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THE WHITE HOUSE
WASHINGTON

December 10, 1984

file

DPS
781

MEMORANDUM FOR: MICHAEL K. DEAVER
FROM: D. EDWARD WILSON, JR. *D.E.W., Jr.*
SPECIAL ASSISTANT TO THE PRESIDENT
FOR ADMINISTRATION
DEPUTY DIRECTOR, OFFICE OF ADMINISTRATION
SUBJECT: STATUS OF FY 1985 TRAVEL AND
ENTERTAINMENT BUDGET

The table below indicates the status of the travel and entertainment charges incurred by your office as of November 30, 1984 and the funds available for your use during fiscal year 1985.

OFFICE OF THE DEPUTY CHIEF OF STAFF
November 30, 1984

<u>Account</u>	<u>Annual Budget</u>	<u>Obligated to date</u>	<u>Remaining funds</u>
Travel	41,000.00	9,631.00	31,369.00
Entertainment	1,000.00	0.00	1,000.00

The charges include only those obligations reported to the Administrative Office by November 30, 1984; obligations incurred during this period but not yet reported will be included in future reports. Attached to this memorandum is the itemized list showing the details of the travel and entertainment charges summarized above.

Attachments

LEGEND FOR TYPE: 0 = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
4803	DEAVER	SANTA BARBARA, CA.	11/16/84-11/20/84	0	ACCOMPANY THE PRESIDENT	820.00	
4806	SITTMANN	SANTA BARBARA, CA.	11/16/84-11/20/84	0	ACCOMPANY THE PRESIDENT	820.00	
5169	OSBORNE	SANTA BARBARA, CA.	11/17/84-11/25/84	0	ACCOMPANY THE PRESIDENT	1,600.00	
TRIP TOTAL						3,240.00	
MONTH TOTAL						3,240.00	

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 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
7999	FISCHER	CAMP DAVID, MD.	10/31/84-09/30/85	0	ACCOMPANY THE PRESIDENT	1,000.00	
TRIP TOTAL						1,000.00	
MONTH TOTAL						1,000.00	

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 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE	
4983	DEAVER	MI./MS./TX.	10/01/84-10/03/84	P	ACCOMPANY THE PRESIDENT	.00	.00	
4990	SITTMANN	MI./MS./TX.	10/01/84-10/03/84	P	ACCOMPANY THE PRESIDENT	.00	.00	
4991	BLUME	MI./MS./TX.	10/01/84-10/03/84	P	ACCOMPANY THE PRESIDENT	.00	.00	
5043	FISCHER	MI./MS./TX.	10/01/84-10/03/84	O	ACCOMPANY THE PRESIDENT	280.00	280.00	
5050	OSBORNE	MI./MS./TX.	10/01/84-10/03/84	O	ACCOMPANY THE PRESIDENT	280.00	280.00	
8474	EVANS	MI./MS./TX.	10/01/84-10/03/84	O	ACCOMPANY THE PRESIDENT	300.84	300.84 *	
TRIP TOTAL							860.84	
4901	BLUME	KY./NC./MD.	10/07/84-10/08/84	P	ACCOMPANY THE PRESIDENT	.00	.00	
4923	DEAVER	KY./NC./MD.	10/07/84-10/08/84	P	ACCOMPANY THE PRESIDENT	.00	.00	
4924	SITTMANN	KY./NC./MD.	10/07/84-10/08/84	P	ACCOMPANY THE PRESIDENT	.00	.00	
5044	FISCHER	KY./NC./MD.	10/07/84-10/08/84	O	ACCOMPANY THE PRESIDENT	125.00	125.00	
5045	OSBORNE	KY./NC./MD.	10/07/84-10/08/84	O	ACCOMPANY THE PRESIDENT	125.00	125.00	
8475	EVANS	KY./NC./MD.	10/07/84-10/08/84	O	ACCOMPANY THE PRESIDENT	125.00	125.00	
TRIP TOTAL							375.00	
4676	EVANS	DETROIT, MI.	10/10/84-10/10/84	O	ACCOMPANY THE PRESIDENT	.00	.00	
4902	BLUME	DETROIT, MI.	10/10/84-10/10/84	P	ACCOMPANY THE PRESIDENT	.00	.00	
4903	DEAVER	DETROIT, MI.	10/10/84-10/10/84	P	ACCOMPANY THE PRESIDENT	.00	.00	
5033	OSBORNE	DETROIT, MI.	10/10/84-10/10/84	O	ACCOMPANY THE PRESIDENT	.00	.00	
5046	FISCHER	DETROIT, MI.	10/10/84-10/10/84	O	ACCOMPANY THE PRESIDENT	.00	.00	
5450	SITTMANN	DETROIT, MI.	10/10/84-10/10/84	P	ACCOMPANY THE PRESIDENT	.00	.00	
TRIP TOTAL							.00	.00
4677	EVANS	OHIO	10/12/84-10/12/84	O	ACCOMPANY THE PRESIDENT	22.50	22.50	

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 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
4904	DEAVER	OHIO	10/12/84-10/12/84	P	ACCOMPANY THE PRESIDENT	.00	.00
4905	SITTMANN	OHIO	10/12/84-10/12/84	P	ACCOMPANY THE PRESIDENT	.00	.00
4906	BLUME	OHIO	10/12/84-10/12/84	P	ACCOMPANY THE PRESIDENT	.00	.00
5041	FISCHER	OHIO	10/12/84-10/12/84	0	ACCOMPANY THE PRESIDENT	22.50	22.50
5042	OSBORNE	OHIO	10/12/84-10/12/84	0	ACCOMPANY THE PRESIDENT	22.50	22.50
TRIP TOTAL						67.50	67.50
4678	EVANS	AL./GA./SC.	10/15/84-10/15/84	0	ACCOMPANY THE PRESIDENT	22.50	22.50
4907	DEAVER	AL./GA./SC.	10/15/84-10/15/84	P	ACCOMPANY THE PRESIDENT	.00	.00
4908	SITTMANN	AL./GA./SC.	10/15/84-10/15/84	P	ACCOMPANY THE PRESIDENT	.00	.00
4909	BLUME	AL./GA./SC.	10/15/84-10/15/84	P	ACCOMPANY THE PRESIDENT	.00	.00
5151	FISCHER	AL./GA./SC.	10/15/84-10/15/84	0	ACCOMPANY THE PRESIDENT	22.50	22.50
5153	OSBORNE	AL./GA./SC.	10/15/84-10/15/84	0	ACCOMPANY THE PRESIDENT	22.50	22.50
TRIP TOTAL						67.50	67.50
4679	EVANS	ILLINOIS	10/16/84-10/16/84	0	ACCOMPANY THE PRESIDENT	.00	.00
4910	SITTMANN	ILLINOIS	10/16/84-10/16/84	P	ACCOMPANY THE PRESIDENT	.00	.00
4911	DEAVER	ILLINOIS	10/16/84-10/16/84	P	ACCOMPANY THE PRESIDENT	.00	.00
4912	BLUME	ILLINOIS	10/16/84-10/16/84	P	ACCOMPANY THE PRESIDENT	.00	.00
5152	FISCHER	ILLINOIS	10/16/84-10/16/84	0	ACCOMPANY THE PRESIDENT	.00	.00
5154	OSBORNE	ILLINOIS	10/16/84-10/16/84	0	ACCOMPANY THE PRESIDENT	.00	.00
TRIP TOTAL						.00	.00
4680	EVANS	NEW YORK CITY	10/18/84-10/18/84	0	ACCOMPANY THE PRESIDENT	15.00	15.00
4915	DEAVER	NEW YORK CITY	10/18/84-10/18/84	P	ACCOMPANY THE PRESIDENT	.00	.00

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 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
4916	SITTMANN	NEW YORK CITY	10/18/84-10/18/84	P	ACCOMPANY THE PRESIDENT	.00	.00
5156	FISCHER	NEW YORK CITY	10/18/84-10/18/84	O	ACCOMPANY THE PRESIDENT	15.00	15.00
5157	OSBORNE	NEW YORK CITY	10/18/84-10/18/84	O	ACCOMPANY THE PRESIDENT	15.00	15.00
	TRIP TOTAL					45.00	
4681	EVANS	MO./CA./OR./WA./OH.	10/21/84-10/22/84	O	ACCOMPANY THE PRESIDENT	375.00	375.00
4913	DEAVER	MO./CA./OR./WA./OH.	10/21/84-10/24/84	P	ACCOMPANY THE PRESIDENT	.00	.00
4914	SITTMANN	MO./CA./OR./WA./OH.	10/21/84-10/24/84	P	ACCOMPANY THE PRESIDENT	.00	.00
4917	BLUME	MO./CA./OR./WA./OH.	10/21/84-10/24/84	P	ACCOMPANY THE PRESIDENT	.00	.00
5158	OSBORNE	MO./CA./OR./WA./OH.	10/21/84-10/24/84	O	ACCOMPANY THE PRESIDENT	375.00	375.00
5159	FISCHER	MO./CA./OR./WA./OH.	10/21/84-10/24/84	O	ACCOMPANY THE PRESIDENT	375.00	375.00
	TRIP TOTAL					1,125.00	
4682	EVANS	NY./NJ./CT.	10/26/84-10/26/84	O	ACCOMPANY THE PRESIDENT	.00	.00
4918	DEAVER	NY./CT./NJ.	10/26/84-10/26/84	P	ACCOMPANY THE PRESIDENT	.00	.00
4919	SITTMANN	NY./CT./NJ.	10/26/84-10/26/84	P	ACCOMPANY THE PRESIDENT	.00	.00
4920	BLUME	NY./CT./NJ.	10/26/84-10/26/84	P	ACCOMPANY THE PRESIDENT	.00	.00
5160	OSBORNE	NY./CT./NJ.	10/26/84-10/26/84	O	ACCOMPANY THE PRESIDENT	.00	.00
5161	FISCHER	NY./CT./NJ.	10/26/84-10/26/84	O	ACCOMPANY THE PRESIDENT	.00	.00
	TRIP TOTAL					.00	.00
4802	DEAVER	PA./WV.	10/29/84-10/29/84	P	ACCOMPANY THE PRESIDENT	.00	.00
4921	SITTMANN	PA./WV.	10/29/84-10/29/84	P	ACCOMPANY THE PRESIDENT	.00	.00
4922	BLUME	PA./WV.	10/29/84-10/29/84	P	ACCOMPANY THE PRESIDENT	.00	.00
5165	FISCHER	PA./WV.	10/29/84-10/29/84	O	ACCOMPANY THE PRESIDENT	.00	.00

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5168	OSBORNE	PA./WV.	10/29/84-10/29/84	0	ACCOMPANY THE PRESIDENT	.00	.00
TRIP TOTAL							.00
MONTH TOTAL						2,540.84	

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AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
4683	EVANS	IA./WI./IL./MO./CA.	11/01/84-11/07/84	0	ACCOMPANY THE PRESIDENT	950.00	
4801	BLUME	CAMPAIGN SWING	11/01/84-11/07/84	P	ACCOMPANY THE PRESIDENT	.00	
4804	SITTMANN	CAMPAIGN SWING	11/01/84-11/07/84	P	ACCOMPANY THE PRESIDENT	.00	
4805	DEAVER	CAMPAIGN SWING	11/01/84-11/07/84	P	ACCOMPANY THE PRESIDENT	.00	
5163	OSBORNE	CAMPAIGN SWING	11/01/84-11/07/84	0	ACCOMPANY THE PRESIDENT	950.00	
5167	FISCHER	CAMPAIGN SWING	11/01/84-11/07/84	0	ACCOMPANY THE PRESIDENT	950.00	
TRIP TOTAL						2,850.00	
MONTH TOTAL						2,850.00	
ORGANIZATION TOTAL						9,630.84	

THE WHITE HOUSE
WASHINGTON

November 20, 1984

DB
lets go someplace!

MEMORANDUM FOR: MICHAEL K. DEAVER

FROM: D. EDWARD WILSON, JR. *D.E.W.Jr.*
SPECIAL ASSISTANT TO THE PRESIDENT
FOR ADMINISTRATION
DEPUTY DIRECTOR, OFFICE OF ADMINISTRATION

SUBJECT: STATUS OF FY 1985 TRAVEL AND
ENTERTAINMENT BUDGET

The table below indicates the status of the travel and entertainment charges incurred by your office as of October 31, 1984 and the funds available for your use during fiscal year 1985.

OFFICE OF THE DEPUTY CHIEF OF STAFF
October 31, 1984

<u>Account</u>	<u>Annual Budget</u>	<u>Obligated to date</u>	<u>Remaining funds</u>
Travel	41,000.00	3,520.00	37,480.00
Entertainment	1,000.00	0.00	1,000.00

The charges include only those obligations reported to the Administrative Office by October 31, 1984; obligations incurred during this period but not yet reported will be included in future reports. Attached to this memorandum is the itemized list showing the details of the travel and entertainment charges summarized above. This document will be provided to you on a monthly basis so that your office may budget funds for these accounts accordingly.

Attachments

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
7999	FISCHER	CAMP DAVID, MD.	10/31/84-09/30/85	O	ACCOMPANY THE PRESIDENT	1,000.00	
	TRIP TOTAL					1,000.00	
	MONTH TOTAL					1,000.00	

11/08/84

TRAVEL REPORT FOR: DEPUTY CHIEF OF STAFF
AS OF DATE: OCTOBER 31, 1984

FISCAL YEAR: 85

FOR MONTH: OCTOBER 1984

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
4983	DEAVER	MI./MS./TX.	10/01/84-10/03/84	P	ACCOMPANY THE PRESIDENT	.00	
4990	SITTMANN	MI./MS./TX.	10/01/84-10/03/84	P	ACCOMPANY THE PRESIDENT	.00	
4991	BLUME	MI./MS./TX.	10/01/84-10/03/84	P	ACCOMPANY THE PRESIDENT	.00	
5043	FISCHER	MI./MS./TX.	10/01/84-10/03/84	O	ACCOMPANY THE PRESIDENT	280.00	
5050	OSBORNE	MI./MS./TX.	10/01/84-10/03/84	O	ACCOMPANY THE PRESIDENT	280.00	
8474	EVANS	MI./MS./TX.	10/01/84-10/03/84	O	ACCOMPANY THE PRESIDENT	280.00	
	TRIP TOTAL					840.00	
4901	BLUME	KY./NC./MD.	10/07/84-10/08/84	P	ACCOMPANY THE PRESIDENT	.00	
4923	DEAVER	KY./NC./MD.	10/07/84-10/08/84	P	ACCOMPANY THE PRESIDENT	.00	
4924	SITTMANN	KY./NC./MD.	10/07/84-10/08/84	P	ACCOMPANY THE PRESIDENT	.00	
5044	FISCHER	KY./NC./MD.	10/07/84-10/08/84	O	ACCOMPANY THE PRESIDENT	125.00	
5045	OSBORNE	KY./NC./MD.	10/07/84-10/08/84	O	ACCOMPANY THE PRESIDENT	125.00	
8475	EVANS	KY./NC./MD.	10/07/84-10/08/84	O	ACCOMPANY THE PRESIDENT	125.00	
	TRIP TOTAL					375.00	
4676	EVANS	DETROIT, MI.	10/10/84-10/10/84	O	ACCOMPANY THE PRESIDENT	.00	
4902	BLUME	DETROIT, MI.	10/10/84-10/10/84	P	ACCOMPANY THE PRESIDENT	.00	
4903	DEAVER	DETROIT, MI.	10/10/84-10/10/84	P	ACCOMPANY THE PRESIDENT	.00	
5033	OSBORNE	DETROIT, MI.	10/10/84-10/10/84	O	ACCOMPANY THE PRESIDENT	.00	
5046	FISCHER	DETROIT, MI.	10/10/84-10/10/84	O	ACCOMPANY THE PRESIDENT	.00	
5450	SITTMANN	DETROIT, MI.	10/10/84-10/10/84	P	ACCOMPANY THE PRESIDENT	.00	
	TRIP TOTAL					.00	
4677	EVANS	OHIO	10/12/84-10/12/84	O	ACCOMPANY THE PRESIDENT	22.50	

11/08/84

TRAVEL REPORT FOR: DEPUTY CHIEF OF STAFF
AS OF DATE: OCTOBER 31, 1984

FISCAL YEAR: 85

FOR MONTH: OCTOBER 1984

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AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
4904	DEAVER	OHIO	10/12/84-10/12/84	P	ACCOMPANY THE PRESIDENT	.00	
4905	SITTMANN	OHIO	10/12/84-10/12/84	P	ACCOMPANY THE PRESIDENT	.00	
4906	BLUME	OHIO	10/12/84-10/12/84	P	ACCOMPANY THE PRESIDENT	.00	
5041	FISCHER	OHIO	10/12/84-10/12/84	O	ACCOMPANY THE PRESIDENT	22.50	
5042	OSBORNE	OHIO	10/12/84-10/12/84	O	ACCOMPANY THE PRESIDENT	22.50	
	TRIP TOTAL					67.50	
4678	EVANS	AL./GA./SC.	10/15/84-10/15/84	O	ACCOMPANY THE PRESIDENT	22.50	
4907	DEAVER	AL./GA./SC.	10/15/84-10/15/84	P	ACCOMPANY THE PRESIDENT	.00	
4908	SITTMANN	AL./GA./SC.	10/15/84-10/15/84	P	ACCOMPANY THE PRESIDENT	.00	
4909	BLUME	AL./GA./SC.	10/15/84-10/15/84	P	ACCOMPANY THE PRESIDENT	.00	
5151	FISCHER	AL./GA./SC.	10/15/84-10/15/84	O	ACCOMPANY THE PRESIDENT	22.50	
5153	OSBORNE	AL./GA./SC.	10/15/84-10/15/84	O	ACCOMPANY THE PRESIDENT	22.50	
	TRIP TOTAL					67.50	
4679	EVANS	ILLINOIS	10/16/84-10/16/84	O	ACCOMPANY THE PRESIDENT	.00	
4910	SITTMANN	ILLINOIS	10/16/84-10/16/84	P	ACCOMPANY THE PRESIDENT	.00	
4911	DEAVER	ILLINOIS	10/16/84-10/16/84	P	ACCOMPANY THE PRESIDENT	.00	
4912	BLUME	ILLINOIS	10/16/84-10/16/84	P	ACCOMPANY THE PRESIDENT	.00	
5152	FISCHER	ILLINOIS	10/16/84-10/16/84	O	ACCOMPANY THE PRESIDENT	.00	
5154	OSBORNE	ILLINOIS	10/16/84-10/16/84	O	ACCOMPANY THE PRESIDENT	.00	
	TRIP TOTAL					.00	
4680	EVANS	NEW YORK CITY	10/18/84-10/18/84	O	ACCOMPANY THE PRESIDENT	15.00	
4915	DEAVER	NEW YORK CITY	10/18/84-10/18/84	P	ACCOMPANY THE PRESIDENT	.00	

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AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE	
4916	SITTMANN	NEW YORK CITY	10/18/84-10/18/84	P	ACCOMPANY THE PRESIDENT	.00		
5156	FISCHER	NEW YORK CITY	10/18/84-10/18/84	O	ACCOMPANY THE PRESIDENT	15.00		
5157	OSBORNE	NEW YORK CITY	10/18/84-10/18/84	O	ACCOMPANY THE PRESIDENT	15.00		
TRIP TOTAL							45.00	
4681	EVANS	MO./CA./OR./WA./OH.	10/21/84-10/22/84	O	ACCOMPANY THE PRESIDENT	375.00		
4913	DEAVER	MO./CA./OR./WA./OH.	10/21/84-10/24/84	P	ACCOMPANY THE PRESIDENT	.00		
4914	SITTMANN	MO./CA./OR./WA./OH.	10/21/84-10/24/84	P	ACCOMPANY THE PRESIDENT	.00		
4917	BLUME	MO./CA./OR./WA./OH.	10/21/84-10/24/84	P	ACCOMPANY THE PRESIDENT	.00		
5158	OSBORNE	MO./CA./OR./WA./OH.	10/21/84-10/24/84	O	ACCOMPANY THE PRESIDENT	375.00		
5159	FISCHER	MO./CA./OR./WA./OH.	10/21/84-10/24/84	O	ACCOMPANY THE PRESIDENT	375.00		
TRIP TOTAL							1,125.00	
4918	DEAVER	NY./CT./NJ.	10/26/84-10/26/84	P	ACCOMPANY THE PRESIDENT	.00		
4919	SITTMANN	NY./CT./NJ.	10/26/84-10/26/84	P	ACCOMPANY THE PRESIDENT	.00		
4920	BLUME	NY./CT./NJ.	10/26/84-10/26/84	P	ACCOMPANY THE PRESIDENT	.00		
5160	OSBORNE	NY./CT./NJ.	10/26/84-10/26/84	O	ACCOMPANY THE PRESIDENT	.00		
5161	FISCHER	NY./CT./NJ.	10/26/84-10/26/84	O	ACCOMPANY THE PRESIDENT	.00		
TRIP TOTAL							.00	
MONTH TOTAL							2,520.00	
ORGANIZATION TOTAL							3,520.00	



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

November 13, 1984

MEMORANDUM FOR: DONNA BLUME
FROM: MICHELE M. ST. DENIS *MMStD*
SUBJECT: FACILITIES EXPENDITURES

Attached you will find the summary of your Facilities Expenditures for the months of August, September and October, 1984. This monthly total is summarized below, with both the expenditures and number of service requests.

Because of the new fiscal year funding, some requests were held by GSA. Please scrutinize this report carefully to determine if any requests were lost in the carry-over and contact this office as soon as possible so that we can rectify the situation.

For your records, GSA hourly labor costs for FY 85 are as follows:

Movers	\$12.90/hour
Craftsmen	\$19.06/hour
Sheet Metal Workers	\$20.57/hour

For those offices that have requested special order plastic chair slides, GSA is experiencing a slight delay in processing the requisition. As soon as the plexiglass comes in, all orders will be filled.

If you have any further questions or comments regarding this Facilities Summary or requests in general, please feel free to call me at (456)-7130.

TOTAL:

AUGUST: 3/\$ 50.00
SEPTEMBER: -0-
OCTOBER: -0-

Attachments

Office of Michael K. Deaver
1F1/WW

<u>DATE REC'D.</u>	<u>PERFORMED FOR</u>	<u>CHARGE TO</u>	<u>LOCATION/ PHONE</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>	<u>COMPLETION DATE</u>
08-06	Gail Ledwig	OMKD	WW/6475	Clean furniture, fixtures; touchup woodwork	\$ 50.00	08-14
08-14	Bill Sittman	OMKD	WW/2861	Repair chair	COMP	--
08-15	Gail Ledwig	OMKD	WW/6475	Fix desk drawer	COMP	08-17

THE WHITE HOUSE
WASHINGTON

October 1, 1984

file

MEMORANDUM FOR:

MICHAEL K. DEEVER
DEPUTY CHIEF OF STAFF
AND ASSISTANT TO THE PRESIDENT

FROM:

JOHN F. W. ROGERS
ASSISTANT TO THE PRESIDENT FOR
MANAGEMENT AND ADMINISTRATION

SUBJECT:

OPERATING BUDGETS FOR FISCAL YEAR 1985
(EFFECTIVE OCTOBER 1, 1984)

This memorandum provides your office's FY 1985 budget allocations for travel and entertainment expenses. These allocations, set forth below, are based on use of these funds by your office during FY '84, adjusted for changes expected to affect your use during the coming year. If the allocations do not accurately reflect your office's needs, you may request a review of your account.

The total amount available to the White House for travel and entertainment will be limited in fiscal year 1985 to the amount specified by Congress; therefore, expenses may not be incurred in excess of the amounts allocated to your office. Please note that the entertainment costs covered by this budget are those associated with activities in your offices, not to be confused with entertainment in the Residence involving the President or First Lady. Attached to this memorandum is a reminder on the appropriate use of entertainment expenses. We continue to have misunderstandings concerning use of this account, so please draw this attachment to the attention of your administrative contact. The use of travel expenses is governed by the White House travel handbook.

We will provide monthly reports showing the status of your travel and entertainment budgets and a detailed listing of expenses incurred in each of these areas by your office. At mid-year, a thorough review of expenditures in these areas will be undertaken and adjustments, if necessary, may be made at that time.

If you have any questions concerning this memorandum, please contact Ed Wilson (extension 2533).

Thank you.

Entertainment

Travel

FY 1985:

\$1,000.00

\$41,000.00

THE WHITE HOUSE

WASHINGTON

September 19, 1984

MR. DEEVER:

The best place to hook up Bill's line in your office would be on the courtesy phone on the little table.

You could keep WH 630 and 6475 on that phone and by eliminating your WH 631, Sig. drop and 6476 we could add Bill's WH 629, Sig. 291 and 2861.

Work can be done tomorrow.

APPROVE _____

DISAPPROVE _____

THE WHITE HOUSE
WASHINGTON

Mike:

A large portion of the \$1,809
sum will be used to pay for the
official portion of your mess
bill.

What official
are you talking
about?
DB

THE WHITE HOUSE
WASHINGTON

September 7, 1984

*DTS
lets have
a pointer
five*

MEMORANDUM FOR: MICHAEL K. DEEVER
FROM: JOHN F. W. ROGERS *JWR*
ASSISTANT TO THE PRESIDENT
FOR MANAGEMENT AND ADMINISTRATION
SUBJECT: STATUS OF FY 1984 TRAVEL AND
ENTERTAINMENT BUDGET

The table below indicates the status of the travel and entertainment charges incurred by your office as of August 31, 1984 and the funds available for your use during fiscal year 1984.

OFFICE OF THE DEPUTY CHIEF OF STAFF
August 31, 1984

<u>Account</u>	<u>Annual Budget</u>	<u>Obligated to date</u>	<u>Remaining funds</u>
Travel	\$41,000	\$26,118	\$14,882
Entertainment	\$2,000	\$191	\$1,809

Note that the charges include only those obligations reported to the Administrative Office by the above date and additional obligations incurred during this period but not yet reported will be included in the charges when reported. Attached to this memorandum is the itemized list showing the details of the travel and entertainment charges summarized above. This document will be provided to you on a monthly basis so that your office may budget funds for these accounts accordingly.

Attachments

mess

THE WHITE HOUSE

WASHINGTON

September 7, 1984

*DTS
lets have
a pointer.
Jee*

MEMORANDUM FOR:

MICHAEL K. DEAVER

FROM:

JOHN F. W. ROGERS *JWR*
ASSISTANT TO THE PRESIDENT
FOR MANAGEMENT AND ADMINISTRATION

SUBJECT:

STATUS OF FY 1984 TRAVEL AND
ENTERTAINMENT BUDGET

The table below indicates the status of the travel and entertainment charges incurred by your office as of August 31, 1984 and the funds available for your use during fiscal year 1984.

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Attachments

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
2898	FISCHER	CHERRY POINT, NC.	11/04/83-11/04/83	0	ACCOMPANY THE PRESIDENT	.00	.00
2899	OSBORNE	CHERRY POINT, NC.	11/04/83-11/04/83	0	ACCOMPANY THE PRESIDENT	.00	.00
4471	EVANS	CAMP LEJEUNE, NC.	11/04/83-11/04/83	0	ACCOMPANY THE PRESIDENT	.00	.00
5435	DEAVER	CAMP LEJEUNE, NC.	11/04/83-11/04/83	0	ACCOMPANY THE PRESIDENT	.00	.00
5436	SITTMANN	CAMP LEJEUNE, NC.	11/04/83-11/04/83	0	ACCOMPANY THE PRESIDENT	.00	.00
TRIP TOTAL							
2900	FISCHER	FAR EAST	11/08/83-11/14/83	S	ACCOMPANY THE PRESIDENT	.00	.00
4472	EVANS	JAPAN/KOREA	11/08/83-11/14/83	S	ACCOMPANY THE PRESIDENT	.00	.00
5427	SITTMANN	FAR EAST	10/01/83-10/15/83	S	PRE-ADVANCE PRESIDENTIAL TRIP	.00	.00
5429	DEAVER	FAR EAST	10/01/83-10/15/83	S	PRE-ADVANCE PRESIDENTIAL TRIP	.00	.00
5432	SITTMANN	JAPAN/KOREA/CHINA	11/08/83-11/23/83	S	ACCOMPANY PRESIDENT/SPECIAL MISSION	.00	.00
5433	DEAVER	JAPAN/KOREA/CHINA	11/08/83-11/23/83	S	ACCOMPANY PRESIDENT/SPECIAL MISSION	.00	.00
5434	BLUME	JAPAN/KOREA/CHINA	11/08/83-11/23/83	S	ACCOMPANY PRESIDENT/SPECIAL MISSION	.00	.00
8651	OSBORNE	JAPAN/S.KOREA	11/08/83-11/14/83	S	ACCOMPANY THE PRESIDENT	.00	.00
TRIP TOTAL							
MONTH TOTAL							

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AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
4474	EVANS	INDIANAPOLIS, IN.	12/08/83-12/08/83	0	ACCOMPANY THE PRESIDENT	.00	.00
8652	FISCHER	INDIANAPOLIS, IN.	12/08/83-12/08/83	0	ACCOMPANY THE PRESIDENT	.00	.00
8653	OSBORNE	INDIANAPOLIS, IN.	12/08/83-12/08/83	0	ACCOMPANY THE PRESIDENT	.00	.00
9114	SITTMANN	INDIANAPOLIS, IN.	12/08/83-12/08/83	0	ACCOMPANY THE PRESIDENT	.00	.00
9125	DEAVER	INDIANAPOLIS, IN.	12/08/83-12/08/83	0	ACCOMPANY THE PRESIDENT	.00	.00
TRIP TOTAL							.00
5437	DEAVER	NEW YORK	12/12/83-12/12/83	0	ACCOMPANY THE PRESIDENT	.00	.00
5438	SITTMANN	NEW YORK	12/12/83-12/12/83	0	ACCOMPANY THE PRESIDENT	.00	.00
5441	LEDWIG	NEW YORK	12/12/83-12/12/83	0	ACCOMPANY THE PRESIDENT	.00	.00
8451	EVANS	WASH-NY-WASH	12/12/83-12/12/83	0	ACCOMPANY THE PRESIDENT	.00	.00
8654	OSBORNE	NEW YORK	12/12/83-12/12/83	0	ACCOMPANY THE PRESIDENT	.00	.00
8655	FISCHER	NEW YORK	12/12/83-12/12/83	0	ACCOMPANY THE PRESIDENT	.00	.00
TRIP TOTAL							.00
5442	DEAVER	SANTA BARBARA, LA	12/27/83-01/02/84	0	TO ACCOMPANY PRESIDENT	448.50	448.50
5443	SITTMANN	SANTA BARBARA, LA	12/27/83-01/02/84	0	TO ACCOMPANY THE PRESIDENT	448.50	448.50
5821	OSBORNE	LA, PALM SPRINGS	12/29/83-01/02/84	0	TRAVEL WITH PRESIDENT	357.50	357.50
TRIP TOTAL							1,254.50
MONTH TOTAL							1,254.50

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AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE	
5822	OSBORNE	ATLANTA, GA.	01/26/84-01/26/84	0	ACCOMPANY THE PRESIDENT	.00	.00	
5823	FISCHER	ATLANTA, GA.	01/26/84-01/26/84	0	ACCOMPANY THE PRESIDENT	.00	.00	
8452	EVANS	ATLANTA, GA.	01/26/84-01/26/84	0	ACCOMPANY THE PRESIDENT	.00	.00	
TRIP TOTAL							.00	
3311	OSBORNE	CHICAGO, IL.	01/31/84-01/31/84	0	ACCOMPANY THE PRESIDENT	.00	.00	
5824	FISCHER	CHICAGO, IL.	01/31/84-01/31/84	0	ACCOMPANY THE PRESIDENT	.00	.00	
TRIP TOTAL							.00	
5439	SITTMANN	NEW YORK	12/07/83-12/07/83	S	SPECIAL TRIP RELATED TO CHINA VISIT	.00	.00	
5445	DEAVER	CA./N.Y.	01/11/84-01/14/84	S	ACCOMPANY PREMIER ZHAO	.00	.00	
5446	SITTMANN	CA./N.Y.	01/11/84-01/14/84	S	ACCOMPANY PREMIER ZHAO	.00	.00	
TRIP TOTAL							.00	
MONTH TOTAL							.00	.00

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AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
6780	DEAVER	NEW YORK	03/14/84-03/14/84	P	ATTEND CAMPAIGN RELATED ACTIVITIES	.00	.00
TRIP TOTAL							
8453	EVANS	OH./NY.	03/06/84-03/06/84	O	ACCOMPANY THE PRESIDENT	15.00	
8658	FISCHER	OH./NY.	03/06/84-03/06/84	O	ACCOMPANY THE PRESIDENT	15.00	
8659	OSBORNE	OH./NY.	03/06/84-03/06/84	O	ACCOMPANY THE PRESIDENT	22.50	
TRIP TOTAL							
						52.50	
MONTH TOTAL							
						52.50	

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AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
6781	SITTMANN	NEW YORK	04/05/84-04/05/84	0	ACCOMPANY THE PRESIDENT	22.50	
6782	DEAVER	NEW YORK	04/05/84-04/05/84	0	ACCOMPANY THE PRESIDENT	22.50	
8455	EVANS	NEW YORK	04/05/84-04/06/84	0	ACCOMPANY THE PRESIDENT	22.50	
8661	FISCHER	NEW YORK	04/05/84-04/05/84	0	ACCOMPANY THE PRESIDENT	22.50	
8662	OSBORNE	NEW YORK	04/05/84-04/05/84	0	ACCOMPANY THE PRESIDENT	22.50	
TRIP TOTAL						112.50	
6783	DEAVER	MO./TX.	04/11/84-04/12/84	0	ACCOMPANY THE PRESIDENT	125.00	
6786	SITTMANN	MO./TX.	04/11/84-04/12/84	0	ACCOMPANY THE PRESIDENT	125.00	
6800	BLUME	MO./TX.	04/11/84-04/12/84	0	ACCOMPANY THE PRESIDENT	85.00	
8663	OSBORNE	MO./TX.	04/11/84-04/12/84	0	ACCOMPANY THE PRESIDENT	85.00	
8664	FISCHER	MO./TX.	04/11/84-04/12/84	0	ACCOMPANY THE PRESIDENT	85.00	
TRIP TOTAL						505.00	
6787	SITTMANN	SANTA BARBARA, CA.	04/19/84-05/05/84	0	ACCOMPANY THE PRESIDENT	525.00	
6788	DEAVER	SANTA BARBARA, CA.	04/19/84-05/02/84	0	ACCOMPANY THE PRESIDENT	525.00	
8456	EVANS	SANTA BARBARA, CA.	04/21/84-05/02/84	0	ACCOMPANY THE PRESIDENT	314.50	
8666	OSBORNE	SANTA BARBARA, CA.	04/19/84-05/02/84	0	ACCOMPANY THE PRESIDENT	255.00	
8667	FISCHER	SANTA BARBARA, CA.	04/19/84-05/02/84	0	ACCOMPANY THE PRESIDENT	255.00	
TRIP TOTAL						1,874.50	
5430	DEAVER	LONDON, ENGLAND	10/17/83-10/21/83	S	MEETINGS WITH BRITISH OFFICIALS	.00	
5431	SITTMANN	LONDON, ENGLAND	10/17/83-10/21/83	S	MEETINGS WITH BRITISH OFFICIALS	.00	
TRIP TOTAL						.00	
MONTH TOTAL						2,492.00	

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AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
8457	EVANS	COLORADO SPRINGS, CO.	05/29/84-05/30/84	0	ACCOMPANY THE PRESIDENT	292.37	
8668	FISCHER	COLORADO SPRINGS, CO.	05/29/84-05/30/84	0	ACCOMPANY THE PRESIDENT	37.50	
8669	OSBORNE	COLORADO SPRINGS, CO.	05/29/84-05/30/84	0	ACCOMPANY THE PRESIDENT	194.25	
TRIP TOTAL						524.12	
MONTH TOTAL						524.12	

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AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
6795	DEAVER	NEW YORK	06/12/84-06/13/84	P	MEETINGS IN CITY	.00	.00
TRIP TOTAL							
6796	DEAVER	NASSAU COUNTY	06/17/84-06/17/84	O	ACCOMPANY THE PRESIDENT	.00	.00
6797	SITTMANN	NASSAU COUNTY	06/17/84-06/17/84	O	ACCOMPANY THE PRESIDENT	.00	.00
8672	FISCHER	NASSAU COUNTY	06/17/84-06/17/84	O	ACCOMPANY THE PRESIDENT	.00	.00
8673	OSBORNE	NASSAU COUNTY	06/17/84-06/17/84	O	ACCOMPANY THE PRESIDENT	.00	.00
TRIP TOTAL							
3990	OSBORNE	NJ./CT.	06/20/84-06/20/84	O	ACCOMPANY THE PRESIDENT	.00	.00
8674	FISCHER	NJ./CT.	06/20/84-06/20/84	O	ACCOMPANY THE PRESIDENT	.00	.00
TRIP TOTAL							
6784	DEAVER	EUROPE	03/08/84-03/13/84	S	SITE SURVEY	.00	.00
6791	SITTMANN	WESTERN EUROPE	06/01/84-06/10/84	S	ACCOMPANY THE PRESIDENT	.00	.00
6792	DEAVER	WESTERN EUROPE	06/01/84-06/10/84	S	ACCOMPANY THE PRESIDENT	.00	.00
8458	EVANS	WESTERN EUROPE	06/01/84-06/10/84	S	ACCOMPANY THE PRESIDENT	.00	.00
8670	FISCHER	WESTERN EUROPE	06/01/84-06/10/84	S	ACCOMPANY THE PRESIDENT	.00	.00
8671	OSBORNE	WESTERN EUROPE	06/01/84-06/10/84	S	ACCOMPANY THE PRESIDENT	.00	.00
TRIP TOTAL							
MONTH TOTAL							

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AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
8153	DEAVER	NEW YORK	07/19/84-07/19/84	P	ATTEND CAMPAIGN MEETINGS	.00	
	TRIP TOTAL					.00	
7176	FISCHER	FL./AL./MI./TX.	07/04/84-07/06/84	0	ACCOMPANY THE PRESIDENT	205.08	*
7177	OSBORNE	FL./AL./MI./TX.	07/04/84-07/06/84	0	ACCOMPANY THE PRESIDENT	205.08	*
8165	BLUME	FL./AL./MI./TX.	07/04/84-07/06/84	R	ACCOMPANY THE PRESIDENT	127.50	*
8166	SITTMANN	FL./AL./TX./MI.	07/04/84-07/06/84	R	ACCOMPANY THE PRESIDENT	127.50	*
8167	DEAVER	FL./AL./MI./TX.	07/04/84-07/06/84	R	ACCOMPANY THE PRESIDENT	127.50	*
8459	EVANS	AL./FL./TX.	07/04/84-07/06/84	0	ACCOMPANY THE PRESIDENT	197.58	*
	TRIP TOTAL					990.24	
7178	OSBORNE	TILGHMAN, MD.	07/10/84-07/10/84	0	ACCOMPANY THE PRESIDENT	.00	
7179	FISCHER	TILGHMAN, MD.	07/10/84-07/10/84	0	ACCOMPANY THE PRESIDENT	.00	
8460	EVANS	TILGHMAN, MD.	07/10/84-07/10/84	0	ACCOMPANY THE PRESIDENT	.00	
	TRIP TOTAL					.00	
7180	FISCHER	BOWLING GREEN, KY.	07/12/84-07/12/84	0	ACCOMPANY THE PRESIDENT	.00	
7181	DELLINGER	BOWLING GREEN, KY.	07/12/84-07/12/84	0	ACCOMPANY THE PRESIDENT	.00	
7182	OSBORNE	BOWLING GREEN, KY.	07/12/84-07/12/84	0	ACCOMPANY THE PRESIDENT	.00	
8461	EVANS	BOWLING GREEN, KY.	07/12/84-07/12/84	0	ACCOMPANY THE PRESIDENT	.00	
	TRIP TOTAL					.00	
7186	FISCHER	TX./GA./NJ.	07/25/84-07/26/84	0	ACCOMPANY THE PRESIDENT	121.40	*
7187	OSBORNE	TX./GA./NJ.	07/25/84-07/26/84	0	ACCOMPANY THE PRESIDENT	121.40	*
8171	LEDWIG	TX./GA./NJ.	07/25/84-07/26/84	P	ACCOMPANY THE PRESIDENT	.00	
8172	SITTMANN	TX./GA./NJ.	07/25/84-07/26/84	P	ACCOMPANY THE PRESIDENT	.00	

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AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
8173	DEAVER	TX./GA./NUJ.	07/25/84-07/26/84	P	ACCOMPANY THE PRESIDENT	.00	242.80
TRIP TOTAL							
7183	FISCHER	COLUMBIA, SC.	07/19/84-07/19/84	S	ACCOMPANY THE PRESIDENT	.00	
7185	OSBORNE	COLUMBIA, SC.	07/19/84-07/19/84	S	ACCOMPANY THE PRESIDENT	.00	
TRIP TOTAL							
MONTH TOTAL						1,233.04	

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AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
6778	SITTMANN	LOS ANGELES, CA.	02/16/84-02/18/84	0	SITE SURVEY	303.50	
6779	DEAVER	LOS ANGELES, CA.	02/16/84-02/18/83	R	SITE SURVEY	.00	
7188	FISCHER	LOS ANGELES, CA.	07/28/84-07/29/84	0	ACCOMPANY THE PRESIDENT	300.00	
7189	OSBORNE	LOS ANGELES, CA.	08/06/84-08/15/84	0	ACCOMPANY THE PRESIDENT	2,000.00	
8154	BLUME	LOS ANGELES, CA.	07/28/84-08/15/84	0	ACCOMPANY THE PRESIDENT	3,100.00	
8155	SITTMANN	LOS ANGELES, CA.	07/28/84-08/15/84	0	ACCOMPANY THE PRESIDENT	3,100.00	
8156	DEAVER	LOS ANGELES, CA.	07/28/84-08/15/84	0	ACCOMPANY THE PRESIDENT	3,100.00	
8462	EVANS	LOS ANGELES, CA.	07/28/84-08/14/84	0	ACCOMPANY THE PRESIDENT	2,000.00	
TRIP TOTAL						13,903.50	
7193	FISCHER	SEDALIA, MO.	08/19/84-08/19/84	0	ACCOMPANY THE PRESIDENT	.00	
8148	OSBORNE	SEDALIA, MO.	08/19/84-08/19/84	0	ACCOMPANY THE PRESIDENT	.00	
8159	DEAVER	SEDALIA, MO.	08/19/84-08/19/84	P	ACCOMPANY THE PRESIDENT	.00	
8160	SITTMANN	SEDALIA, MO.	08/19/84-08/19/84	P	ACCOMPANY THE PRESIDENT	.00	
8174	BLUME	SEDALIA, MO.	08/19/84-08/19/84	P	ACCOMPANY THE PRESIDENT	.00	
8464	EVANS	SEDALIA, MO.	08/19/84-08/19/84	0	ACCOMPANY THE PRESIDENT	.00	
TRIP TOTAL						.00	
6798	BLUME	OH./IL.	08/20/84-08/20/84	P	ACCOMPANY THE PRESIDENT	.00	
7196	FISCHER	OH./IL.	08/20/84-08/20/84	0	ACCOMPANY THE PRESIDENT	.00	
8149	OSBORNE	OH./IL.	08/20/84-08/20/84	0	ACCOMPANY THE PRESIDENT	.00	
8161	DEAVER	OH./IL.	08/20/84-08/20/84	P	ACCOMPANY THE PRESIDENT	.00	
8162	SITTMANN	OH./IL.	08/20/84-08/20/84	P	ACCOMPANY THE PRESIDENT	.00	
8465	EVANS	IL./OH.	08/20/84-08/20/84	0	ACCOMPANY THE PRESIDENT	.00	
TRIP TOTAL						.00	

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AUTH	NAME	DESTINATION	DATES	TYPE	PURPOSE	AMOUNT	CHANGE
6799	LEDWIG	DALLAS, TX.	08/22/84-08/24/84	P	ACCOMPANY THE PRESIDENT	.00	.00
7192	DELLINGER	DALLAS, TX.	08/21/84-08/24/84	0	ACCOMPANY THE PRESIDENT	670.00	
7194	FISCHER	DALLAS/CHICAGO	08/22/84-08/24/84	0	ACCOMPANY THE PRESIDENT	300.00	
7198	OSBORNE	DALLAS/CHICAGO	08/22/84-08/24/84	0	ACCOMPANY THE PRESIDENT	300.00	
8157	SITTMANN	DALLAS, TX.	08/16/84-08/16/84	P	ADVANCE PRESIDENTIAL TRIP	.00	
8158	DEAVER	DALLAS, TX.	08/16/84-08/16/84	P	ADVANCE PRESIDENTIAL TRIP	.00	
8163	SITTMANN	DALLAS/CHICAGO	08/22/84-08/24/84	P	ACCOMPANY THE PRESIDENT	.00	
8164	DEAVER	DALLAS/CHICAGO	08/22/84-08/24/84	P	ACCOMPANY THE PRESIDENT	.00	
8175	BLUME	DALLAS, TX.	08/22/84-08/24/84	P	ACCOMPANY THE PRESIDENT	.00	
8463	EVANS	DALLAS/CHICAGO	08/22/84-08/24/84	0	ACCOMPANY THE PRESIDENT	360.00	
TRIP TOTAL						1,630.00	
MONTH TOTAL						15,533.50	

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4998	DEAVER	CA./UT./IL.	09/02/84-09/05/84	P	ACCOMPANY THE PRESIDENT	.00	.00
4999	BLUME	CA./UT./IL.	09/02/84-09/05/84	P	ACCOMPANY THE PRESIDENT	.00	.00
5000	SITTMANN	CA./UT./IL.	09/02/84-09/05/84	P	ACCOMPANY THE PRESIDENT	.00	.00
7199	OSBORNE	CA./UT./IL.	09/02/84-09/05/84	0	ACCOMPANY THE PRESIDENT	450.00	450.00
8466	EVANS	CA./UT./IL.	09/02/84-09/05/84	0	ACCOMPANY THE PRESIDENT	450.00	450.00
TRIP TOTAL						900.00	
MONTH TOTAL						900.00	
ORGANIZATION TOTAL						26,119.05	

AS OF DATE: AUGUST 31, 1984

DEPUTY CHIEF OF STAFF

PAYEE	ACCOUNT	PURPOSE	DATE	AMOUNT
W.H. STAFF MESS	NSCS-04	LONG RANGE SCHEDULING MEETING	01/11/84	8.05
MICHAEL K. DEEVER		ROOM SERVICE FOR MEETING HELD	02/08/84	28.58
W.H. STAFF MESS	DEAV-00	U.S. OLYMPIC COMMITTEE LUNCHEON	01/10/84	4.63
W.H. STAFF MESS	WHCR-01	MAY MESS CHARGES	05/31/84	150.00
ORGANIZATION TOTAL				191.26



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

August 27, 1984

MEMORANDUM FOR: DONNA BLUME
FROM: MICHELE M. ST. DENIS *mmst*
SUBJECT: FACILITIES EXPENDITURES

Attached you will find the summary of your Facilities Expenditures for the month of July, 1984. This total is summarized below, with both the total expenditure and number of service requests.

For your records, GSA hourly labor costs are as follows:

Movers	\$15.28/hour
Craftsmen	\$18.76/hour

For those offices that have requested plastic chair slides, GSA is experiencing a slight delay in processing the requisition. As soon as the plexiglass comes in, all orders will be filled.

If you have any further questions or comments regarding this Facilities Summary or requests in general, please feel free to call me at (456)-7130.

OMKD TOTAL: 1/\$244.56

Attachments

DATE REC'D.	PERFORMED FOR	CHARGE TO	LOCATION/ PHONE	DESCRIPTION	TOTAL	COMPLETION DATE
06-27	Mr. Deaver	OMKD	WM/6475	Fix file cabinet	\$ 244.56	07-14