



EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF ADMINISTRATION
WASHINGTON, D.C. 20503

October 16, 2013

To Whom It May Concern:

As you may be aware, on October 1, 2013, many Federal agencies were shut down due to a lapse of appropriations.

As a result, most Federal employees are furloughed (i.e. will be in a non-duty/non-pay status) or are working in a non-pay status until funding is authorized by Congress.

These shutdown actions can result in personal hardships for Federal employees and may make it difficult for them to meet their financial obligations. We want to assure you that this is a temporary situation beyond our employees' control and they will be returned to pay status as soon as possible.

During this time, we would appreciate your organization's understanding and patience as employees seek to make feasible arrangements to meet their financial obligations.

For questions, please contact HRFurlough@oa.eop.gov.

Sincerely,

A handwritten signature in black ink that reads "Dionne Rodriguez-Quirindongo".

Dionne Rodriguez-Quirindongo

Director

Human Resources Management Division

Office of Administration

Executive Office of the President