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NAME OF COMMITTEE (In Full)
Novartis Corporation Political Action Committee

FEC IDENTIFICATION NUMBER
C00033969

Mailing Address 701 Pennsylvania Ave. NW Suite 725

City	State	ZIP Code
Washington	DC	20004-2608

May 15, 2016

Mr. Jack Baisden
Sr. Campaign Finance Analyst
Reports Analysis Division
Federal Election Commission
999 E Street, NW
Washington, DC 20003

RE: ID# C00033969, Request for Additional Information for 30 Day Post-General Report (10/20/2016 ? 11/28/2016)

Dear Mr. Baisden,

We are in receipt of your Request for Additional Information (RFAI) dated April 10, 2017 concerning the Cash on Hand Adjustment disclosed in our 30 Day Post-General Report. Novartis seeks to comply with all applicable federal, state and local campaign finance regulations, including the requirements to submit timely and accurate filings.

The one-time cash-on-hand adjustment in the amount of \$13,830.83 was the end result of the completion of a voluntary audit of our PAC records. To the best of our knowledge it appears that the discrepancies stemmed from inconsistencies in the manner and frequency at which payroll deduction information was collected and shared across our divisions. We have revised our internal procedures with our payroll departments and believe that these changes will allow us to avoid this type of reporting inconsistency in the future.

We trust that this letter adequately responds to your inquiry, but please contact us if we can provide any further information.

Respectfully submitted,

Shawn O'Neail
Treasurer
Novartis Corporation Political Action Committee