



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-3

January 24, 2002

Karen M. Kresta, Treasurer  
Exxon Mobil Corporation Political Action  
Committee (EXXONMOBIL PAC)  
1301 Fannin Street, Suite 2215  
Houston, TX 77002

Identification Number: C00121368

Reference: February Monthly (1/1/01-1/31/01), April Monthly (3/1/01-3/31/01),  
May Monthly (4/1/01-4/30/01), November Monthly (10/1/01-10/31/01),  
July Monthly (6/1/01-6/30/01) and September Monthly (8/1/01-8/31/01)  
Reports

Dear Ms. Kresta:

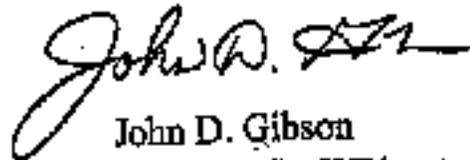
This letter is to inform you that as of January 23, 2002 the Commission has not received your response to our requests for additional information dated December 19, 2001. These notices request information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to these requests (copies enclosed).

Due to recent events, the United States Postal Service is experiencing delays in the processing and delivery of mail for the Washington D.C. area. Consequently, the Federal Election Commission is not in receipt of all incoming first-class mail. The Commission recommends that you resubmit your response to this notice and consider using alternate delivery services such as overnight delivery or delivery by courier. If feasible, your response can also be hand-delivered. You can verify the Commission's receipt of any documents submitted by your committee on the FEC website at [www.FEC.gov](http://www.FEC.gov).

An adequate response must be received at the Commission by February 13, 2002. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. Requests for extensions of time in which to respond will not be considered. Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

Electronic filers must file amendments in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you should have any questions regarding this matter, please contact Alice Kang on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or our local number (202) 694-1130.

Sincerely,



John D. Gibson  
Assistant Staff Director  
Reports Analysis Division

Enclosures



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20461

RQ-2

Karen M. Kresta, Treasurer  
Exxon Mobil Corporation Political Action  
Committee (EXXONMOBIL PAC)  
1301 Fannin Street, Suite 2215  
Houston, TX 77002

DEC 19 2001

Identification Number: C00121368

Reference: May Monthly Report (4/1/01-4/30/01)

Dear Ms. Kresta:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Please amend Schedule B supporting Line 23 by providing the office sought (House or Senate), state, and congressional district for each contribution made. 11 CFR §104.3(b)(3)(ii) and (v)

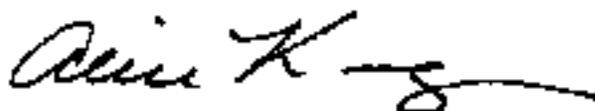
-Schedule A supporting Line 11(a)(i) of your report discloses contributions received through what appears to be a payroll deduction plan. Please amend your report to disclose the amount deducted per pay period. 11 CFR §104.8(b) Please refer to the enclosed sample of properly reported payroll deductions.

-Your report disclosed a category of financial activity that has been reflected on the wrong line of the Detailed Summary Page. Refunds of contributions to political party committees should be properly disclosed on a separate Schedule B, supporting Line 28(b) of the Detailed Summary Page. Please refer to the instructions contained on the forms to determine the proper categorization when preparing your next filing.

A response or amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. Electronic filers must file amendments in an electronic format

and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,

A handwritten signature in cursive script that reads "Alice Kang". The signature is written in black ink and has a long, sweeping horizontal line extending to the right.

Alice Kang  
Reports Analyst  
Report Analysis Division

# PAYROLL DEDUCTIONS

SCHEDULE A (FEC Form 3X) ITEMIZED RECEIPTS		Use separate schedules for each category of the Detailed Summary Page	FORM LINE NUMBERS (check only one)		PAGE 1 OF 1
Any information copied from such Reports and Statements may not be used for any purpose for the purpose of collecting contributions or for any other purpose, other than using the name and address of any political committee to solicit contributions from such committee.					
NAME OF COMMITTEE OR FUND Critical Reason Inc. PAC					
Full Name (Last, First, Middle Initial) A. Kaut, Immaturel			Date of Receipt PAYROLL DEDUCTION		
Mailing Address 3 Critique Ave. City Kramersburg VA 22333			Amount of Cash Received this Period \$0.00		
FEC ID Number of Reporting Person, political committee C			(\$15 biweekly) <sup>12</sup>		
Name of Employer Critical Reason Inc.			Occupation Executive Officer		
Reason For: <input type="checkbox"/> Primary <input type="checkbox"/> Campaign <input type="checkbox"/> Other (specify) *			Aggregate Year-to-Date * 285.00		

\*Adding Extra Text/Explanation : When using FECFile electronic filing software, this information can be entered using the "memo text" window. To make a "memo text" entry, select the "View" menu on the FECFile toolbar. Select "All Transactions." Single click (highlight) the transaction to which the "memo text" will be attached. Then select the "Edit" menu on the toolbar and select "memo text."  
 \*\*When using FECFile electronic filing software, enter this information in the "description" field.

## Payroll Deductions

Once an individual's deductions aggregate over \$200 in a calendar year, report the total amount deducted from the donor's paychecks during the reporting period on Schedule A. In parentheses indicate the amount that was deducted each pay period. Instead of stating a specific date of receipt, type "payroll deduction" under "Date." The other itemized information, including the year-to-date total, must be completed for each donor. 104.8(b).

**EXAMPLE:** During an election year, a corporate manager authorizes her employer to deduct \$15 per pay period (each pay period is two weeks) for the company's SSF. The SSF, which files FEC reports on a quarterly schedule, includes the manager's first-quarter contributions (\$90 for six pay periods) as "unitemized contributions" on Line 11(a)(ii) in the April quarterly report.

By June 30 (the closing date for the July quarterly report), 13 pay periods have passed, and the manager's aggregate contributions are \$195—still below the \$200 itemization threshold. The manager's second-quarter contributions again are included in "unitemized contributions" in the July report.

By September 30 (the closing date for the October quarterly report), 19 pay periods have passed, and the manager's contributions reach \$285. Now the committee itemizes the total contributions received from the manager during the third quarter (\$90), providing the year-to-date total in the appropriate space. (See item A in the illustration above.)