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# WITHDRAWAL SHEET

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**Collection Name** DEAVER, MICHAEL: FILES

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**FOIA**

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129

DOC NO	Doc Type	Document Description	No of Pages	Doc Date	Restrictions
1	MEMO	FRED FIELDING TO HELENE VON DAMM RE PART-TIME PRESIDENTIAL APPOINTEES REGISTERED AS AGENTS OF FOREIGN PRINCIPALS	3	4/28/1983	B6
2	MEMO	TAD THARP TO SHIRLEY MOORE RE ASSORTED PRESIDENTIAL APPOINTMENTS	1	2/17/1983	B6
3	MEMO	THARP TO DEAVER RE ASSORTED PRESIDENTIAL APPOINTMENTS	2	2/17/1983	B6
4	MEMO	THARP TO DEAVER RE PERSON PROPOSED FOR AMBASSADORSHIP	1	12/15/1982	B6
5	MEMO	DAVID GERGEN TO JAMES BAKER AND M. DEAVER RE CANDIDATE FOR AMBASSADORSHIP	1	2/8/1983	B6

Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.



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1 MEMO

3 4/28/1983 B6

FRED FIELDING TO HELENE VON DAMM RE  
PART-TIME PRESIDENTIAL APPOINTEES  
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THE WHITE HOUSE  
WASHINGTON

April 13, 1983

0/2.

MEMORANDUM FOR WILLIAM SITTMAN

FROM: J. BONNIE NEWMAN *JBW*  
Associate Director  
Presidential Personnel

Per your request, listed below are names of Commissioners  
now serving on the Postal Rate Commission:

Janet Steiger - Chairman

Simeon M. Bright - Commissioner

John W. Crutcher - Commissioner

James H. Duffy - Commissioner

Henry Folson - Commissioner

called  
Kerry moody  
w/ MKD  
OK for Steiger -  
see to  
be done  
V on  
Jamm



THE WHITE HOUSE

WASHINGTON

March 16, 1983

*Thank you*  
~~*call back*~~  
*File*

MEMORANDUM TO:           MICHAEL K. DEAVER  
FROM:                    T. A. D. THARP *T.T.*  
SUBJECT:                 Joan Tobin  
                          John Reid

Joan Tobin will be on the personnel meeting agenda this afternoon for reappointment to COMSAT. You may know that Justin Dart wrote the President a few days ago to resign from COMSAT because of his failing health. So it appears we will be able to appoint both Pen James and Joan Tobin.

John Reid, by copy of the attached letter, has finally been notified of his appointment to the Industry Sector Advisory Committee on Lumber and Wood Products for Trade Policy Matters. Our office called him today to answer any further questions he might have, and he was sincerely appreciative. The delay has been due to the usual lengthy security investigation. Also, there is not any other board better suited to his background available.





THE SECRETARY OF COMMERCE  
Washington, D.C. 20230

Mr. John D. Reid  
President, John Reid Forest  
Products Sales Company, Inc.  
1137 46th Street  
Sacramento, California 95819

Dear Mr. Reid:

We are pleased to notify you that upon completion of a secret level security clearance, you will be appointed to the Industry Sector Advisory Committee on Lumber and Wood Products for Trade Policy Matters. This Committee is a major advisory body of the Industry Consultations Program on Trade Policy Matters jointly sponsored by the Department of Commerce and the Office of the United States Trade Representative. The Program was established under the Trade Act of 1974 to provide private sector advice to the Secretary of Commerce and the United States Trade Representative on trade negotiations and the administration of U.S. trade policy.

Your appointment is for the duration of the charter of the Committee, which expires in March 1984, but you may apply for reappointment. Because of security considerations, alternates may not be designated to attend Committee meetings on your behalf. We have enclosed copies of the Committee's charter and the relevant procedures and rules. Questions may be directed to the Trade Advisory Center, Room 1015-C, Department of Commerce, Washington, D.C. 20230, telephone (202) 377-3268.

Your work with this Program will enhance the ability of the U.S. Government to pursue trade objectives which reflect the concerns and interest of the private sector. This is critical to implementing the Tokyo Round trade agreements, negotiating new agreements, reviewing export policies, enforcing U.S. rights, and managing serious trade problems. We greatly appreciate your willingness to contribute your energy and time to these objectives.

Sincerely,

*Malcolm Baldrige*  
Secretary of Commerce

*Edw. J. Davis*  
United States Trade Representative

Enclosures



THE WHITE HOUSE  
WASHINGTON

TO:

*Helene Von Damm*

FROM:

MICHAEL K. DEEVER  
Assistant to the President  
Deputy Chief of Staff

☐ Information

☒ Action



memorandum  
from



February 2, 1983

*2 scenes*  
*this is personally*  
*unlarrassing*  
*if we can't*  
*find something*  
*meaningful - let's*  
*tell him*  
*80.1*  
*mlre*

Dear Mike,

I had originally written this letter in longhand but when I went to re-read it I had a hard time reading my own writing and felt it would be impossible for you so I hope you will have an easier time with this. Please overlook any typo errors and grammer.

I have been meaning to write this letter for weeks and I have been traveling constantly, it seems. I hope this attempt will succeed.

Dave Berkeley and I had lunch last week and <sup>we</sup> <sup>we</sup> sent over his ideas for a "bottle" shop. His idea, of course, is to have more than just an off-sale liquor store. He would like it to be more of a mini-deli with cheeses, pate' and the like, much like Walkers was (before they went bankrupt). I think he has alot of good ideas and with proper management it could be very successful. He has of course, with your considerable help, achieved a degree of notoriety and this could be a great promotional tool, particularly with your continued support. He felt that it would be difficult to operate in competition with Corti Bros. in close proximity with them but not nearly as difficult on the fringe of their markets, but still in East Sacramento. We both agreed that location would be the key to success for a venture like this and we both agreed to keep our eyes open for the "perfect" spot. Maybe you have some ideas, Think!!! I think that it could be a fun project and certainly a profitable one with all three of us involved. I also think it would be interesting if we each set down what we perceive our contribution to a venture like this to be. Let me know your thoughts.

This next subject is a little difficult to go over because it concerns the appointment that you recommend me for. It seems to have gotten lost or something. I will try to bring you up to date. A Sally Christian in the office of Presidential Appointments called me in October and asked me to send a resume' to her as you had recommended me for an appointment. It has been sometime since I had a resume' so I asked her if she wanted it directed in any particular area of my career and she said that the resume' was more a formality as your recommendation was really enough. Well, knowing how busy you usually are I decided that when I was contacted with an appointment, I would then call and thank you. Well, the call never came and when you called that Sunday in December, I was really embaressed for not having let you know that I had been had contacted. Then, the next day, Sally Christian called again (after you brought it to her attention again, I am sure) and asked me if I would be willing to serve on a Commerce Dept. committee on Lumber & Plywood. I told her I was sure I would be delighted to but she



was uncertain as to the mission of the committee and said she would send me some information. She also said that I would be receiving a formal invitation from the Sec. of Commerce asking me to serve. As of Jan. 5, 1983, I still had not received either the information on the committee or an invitation to serve. I called Ms. Christian and she seemed quite surprised that I had not received anything. The next week I received this annual report (copy enclosed) and as of this date, that is all I have received.

I hope this all litany doesn't sound like I am complaining about something not happening that may not have been meant to be, I just wanted you to know why I have been so quiet on this, it certainly is not because I am not grateful for your recommendation, I most assuredly am.

I have also included a copy of a rough draft of a letter I wrote to send to Sally Christian after I received the annual report but I have not sent it. I felt that since I have not received any communication on this for some time, the letter may be an exercise in futility.

If whoever makes this decision of appointment, feels that my experience does not qualify me to serve in some capacity, I will certainly understand. I want you to know that I have been amazingly discreet with the prospect of an appointment. I have mentioned this possibility to nobody. I didn't even tell Carolyn until I received the first call from Ms. Christian and that was only because she said it was The White House calling and Carolyn was curious. It would be nice, however, to find out if anything is forthcoming, so I can relax one way or another. Again, thank you sincerely for all you have done.

I had lunch with Fritz yesterday and after lunch he insisted I come up to his office, which I did. I noticed that he had a new picture of the President (with QE II on mount) and commented on it and Fritz laughed and said "That's what I invited you up to see" I am jealous, Good ole Fritz, he is so funny and STILL very impressionable.

Carolyn sent us the picture of all of you Christmas Eve at the White House. It is really terrific and you all look great. Fritz is getting a travel itch again and wants to go somewhere in April or May. He thinks Mexico City would be fun to take Libby and Griff to but I have a feeling our travel will be severely restricted this year. We did enough traveling last year to suffice for this year also.

I was just thinking about your trip west with the Queen and I called Shirley to see when it was. I know you told me late Feb. or early March but I couldn't remember exactly when. I really hope we will have a chance to see you when you are out, I know you said you would only be in Sacramento briefly but we would of course be delighted to come to San Francisco if there was something or somewhere <sup>where</sup> we could see you.

I guess I have rambled on enough for now. I did want to tell you about my lunch with Dave (I suppose you know he is selling out his interest in Cafe Natoma.) and also about the appointment situation and of course to strenuously advise you that we would like to see you out West in the very near future. SEE YOU SOON.

As Always,

*John*







ROUGH

Ms. Sally J. Christian

Dear Ms. Christian,

Thank you for the information you sent me on the committee I have been recommended for, namely ISAC 10.

I do have a couple of questions about the functions of the committee that I hope you will be able to answer for me. Unless the report you sent me is an old report, it appears that the committee is not very active and since no reports were submitted by the committee during the year, not very productive. Is this true?

Secondly, it appears that the mission of the committee is primarily an advisory capacity in the area of international trade agreements. Since my expertise is in domestic rather than international affairs, I was hoping to be able to contribute my time in that area. However, if this is the only available committee at this time; I, of course, will be happy to serve. Perhaps the question will be answered when I receive the letter from the Department of Commerce. At this point, I am still not aware of where the meetings are held nor the frequency or the exact nature of the members' duties.



## RESUME

JOHN D. REID  
1107 Second Street, Suite 320  
Sacramento, California 95814

Office: (916) 447-2838  
Home: (916) 457-9347

### PERSONAL:

Birth: January 13, 1937, Aberdeen, Washington (resident of California since 1962.)

Married with three children.

Home Address: 1137 46th Street, Sacramento, California 95819

### CLUBS & ORGANIZATIONS:

Who's Who in California  
Sutter Lawn Tennis Club (Member of Board of Directors)  
Sacramento Swimming & Diving League (Member of Board of Directors)  
Old Sacramento Little League (President, Board of Directors)  
Sigma Nu Fraternity

### EDUCATION:

Gonzaga University, Spokane, Washington - College of Economics, 1955  
University of Washington, Seattle, Washington - Bachelor of Arts in  
Business Administration (Finance) 1959.

### PRESENT POSITION:

President - John Reid Forest Products Sales Co., Inc., a firm specializing in the marketing of wood products in the eleven western states. I represent St. Regis Paper Co., Lumber & Plywood Division, as their marketing agent in the states of California, Arizona & Nevada. I also represent Buffelen Woodworking Co. in the marketing of manufactured wood doors in the western states.

### BACKGROUND & PROFESSIONAL EXPERIENCE:

My Great-Grandfather homesteaded in Western Washington (Satsop Valley) in 1879. My Grandfather, along with his two brothers began logging timber near their home in 1892. This enterprise would evolve into the Schafer Brothers Logging Co. My family continued in the lumber business until 1955 when they sold out to Simpson Timber Co. I have been in the lumber business for the past twenty-two years, carrying on the tradition of my family. I began my career with Simpson Timber Co. as a Sales Representative. In 1965, I left Simpson for the position of Regional Sales Manager with the St. Regis Paper Co., Forest Products Division. In 1970, I formed my own marketing firm and became the marketing agent for St. Regis Paper Co., Lumber & Plywood Division in the West.



THE WHITE HOUSE  
WASHINGTON

TO:

*Helene*

FROM:

MICHAEL K. DEEVER  
Assistant to the President  
Deputy Chief of Staff

☐ Information

☒ Action



February 22, 1983

The President  
The White House  
Washington, D.C. 20500

Dear Mr. President:

*Canaleyn said  
to look at this  
before you leave.*

*Helene  
we need to discuss*

We strongly urge you to renominate Joan F. Tobin to the COMSAT Board of Directors, wholeheartedly reiterating the recommendation of Chairman John Harper, whose letter is here attached.

In our respective capacities as Republican women, we have known Mrs. Tobin for several years. She is perhaps best recommended by her own resume, but we additionally emphasize that she is a highly capable businesswoman who brings to all her endeavors sound political judgment and seasoned professionalism. Among her many credits, she is the founding chair of the Committee of 200, an organization of the top women business owners and chief executive officers in the country (criteria for membership includes a minimum five million dollars in revenue or twenty million dollars under management).

Over the years, Joan Tobin has been an effective spokesperson for, and major contributor to, the Republican party and this administration. She contributed \$25,000 to the 1980 presidential campaign and wrote very generous checks for 1982 GOP contenders as well. She and her husband, Maurice, are Eagles.

As women eager to see that top rate Republican women have a voice in our government, we urge you to add Joan Tobin-- who sits as the only woman on the COMSAT Board-- to your list of female appointees.

Sincerely,

*Nancy L. Kassebaum*  
Nancy L. Kassebaum  
United States Senator

*Olympia Snowe*  
Olympia Snowe  
Member of Congress

*Claudine Schneider*  
Claudine Schneider  
Member of Congress

*Kathy Wilson*  
Kathy Wilson  
Chair, National Women's Political Caucus

KW/wm

cc Mr. James A. Baker III  
✓ Mr. Michael K. Deaver  
Ms. Helene von Damm  
Mr. Richard Kinser



COMMUNICATIONS SATELLITE CORPORATION

February 16, 1983

JOHN D. HARPER  
Chairman of the Board

Ms. Barbara McQuown  
Mr. T.A.D. Tharp  
Boards & Commissions Presidential Personnel  
The White House  
Washington, D.C. 20500

Dear Ms. McQuown and Mr. Tharp,

Thank you very much for giving me the opportunity to meet with you today about COMSAT directors. I enjoyed the visit and I am looking forward to continued contact on this matter.

One issue that we discussed was the reappointment of Mrs. Joan Tobin whose term expires in May of this year. As I told you, Mrs. Tobin is an excellent director and has made a very fine contribution to COMSAT in serving on its Board. If the President sees fit to do so, we would welcome her reappointment. Mrs. Tobin has excellent business experience and could continue to be very helpful to us in our ongoing activities.

I will be delighted to provide any additional information which would further this appointment.

I will give you other comments, as promised, within the next day or two.

With all good wishes,

  
John D. Harper



JOAN F. TOBIN  
International Square  
1850 K Street, Northwest  
Washington, D. C. 20006

(202) 466-5533  
(202) 232-0220

PRESIDENT, TOBIN ENTERPRISES, INC., WASHINGTON, D. C., a venture capital and private investment company, founded in 1977, which:

- o Invests in, structures financial arrangements for and usually holds a seat on the Boards of Directors of portfolio companies. Tobin Enterprises invests for its own account, participates in syndications and acts as representative for other individual investors.
- o Provides management and development services to both portfolio and non-portfolio companies including Sotheby Parke Bernet, an international auction company with annual revenues in excess of \$600 million for which it developed a nine state Mid-Atlantic Region.
- o Provides general administrative supervision and long-range planning for various private enterprises including commercial real estate and closely held corporations; oversees estate planning and investment portfolios.

GENERAL PARTNER, TOBIN-WINDHAM INVESTMENTS, WASHINGTON, D.C., a partnership participating in oil and gas projects, principally in Texas.

ADVISOR, ATLANTIC VENTURE PARTNERS, ALEXANDRIA, VIRGINIA, a \$15 million venture capital fund of Wheat, First Securities, Inc.

DIRECTOR, COMMUNICATIONS SATELLITE CORPORATION (COMSAT), WASHINGTON, D. C., a publicly-held corporation which provides international and domestic satellite communications services to a range of business communications, broadcast, telephone, telegraph and data companies and is the United States' designated representative to INTELSAT and INMARSAT.

- o Member, Committee on Compensation, Committee on Research and Development and the Committee on Conflicts of Interest.

DIRECTOR, PLAINS RESOURCES, OKLAHOMA CITY, OKLAHOMA, a publicly-held energy corporation engaged in the acquisition of oil and gas leases and their development.

- o Member, Executive Committee



2.

DIRECTOR, BASIC PACKAGING, INC., CLEVELAND, OHIO, a manufacturer of multisized polyethylene bags for industrial use.

DIRECTOR, GENERAL HEALTH, INC., WASHINGTON, D.C., a computer software company specializing in health risk assessment and cost containment programs for insurance companies and other corporations.

DIRECTOR, 800 SPIRITS, INC., HACKENSACK, NEW JERSEY, a centralized, computerized international telephone gift delivery service (similar to FTD) specializing in wines, champagnes, brandies, and liqueurs.

1976-1977    Chair, National Women's Executive TalentBank

Created, organized and administered the National Women's Executive TalentBank, a nationwide professional recruitment and referral system which developed a functional biographical data bank of more than four thousand women recommended by top business and professional people as capable of holding top level executive presidential appointments. Assisted in selecting several hundred women from the TalentBank for such appointments.

1970            Assistant Manager, Taft for Senate Campaign

Involved in all aspects of successful Senatorial campaign for Robert Taft, Jr. in Ohio.

1969            Owned and operated a hotel in Pitlochry, Scotland

Sold hotel at a profit in 1972.

1968            Assistant for Advance and Scheduling, Rockefeller Campaign

Coordinated advance work in Ohio and Florida and assisted in overall campaign scheduling.

#### PROFESSIONAL ACTIVITIES

Center for Strategic and International Studies, Georgetown University: Congressional Leadership Group, Task Force on International Communications and Information Policy.

Founding Chair, Committee of 200, a business organization of the top women business owners and chief executive officers in the United States.

Participant in and organizer of the Tobin Foundation Conference, "Structural Issues in Global Communications", March 1982.



3.

Advisor/Observer, International Telecommunications Union Plenipotentiary, Nairobi, Kenya, September, October, 1982.

Participant, International Institute of Communications Conference, Helsinki, September, 1982.

Panelist, "Telecommunications and the Southwest" Conference, University of New Mexico, August, 1982.

#### CIVIC AND POLITICAL ACTIVITIES

Board of Trustee, American Council of Young Political Leaders.

Advisory Board, National Women's Political Caucus.

Board of Directors, American National Theatre and Academy, New York, New York.

Board of Trustees, Foreign Student Service Council, Washington, D. C.

Board of Directors, Children's Hearing and Speech Center, Washington, D. C.

Board of Directors, New National Theatre, Washington, D.C.

Board of Directors, Vivian Beaumont Theatre, New York, New York, 1978-1982.

Board of Directors, Ford's Theatre, Washington, D. C., 1973-1980.

#### OTHER ACTIVITIES

Representative of the President with rank of Special Ambassador to the Inauguration of the President of the Republic of Colombia, Julio Cesar Turbay Ayala.

Delegate, Atlantic Treaty Association, Brussels, 1983; Washington, D.C., 1979.

Official Observer, Atlantic Treaty Association, Istanbul, Ottawa, Hamburg, 1972, 1974, 1978.

#### EDUCATION

1961 St. Timothy's School, Stevenson, Maryland

1961-1963 Vassar College, Poughkeepsie, New York



4.

1964-1967      University of Cincinnati, B.A. in  
American History and Political Science  
University of Cincinnati Evening College -  
Continuing Studies in Business Law

OTHER PROFESSIONAL SKILLS AND EXPERIENCE

Language:      French

Have lived abroad in France, Spain and England and  
traveled extensively elsewhere.

REFERENCES FURNISHED UPON REQUEST





*File*

United States Department of State

*Assistant Secretary of State  
for Administration*

*Washington, D. C. 20520*

February 19, 1985

Dear Bill:

Enclosed is a list of the members being proposed for the Overseas Security Advisory Committee which we discussed last week. The list has been selected for balance in terms of the types of firms and for geographic distribution.

I would welcome your comments.

Sincerely,

Robert E. Lamb

Enclosure:  
As stated.

The Honorable  
William F. Sittmann,  
Special Assistant to the President and  
Assistant to the Deputy Chief of Staff,  
The White House.



CHARTER

STATE DEPARTMENT - AMERICAN PRIVATE SECTOR  
OVERSEAS SECURITY ADVISORY COUNCIL

---

I. PURPOSE

The State Department - American Private Sector Overseas Security Advisory Council (OSAC) is established to promote coordination between American overseas business and private sector interests and State Department overseas security programs.

II. OBJECTIVES

The primary objectives of the OSAC Council shall be:

(A) To establish continuing liaison between State Department worldwide security functions and American private sector overseas business and institutional interests, professional security agencies, and law enforcement agencies;

(B) To establish continuing liason between the Council and professional security services and technology agencies and law enforcement agencies;

(C) To provide for regular interchange of information between the private sector and the State Department concerning developments in protective security affecting overseas activities and developments in security technology and methods;

(D) To recommend plans for operational coordination for protective security between State Department and American overseas private sector interests;

(E) To recommend where appropriate the establishment of or changes in overseas protective security programs, such as the Department of State Threat Analysis Group (TAG) program; and

(F) To recommend means of coordinating security planning and implementation of security programs which will be consistent with the national security interests of the United States.



### III. AUTHORITY

The Council is established under authority of the Secretary of State pursuant to 22 U.S.C. 2656 and in accordance with the Federal Advisory Committee Act as amended. The activities of the Council are determined to be in the public interest and are directly related to overseas security functions of the Department of State.

### IV. MEMBERSHIP

(A) Membership on the Council shall include representatives of American private sector interests with overseas American facilities or personnel or a substantial interest in the field of industrial or protective security or security technology and design. The membership shall also be open to protective security and law enforcement organizations or associations, and state and municipal public agencies involved in security and law enforcement.

(B) The Council shall generally be composed of not more than thirty members; additional members may be appointed from time to time reflecting specialized concerns of the Panel. The membership shall be balanced, in so far as possible, to represent:

(1) Major categories of American overseas business, institutional and other private sector interests, such as manufacturers, energy and minerals resource companies, shipping and transportation companies, agricultural export and equipment companies, and educational, research, religious and philanthropic institutions;

(2) Private American institutions or firms with a substantial interest in protective or industrial security, or security technology or design;

(3) State and municipal public agencies involved in security and law enforcement; and

(4) Security and law enforcement associations representing general or selected memberships composed of one or more of the above categories.

(C) Members shall be appointed by the Assistant Secretary of State for Administration for periods not less than one (1) year from the following:



(1) Any American private sector business, institution, association or public agency otherwise qualifying under this Charter, who has requested to be considered for appointment as a member of the Council of a Council subcommittee.

(2) Private sector business or institutional members recommended by a protective security or law enforcement association upon recommendation by a United States diplomatic or consular post abroad, or upon recommendation by the Deputy Assistant Secretary of State for Security.

(D) Federal agency participants shall be appointed by the Assistant Secretary and shall include representatives of the Department of State, and, as appropriate, representatives of (1) foreign affairs agencies, including the Agency for International Development, the United States Information Agency, Foreign Commercial Service and the Foreign Agricultural Service, (2) other agencies with overseas functions, and (3) law enforcement agencies.

(E) The Council membership shall be reviewed by the Assistant Secretary annually to assure balanced representation.

#### V. REPRESENTATIVES OF MEMBERS

Council members and participating federal agencies shall each nominate not less than two representatives to the Council, and to any subcommittee of which they are a member, who should be senior executives or persons with substantial operational, technical, or managerial experience in the fields of protective or industrial security, as well as overseas assignment experience where relevant. Representatives shall be subject to approval by the Deputy Assistant Secretary for Security, including such security clearance qualifications as shall be deemed appropriate.

Members or agencies nominating representatives shall be presumed to have made a commitment to assure adequate time and resources in order for their representatives to participate fully in the work of the Council.

#### VI. ORGANIZATION

(A) The Advisory Council:

(1) The Council Chairman shall be the Deputy Assistant Secretary of State for Security. In the absence of



the Chairman, the Assistant Secretary shall act in lieu thereof or shall appoint an alternate who shall be a federal official of a rank equivalent to that of the Chairman.

(2) The Council shall have Vice-Chairmen, appointed by the Chairman from among the general members, representing major groups of American overseas private sector interests, and, in so far as appropriate, overseas geographic regions corresponding to the Department of State geographic Bureaus. The Chairman shall also appoint alternates for vice-chairmen as shall be necessary.

(3) The Executive Secretary of the Council shall be appointed by the Chairman. The Office of Security shall provide support facilities and staff for the Council and for any subcommittee directly or, as appropriate, through its field offices at American posts abroad.

(B) Specialized and Regional Subcommittees:

(1) The Council Chairman may from time to time approve the establishment of specialized or regional subcommittees from among the Council's members. Subcommittee Chairmen and Vice Chairmen shall be appointed by the Council Chairman.

(2) Specialized subcommittees may include a Security Technology and Design Subcommittee, which shall be composed of members and representatives with demonstrated specialization in fields of security technology, security design, construction, or delivery of security services.

(3) Regional subcommittees may include members with facilities and personnel in, or demonstrated interest in regional areas corresponding to geographic bureaus of the State Department.

(4) The Executive Secretary for each subcommittee shall be appointed by the Council Chairman.

## VII. OPERATIONS

(A) The functions of the Council or subcommittees thereof will be solely advisory, and final determinations for actions to be taken by any agency of the federal government as a result



of any work or deliberations of the Council or any subcommittee will be made by appropriate Government officials.

- (B) (1) Meetings of the Council shall be held at the call of the Chairman, not less than twice annually, in Washington, D.C., unless an alternative location is approved by the Chairman. Subcommittees shall meet at the call of the respective Chairmen at least twice annually, at such locations as shall be approved by the Council Chairman. Regional subcommittee meetings, if held overseas, shall also be coordinated with the appropriate United States diplomatic post.

(2) All Council and subcommittee meetings shall be held in accordance with an agenda approved in advance by the Council Chairman, and shall be held in the presence of a federal official duly authorized to call to order and to adjourn any meeting whenever considered to be in the public interest. Subject to the foregoing, the actual attendance at a meeting shall represent a quorum, and recommendations, plans and procedures shall be approved by consensus together with notation of alternative views.

(3) Special invitees may attend meetings representing particular regional, operational, or technical expertise at the request of the appropriate chairmen, subject to prior approval of the Council Chairman and such security clearance qualifications as shall be required.

- (C) (1) The Council will report through the Chairman to the Assistant Secretary of State for Administration; regional and specialized subcommittees will report to the Council through their respective Chairmen. The Council and all subcommittees will submit semi-annually, and at such other times as shall be appropriate, proposed plans and agendas for each succeeding semi-annual period.

(2) Council recommendations shall be reviewed by federal agencies as appropriate including, within the Department of State, the Assistant Secretaries for Administration, Economic and Business Affairs, and each regional bureau affected, the Directors of the Office for Counter-Terrorism and Emergency Planning and the Bureau of Intelligence and Research, and operational offices directly



affected (reports on security design and construction, for example, would be reviewed by the Office of Security, the Foreign Buildings Office, and the Office of Communications).

#### VIII. RECORDS

(A) The records of the Council will consist of all papers and documents pertinent to its establishment and activities, including its charter; agenda; minutes and documents related to its proceedings; communications related to its work and membership; and materials and reports considered or issued.

(B) The Executive Secretary of the Council and each Subcommittee will prepare the minutes of each meeting, which shall as a minimum contain a record of the persons present including staff and agency employees; a description of the extent of public participation and the interests or affiliations they represented; a summary of matters discussed and conclusions reached, including rationale for recommendations made; and copies of reports received, issued or approved by the Council. The Chairman of each meeting shall certify the accuracy of the minutes.

(C) The minutes for any portion of a meeting closed to the public shall include all that is required for an open meeting except those items relating to the presence of the public. Nothing in this Charter shall be construed as a waiver of security classification or the right of controlled distribution or exclusion from disclosure as otherwise authorized by law or regulation.

#### IX. PUBLIC ACCESS

(A) All meetings of the Council and each subcommittee will be open to the public, unless a determination has been made in accordance with applicable regulations that the meeting or a portion thereof should be closed to the public. Timely notice of each meeting, whether open or closed, shall be published in the Federal Register stating the time, place, and purpose of the meeting, whether the meeting is open or closed to the public, the reason for closing if a closed meeting, and the name, address, and telephone number of designated Government employees that members of the public may contact for further information. Except in emergency situations, such notice shall be published at least 15 days in advance of the meeting day. If shorter notice is given, the reason therefore will be stated in the notice.



## X. RELATIONSHIP WITH OTHER BODIES

The Council will, as appropriate, maintain liaison with other federally sponsored organizations having related security interests, if requested to do so by the Assistant Secretary.

## XI. FUNDING

(A) All funding necessary for the organization and operation of the Council will be charged to the Salaries and Expenses Allotment of the Deputy Assistant Secretary for Security, or from such funds as shall otherwise be made available to that office for that purpose.

(B) Representatives to the Council or to a subcommittee will serve at the expense of their respective organizations. Persons representing public agencies may, in accordance with applicable law and regulations, be allowed transportation and per diem if so authorized in advance by the Department of State.

(C) The annual estimated operating cost to the Government of the Council and constituent subcommittees is \$250,000 and approximately 2 person years. It is estimated that the Council and each subcommittee established will hold not less than two meetings per fiscal year.

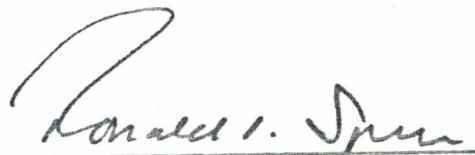
## XII. TERMINATION

In accordance with the Federal Advisory Committee Act, as amended (Public Law 92-463), the Council will terminate two years from the date this Charter is filed unless it is formally determined to be in the public interest to continue for another two years.

NOW, THEREFORE, this Charter shall be considered filed as of the date copies have been provided to the Foreign Relations Committee of the Senate and the Foreign Affairs Committee of the House of Representatives, and to the Library of Congress.

DATE DEC 5 1984

APPROVED



Ronald I. Spiers  
Under Secretary  
for Management



2/15/85 821/VEB

NOMINEES FROM THE PRIVATE SECTOR FOR THE  
OVERSEAS SECURITY ADVISORY COUNCIL (OSAC)

AETNA

Mr. James T. Lynn  
Chairman of the Board  
AETNA Life and Casualty Insurance Co.  
151 Farmington Avenue  
Hartford, Connecticut, 06101

Mr. Stanley P. Szczciul  
Administrator of Security  
AETNA Life and Casualty Insurance  
151 Farmington Avenue  
Hartford, Connecticut, 06156  
TEL: 203-273-0123

AMERICAN EXPRESS

Mr. James D. Robinson, III  
Chairman and Chief Executive Officer  
American Express Company  
125 Broad Street  
American Espress Plaza  
New York, New York, 10004

Mr. James C. McGrath, III  
Senior Vice President - Security  
American Express Company  
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New York, New York 10004  
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BECHTEL CORPORATION

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Mr. Charles P. Gallagher  
Manager of Security  
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Mr. John V. Clark  
Corporate Director of Security  
The Boeing Company  
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New York, New York, 10154

Mr. Joseph W. Lucca  
Counsel, Special Projects  
Bristol-Myers Company  
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CITIBANK

Mr. John S. Reed  
Chairman  
Citibank, N.A.  
399 Park Avenue  
New York, New York 10043

Mr. John A. Cosenza  
Vice President  
Protection Services, 2nd Floor  
Citibank, N.A.  
399 Park Avenue  
New York, New York, 10043  
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EMERSON ELECTRIC COMPANY

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Chairman of the Board and CEO  
Emerson Electric Company  
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Mr. Robert E. Lilley  
Director, Corporate Security  
Emerson Electric Company  
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St. Louis, Missouri, 96136  
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Mr. Warren H. Metzner  
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Exxon Corporation  
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IBM

Mr. John F. Akers  
President and CEO  
IBM Corporate Headquarters  
Old Orchard Road  
Armonk, New York, 10504

Mr. Joseph R. Rosetti  
Director of Security  
IBM Corporation  
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Armonk, New York, 10504  
TEL: 914-765-4884



ITT

Mr. Rand V. Araskog  
Chairman of the Board, President and CEO  
ITT Corporation  
320 Park Avenue  
New York, New York, 10022

Mr. Robert C. G. Disney  
Director of Security  
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New Brunswick, New Jersey, 08933

Mr. James N. Atkinson  
Director, Corporate Security  
Johnson and Johnson  
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MINNESOTA MINING (3M)

Mr. L.W. Lehr  
Chairman of the Board  
3M  
3M Center  
220-14W-05  
St. Paul, Minnesota, 55144

Mr. William F. MacKenzie  
Director of Security Services  
Staff Manufacturing  
Building 525-1E-01  
3M  
3M Center  
St. Paul, Minnesota, 55144



PAN AM

Mr. C. Edward Acker  
Chairman of the Board  
Pan American World Airways  
PANAM Building  
200 Park Avenue  
New York, New York, 10166

Mr. Paul R. Letersky  
Vice President of Audits and Security  
Pan American World Airways,  
200 Park Avenue,  
New York, New York, 10166  
TEL: 212-880-1383



THE WHITE HOUSE

WASHINGTON

March 10, 1983

*File*

*Shirley*

*Call Ken & tell him pls.*

MEMORANDUM FOR: MICHAEL K. DEAVER  
FROM: T. A. D. THARP *T.A.*  
SUBJECT: Nesbit Letter of Recommendation

The position at State for Canadian Affairs is being newly created and will be an SES level job, probably with the title Deputy Assistant Secretary, reporting to Richard Burt, Assistant Secretary for European Affairs, (surprisingly enough, Canada is under the aegis of the European bureau at State.)

Dr. Robin Winks is one of three final contenders who have been submitted to the State Department by the White House. However, right now, the filling of the position is on hold for at least a month until State actually has created the job. Also, the White House has an informal agreement with Burt that his Deputy should be political -- since we should have at least one Reagan loyalist in a Deputy capacity in each bureau.

*Called Ray  
3-18-83  
sm*



RAYMOND J. NESBIT  
545 Hartnell Place  
Sacramento, California 95825  
(916) 929-2382

February 22, 1983

Mr. Michael Deaver  
Presidential Advisor  
The White House  
Washington, D.C. 20500

TAD  
/ ?

Dear Mike:

Recently I learned that Robin W. Winks, Ph.D. of Yale University, is being considered for appointment as Assistant Secretary of State for Canadian Affairs. He was contacted by Mr. Andrew Littlefair of your personnel office.

For nearly two years I have served on the National Park System Advisory Board with Robin Winks. He has been chairman for those two years and has done an excellent job of making this board responsive to the philosophy of this administration. With his smooth professional manner, his diplomatic ability and his sincere dedication, he has taken the leadership in making this board effective and one of which President Reagan can be proud.

Dr. Winks is a tireless worker with many interests and talents. He is especially knowledgeable on Canadian affairs. I believe Dr. Winks would serve this administration effectively and with honor. Anything you can do, Mike, to further his candidacy will be appreciated.

Sincerely yours,

  
Raymond J. Nesbit

cc: Helene von Damm



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2 MEMO

1 2/17/1983 B6

TAD THARP TO SHIRLEY MOORE RE ASSORTED  
PRESIDENTIAL APPOINTMENTS

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Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.



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MEMORANDUM

THE WHITE HOUSE  
WASHINGTON

February 7, 1983

TO: MICHAEL DEAVER  
FROM: KENNETH M. DUBERSTEIN *K.D.*  
SUBJECT: Paris Air Show - May, 1983

*TAD*  
*where are we on this?*

Senator John Tower (R-Texas), Chairman of the Senate Armed Services Committee, has expressed his desire to be the President's representative at the Paris Air Show this year.

I strongly endorse his request and hope you will concur.

Many thanks.



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4 MEMO

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THARP TO DEAVER RE PERSON PROPOSED FOR  
AMBASSADORSHIP

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### Freedom of Information Act - [5 U.S.C. 552(b)]

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5 MEMO

1 2/8/1983 B6

DAVID GERGEN TO JAMES BAKER AND M.  
DEAVER RE CANDIDATE FOR  
AMBASSADORSHIP

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### Freedom of Information Act - [5 U.S.C. 552(b)]

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TAD  
*can you follow  
up for me.*

## ANIMAL WELFARE INSTITUTE

P.O. Box 3650 Washington, D.C. 20007

January 31, 1983

Mrs. Michael Deaver  
4521 Dexter Street N.W.  
Washington D.C. 20007

Dear Carolyn,

It was good to see you and Mike last night, and I'm enclosing the note he suggested I send about James Lee who is such a dedicated public servant. Fair and effective enforcement of the Animal Welfare Act will be assured if he is appointed Administrator of the Animal and Plant Health Inspection Service.

Kindest regards,

Sincerely,

*Christine*

Christine Stevens  
President

CS:cb





# ANIMAL WELFARE INSTITUTE

P.O. Box 3650 Washington, D.C. 20007

January 31, 1983

Honorable Michael Deaver  
4521 Dexter Street N.W.  
Washington D.C. 20007

Dear Mike,

Thanks for suggesting I might write you a note about the appointment of a new Administrator of the Animal and Plant Health Inspection Service.

James Lee, currently Associate Administrator is well qualified to step into the Administrator's position being vacated by Dr. Mussman. Mr. Lee is a hard worker with a thorough understanding of all aspects of APHIS' work, a pleasant personality, and an ability to resolve problems and to lead effectively without being unduly authoritarian. I have worked with him for a number of years in connection with the administration of the Animal Welfare Act. It is interesting to note that the American Veterinary Medical Association which generally recommends a veterinarian to fill any post that has been held by a veterinarian, thinks so highly of Mr. Lee's administrative capabilities that the organization is recommending his appointment as Administrator.

I really appreciate your giving me the opportunity to comment. I can assure you that you won't go wrong by recommending James Lee. Barney McHenry has also spoken with Jim Baker about this.

Sincerely,

Christine Stevens  
President

CS:cb