



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

APR 22 1998

Carol Lottice, Treasurer
Chevron Employees Political Action
Committee
575 Market Street, Room 908
San Francisco, CA 94105

Identification Number: C00035006

Reference: March Monthly Report (2/1/98-2/28/98)

Dear Ms. Lottice:

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 provide the total(s) for Line 6(a), Column B of the Summary Page. Note that changes in your figures may affect your Column B totals on this report and/or on subsequent reports.

-The totals listed on Line 6(c), 11(a)(ii), 11(a)(iii), 11(d), 19 and 20, Column B of the Summary and Detailed Summary Pages appear to be incorrect. Please be advised that you should add the "Calendar Year-to-Date" total from your previous report to the current "Total This Period" figure from Column A to derive the correct Column B total. Please amend your report and any subsequent reports that may be affected by this correction.

-Line 11(a)(i) of the Detailed Summary Page of your report discloses a total of \$0 in itemized individual contributions. The sum of the entries itemized on Schedule A, however, indicates the total to be \$867.33. Please amend your report to clarify the discrepancy.

A written response or an 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. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 694-1130.

Sincerely,



Scott Francis
Reports Analyst
Reports Analysis Division

