

Comprehensive Calendar and Travel Schedule for EPA Administrator Pruitt February 21, 2017 – April 13, 2018

Explanation of Methodology

April 24, 2018

Sources

The Environmental Integrity Project (EIP) compiled data from several public sources to create [this comprehensive spreadsheet](#) of U.S. Environmental Protection Agency (EPA) Administrator Pruitt's calendar. The spreadsheet is based on records obtained from the EPA through Freedom of Information Act lawsuits supplemented by the more limited information available in the online version of Mr. Pruitt's calendar. To the greatest extent possible, this spreadsheet contains information as it is presented in the source documents. However, we added categories to help users query and analyze the information, e.g., by identifying corporate participants in meetings by industry sector, classifying events according to type or location, and by making travel destinations clearer. We list the source of each calendar item in the spreadsheet and provide access to these documents on our website at the links below.

1. **Detailed calendar:** EPA Administrator Scott Pruitt's detailed work calendar from his first six months in office:
 - February 21 – May 18, 2017: http://www.environmentalintegrity.org/wp-content/uploads/2017/02/Pruitt-Calendar_2.21-5.18.2017.pdf
 - May 19 – August 21, 2017: http://www.environmentalintegrity.org/wp-content/uploads/2017/02/Pruitt-Calendar- May-19-to-Aug-21_Redacted.pdf
 - **Cancelled meetings:** Several calendar entries were fully redacted by EPA because the events, although appearing on the calendar, had been cancelled or were not attended by the Administrator.
 - EPA's letter to EIP listing the cancelled meetings from February 21 through May 18, 2017 is available at: <http://www.environmentalintegrity.org/wp-content/uploads/2017/02/2017.12.05-EPA-Response-Letter-to-EIP.pdf>
2. **Public calendar:** Mr. Pruitt's online public calendar (August 22, 2017 through April 13, 2018) is available at: <https://www.epa.gov/senior-leaders-calendars/calendar-scott-pruitt-administrator> (last accessed April 23, 2018). This online calendar lists third-party meetings and events attended by Mr. Pruitt. It provides less information than Mr. Pruitt's detailed work calendar, yet covers a longer timeframe.
3. **Travel records:** Mr. Pruitt's travel vouchers are records that contain information about travel itinerary, travel costs (including ticket prices, per diem, and lodging), and purposes of the trip. Note that the records covering travel to Italy from June 5 through June 12, 2017 also include his staff's travel information.
 - February 21 – May 29, 2017: http://www.environmentalintegrity.org/wp-content/uploads/2017/02/Pruitt-Vouchers_2.21-5.29.17.pdf
 - Italy (Administrator and staff) June 5 – June 12, 2017: http://www.environmentalintegrity.org/wp-content/uploads/2017/02/Pruitt_Staff_Vouchers_6.5-6.12.17.pdf

- June 13 – August 14, 2017: <http://www.environmentalintegrity.org/wp-content/uploads/2018/01/Pruitt-travel-vouchers-6.13.17-to-8.14.17.pdf>
- August 30, 2017 – February 14, 2018: <http://www.environmentalintegrity.org/wp-content/uploads/2018/01/New-documents-on-EPA-Admin-Travel-08.30.2017-02.14.2018.pdf>

Layout

- **Chronological Order:** This column numbers each event in chronological order.
 - Example: “1” is the first event that appears on the calendar.
- **Source:** This column indicates whether the entry came from Pruitt’s detailed calendar, public calendar, or travel records.
 - Example: *Detailed Calendar* (see Sources above for more information)
- **Date:** Date of the calendar entry as indicated on the source document, presented here in MM/DD/YYYY format.
 - Example: *3/21/2017* = the event occurred on March 21, 2017.
- **Time:** Time of the calendar entry as indicated on the source document, presented here in 24-hour (i.e., military time) format.
 - Example: *13:30* = the event occurred at 1:30pm
- **Subject/Topic:** Subject of the calendar entry, as well as the topic (if provided). Copied directly from the source.
 - Example: *“Meeting with Chevron. Topic: to discuss regulatory reform in our sector and share Chevron’s perspective on global oil and gas developments. They would also be prepared to discuss issues on Administrator Pruitt’s agenda.”*
- **Attendees:** List of the meeting’s attendees. If the name of an organization, but not a specific individual, was provided, the organization was listed as an attendee. If only the name of an individual was provided, EIP conducted research to determine the affiliation of that individual. If no such identifying information had been disclosed, the spreadsheet labels attendees as “Not Identified.”
 - Example: *John Watson, Chevron CEO and Jeff Shellebarger, President of Chevron North American Exploration and Production Company*
- **Affiliation/Company:** Name of company or organizational affiliation of attendees.
 - Example: *Chevron*
- **Category:** In this column, EIP describes whether the meeting was with a certain industry group, an internal meeting at EPA, or with various members of Congress, etc.
 - Example: EIP categorized a 3/21/2017 meeting with Chevron as *“Industry: Oil & Gas”*
- **Event Type:** EIP labeled the type of each event, i.e., a meeting, phone call, flight, or interview. If the calendar entry was fully redacted, the type was listed as “Redacted” and included the exemption used by EPA to redact the entry.
 - Example: The label *“Phone call”* was applied to a call from Georgia Governor Perdue on March 14, 2017.
- **Location/Destination:** The locality (if applicable) and state where the event took place or destination of a flight.
 - Example: DC

Exemptions

EPA redacted portions of Mr. Pruitt's detailed calendar before producing records to EIP. **We marked these entries in the spreadsheet with the term "redacted" and the disclosure exemption claimed by EPA.** The FOIA enumerates several exemptions that, if properly claimed, allow federal agencies to withhold or redact records or portions of records that otherwise must be released in response to a FOIA request. See FOIA, 5 U.S.C. § 552(b). EPA claimed the following exemptions to redact the attendees and/or subject matter of the calendar records obtained by EIP:

- **Exemption b(6) – Privacy:** This exemption protects an individual's personal privacy interests and has been applied by EPA to redact records of personal appointments (such as family or religious events or medical appointments) and meetings with friends during which no work or business topics were discussed. Exemption b(6) protects "personnel and medical and similar files the disclosure of which would constitute a clearly unwarranted invasion of personal privacy." FOIA, 5 U.S.C. § 552(b)(6).
- **Exemption b(5) – Deliberative Process Privilege:** This exemption traditionally protects recommendations and opinions prepared by and shared with agency personnel to inform a pending decision. EPA has applied this exemption to redact internal notes shared on the calendar entries and to cancelled meetings. As noted earlier, our calendar identifies a handful of events redacted under this exemption that were cancelled. Exemption b(5) protects "inter-agency or intra-agency memorandums or letters that would not be available by law to a party other than an agency in litigation with the agency..." FOIA, 5 U.S.C. § 552(b)(5).
- **Exemption b(7)(C) Law Enforcement – Privacy:** This exemption traditionally protects law enforcement records that, if released, would invade a person's privacy interest. EPA has claimed security reasons exist for it to apply this exemption to withhold the location and/or times of certain meetings or events attended by Mr. Pruitt. Exemption b(7)(C) protects "records or information compiled for law enforcement purposes...that could reasonably be expected to constitute an unwarranted invasion of personal privacy." FOIA, 5 U.S.C. § 552(b)(7)(C).
- **Exemption b(7)(F) Law Enforcement – Safety:** This exemption protects law enforcement information that, if disclosed, could endanger a person's life. EPA applied this exemption to redact the names of persons attending a security briefing with the Administrator. Exemption b(7)(F) protects "records or information compiled for law enforcement purposes...[that] could reasonably be expected to endanger the life or physical safety of any individual." FOIA, 5 U.S.C. § 552(b)(7)(F).