488	156	32%	5	0	161
OMB – ITOR/USDS	125	0	0.0%	1	125	126
ONDCP	67	5	7.5%	1	0	6
OSTP	22	5	22.7%	1	0	6
NSC	58	45	77.6%	13	0	58
USTR	265	74	27.9%	5	0	79
TOTAL	1,759	379	21.5%	187	125	691