## BY THE COMPTROLLER GENERAL

Report To The Clerk Of The House Of Representatives OF THE UNITED STATES

## Examination Of Records Of The House Of Representatives <br> Finance Office, Fiscal 1981



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# The Honorable Edmund L. Henshaw, Jr. 

 Clerk of the House of RepresentativesDear Mr. Henshaw:
In response to your September 9, 1981, request, we have examined the records of the Finance Office, House of Representatives, to verify the financial accountability of the clerk of the House at September 30, 1981.

ACCOUNTABILITY FOR APPROPRIATIONS AND OTHER FUNDS

The Clerk, as principal fiscal officer of the House, disburses funds appropriated for all expenses of the House except salaries and initial mileage of Members, Delegates, and the Resident Commissioner, which are disbursed by the Sergeant at Arms.

At September 30 , 1981, the Clerk was accountable for unexpended funds of $\$ 55,770,344.30$. Schedule l-statement of accountability for appropriations and other funds for the fiscal year ended September 30, 1981--is summarized as follows:

Unexpended balance, September 30, 1980 \$ 48.918,073.96
Appropriations and receipts 409,010,634.82
Total funds available
457,928,708.78
Expenditures and transfers
$402,158,364.48$
Unexpended balance, September 30. 1981
$\$ 55,770,344.30$
Schedule 2 shows the (1) total amounts available, (2) net disbursements, (3) transfers, and (4) unexpended balance at September 30, 1981, for each appropriation and fund.

## Payroll costs and procedures

About $\$ 239.5$ million, or 61.8 percent, of the net disbursements during the fiscal year were for salaries of Members' employees, committee staffs, and House officers and employees. Salaries are based on notices of appointment, termination, and pay change submitted by Members, committee chairmen, and officers. Time and attendance (including overtime and leave without pay) is not reported to the Finance Office for Members' employees or committee
staffs, but overtime and leave without pay are reported for other employees. The Finance Office records individual payroll changes-new appointments, terminations, and pay adjustments received from authorized officials and increased or decreased deductions requested by employees--through online computer terminals in the Finance Office.

Each Member is required to certify as correct the payroll for employees paid from his or her clerk-hire allowance; committee chairmen are required to certify as correct the standing, special, and select committees' staff payrolls; members of the House leadership are required to certify as correct the payrolls for their employees; and House officers are required to certify as correct the payrolls for their employees. The Chairman, Committee on House Administration approves the payment of salaries charged against the Contingent Fund of the House.

During the fiscal year, expenditures for the Government's contributions toward employees' benefits amounted to about $\$ 14.9 \mathrm{mil}-$ lion. Our test of the expenditures for salaries and benefits of House employees showed that the procedures discussed above were followed and that the expenditures were properly recorded.

## Official mail costs

During the fiscal year, disbursements for official mail costs amounted to about $\$ 43.3$ million. These costs represent payments to the U.S. Postal Service for franked mail service for the House of Representatives and the U.S. Senate and account for about 11.2 percent of the funds disbursed by the House Finance Office.

## Expenses of special and select committees

House resolutions authorized and limited the investigative salaries and expenses of standing, special, and select committees. An authorization to incur expenses covers one session of the Congress, unless otherwise provided in the authorizing resolution. However, the funds for these expenses are paid from the appropriation for the fiscal year in which they are incurred.

Schedule 3 is a statement of authorizations and disbursements for the 96 th Congress committees from January 3, 1979, to September 30, 1981. During this period, authorizations amounted to $\$ 86,097,516.85$ and disbursements amounted to $\$ 78,179,162.88$, of which $\$ 12,699,250.92$ was disbursed from October 1, 1980, through September 30, 1981.

Schedule 4 is a statement of authorizations and disbursements for the 97 th Congress committees from January 3, 1981, through September 30, 1981. During this period, authorizations amounted to $\$ 39,623,876.47$, and disbursements amounted to $\$ 25,942,938.49$.

In addition to testing financial transactions, we reviewed, at the request of the Committee on House Administration, the detailed expenditure records maintained by the various House committees and reconciled these records to the control accounts maintained by the House Finance Office. These reviews show that the accounting controls for expenses of special and select committees adequately ensured that the disbursements were properly recorded by the House Finance Office.

## Allowances and Expenses

House of Representatives appropriations for Allowances and Expenses in 1979, 1980, and 1981 were available during the fiscal year for necessary expenses not provided for in other appropriations.

Schedules 5, 6, and 7--appropriations and disbursements for Allowances and Expenses for fiscal 1979, 1980, and 1981 respec-tively-are summarized-below.

Fiscal 1979
Fiscal 1980
Fiscal 1981
Annual appropriation
$\$ 60,740,600.00$
$\$ 67,610,086.00$
$\$ 77,977,000.00$ Transferred to stationery revolving fund
Amount available

Funds disbursed:
Fiscal 1979
Fiscal 1980
Fiscal 1981
Total disbursements

| $\underline{2,155,011.29}$ | $\underline{2,285,351.46}$ | $\underline{2,753,657.23}$ |
| :--- | :--- | :--- |
| $\underline{58,585,588.71}$ | $\underline{65,324,734.54}$ | $\underline{75,223,342.77}$ |

$\begin{array}{r}51,752,774.10 \\ 5,500,386.58 \\ 141,640.54 \\ \hline 57,394,801.22 \\ \hline\end{array}$

| - | - |
| :---: | :---: |
| $57,131,618.83$ <br> $8,143,904.39$ | - |
| $62,281,988.07$ <br> $65,275,523.22$ | $62,281,988.07$ |

Surplus Warrant to U.S. Treasury
$1,190,787.49$
Unexpended balance,
September 30, 1981


Our tests of fiscal year financial transactions showed that expenditures from the Allowances and Expenses appropriations were properly certified by authorized officials and properly recorded by the House Finance Office.

SCOPE OF EXAMINATION
We examined the attached financial statements in accordance with generally accepted government auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary under the circumstances.

## OPINION ON FINANCIAL STATEMENTS

The accompanying financial statements are based on Finance Office records which, in accordance with longstanding procedures, were maintained on a cash basis.

In our opinion, the accompanying financial statements (sch. 1 through 7), prepared on the basis of the financial arrangements previously described, present fairly (1) the accountability of the Clerk of the House for appropriated and other funds at September 30, 1981, and (2) the status of individual appropriations and other funds on that date.

We are sending a copy of this report today to the Chairman, Committee on House Administration.

Sincerely yours,


Comptroller General of the United States

# STATEMENT OF ACCOUNTABILITY 

## FOR APPROPRIATIONS AND OTHER FUNDS

FOR FISCAL YEAR ENDED SEPTEMBER 30, 1981

\begin{tabular}{|c|c|c|}
\hline \begin{tabular}{l}
UNEXPENDED BALANCE, SEPTEMBER 30, 1980 \\
APPROPRIATIONS AND RECEIPTS: \\
Current appropriations \\
Revolving fund and suspense account receipts: \\
House Stationery Revolving Fund \\
House Restaurant Revolving Fund \\
House Recording Studio Revolving Fund \\
House Beauty Shop Revolving Fund \\
House Barber Shop Revolving Fund \\
Attending Physician Revolving \\
Fund \\
Suspense account \\
House Records and Registration \\
Suspense Account "B" \\
Broadcasting of Floor Proceedings \\
Suspense Account "D" \\
Withheld State income taxes
\end{tabular} \& \[
\begin{array}{r}
\$ 2,600,696.56 \\
7,172,495.36 \\
229,578.18 \\
336,201.35 \\
80,855.93 \\
24,454.82 \\
4,364.94 \\
6,922.85 \\
23,635.00 \\
9,694,611.03 \\
\hline
\end{array}
\] \& \(\$ 388,690,800\)

20,173,816 <br>

\hline | Receipts to be deposited in the general fund of the Treasury |
| :--- |
| Total funds available | \& \& 146,018 <br>


\hline | EXPENDITURES AND TRANSFERS: |
| :--- |
| Disbumsements for salaries and other expenses less refunds and canceled checks |
| Transfers: |
| Lapsed appropriations transferred to the general fund of the Treasury |
| Deposited in the general fund of the Treasury | \& \& $\begin{array}{r}387,281,298 \\ 14,731,04 \epsilon \\ 146,01 \varepsilon \\ \hline\end{array}$ <br>

\hline
\end{tabular}

Unexpended balance, September 30, 1981

The accompanying notes are an integral part of this statement.

# THE FINANCE OFFICE 

HOUSE OF REPRESENTATIVES
STATEMENT OF APPROPRIATIONS AND OTHER FUNDS
FISCAL YEAR ENDED SEPTEMBER 30, 1981

| Account | Fiscal year | Funds available | Net disbursements | Transfers | Unexpended balance, September 30, 1981 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| House leadership offices | 1979 | \$ 254.882.08 | \$ 1,240.70 | \$ 253,641.38 | \$ |
| do. | 1980 | 401, 727.93 | 14,385.71 | - | 387.342.22 |
| do. | 1981 | 2,561,900.00 | 2.209.576.35 | - | 352.323.65 |
| Salaries, officers, and employees | 1979 | 1,030.428.90 | - | 1,030,428.90 | - |
| do. | 1980 | 678,474.93 | 22,288.39 | 1.030.428.90 | 656,186.54 |
| do. | 1981 | 35,145,500.00 | 34,206.012.10 | - | 939.487.90 |
| Clerk hire, Members, Delegates, and Resident Commissioner | 1979 | 1,800,707.79 | (95.93) | 1,800,803.72 | - |
| do. | 1980 | 1,397,107.64 | (6,164.62) | - | 1.403,272. 26 |
| do. | 1981 | 138,348,000.00 | 135,457.410.70 | - | 2,890,589.30 |
| Committee employees | 1979 | 781,467.74 | - | 781,467.74 | - |
| do. | 1980 | 49,386.45 | 18, - 112. | 49,386.00 | . 45 |
| do. | 1981 | 29,225,000.00 | 28,112,157.00 | - | 1,112,843.00 |
| Committee on Appropriations | 1979 | 552.224.82 | 517.78 | 551,707.04 | - |
| do. | 1980 | 549.921.58 | 193,482.55 | - | 356,439.03 |
| do. | 1981 | 3,669,000.00 | 2,729,916.78 | - - | 939,083.22 |
| Committee on the Budget | 1979 | 149.242.92 | 403.50 | 148,839.42 |  |
| do. | 1980 | 185,292.32 | 21,462.48 | - | 163,829.84 |
| do. | 1981 | 245,000.00 | 174,597.91 | - | 70,402.09 |
| Office of the Legislative |  |  |  |  |  |
| Counsel | 1979 | 467,015.00 | - | 467.015.00 | - |
| do. | 1980 | 469.429.98 | 11.562.12 | - | 457,867.86 |
| do. | 1981 | 2,202,000.00 | 1,851,782.07 | - | 350,217.93 |
| Law Revision Counsel | 1979 | 46,321.75 | 8,500.00 | 37.821.75 | 36.750.06 |
| do. | 1980 | 33.964.91 | (2,793.15) | - | 36.758.06 |
| do. | 1981 | 521,000.00 | 472,055.04 | - | 48,944.96 |
| Attending Physician | 1979 | 26.261.25 | - 9 - | 26.261.25 | 50, |
| do. | 1980 | 64,613.49 | 13.919.97 | - | 50,693.52 |
| do. | 1981 | 503,900.00 | 427.944.50 | - | 75,955.50 |
| Special and select committees | 1979 | B,210,415.16 | 116,783.74 | 8,093,631.42 | - |
| do. | 1980 | 2,339,794.68 | 1,274,700.58 | 1,064.279.84 | 814.26 |
| do. | 1981 | 41,500,000.00 | 37.250.705.09 | 35,720.16 | 4,213,574.75 |
| Preparation of New Edition of U.S. Code | NO YEAR | R $\quad 80,913.65$ | 141. 640.54 | 1.100-787.49 | 80,913.65 |
| Allowances and expenses | 1979 | 1,332,428.03 | 141,640.54 | 1,190,787.49 | - |
| do. | 1980 | 7,043,484.22 | 8,143,904.39 | $(1,149,631.49)$ | ) 49.211.32 |
| do. | 1981 | 77,977,000.00 | 62,281,988.07 | 2,753,657.23 | 12,941,354.70 |

\begin{tabular}{|c|c|c|c|c|c|c|}
\hline Account \& \multicolumn{2}{|l|}{$$
\begin{aligned}
& \text { Fiscal } \\
& \text { year }
\end{aligned}
$$} \& $$
\begin{gathered}
\text { Funds } \\
\text { available }
\end{gathered}
$$ \& $\qquad$
disbursements \& Transfers \& Unexpended balance. September 30,1981 <br>
\hline \multicolumn{7}{|l|}{Joint Committee on Taxa-
tion
tion} <br>
\hline do. \& \& 80 \& 275,444.06 \& 70.428.21 \& - \& 205,015.95 <br>
\hline do. \& \& 81 \& 2,759,000.00 \& 2,363.404.57 \& \& 395,595.43 <br>
\hline Capitol Police Board \& \& 79 \& 114,459.73 \& \& 114,459.73 \& 1.958 <br>
\hline do. \& \& 80 \& 253,134.62 \& 251.175.86 \& \& 1.958.76 <br>
\hline do. \& \& 81 \& 915,000.00 \& 219,004.25 \& - \& 695.995.75 <br>
\hline \multicolumn{7}{|l|}{Uniforms and Equipment--} <br>
\hline Capitol Poli

do. \& \& 879 \& $65,054.23$
$290,058.97$ \& 239.565.72 \& 65,054.23 \& 50,493.25 <br>
\hline do. \& \& 81 \& 834,000.00 \& 556,101.94 \& \& 277,898.06 <br>
\hline Statement of Appropriations \& \& 79 \& 6,500.00 \& - \& 6,500.00 \& - 500.00 <br>
\hline do. \& \& 80 \& 6,500.00 \& - \& - \& 6,500.00 <br>
\hline do. \& \& 81 \& 6,500.00 \& - \& - \& 6,500.00 <br>
\hline \multicolumn{7}{|l|}{Education of Senate, House.} <br>
\hline and supre. do. \& \& 80 \& 55,000.00 \& 55,000.00 \& - \& <br>
\hline do. \& \& 81 \& 245,000.00 \& 236,000.00 \& - \& 9.000.00 <br>
\hline Official Mail Costs \& \& 980 \& 15,116,963.43 \& 15,116,963.43 \& - \& 23.810. ${ }^{-140.39}$ <br>
\hline do. \& \& 81 \& 52,033,000.00 \& 28,222,851.61 \& - \& 23,810,148.39 <br>
\hline House Stationery Revolving Fund \& 10 \& YEAR \& 4,035,243.34 \& 5.357.216.36 \& (2,753,411.74) \& 1.431 .438 .72 <br>
\hline \multicolumn{7}{|l|}{House Rencaurant Revolving no YEAR 7,627,617.52 7,
Fund} <br>

\hline \multicolumn{7}{|l|}{| House Recording Studio |
| :--- |
| Revolving Fund NO YEAR 613,609.39 91,604.99 - 522.004.40 |} <br>

\hline \multicolumn{7}{|l|}{House Beauty Shop Revolv- no Year 379.788.74
ing Fund} <br>
\hline House Barber Shop Revolving Fund \& \& YEAR \& 95,376.61 \& 23,050.83 \& - \& 72,325.78 <br>
\hline Attending Physician Revolving Fund \& NO \& YEAR \& 25,738.56 \& 24,341.58 \& - \& 1,396.98 <br>

\hline \multirow[t]{2}{*}{| Suspense Account |
| :--- |
| House Records and Registra-tion--Suspense Acccount "B" |} \& NO \& year \& 4,208.69 \& 1,251.60 \& - \& 2,957.09 <br>

\hline \& NO \& YEAR \& 69,557.32 \& 72.00 \& - \& 69.485.32 <br>

\hline Broadcasting of Floor Pro-ceedings--Suspense Account "D" \& \& YEAR \& 33,659.00 \& $$
(360.00)
$$ \& - \& 34.019.00 <br>

\hline State Withholding Taxes-Suspenae Account \& \& YEAR \& $$
\begin{array}{r}
11.915 .871 .75 \\
146.018 .80
\end{array}
$$ \& 11.915,812.16 \& \[

146, \overline{0} 18.80
\] \& 59.59 <br>

\hline Total \& \& \& 57,928, 708.78 \& \$387,281,298.90 \& \$14,877,065.58 \& \$55,770, 344, 30 <br>
\hline
\end{tabular}

The accompanying notes are an integral part of this atatement.

JANUARY 3, 1979 THROUGH SEPTEMBER 30, 1981
Disbursements

Total
$\$ 2,283,000.00$ 2,272,200.00 1,504,000.00
5.004, 887.00 812,852.00 : 276,364.02 604.670.00 $5,146,700.00$ 3, 620,903.43 4,368,400.00 $22,699,500.00$
$1,899,821.99$ $1,899,821.99$
$2,516,679.00$

7,458,000.00 2,838,676.71 3,176,245.00
2,300,000.00 406,000.00 163,286.61 1,800,000.00 $1.800,000.00$
$3,740,000.00$ 3,740,000.00 1,134,000.00 3,496,800.00 1,528,650.00 1,000,000.00 752,490.00
$4,252,000.00$
$35,197.80$
$35,197.80$
$6,193.29$

| January 3, 1979 to <br> September 30, 1980 | Octọber 1, 1980 t <br> September 30, 198 |
| :---: | :---: |
| \$ 1,827,846.14 | \$ 345,380.70 |
| 1,790,351.31 | 312,773.22 |
| 956,204.89 | 245,102.48 |
| 3,833,135.88 | 620,082.14 |
| 714,377.60 | (16.54) |
| 276,364.02 | - |
| 471,575.96 | 58,092.35 |
| 3,874,047.86 | 664,857.34 |
| 2,710,594.63 | 445,288.96 |
| 3,321,511.90 | 569,291.30 |
| 16,592,559.71 | 4,580,026.25 |
| 1,469,982,08 | 241,951.06 |
| 1,973,095.18 | 313,540.98 |
| 6,131,376.35 | 991,094.61 |
| 2,154,800.55 | 352,914.09 |
| 2,618,521.87 | 408,264.33 |
| 930,023.70 | 151,384.15 |
| 398,673.63 | - |
| 163.286.61 | - |
| 1,364,756.06 | 249,123.57 |
| 2,803,803.39 | 441,704, 32 |
| 672,840.39 | 121,331.92 |
| 2,873,296.69 | 543,573.57 |
| 1,249,123.27 | 212,488,07 |
| 526,895.32 | 175,234.13 |
| 486,014.02 | 99,177.02 |
| 3,257,967.19 | 552,085.57 |
| 33,014.47 | 2,183.33 |
| 3,871.29 | 2,322.00 |
| * |  |
| \$65,479,911.96 | \$12,699,250.92 |

The accompanying notes are an integral part of this statement.

## THE FINANCE OFFICE

HOUSE OE REPRESENTATIVES
STATEMENT OF AUTHORIZATIONS AND DISBURSEMENTS
SPECIAL AND SELECT COMMITTEES, 97TH CONGRESS
JANUARY 3, 1981 THROUGH SEPTEMBER 30, 1981

| Parent Committee | Authorizationa | Disbursements | Unexpended balance Sept. 30, 1981 |
| :---: | :---: | :---: | :---: |
|  | \$ 1,183,680.00 | \$ 819,835.61 | \$ 363,844.39 |
| Aging <br> Agriculture | \$ 1,184,840.00 | \% 693.500.87 | 491.339.13 |
| Armed Services | 952,223.00 | 586.296.98 | 365,926.02 |
| Banking, Finance and Urban Affairs | 2,414,919.00 | 1,570.394.08 | 844,524.92 |
| District of Columbia | 275,187.00 | 166,368.67 | 108,818.33 |
| Education and Labor | 2,565,448.00 | 1,660,034.66 | 905,413.34 |
| Energy and Commerce | 3,750,000.00 | 2,604,524.36 | 1,145,475.64 |
| Foreign Affairs | 1,800,119.00 | 1,301.753.59 | $498,365.41$ $748,940.74$ |
| Government Operations | 2,229,402.00 | 1,480,461.26 | 3,291,713.66 |
| House Administration | 8,728,560.00 | 5,436,846.34 | $3.291,713.66$ $299,457.63$ |
| Intelligence | 938,700.00 | 639,242.37 |  |
| Interior and Ineular Affalre | 1,219,615.00 | 841.143.77 | $378,471.23$ |
| Judiciary | 1,350,410.00 | 1,057,790.80 | 292,619.20 |
| Merchant Marine and Pisheries | 1,581,242.00 | 1,073,270.38 | 507.971.62 |
| Narcotics Abuse and Control | 540.000.00 | 366.242.94 | 173,757.06 |
| Post Office and Civil Service | 902,500.00 | 597,674.09 | 304,825.91 |
| Public Works and Tranaportation | $1,806,373.00$ $530,738.00$ | $\begin{array}{r} 1: 216,650.72 \\ 315,795.97 \end{array}$ | $\begin{aligned} & 589,722.28 \\ & 214,942.03 \end{aligned}$ |
| Rules and Technology | $530,738.00$ $1,820,928.00$ | 1,258,828.18 | 562,099.82 |
| Science and Technology Small Busines: | 1,820,928.00 | 1, $525,085.87$ | 250,914.13 |
| Standards of Official Conduct |  | $104,894.27$ | $\begin{aligned} & 345,105,73 \\ & 136,343,85 \end{aligned}$ |
| Veterans' Affairs | $352,490.00$ | $216,146.15$ | $\begin{aligned} & 136,343,85 \\ & 96 n, 91 \end{aligned}$ |
| Ways and Means | 2,252,000.00 | $1,391,654.09$ | 860,345.91 |
| Rule XI Clause 6F | $\begin{array}{r} 12,229.17 \\ 6,273.30 \\ \hline \end{array}$ | $\begin{array}{r} 12,229.17 \\ 6,273.30 \\ \hline \end{array}$ | - |
| Total | \$39,623,876.47 | \$25,942,938.49 | \$13,680,937.98 |

The accompanying notes are an integral part of this statement.

## THE FINANCE OFFICE <br> HOUSE OF REPRESENTATIVES <br> STATEMENT OF. APPROPRIATIONS AND DISBURSEMENTS

## CONTINGENT EXPENSES OF THE HOUSE--ALLOWANCES AND EXPENSES

## FISCAL YEAR 1979 APPROPRIATIONS

|  | October 1, 1978 to September 30, 1980 | Fiscal year ended September 30, 1981 | Total |
| :---: | :---: | :---: | :---: |
| FUNDS AVAILABLE: |  |  |  |
| Appropriations (note 2) | \$60,740,600.00 | - | \$60,740,600.00 |
| Net transfers to Stationery Revolving Fund | 2,155,011.29 | - | 2,155,011.29 |
| Total | 58,585,588.71 | - | 58,585,588.71 |
| FUNDS DISBURSED: |  |  |  |
| Supplies, materials, andadministrative costs |  |  |  |
| Official expenses of Members | 32,607,764.33 | 518,785.05 | 33,126,549.38 |
| Miscellaneous items | 698,557.04 | - | 698,557.04 |
| Government contributions | 13,253,066.81 |  | 13.253.066.81 |
| Reemployed annuitants reimbursement | - 2;334,733.31 | - 51. | 2,334.733.31 |
| Stenographic reporting | 1,228,393.58 | 914.55 | 1, 229.308.13 |
| Furniture and furnishings | 1,081,601.47 | - | 1, 081,601.47 |
| Capitol police personnel | 134,486,94 | - | 134,486.94 |
| Total | \$57,253,160.68 | \$ 141,640.54 | \$57,394,801.22 |
| Surplus Warrant to U.S. Treasury (note 3) |  |  | 1,190,787.49 |
| Unexpended balance, September 30, 1981 |  |  | \$ |

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FUNDS AVAILABLE:

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FUNDS AVAILABLE:
Appropriations (note 2)
Appropriations (note 2)
Appropriations (note 2)
Appropriations (note 2)
Appropriations (note 2)
Total
Total
FUNDS DISBURSED:
FUNDS DISBURSED:
Supplies, materials, and
Supplies, materials, and
administrative costs
administrative costs
Official expenses of Members
Official expenses of Members
Miscellaneous items
Miscellaneous items
Government contributions
Government contributions
Reemployed annuitants reimbursement
Reemployed annuitants reimbursement
Stenographic reporting
Stenographic reporting
Furniture and furnishings
Furniture and furnishings
Capitol police personnel
Capitol police personnel
Total
Total
Surplus Warrant to U.S. Treasury
Surplus Warrant to U.S. Treasury
(note 3)
(note 3)
Unexpended balance, September 30, 1981

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Unexpended balance, September 30, 1981

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|  | October 1, 1978 to September 30, 1980 | Fiscal year ended September 30, 1981 | Total |
| :---: | :---: | :---: | :---: |
| FUNDS AVAILABLE: |  |  |  |
| Appropriations (note 2) | \$60,740,600.00 | - | \$60,740,600.00 |
| Net transfers to Stationery Revolving Fund | 2,155,011.29 | - | 2,155,011.29 |
| Total | 58,585,588.71 | - | 58,585,588.71 |
| FUNDS DISBURSED: |  |  |  |
| Supplies, materials, andadministrative costs |  |  |  |
| Official expenses of Members | 32,607,764.33 | 518,785.05 | 33,126,549.38 |
| Miscellaneous items | 698,557.04 | - | 698,557.04 |
| Government contributions | 13,253,066.81 |  | 13.253.066.81 |
| Reemployed annuitants reimbursement | - 2;334,733.31 | - 51. | 2,334.733.31 |
| Stenographic reporting | 1,228,393.58 | 914.55 | 1, 229.308.13 |
| Furniture and furnishings | 1,081,601.47 | - | 1, 081,601.47 |
| Capitol police personnel | 134,486,94 | - | 134,486.94 |
| Total | \$57,253,160.68 | \$ 141,640.54 | \$57,394,801.22 |
| Surplus Warrant to U.S. Treasury (note 3) |  |  | 1,190,787.49 |
| Unexpended balance, September 30, 1981 |  |  | \$ |

$\$ 60,740,600.00$
2,155,011.29
58,585,588.71
$\$ 57,253,160.68$

| $\$(378,059.06)$ |
| :---: |
| 518.785 .05 |
| - |
| - |
| - |
| 914.55 |
| - |
| - |
| $\$ 141,640.54$ |

$\$ 5.536 .498 .14$
33.126.549.38
698,557.04
13.253.066.81
2.334.733.31
1,229.308.13
1,081,601.47
$134,486.94$
$\$ 57,394,801.22$
$1,190,787.49$
\$ 5,914,557.20
32,607,764.33
698,557.04
2;334,733.31
1,228,393.58
1,081,601.47
13.253.066.81

|  | October 1, 1978 to September 30, 1980 | Fiscal year ended September 30, 1981 | Total |
| :---: | :---: | :---: | :---: |
| FUNDS AVAILABLE: |  |  |  |
| Appropriations (note 2) | \$60,740,600.00 | - | \$60,740,600.00 |
| Net transfers to Stationery Revolving Fund | 2,155,011.29 | - | 2,155,011.29 |
| Total | 58,585,588.71 | - | 58,585,588.71 |
| FUNDS DISBURSED: |  |  |  |
| Supplies, materials, andadministrative costs |  |  |  |
| Official expenses of Members | 32,607,764.33 | 518,785.05 | 33,126,549.38 |
| Miscellaneous items | 698,557.04 | - | 698,557.04 |
| Government contributions | 13,253,066.81 |  | 13.253.066.81 |
| Reemployed annuitants reimbursement | - 2;334,733.31 | - 51. | 2,334.733.31 |
| Stenographic reporting | 1,228,393.58 | 914.55 | 1, 229.308.13 |
| Furniture and furnishings | 1,081,601.47 | - | 1, 081,601.47 |
| Capitol police personnel | 134,486,94 | - | 134,486.94 |
| Total | \$57,253,160.68 | \$ 141,640.54 | \$57,394,801.22 |
| Surplus Warrant to U.S. Treasury (note 3) |  |  | 1,190,787.49 |
| Unexpended balance, September 30, 1981 |  |  | \$ |

September 30,1981
Total

The accompanying notes are an integral part of this statement.

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    THE FINANCE OPFICE
HOUSE OP REPRESENTATIVES
STATEMENT OP APPROPRIATIONS AND DISBURSEMENTS
CONTINGENT EXPENSES OF THE HOUSE--ALLOWANCES AND EXPEN
FISCAL YEAR 1980 APPROPRIATIONS
\begin{tabular}{ll} 
Fiscal year ended & Fiscal yea \\
September 30,1980 & September \\
\hline
\end{tabular}
FUNDS AVAILABLE:
    Appropriations (note 4)
    Net transfers to Stationery Revolv-
        ing Fund
\begin{tabular}{rrr}
\(\$ 66,460,700.00\) & \(\$ 1,149.3\) \\
\(2,285,596.95\) & & \((2\) \\
\hline \(64,175,103.05\) & & \(1,149,6\)
\end{tabular}
FUNDS DISBURSED:
    Supplies, materials, and adminis-
        trative costs
    $ 4,848,818.27 % $1,334,5
    $ 4,848,818.27 (r $1,334,5
        534,072.45
        14,089,393.48
        1,776.273.00
        1,055,599.27
        1,503,088.67
            -
            (30.68)
    $57,131,618.83
    $ 4,848,818.27 (% $1,334,5
        trative costs
    Miscellaneous items
    Government contributions
    Reemployed annuitants reimbursement
    Stenographic reporting
    Furniture and furnishings
    Capitol Police personnel
    Overages and shortages
            Total
    $ 4,848,818.27 (r $1,334,5
        .160,
        30,1
        58.!
        560.:
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$\qquad$

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\$8,143.!
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Unexpended balance, September 30, 1981

The accompanying notes are an integral part of this statement.

## STATEMENT OF APPROPRIATIONS AND DISBURSEMENTS

CONTINGENT EXPENSES OF THE HOUSE--ALLOWANCES AND EXPENSES
FISCAL YEAR 1981 APPROPRIATIONS

Fiscal year ended
September 30, 1981
FUNDS AVAILABLE:
Appropriations (note 5)
Net transfers to Stationery
Revolving Fund
$\$ 77,977,000.00$

Total
$2,753,657.23$
75,223,342.77
FUNDS DISBURSED:
Supplies, materials, and administrative costs
Official expenses of Members 4,313,832.55
38,728,615.37
Miscellaneous items 499,447.94
Government contributions
14,890,618.94
Reemployed annuitants
reimbursement 2.015,258.77
Stenographic reporting 662,577.61
Furniture and furnishings
1,171,636.89
Capitol police personnel
Overages and shortages
-
$\qquad$
Total
$62,281,988.07$
Unexpended balance, September 30, 1981
$\$ 12,941,354,70$

The accompanying notes are an integral part of this statement.

## THE FINANCE OFFICE

## HOUSE OF REPRESENTATIVES

NOTES TO FINANCIAL STATEMENTS

FISCAL 1981

1. Significant accounting policies:

The House Finance Office maintains appropriated funds and revolving funds on a cash basis.

Receipts and deposits are processed monthly through accounts with the U.S. Treasury.

Unexpended balances of appropriations are withdrawn as of September 30 of the second fiscal year following the period or year for which provided, in accordance with 2 U.S.C. 102a. Unpaid obligations chargeable to any of the balances so withdrawn or appropriations for prior years shall be liquidated from any appropriations for the same general purpose which, at the time of payment, are available for disbursement.
2. $\$ 59,967,000$ appropriated under Public Law 95-391, September 30, 1978. $\$ 773,600$ appropriated under Public Law 96-38, July 25, 1979.
3. Surplus warrant \#1558-00-7-9 dated and effective September 30, 1981.
4. $\$ 62,376,700$ appropriated under Public Law 96-86, dated October 12, 1979, effective October 1, 1979. $\$ 29,000$ appropriated under Public Law 96-304, dated and effective July 8, 1980. $\$ 4,055,000$ non-expenditure transfer 8640-9 pursuant to Public Law 96-304 dated July 8, 1980, effective September 30, 1980. $\$ 1,149,386$ non-expenditure transfer 6116-2 pursuant to Public Law 96-304 dated July 8, 1980, effective February 9, 1981.
5. $\$ 15,261,120$ appropriated under Public Law 96-369, dated October 1, 1980, effective October 1, 1980. $\$ 37,062,720$ appropriated under Public Law 96-536, dated December 16, 1980, effective December 15, 1980. $\$ 25,653,160$ supplemental appropriation under Public Law 97-12 dated June 5, 1981, effective June 5, 1981.

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UNTLED STATES EENEAL ACCOUNTLNG OTFICE



TMRD Class

