

ONE HUNDRED TWELFTH CONGRESS
Congress of the United States
House of Representatives

COMMITTEE ON ENERGY AND COMMERCE
2125 RAYBURN HOUSE OFFICE BUILDING
WASHINGTON, DC 20515-6115

Majority (202) 225-2927
Minority (202) 225-3641

December 13, 2012

The Honorable Lisa Jackson
Administrator
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, N.W.
Washington, D.C. 20460

Dear Administrator Jackson:

In recent weeks, questions have been raised in Congress and among public interest groups about the use of one or more secondary email accounts and aliases by you and potentially other officials at the Environmental Protection Agency (EPA). Given your reported use of at least one alias email account in your conduct of agency business, we write to ask that you describe fully the nature and extent of this practice.

Over the past two years, the Energy and Commerce Committee initiated a number of oversight inquiries seeking information and documents relating to actions and policy decisions at the Environmental Protection Agency, including regulatory actions and major rulemakings that required your review or approval. Some of these matters have generated significant controversy and public interest. We recognize the utility of a secondary, internal email account for the conduct of agency business. We seek to understand whether conducting business with an alias has in any way affected the transparency of the agency's activities or the quality or completeness of information provided to the Committee pursuant to Rules X and XI of the Rules of the U.S. House of Representatives. Accordingly, please provide written responses to the following by December 21, 2012:

1. According to press reports, you have a government issued email account under the alias "Richard Windsor." Is this accurate? Does this email account still exist, and do you use it?
2. According to press reports, on November 20, 2012, EPA issued a statement indicating that "[f]or more than a decade, EPA administrators have been assigned two official, government issued email accounts: a public account and an internal account."
 - a. How many email accounts have been assigned to you at the agency? What are the email addresses for these accounts?

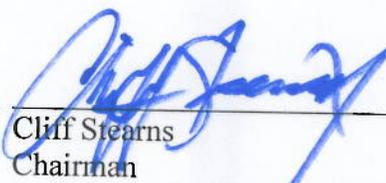
- b. Which account(s) are the "internal" account(s)?
3. To the extent you have or have had an email account that has been assigned to you under the name "Richard Windsor" or any other alias name:
 - a. Do you use an alias name for communications with all EPA employees, or just a select group? If a select group, which employees?
 - b. Do you use an alias name for communications with officials or employees of other Federal agencies? If yes, which Federal agencies?
 - c. Do you use an alias name for any communications with any non-governmental third parties? If yes, which third parties?
4. To your knowledge, are there any other heads of Federal agencies that are assigned an "internal" email address? If yes, which Federal agencies?
5. Does EPA have any guidance or instructions for employees related to the use of private email accounts? Please provide copies of any such guidance or instructions.
6. Please provide a detailed description of EPA's procedures that ensure that all your "internal" email accounts, including email accounts using alias names, are included in any search for responsive information or materials when EPA receives Congressional committee requests for information or documents, or receives questions for the Congressional hearing record.
7. Please provide a detailed description of EPA procedures that ensure that all your "internal" or other email accounts on which you send or receive emails about Federal government business, including email accounts using alias names, are reviewed for information or materials that should be included in the administrative record for any agency action undertaken, or retained as Federal records for any agency business.

Thank you for promptly attending to our requests. Should you have any questions, please do not hesitate to contact Peter Spencer of the Majority Committee staff at 202-225-2927.

Sincerely,



Fred Upton
Chairman



Cliff Stearns
Chairman
Subcommittee on Oversight and Investigations

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cc: The Honorable Henry A. Waxman, Ranking Member

The Honorable Diana DeGette, Ranking Member
Subcommittee on Oversight and Investigations