

## POLICY DEVELOPMENT, OFFICE OF: RECORDS, 1981-1989 – REAGAN LIBRARY COLLECTIONS

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### **POLICY DEVELOPMENT, OFFICE OF: RECORDS, 1981-1989**

This collection is arranged into ten series: SERIES I: Subject File; SERIES II: Administration; SERIES III: Meetings

#### SERIES I: SUBJECT FILE

Box F001

Agriculture

Child Abuse

“Christian Voice Scorecard” – 1988 Presidential Candidates

Commission on Civil Rights

*Community for Creative Non-Violence, et al v. James G. Watt* – U.S. Court of Appeals

Computer Meeting at Commerce 01/24/1983 (Binder)

Department of Education – National Council on Educational Research

Department of Energy – Petroleum Overcharge Restitution Fund

Department of State – Press Conference – 10/25/1983

Domestic Policy [Transition of Presidential Policy Development]

Economic Equity Act – S. 888

1989 Economic Report of the President - Preliminary Draft - Chapter 1

1989 Economic Report of the President - Preliminary Draft - Chapter 2

1989 Economic Report of the President - Preliminary Draft - Chapter 3

1989 Economic Report of the President - Preliminary Draft - Chapter 4

1989 Economic Report of the President - Preliminary Draft - Chapter 6

1989 Economic Report of the President - First Galley - Chapter 1

1989 Economic Report of the President - First Galley - Chapter 2

1989 Economic Report of the President - First Galley - Chapter 3

1989 Economic Report of the President - First Galley - Chapter 4

1989 Economic Report of the President - First Galley - Chapter 5

1989 Economic Report of the President - First Galley - Chapter 6

1989 Economic Report of the President - First Galley - Chapter 7

EPC (Economic Policy Council) Working Group on Steel - 08/13/1986 (Binder)

Economy Act References – From Counsel – Save Ref - Transfers of \$ Between Agencies  
Effects of a Severance Tax on Oil Produced in California (Book)

EIS

EPA – ESDB (Ethylene Dibromide) Use Ban

Fairness Issues

Fifty States Project – White House Fact Sheet – February 1983

Financial Services Regulation Task Force

Food Assistance

General Services Administration – Space Management Initiative

Box F002

Government Printing

Grenada

Groups

Hatch Act

Hatch Act Guidance – Updates 1988 DACO

Health

[Heritage Foundation – Civil Rights Legislation]

[Homeless – Model Programs Funding]

Hospital Corporation of America – Shearson Lehman Brothers Equity Branch

**Immigration Reform & Control Act [of 1986]**

*Increased Automobile Fuel Efficiency and Synthetic Fuels: Alternatives for Reducing Oil Imports*

INF Talks Press Release 09/12/1983

Japan – Assistance to Africa

Japanese Management Practices (Articles and Publications)

Kidney Dialysis – Hartz/Meek International

Massachusetts Department of Revenue – Owen L Clarke Retirement

McCarthy, Robert Chron - Transition

**[Meeting with Representatives of the Machine Tool Industry] (Binder) (1)-(3)**

Military Manpower Task Force

Missing Children Bill – Congressman Simon

MX Peacekeeper Missile

National Day1 of Prayer – 1987

**[National Tourism Week] (1)-(3)**

OPD Policy Initiatives Study 1983

Padilla, Harnan

Papago Indian Claims

Piper Memorial Airport – Brochure

Platform Committee, 1984

Presidential Address to Congress, 04/27/1983

Presidential Remarks – N.Y. *Daily News* Crime Fighters, 04/27/1983

Presidential Report to Congress re: Iran/U.S. Claims, 11/01/1982

President's Commission on Industrial Competitiveness - Briefing Book 08/01/1984-  
08/22/1984 (Binder)

President's Commission on Industrial Competitiveness - Commission Recommendations

for the Cabinet Council on Commerce and Trade, 11/26/1984 (Binder)  
**President's Export Council - Subcommittee on Export Administration (1)-(4)**  
Process [Domestic/Economic Agendas for Second Administration]  
Regan, Donald – Address to University of Kansas, 10/14/1983  
Regan Press Briefing on Japan 04/09/1985  
**Semiconductor Meeting at Commerce Department 02/04/1983 (1)-(4)**  
Semiconductor Industry Association Meeting 03/12/1985 (Binder)

Box F003

Small Business Administration FY 1986 Budget Issues

South Africa Issues

State of Union [1984]

Steel Advisory Committee Report - 12/03/1984

Steel Trade Agreement – Department of Commerce

**Synthetic Fuels (Notebook)**

[Transition Report on Office of Policy Coordination] (1)-(3)

U.S. Steel Corporation Compliance Deadline Extensions – EPA 08/10/1982

[U.S. Trade Strategy, October 1982] (1)(2)

[U.S. Trade Strategy – Updates, November 1982]

Universal Telephone Service Preservation Act of 1983 (HR 4102) – Administration  
Policy

Veterans

[*Washington Post* FOIA Request re: Expenditures in Support of President and his Staff –  
GSA Response]

Watch List

**[Weekly Activities – Drug Abuse Policy Office]**

White House Conference on Productivity

White House Information Center -100 Days Information Kit

Whittlesey Roast

Women Appointments

Women's Business Ownership Conference '84 – Small Business Administration (Packet)

**Working Group on Antitrust Review (1)-(9)**

World Bank

SERIES II: ADMINISTRATION

SUBSERIES A: Judy Johnston, 1981-1987 (Director of Administration) – General Office  
Files

Chron File - JAJ 1981-1987 [Judy Johnston]

Administration - OPD General References

Apportionment

Books 1981-1983

Books Purchased 1984

Books Purchased 1985, 1986

Books Purchased 1987

Budget

Change of Time Keeper / Signature Sheets

Combined Federal Campaign  
Combined Federal Campaign  
Combined Federal Campaign (empty)  
Computer Info / Transfers OPD  
Computer Services: Dialcom 1987  
Computer Services: Dialcom FY1988 (empty)  
Computer Services Profs 1987  
Computer Services: Profs FY1988 (empty)  
Copiers 1981 Xerox/IBM  
Correspondence Tracking  
Detail Reporting / Background (Administrative Files) Applicable OPD Authority/Laws  
Digital Word Processors (78 & 278 Models) 1981-1984  
Direct Deposits  
Displaywriter Disk - S.P. / Adeption  
Displaywriter Disk - Unmarked  
Displaywriter Disk - Carl Anderson March 1986 - CA3  
Displaywriter Disk - Carl Anderson 09/23/1986 - CA4  
Displaywriter Disk - Text Pack Six - Asynch, Chart Pack, Report Pack  
Displaywriter Disk - Text Pack IV - Report Pack, Asynch Comm., Chart Pack - September 1986  
Displaywriter Disk - CJ7 (Carol Hornby-Solon)  
Displaywriter Disk - CJ6  
Displaywriter Disk - Backup  
Displaywriter Disk - Genny 2 - January 1985  
Displaywriter Disk - Genny Murray AF / AW /  
Displaywriter Disk - Text Pack 6, Report Pack, Asynch, Chart Pack, Bern 7370, PAG JCA,  
Footnote  
Displaywriter Disk - GM  
Displaywriter Disk - GJM  
Displaywriter Disk - Carl Anderson Files 07/01/1987 - CA  
Displaywriter Disk - Carl Anderson's Correspondence 11/15/1985 - CA2  
Equipment WHCA 1981-1984  
Equipment, Miscellaneous 1984  
Equipment Computer Services 1985  
Equipment Dialcom Computer Services 1986  
Equipment Miscellaneous 1985, 1986  
Equipment - Miscellaneous 1987  
Equipment: Miscellaneous FY1988 (empty)  
**Equipment - Office Automation (General) 1981-1984 (1)-(3)**  
Equipment Rental Saxon SX 30 Copiers 1986  
Financial Integrity Act  
Equipment WHCA  
Equipment: WHCA FY1988 (empty)  
Facilities Request FY 1984  
Facilities Requests 1985 1986  
Facilities Requests - 1987  
Facilities Request 1987

Family General

Family General: "The Family" Report to the President

Family Reports - Sent to:

**Federal Civilian Monthly Employment Reports 1986 [October 1986-August 1987]**

**Federal Civilian Employment Monthly Report [1981-September 1985] (1)(2)**

Federal Express Receipts

Federal Express, etc. 1987

Files Retired to Presidential Records

Forms 278 Disclosure

Freedom of Information

Freight and Express 1981-1984

GSA Miscellaneous / Job Orders

**Health Plan**

History of Data Processing in OPD

Intra-office Directory Cards

Interns / Volunteers

Inventory: Computer FY1988 (empty)

Inventory: Furniture FY 1988 (empty)

Jack Klenk - Schedule of Hours

Job requests - Responded to

Leave Balance Report

Leave Balance Report FY1988 (empty)

Leave Reports FY1987

Leave Reports FY1988 (empty)

Mail: Federal Express FY1988 (empty)

Mail: USPS FY1988 (empty)

Maintenance

Maintenance - ADP Equipment 1987 (Technical Specialties)

Maintenance: ADP Equipment (Technical Specialties) FY1988 (empty)

Maintenance - ADP Equipment 1989 (Technical Specialties)

Maintenance Digital 278 1985

Maintenance - IBM PC's 1984

Maintenance IBM Computers etc 1985 1986

Maintenance, IBM Displaywriters 1984

Maintenance IBM Typewriters 1985 1986

Maintenance MICOM 1981-1983

Maintenance Saxon SX30 Copiers (TRW) 1984

Maintenance - Typewriters (Technical Specialties) 1987

Maintenance SX 30 Copiers 1985 1986

[Maintenance] Xerox 1025 Copiers 1986

Maintenance - Xerox 1025 (Rooms 227, 472) 1987

Maintenance Xerox 1075 1985 and 1986

Maintenance - Xerox 1075 (Room 213) 1987

Maintenance Xerox 3300 1985-1986

Memoranda to the Staff

Miscellaneous Obligor Documents FY1987

Newspaper Costs 1981-1984  
Newspapers 1985, 1986  
Newspapers 1987  
OPD Payroll  
Parking I  
Parking II  
Pass Information  
Passports  
Payroll FY1987  
"Perks" Miscellaneous  
Personnel - General  
Personnel Manning Chart  
Personnel Manning Chart FY1988 (empty)  
Personnel - Reimbursements FY1987  
Personnel - Reimbursements FY1988 (empty)  
Personnel Report FY1987  
Personnel Report FY1988 (empty)  
Personnel - Staff Listings  
Printing/Duplicating 1981-1984  
Printing / Duplicating 1985 1986  
Printing Charges 1987  
Printing 1987  
Printing Charges FY1988  
Property Review Board I  
Property Review Board II  
Refurbishing FY 1981  
Refurbishing FY 1982  
Refurbishing FY 1983  
Refurbishing FY1988  
Reimbursable Work Authorizations 1986  
Reimbursable Work Authorizations 1987  
Reimbursable Work Authorizations FY1988 - GSA  
Repairs, Alterations (Service Calls) 1981-1984  
Representational Funds (Entertainment, etc.)  
Research Directories 1981-1984  
Research Directories 1985  
Research Directories 1986  
Research Directories 1987  
Research Directories FY1988 (empty)  
Resignations  
Resumes: Job Applicants FY1988  
Room 208 Conference Room  
Salary Listings  
Salary Listings 1986-1987  
Salary Listings FY1988 (empty)  
Saxon SX30 Copiers (Copystatics) 1982-1984

GSA SIBAC Transactions  
Sibac Transactions 1985  
Sibac Transactions 1986  
Sibac Transactions 1987  
Sibac Transactions FY1988 (empty)  
SLUC Charges 1981-1984  
Sluc 1985 1986  
Sluc charges 1987  
Sluc charges FY1988 (empty)  
Special Security Clearances  
Staff Listings  
Staff Rosters  
Subscriptions FY 1982  
Subscriptions FY 1983  
Subscriptions FY 1984  
Subscriptions 1985  
Subscriptions 1986  
Subscriptions 1986  
Subscriptions 1987  
Subscriptions Cancellations  
Supplies / ADP 1985-1986  
Supplies - ADP 1987  
Supplies: ADP FY1988 (empty)  
Supplies, NEOB Self Service Store (GSA) 1981-1984  
Supplies - OA Reimbursable 1985, 1986  
Supplies -OA Reimbursable 1987  
Supplies: OA Reimbursable FY1988 (empty)  
Supplies - Special Order 1981-1984  
Supplies / Special Order 1985, 1986  
Supplies - Special Order 1987  
Supplies: Special Order FY1988 (empty)  
Supplies WH Supply Room (White House Reimbursable) 1982  
Telegrams 1981-1984  
Telegrams 1985  
Telegrams - 1987 (empty)  
Telegrams FY1988 (empty)  
Telephone FTS 1981-1984  
Telephone Miscellaneous 1981-1984  
Telephones - FY1987  
C&P Telephone FY 1981  
C&P Telephone Bills FY 1983  
Telephones C&P 1985  
Telephones C&P 1986  
Telephones FTS 1985, 1986  
Telephones - FTS 1987  
Telephones: FTS FY1988 (empty)

Timecards  
Training Costs 1981-1984  
Transport - Federal Express 1985 1986  
Transportation List  
Typewriters (Prior Years)  
Unemployment Compensation FY 1981-FY 1984  
Vacations  
White House Staff Mess  
WH Supply Room OA Reimbursable 1981-1984  
Xerox  
Xerox 1075 - Rental  
Xerox 3450 Copier 1982-1984, 1985  
Xerox 8200 1982-1984 (1/19)

**SUBSERIES B: DIRECTOR - JUDY JOHNSTON - TRAVEL**

Airline Payments AA (American Airlines) 1981-1984  
Airline Payments 1985, 1986  
Airline Payments 1987  
Taxi Payments 1981-1984  
Taxi Reimbursements 1985, 1986  
Taxi Reimbursements 1987  
Taxi Reimbursements FY1988  
Travel  
Travel  
Travel Authorizations FY 1981  
Travel Authorizations FY 1982  
Travel Miscellaneous  
Travel Vouchers FY 1981  
Travel Vouchers Paid FY 1982  
Travel Vouchers Paid 1984  
XD2 Vouchers Paid 1982  
XD3B Information Meeting 1983  
XD3D - Speech / Presentation 1983  
XD3E Conference Attendance 1983  
XD3I Other Travel 1983  
XD4B Information Meeting  
XD4D Speech/Presentation  
XD4E Conference Attendance  
XD4I Other Travel 1984  
XD5B Information Meeting 1985  
XD5D Speech / Presentation 1985  
XD5E Conference Attendance 1985  
XD5I Other Travel 1985



XD6B - Information 1986  
XD6D - Speech / Presentation 1986  
XD6E - Conference Attendance 1986  
XD6I - Other Travel 1986  
XD7B - Information 1987  
XD7D - Speech / Presentation 1987  
XD7E - Conference Attendance 1987  
XD7I - Other 1987

SUBSERIES C: DOUG CANNON 1987-1989 - GENERAL OFFICE

Administrative Procedures INSTNS 1988-1989 OPD  
FY 1988 Book Orders for OPD (Tatana, S.)  
One-Time Book Orders (Tatana, S.) OPD  
Business Cards  
Cannon, D  
[Employee Occupational Health - 1988]  
Completed Facilities Request FY 1988  
Federal Express FY 1988  
Federal Express FY 1989  
Pending Facility Requests FY 1988  
Completed Facilities Request FY 1989  
Information for non-career Staff Departing Federal Service  
Interagency Low Income Opportunity Advisory Board  
Library, Books, etc  
Magazine / Newspaper Subscriptions - OPD  
Maintenance, Typewriters 1989 (Technical Specialties)  
Materials and Research: Issues Book Carl Lachman to OPD November 1988  
Memo: Advanced Materials Program Carl Lachman to Jim Jacobson 10/06/1988  
Miscellaneous OPD Records 1988  
Miscellaneous Personnel / Administration DAPO 1988  
Monthly Report of Federal Civilian Employment  
Parking FY 1988  
Pass Information FY 1989  
Passports  
Payroll, 1988  
Personnel: Federal Civilian Employment Monthly Report FY 1988  
[Property Inventory Papers - 1982-1983]  
Publications: Books Purchased FY 1988  
PublicationsI Newspapers FY 1988  
Publications, Subscriptions FY88  
Purchase Orders OA  
Purchase Orders  
Reimbursable Work Authorizations (GSA)  
RSI (Technical Specialties Inc.) Service Orders - FY 1988  
Subscriptions and Book Requests (Yellow) 1989  
OA Subscription Request (or Cancellation) - (Ken Hembree)

Supply Orders  
Telephones, C&P FY 1988  
Terminated Subscriptions 1989  
Time Card Copies 1988  
Xerox Repairs

**SUBSERIES D: DOUG CANNON 1987-1989 TRAVEL**

Airline Payments FY 1988  
Airline Tickets - FY 1988  
FY 1989 Airplane Ticket Invoices  
FY 1989 Claim for Reimbursement, Taxis, etc  
FY 1988 Claim for Reimbursement, Taxis, etc  
FY 1989 Training  
OPD Travel Log - FY 1989 (Blank)  
XD9A Information (empty)  
XD9D Speech/Presentation (empty)  
XD9E Conference Attendance (empty)  
XD9I Other Travel (empty)  
FY 1988 OPD Travel

**SUBSERIES E: DOUG CANNON - MATERIAL FROM DEPARTMENT OF EDUCATION - EMPLOYEE STOCK OWNERSHIP PLANS**

Presidential Task Force on Project Economic Justice REPORT TO THE President and Congress re: Employee Stock Ownership Plans - October 1986  
Employee Ownership Week (Poster)  
Sallie Mae Loan / Department of Education - D. Cannon  
Employee Stock Ownership Plan (ESOP)  
Employee Share Ownership Plan (ESOP) Reference Material 1988  
Employee Share Ownership Plan (ESOP) Reference Material 1988: ESOPs Talking Points  
Employee Share Ownership Plan (ESOP) Reference Material 1988: ESOPs  
Employee Share Ownership Plan (ESOP) September 1988 - D. Cannon  
Employee Share Ownership Plan (ESOP) September 1988 - D. Cannon: ESOPa 09/30/1988  
Employee Share Ownership Plan (ESOP) September 1988 - D. Cannon: Invitations  
ESOPS - Audio Cassettes - D. Cannon (14 cassettes) (housed in audio-visual)  
“Sensing the News” (Reel to Reel Audio Tapes) (Housed in Audio Visual)

**SERIES III: MEETINGS**

**SUBSERIES A: CABINET COUNCIL EXECUTIVE SECRETARIES**

Cabinet Council, Executive Secretaries Meetings (01/21/1983-05/11/1983)  
Cabinet Council, Executive Secretaries Meetings (05/12/1983-06/15/1983)  
Cabinet Council, Executive Secretaries Meetings (06/16/1983-07/20/1983)  
Cabinet Council, Executive Secretaries Meetings (07/21/1983-09/29/1983)  
Cabinet Council, Executive Secretaries Meetings (09/30/1983-11/20/1983)  
Cabinet Council, Executive Secretaries Meetings (11/21/1983-12/09/1983)  
Executive Secretaries Meetings (01/16/1984-02/16/1984)

Executive Secretaries Meetings (02/17/1984-03/18/1984)  
Executive Secretaries Meetings (03/19/1984-04/15/1984)  
Executive Secretaries Meetings (04/16/1984-05/06/1984)  
Executive Secretaries Meetings (05/07/1984-05/17/1984)  
Executive Secretaries Meetings (05/18/1984-06/07/1984)  
Executive Secretaries Meetings (06/08/1984-06/24/1984)  
Executive Secretaries Meetings (06/25/1984-07/19/1984)  
Executive Secretaries Meetings (07/20/1984-08/03/1984)

#### SUBSERIES B: COMMUNICATIONS

Communications Meetings, 04/08/1982-05/28/1982  
Communications Meetings, 06/11/1982-09/24/1982  
Communications Meetings, 10/01/1982-12/03/1982  
Communications Meetings, 12/10/1982-12/23/1982  
Communications Meetings (01/07/1983-04/14/1983)  
Communications Meetings (04/15/1983-06/23/1983)  
Communications Meetings (06/24/1983-09/22/1983)  
Communications Meetings (09/23/1983-11/03/1983)  
Communications Meetings (11/04/1983-12/30/1983)  
Communications Meetings, 01/06/1984-02/16/1984  
Communications Meetings, 02/17/1984-04/05/1984  
Communications Meetings, 04/06/1984-05/24/1984  
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Communications Meetings, 07/02/1984-09/23/1984  
Communications Meetings, 09/24/1984-09/28/1984

#### SUBSERIES C: OTHERS

[Drug Abuse Meeting with the President, 06/23/1982 – Briefing Book] (1)-(4)  
[Management Meetings, Senior Staff Meetings, 8:00AM Meetings – Notes, Agendas, Action Items] (03/01/1982-03/27/1982)  
[Management Meetings, Senior Staff Meetings, 8:00AM Meetings – Notes, Agendas, Action Items] (03/28/1982-05/01/1982)  
[Management Meetings, Senior Staff Meetings, 8:00AM Meetings – Notes, Agendas, Action Items] (05/02/1982-06/14/1982)  
[Management Meetings, Senior Staff Meetings, 8:00AM Meetings – Notes, Agendas, Action Items] (06/15/1982-07/15/1982)  
Senior Staff Meeting Action Items, 05/26/1982- 01/04/1983  
Public Interest Groups (1)(2)

SERIES IV: BUDGETS (See separate document)

#### SERIES V: PRESIDENT'S ECONOMIC POLICY ADVISORY BOARD

**President's Economic Policy Advisory Board (PEPAB) (1)-(4)**

GSA Committee Management Meeting 09/23/1987

PEPAB Travel Expenses (Misc)

PEPAB 02/10/1981 (Organizational) [Travel]  
PEPAB 03/25/1981 [Travel]  
PEPAB 06/11/1981 [Travel]  
PEPAB 09/10/1981 [Travel]  
PEPAB 12/10/1981 [Travel]  
PEPAB 03/18/1982 [Travel]  
PEPAB0 5/20/1982 [Travel]  
PEPAB 09/08/1982[Travel]  
PEPAB 01/24/1983[Travel]  
PEPAB 04/20/1983 [Travel]  
PEPAB 07/20/1983 [Travel]  
PEPAB 01/11/1984 [Travel]  
PEPAB 07/11/1984 [Travel]  
PEPAB 04/22/1985 [Travel]  
PEPAB 01/23/1986 [Travel]  
PEPAB 11/20/1986 [Travel]

SERIES VI: PERSONNEL (See separate document)

SERIES VII: CAMPAIGN MATERIAL

Announcement Speech (1975)  
Campaign Material - Alaska  
Campaign Material - Coal (1)(2)  
Campaign Material - Coal (Hard) Anthracite (1)(2)  
Campaign Material - Coal (Hard) Anthracite: Coal (Hard) Anthracite  
Campaign Material - Energy General (1)(2)  
Campaign Material - Energy Markets  
Campaign Material - Federal Lands  
Campaign Material - Minerals  
Campaign Material - Mining  
Campaign Material - Natural Gas  
Campaign Material - Natural Gas: Natural Gas Info  
Campaign Material - Oil  
Campaign Material - Oil: Shale Oil  
Campaign Material - Synthetic Fuel  
**[Campaign Material] - Economic Inflation**  
[Campaign Material] - Economy: International Trade

SERIES VIII: REFERENCE MATERIAL (See Separate Document)

SERIES IX: NEWSCLIPS

Articles - October 1983  
Articles - November 1983  
Articles - December 1983  
Articles - January 1984  
Articles - February 1984

Articles - March 1984  
Articles - April 1984  
Articles - June 1984  
Articles - July 1984  
Articles - July 1984 - December 1984  
UPI Articles - July 1984  
UPI Articles - October 1984-November 1984  
Articles re: Police

**SERIES X: WHITE HOUSE OFFICE OF POLICY INFORMATION**

White House Office of Policy Information – Issue Alerts  
White House Office of Policy Information – Issue Updates  
White House Office of Policy Information – News Briefs  
White House Office of Policy Information – Presidential Statements

**OA 6188**

OPD Staff Chron January 1981-March 1981  
OPD Staff Chron April 1981-June 1981  
OPD Staff Chron July 1981-August 1981  
OPD Staff Chron September 1981-October 1981

**OA 6189**

OPD Staff Chron November 1981-December 1981  
Chron File RBF / Internal January 1981-August 1981  
Chron File RBF / To Staff January 1981-August 1981  
General Correspondence File (Incoming and Outgoing)  
Incoming January 1981-July 1981  
Outgoing January 1981-August 1981  
[Executive Secretaries Meeting Issues and Tentative Agenda Meetings by Issue April 1982-December 1982-Various Cabinet Councils] (1)-(3)

**OA 6190**

Wish We Had OPD Position Papers File  
OPD Staff Activities Report (Submitted to EG 03/05/1981)  
Resumes  
Drug Policy Office Decision Memorandums  
**Domestic Satellite Market**  
**[Telecommunications Act of 1981] (1)-(4)**  
National Public Radio  
Progress Reports (EJG - EM)  
Correspondence Replies (RBF / OPD)  
**Fairness Doctrine**  
[Unfolded Material re: Heritage Foundation / A Strategy for Progress - The Federal Budget]

China Exhibition  
AT & T / Data point Case  
Copyright  
Rio Conference / RARC II  
Q & A's: Ed Meese 05/03/1981 "Face the Nation"  
Questions and Answers for the President 1982  
[Presidential Appearances]  
**HR 5158 [House Telecommunications Bill]**  
**E-COM Postal Issues Electronic Mail (1)-(7)**  
OPD Activities Report  
[Correspondence Meese / Christopher J. Hegarty re: Exceptional Leadership]  
[James Dines Mailing]

OA 6538 [Uninventoried]  
News Releases, Annual Reports, News Letters and Publications by Business Groups or  
Professional & Trade Associations, Institutes etc.

OA 7298  
Communications Meetings, 04/08/1982-05/28/1982  
Communications Meetings, 06/11/1982-09/24/1982  
Communications Meetings, 10/01/1982-12/03/1982  
Communications Meetings, 12/10/1982-12/23/1982

OA 7466  
[Unfolded Material - Notebook Containing Assistant to the President for Policy  
Development's Schedule for 06/17/1983 - Includes Draft Remarks for Ed Harper  
to Deliver to Ohio Businessmen Luncheon, Cleveland, Ohio 06/17/1983, Material  
Concerning Luncheon Meeting - Union Club and Meeting with Editorial Board -  
Cleveland Plain Dealer]

OA 7591 (True OA - This box cannot be located in the stacks at this time)  
[14 Micom, 07/19/1983] Index attached to file 8110/83  
(Computer Disk) A  
(Computer Disk) TC  
(Computer Disk) D  
(Computer Disk) C  
(Computer Disk) ELH Meetings  
(Computer Disk) Ed Meese  
(Computer Disk) OPD Staff Meeting  
(Computer Disk) ELH Schedule  
(Computer Disk) Staffing Memo Log  
(Computer Disk) EJJ  
(Computer Disk) Notebook  
(Computer Disk) Cabinet Councils II  
(Computer Disk) Minutes  
(Computer Disk) [Unnamed]

OA 7923

Public Interest Groups (1)(2)

[Management Meetings, Senior Staff Meetings, 8:00AM Meetings – Notes, Agendas, Action Items] (03/01/1982-03/27/1982)

[Management Meetings, Senior Staff Meetings, 8:00AM Meetings – Notes, Agendas, Action Items] (03/28/1982-05/01/1982)

[Management Meetings, Senior Staff Meetings, 8:00AM Meetings – Notes, Agendas, Action Items] (05/02/1982-06/14/1982)

[Management Meetings, Senior Staff Meetings, 8:00AM Meetings – Notes, Agendas, Action Items] (06/15/1982-07/15/1982)

[U.S. Trade Strategy, October 1982] (1)(2)

[U.S. Trade Strategy – Updates, November 1982]

[Drug Abuse Meeting with the President, 06/23/1982 – Briefing Book] (1)-(4)

[Transition Report on Office of Policy Coordination] (1)-(3)

OA 8245 [Uninventoried]

News Releases, Annual Reports, News Letters and Publications by Business Groups or Professional and Trade Associations, Institutions etc.

OA 8658 [Uninventoried]

Reports, News Release, News Letter and Publications from Several Government Departments and Agencies

OA 8762

**[Weekly Activities – Drug Abuse Policy Office]**

Communications Meetings (01/07/1983-04/14/1983)

Communications Meetings (04/15/1983-06/23/1983)

Communications Meetings (06/24/1983-09/22/1983)

Communications Meetings (09/23/1983-11/03/1983)

Communications Meetings (11/04/1983-12/30/1983)

OA 8763

Cabinet Council, Executive Secretaries Meetings (01/21/1983-05/11/1983)

Cabinet Council, Executive Secretaries Meetings (05/12/1983-06/15/1983)

Cabinet Council, Executive Secretaries Meetings (06/16/1983-07/20/1983)

Cabinet Council, Executive Secretaries Meetings (07/21/1983-09/29/1983)

Cabinet Council, Executive Secretaries Meetings (09/30/1983-11/20/1983)

Cabinet Council, Executive Secretaries Meetings (11/21/1983-12/09/1983)

OA 8814 [Uninventoried]

News Releases, Annual Reports, News Letters and Publications by Business Groups or Professional and Trade Associations, Institutions etc.

OA 9231 [Uninventoried]

News Releases, Annual Reports, News Letters and Publications by Business Groups or

Professional and Trade Associations, Institutions etc.

OA 9403 [Uninventoried]

Reports, News Releases, News Letters and Publications from Several Governmental  
Departments and Agencies

OA 9404 [Uninventoried]

News Releases, Annual Reports, News Letters and Publications by Business Groups or  
Professional and Trade Associations, Institutions etc.

OA 9905 [Uninventoried]

News Releases, Annual Reports, News Letters and Publications by Business Groups or  
Professional and Trade Associations, Institutions etc.

OA 10090 [Uninventoried]

News Releases, Annual Reports, News Letters and Publications by Business Groups or  
Professional and Trade Associations, Institutions etc.

OA 10186

Executive Secretaries Meetings (01/16/1984-02/16/1984)

Executive Secretaries Meetings (02/17/1984-03/18/1984)

Executive Secretaries Meetings (03/19/1984-04/15/1984)

Executive Secretaries Meetings (04/16/1984-05/06/1984)

Executive Secretaries Meetings (05/07/1984-05/17/1984)

Executive Secretaries Meetings (05/18/1984-06/07/1984)

Executive Secretaries Meetings (06/08/1984-06/24/1984)

Executive Secretaries Meetings (06/25/1984-07/19/1984)

Executive Secretaries Meetings (07/20/1984-08/03/1984)

OA 10187

Communications Meetings, 01/06/1984-02/16/1984

Communications Meetings, 02/17/1984-04/05/1984

Communications Meetings, 04/06/1984-05/24/1984

Communications Meetings, 05/25/1984-07/01/1984

Communications Meetings, 07/02/1984-09/23/1984

Communications Meetings, 09/24/1984-09/28/1984

OA 10269 [Uninventoried]

[Articles - Clippings from Various Newspapers - also Print-outs of Various News  
Articles from November 1983-December 1984]

OA 10370 [Uninventoried]

News Releases, Annual Reports, News Letters and Publications by Business Groups or  
Professional and Trade Associations, Institutions etc.

Box 10488



Nutrition - Malnutrition at Home

Marital Relationships - Working Couples

Legislation - Family Stability

Health - Health Care Services

Welfare - Loss of Employment and Housing

**VALUES - Families**

Financial Planning - Economics and Family Composition

[Unfoldered Material - Misc.]

**Housing - Federal Initiatives**

**FEDERAL POLICIES - Effect on Families**

[Family - Birth Rate, Child Abuse, Poverty]

Child Safety - Child Abuse and Neglect

**FAMILY - Disintegrating Families**

Family - Education Institutions

Family - Single Parents

Employment - Day Care

**EMPLOYMENT - Working Women**

Education - Day Care

Education - Discipline

Education - Dropouts

Education - Elementary and Early Childhood

Education - Legislation

**Education - Moral Education**

**Education - Public Education**

**Taxes - Reform**

Taxes - Deductions

Social Activities - Adolescent Pregnancy

Social Activities - Drugs

Social Activities - Suicide, Homicide

Social Activities - Television

Safety - Youth Suicide

Safety - Adolescents

"Administration's Family Project"

**[Report re: Children / Family] (1)(2)**

[Family Related Materials]

[Unfoldered Material re: the Family]

The Economic Policy Council (Agenda and Supporting Materials)

[Family Related Materials]

[Unfoldered Material re: Domestic Policy Council Meetings]

[Domestic Policy Council Meetings & Supporting Materials]

[Unfoldered Material re: Domestic Policy Council]

[Domestic Policy Council Meeting]

[Unfoldered Material re: the Family]

Parental Involvement - Parenting Education

Parental Involvement - School

[Unfoldered Material re: Assistance on the Administration's Family Project]

OA 10795 [Uninventoried]

Reports, News Releases, and Publications from Government Departments and Agencies

OA 10847 [Uninventoried]

Reports, News Releases, News Letters and Publications from Several Government Departments and Agencies

OA 10848 [Uninventoried]

News Releases, Annual Reports, News Letters and Publications by Business Groups or Professional and Trade Associations, Institutions etc.

OA 10857 [Uninventoried]

Annual Reports, News Releases, News Letters and Publications from Several Government Departments and Agencies, etc.

OA 11823 [Uninventoried]

News Releases, Annual Reports, News Letters and Publications by Business Groups or Professional and Trade Associations, Institutions etc.

OA 12599

**Working Group on Antitrust Review (1)-(9)**

[Review FY 1984 Appropriations Outlook and Issues]

Process

EIS

Food Assistance

Health

Veterans

Agric.

1984 Platform Committee

State of Union [84]

[Senior Staff Meeting Action Items, 05/26/1982- 01/04/1983]

[Fairness Issues]

[General Research on Japanese Management Practices]

[Watch List]

[Women Appointments]

**[National Tourism Week] (1)-(3)**

OA 13289 [Uninventoried]

News Releases, Annual Reports, News Letters and Publications by Business Groups or Professional and Trade Associations, Institutions etc.

OA 13478

[Articles - Clippings from Various Newspapers - Printouts of Various News Articles – Press Conference Releases with High Lights and Notations.]

OA 13482

[Calendars Listing Different Activities, Includes Some President's Schedules for 1984, 1985, 1986]

OA 13504 [Uninventoried]

Reports, News Releases, News Letters and Publications from Several Government Departments and Agencies

OA 16735 [Uninventoried]

News Releases, Annual Reports, News Letters and Publications by Business Groups or Professional and Trade Associations, Institutes, Etc.

OA 16736 [Uninventoried]

Reports, News Releases, News Letters and Publications from Several Government Departments and Agencies

OA 19119

Books Purchased 1987

Books Purchased 1985, 1986

Newspapers 1987

Newspapers 1985, 1986

Publications: Research Directories FY1988

Research Directories 1987

Research Directories 1986

Research Directories 1985

Subscriptions 1986

Subscriptions 1985

Refurbishing FY1988

Resumes: Job Applicants FY1988

Salary Listings FY1988

Salary Listings

Salary Listings

Special Security Clearances

Sibac Transactions FY1988

Sibac Transactions 1987

Sibac Transactions 1986

Sibac Transactions 1985

Sluc charges FY1988

Sluc charges 1987

Sluc 1985 1986

Supplies: ADP FY1988

Supplies - ADP 1987

Supplies / ADP 1985-1986

Supplies: OA Reimbursable FY1988

Supplies -OA Reimbursable 1987

Supplies - OA Reimbursable 1985, 1986  
Supplies: Special Order FY1988  
Supplies - Special Order 1987  
Supplies / Spec Order 1985, 1986  
Telegrams FY1988  
Telegrams - 1987  
Telegrams 1985  
Telephones - FY1987  
Telephones C&P 1986  
Telephones C&P 1985  
Telephones: FTS FY1988  
Telephones - FTS 1987  
Telephones FTS 1985, 1986  
Change of Time Keeper / Signature Sheets  
Timecards  
Transportation List  
Airline Payments 1987  
Airline Payments 1985, 1986  
White House Staff Mess  
Family General  
Family Reports - Sent to:

OA 19120  
XD7B - Information 1987  
XD6B - Information 1986  
XD5B Information Meeting  
XD7D - Speech / Presentation 1987  
XD6D - Speech / Presentation  
XD5D Speech / Presentation  
XD7E - Conference Attendance 1987  
XD6E - Conference Attendance  
XD5E Conference Attendance  
XD7I - Other 1987  
XD6I - Other Travel 1986  
XD5I Other Travel  
XD4I Other Travel  
Travel Miscellaneous  
GSA: Reimbursable Work Authorizations FY1988  
Reimbursable Work Author. 1987  
Reimbursable Work Authorizations 1986  
Travel Vouchers Paid 1984  
Taxi Reimbursements FY1988  
Taxi Reimbursements 1987  
Taxi Reimbursements 1985, 1986  
Federal Express Receipts  
Federal Express, ETC 1987

Materials and Research: Issues Book Carl Lachman to OPD November 1988  
Memo: Advanced Materials Program Carl Lachman to Jim Jacobson 10/06/1988

Resignations

Apportionment

Budget

Direct Deposits

Financial Integrity Act

**Health Plan**

Intra-office Directory Cards

Jack Klenk - Schedule of Hours

Job requests - Responded to

Subscriptions 1987

Subscriptions 1986

OA 19121

Staffing Memoranda

**President's Economic Policy Advisory Board (PEPAB) (1)-(4)**

GSA Committee Management Meeting 09/23/1987

PEPAB Travel Expenses (Misc)

PEPAB 02/10/1981 (Organizational)

PEPAB 03/25/1981

PEPAB 06/11/1981

PEPAB 09/10/1981

PEPAB 12/10/1981

PEPAB 03/18/1982

PEPAB0 5/20/1982

PEPAB 09/08/1982

PEPAB 01/24/1983

PEPAB 04/20/1983

PEPAB 07/20/1983

PEPAB 01/11/1984

PEPAB 07/11/1984

PEPAB 04/22/1985

PEPAB 01/23/1986

PEPAB 11/20/1986

Equipment: Miscellaneous FY1988

Equipment - Miscellaneous 1987

Equipment Misc 1985, 1986

**Equipment - Office Automation (General) 1981-1984 (1)-(3)**

Equipment: WHCA FY1988

Equipment WHCA

Forms 278 Disclosure

Freedom of Information

Facilities Requests - 1987

Facilities Requests 1985 1986

Hatch Act

**Immigration Reform & Control Act [of 1986]**

Inventory: Computer FY1988  
Inventory: Furniture FY 1988  
Leave Balance Report FY1988  
Leave Balance Report  
Leave Reports FY1988  
Leave Reports FY1987

OA 19122

Mail: USPS FY1988

Maintenance - ADP Equipment 1989 (Technical Specialties)

Maintenance - ADP Equipment 1987 (Technical Specialties)

Maintenance: ADP Equipment (Technical Specialties) FY1988

Maintenance IBM Computers etc 1985 1986

Maintenance - IBM PC's 1984

Maintenance Digital 278 1985

Maintenance - Xerox 1075 (Room 213) 1987

Maintenance Xerox 1075 1985 & 1986

Maintenance

Maintenance Xerox 3300 1985 1986

Maintenance SX 30 Copiers 1985 1986

Equipment Rental Saxon SX 30 Copiers 1986

Maintenance - Typewriters (Technical Specialties) 1987

Maintenance IBM Typewriters 1985 1986

Maintenance - Xerox 1025 (Rooms 227, 472) 1987

Xerox 1025 Copiers 1986

Memoranda to the Staff

Memoranda to the Staff

White House Staff Memos (Baker/Rogers) (Hicks/Miller)

Memoranda to the Staff

Miscellaneous Obligating Documents FY1987

Parking

Parking

Pass Information

Passports

Payroll FY1987

OPD Payroll

"Perks" Miscellaneous

Personnel - General

**Federal Civilian Monthly Employment Reports 1986 [October 1986-August 1987]**

**Federal Civilian Employment Monthly Report [1981-September 1985] (1)(2)**

Interns / Volunteers

Personnel Manning Chart FY1988

Personnel Manning Chart

Personnel - Reimbursements FY1988

Personnel - Reimbursements FY1987

Personnel Report FY1988  
Personnel Report FY1987  
Personnel - Staff Listings  
Staff Listings  
Vacations  
Printing Charges FY1988  
Printing Charges 1987  
Printing / Duplicating 1985 1986  
Property Review Board  
Property Review Board  
OPD Budget FY1988  
OPD Budget FY1987  
OPD Budget FY1986  
OPD Budget FY1985  
Combined Federal Campaign  
Combined Federal Campaign  
Combined Federal Campaign  
Computer Services: Dialcom FY1988  
Computer Services: Dialcom 1987  
Equipment Dialcom Computer Services 1986  
Equipment Computer Services 1985  
Computer Services: Profs FY1988  
Computer Services Profs 1987  
Mail: Federal Express FY1988  
Transport - Federal Express 1985 1986

OA 19123

**Anderson, Carl A.**

Appleyard, Catherine A.

Archer, Loran

Atterbury, Boudinot

Barnhart, Jo Anne

Barry, Amy

**Bauer, Gary L.**

Bavier, Richard B.

Blair, Andrew

Birrane, Mary Frances

Blakeney, Charles

Blakeney, Ronnie A.

Boothe, Diana

Boarman, Marshall I.

Brandenberry, Jenifer

Bradley, Melvin L.

Carmichael, J. Michael

Chambers, Mary Alice

Clarey, Donald

Cruz, Dena M.  
Davidson, Steve  
Davis, Randall E.  
Davis, Richard H.  
Day, Melanie M.  
Deutchman, Al  
Droll, Marian C.  
Djenab, Kathleen E.  
Dubler, Judy L.  
Duncan, Cynthia H.  
Etheredge, Regina  
Farrell, Janice E.  
Faoro, Patricia  
Finnegan, Nancy  
Flick, Rachel  
Foreman, Jody  
Galebach, Stephen H.  
George, Leslie B.  
Gibson, Thomas F. III  
Gigot, Paul A.  
Gonzalez, Adela  
Gordley, John D.  
Gordon, Harold C.  
Gore, Harold  
Gray, Hope M.  
Gray, Kimi O.  
Hagan, Elizabeth M.  
Hajmosi, Mary Ellen (Thompson)  
Hall, John P. Jr.  
Hammer, Rachel  
Harrington, Donnah M.  
Harris, Theodore R.  
Harrison, Jane M.  
Hausburg, Justine  
Hauser, Timothy J.  
Hays, Louis B.  
Healy, Abigail S.  
Heinecke, Peter  
Henderson, Linda M.  
Herbolsheimer, Lawrence  
Herrmann, Carol A.  
Hinckley, Ronald H.  
Hobson, Robert R.  
Hopkins, Kevin R.  
Hunter, Lawrence  
Ingraham, Laura



Jenkins, Anna J.  
Johnston, Judith A.  
Jordan, Thomasina Elizabeth  
Kelts, Elizabeth D.  
Knight, Donna Earl  
Kuhn, Dorothy W.  
Kuttner, Johannes C.  
Lamke, Matthew  
Leonard, Daniel F.  
Leppert, Thomas C.  
Li, Lehmann K. Jr.  
Lucier, James  
Lumpkins, Sharyn A.  
Mack, Dorothy  
Mares, Jan  
Massey, Joseph  
Masterman, Vicki  
McAllister, Eugene J.  
McClaghry, John  
Millstein, Richard Allen

OA 19124

Munger, Murl D.  
Murray, Dawn D.  
Nicholson, Roxie  
Novak, Tanya  
Patton, Susannah G.  
Pettit, Patricia  
Poole, Robert W. Jr.  
Preyer, John Peter  
Rauch, Robert A.  
Ray, Susan B.  
Reopel, Michael R.  
Respass, M. Suzanne  
Rita, Dorothy J.  
Roberts, John B. II  
Rock, Elliott H.  
Rollins, Jay Tyler  
Rountree, Meredith M.  
Roper, William L.  
Rust, Kathryn Emily  
Ryan, Christopher Thomas  
Salinas, Stephanie  
Selby, Beverly M.  
Simmons, Paul B.  
Sims, Patricia

Sirovatka, Paul J.  
Smith, Charles P.  
Smith, Martin L.  
Smith, Vivian  
Stucky, Edward J.  
Sullivan, Amy M.  
Sullivan, Elizabeth T.  
Tolin, Virginia  
Turner, Carlton E.  
Wach, Kathleen T.  
Walker, Jo Ellen  
Walters, Raymond L.  
Ward, Heidi M.  
Weikel, Kristin  
Wenzel, Anne W.  
Wentzel, Kendrick  
Williams, Kathryn  
Wilkins, Marcia (Marcy)  
Wilson, Duke  
Wise, Penny Elizabeth  
White, Maria Horgan  
Wood, Mary  
Youstra, Patricia  
Chron File - JAJ  
Staff Rosters  
Travel  
Xerox  
Facilities Request  
Correspondence Tracking  
Printing

OA 19357

[Misc.]

Sallie Mae Loan / D. of Ed. D. Cannon

Employee Stock Ownership Plan (ESOP)

ESOPS [1]

ESOPS [2]

ESOPS - Audio Cassettes - D. Cannon (14 cassettes) (housed in audio-visual)

Accession A93-01

Box 1

Report to Congress--The US Mining & Mineral Processing Industry: An Analysis of  
Trends & Implications

Minerals & Materials/A Monthly Survey June 1980

Minerals & Materials/A Monthly Survey July 1980

The Deficit Debate

Effects of a Severance Tax on Oil Produced in California  
Increased Automobile Fuel Efficiency & Synthetic Fuels  
Governmental Actions Affecting the Environment & Their Effects on Energy Markets  
Key Financial Data of Leading U.S. Oil Companies, 1968-1979  
Selected Federal Tax & Non-Tax Subsidies for Energy Use & Production  
Pricing Provisions of the Natural Gas Policy Act of 1978  
Where We Agree - Report of the National Coal Policy Project  
Anthracite Task Force Report  
Inventory of Federally-Funded Projects & Programs Related to Anthracite  
Energy & the Environment: Conflict in Public Policy  
Energy - A Crisis in Public Policy  
Energy - The Next Twenty Years  
The National Energy Plan  
Pricing Provisions of the Natural Gas Policy Act of 1978  
Synthetic Fuel  
Coal (Hard Anthracite)  
Natural Gas Info  
Announcement Speech (1975)  
**Economy: Inflation**  
**Economy: International Trade**  
Energy & Our Land (Pamphlet)  
Land Use (Pamphlet)  
**Synthetic Fuels (Notebook)**  
[Unfolded Material re: Mining, Energy Markets, Oil, Coal, Energy / General, Energy  
Briefing Papers, Draft Report re Anthracite Coal, Anthracite Coal, Alaska, Alaska  
Land Bill, Federal Lands, Energy Conservation - Mondale 1979 Speech,  
Natural Gas]

Box 2

**Semiconductor Meeting at Commerce Department 02/04/1983 (1)-(4)**  
[**Meeting with Representatives of the Machine Tool Industry**] (Binder) (1)-(3)  
[Commerce Department Meeting]  
[EPC Working Group on Steel]  
The President's Commission on Industrial Competitiveness - Briefing Book 08/01/1984-  
08/22/1984  
The President's Commission on Industrial Competitiveness - Commission  
Recommendations - Cabinet Council on Commerce & Trade 11/26/1984  
**The President's Export Council - Subcommittee on Export Administration (1)-(4)**  
Computer Meeting at Commerce 01/24/1983  
Report of the Steel Advisory Committee

Accession A94-03

Box 1

Budget Fiscal Year 1981 - Memos  
Budget Fiscal Year 1982 - Memos  
Budget Fiscal Year 1983 - Memos

OPD Budget - FY 1984

444 - FY 1981 [Payroll Reports]

[Unfolded Material - Budget Briefing Book Contents FY 1978 / Domestic Council]

[Unfolded Material - Budget Briefing Book Contents FY 1979 / Domestic Policy Staff]

[Unfolded Material - Hearings - Domestic Council Budget FY 1978]

[Unfolded Material - Hearings Transcripts FY 1976, 1978, 1979, 1980, 1981, 1982]

[Unfolded Material - Hearings DPS FY 1980]

Official Year End Reports, OPD, 09/30/1981

Official Year End Reports, OPD, 09/30/1982

Official Year End Reports, OPD, 09/30/1983

Status of Obligation Report, 09/30/1982

Budget Briefing Book, OPD, FY 1981

Budget Briefing Book, OPD, FY 1983

Budget Briefing Book, OPD, FY 1984

Budget Briefing Book, OPD, FY 1985

Box 2

Computer / Data Processing History

Disposition Records

Economy Act References

Hatch Act References

Study - OPD Policy Initiatives 1983

Administrative Procedures Briefing Book 1988-1989

OPD Budget Briefing Book, FY87 01/18/1986

Director's OPD Budget Briefing Book, FY89 04/06/1988

Williams Budget Briefing Book (Complete) FY89 04/06/1988

Budget Planning Papers FY89 October 1987

OPD Office Space Study 1988

Year-End Financial Reports 1984 OPD (Permanent)

Year-End Financial Reports 1985 OPD (Permanent)

Year-End Financial Reports 1986 OPD (Permanent)

Year-End Financial Reports 1987 OPD (Permanent)

Year-End Financial Reports 1988 OPD (Permanent)

Year-End Financial Reports 1989 OPD (Permanent)

Box 3

3200 FY89 Briefing Books

3201 Chron File - FY89 Budget Prep

3202 Apportionment - FY88

3203 Detail Reporting / Background

3204 Misc Personnel / Admin.

3205 Travel

3206 Representational Funds

3207 ADIM - OPD General References

3208 Shut-Down Plan 1981/1987

3209 FY84 Budget Briefing Backup

3210 FY84 - OPD  
3211 FY83 Budget Briefing Book  
3212 FY83 OPD Payroll Status  
3213 FY82 Budget Briefing / Backup  
3214 FY82 OPD Payroll Status  
3215 FY87 Budget & Working Papers  
3216 FY80 and Prior Budget Materials

Box 4

3000 FY88 Working Papers - OPD OPN Budget + FY87 Info  
3001 OPD / APPN Hearings X Copies  
3002 FY88 Budget Briefing / Backup  
3003 FY88 Operating Budget  
3004 FY87 Budget Briefing / Backup  
3005 FY87 Operating Budget  
3006 FY86 Budget Briefing / Backup  
3007 OPD Budget FY86 Operating  
3008 FY85 Budget Briefing / Backup  
3009 OPD FY85 Operating Budget

Box 5

Singleton, Margot  
**Carlson, Robert B.**  
Ayers, Betty L.  
Bandow, Doug  
Barr, William  
Beltrami, Cynthia A.  
**Boggs, Danny J.**  
Buchanan, Carol Anne  
Cavanaugh, Ann M.  
Charles, Robert B.  
Chao, Elaine L.  
Chimples, A. Candice  
Cobb, Joe Michael  
Cotton, Kent W.  
Drayer, Deborah M.  
Duff, Marise  
Eckert, Ross D.  
Ensign, Lynne  
Fairbanks, Shannon  
Fried, Charles  
Ferrara, Peter J.  
Frankum, Ronald  
Garfield, Mary Lee  
Garfinkel, Eric I.  
**Gunn, Wendell W.**

Hemel, Eric J.  
Hawkins, Robert B.  
Holems, Gary W.  
Honnegger, Barbara  
Hook, Gladys  
Hupman, Julie E.  
Jackson, Ella (Sheri)  
Kass, Dennis M.  
Lamberton, Lance  
Leonard, Burleigh  
Levin, Frayda  
Lewis, Toye  
Lund, Rita P.  
McGlenn, Ann  
Maloley, Nancy  
**Montoya, Velma**  
McCarthy, Robert E. (Consult)  
Patterson, Patricia  
Peterson, Lisa Cay  
Richards, Coye  
Robison, Churchill  
Rock, Emily  
Savage, Kaye E.  
Sims, William  
Smith, Angelina Kim  
Smith, Dan  
Theroux, Anne  
**Uhlmann, Michael M.**  
Wagner, Lotus Anne  
Wahlquist, Myrnia  
Williams, Carl B.  
Coy, Craig WHF  
Denend, Leslie G. WHF  
Keller, John N. Det DAPO  
Keyes, William A.  
McKelvey, Patrick W. DAPO  
McKeown, Mary Margaret  
Schuettinger, Robert  
Walker, Wallace E. WHF  
Bell, Teresa  
Capurro, Colleen  
Lenahan, Walter C.  
Levy, Leah  
Nelson, Jennifer DAPO  
Smith, Suzanne B.  
Tognalli, Machael

Gatchel, Susan A.  
Gibbs, Lance  
Googins, Lunder  
Chougassian, Joseph  
Nelson, Robert  
Anderson, Marci  
Anderson, Katherine  
Moore, Shannon  
Allen, JoAnn  
Bellis, Jonathan D.  
Bingman, Charles D.  
Dierman, Roger D.  
Cribb, T. Kenneth  
Fedela, Helen W. OPL  
Hodapp, Nancy Ann  
Morgan, John Alan  
Newland, Chester A.  
Regan, Mary Jane  
Hearn, Roger  
Kosatka, Belinda  
Winston, David  
Leland, Marc E.  
Parker, Barbara D.  
Richardson, John N.  
Tyson, Charles P.  
Transition Working Papers - Bob McCarthy

Box 6  
Telephone FTS 1981-1984  
Telephone Miscellaneous 1981-1984  
C&P Telephone FY 1981  
C&P Telephone FY 1983  
Airline Payments (AA) 1981-1984  
Telegrams 1981-1984  
Freight and Express 1981-1984  
Travel Authorizations FY 1981  
Travel Vouchers FY 1981  
TAs FY 1982  
Travel Vouchers Paid FY 1982  
XD3B Information Meeting  
XD3D - Speech / Presentation  
XD2 Vouchers Paid  
XD3E Conference Attendance  
XD3I Other Travel  
Room 208 Conference Room  
Refurbishing FY 1981

Refurbishing FY 1982  
Refurbishing FY 1983  
XD4B Information Meeting  
XD4E Conference Attendance

Box 7

SLUC Charges 1981-1984  
GSA SIBAC Transactions  
GSA Miscellaneous / Job Orders  
Facilities Request FY 1984  
Research Directories 1981-1984  
Newspaper Costs 1981-1984  
Books Purchased 1984  
Books 1981-1983  
Subscriptions 1984  
Subscriptions 1983  
Subscriptions 1982  
Subscriptions Cancellations  
Training Costs 1981-1984  
Printing/Duplication 1981-1984  
Supplies, NEOB Self Service 1981-1984  
Supplies WH Supply Room 1982  
Special Order Supplies 1981-1984  
WH Supply Room OA Reimb 1981-1984  
Rental Xerox 1075  
Xerox 8200 1982-1984  
Typewriters (Prior Years)  
Saxon SX30 Copiers 1982-1984  
Xerox 3400 Copier 1982-1984, 1985  
Copiers 1981 Xerox/IBM  
Maint Saxon SX30 Copiers (TRW) 1984  
Maint MICOM 1981-1983  
DEC Word Processors Models 78 & 278 1981-1984  
Maintenance, IBM Displaywriters 1984  
Repairs, Alterations (Service Calls) 1981-1984  
Equipment WHCA 1981-1984  
Equipment, Miscellaneous 1984  
Unemployment Compensation 1981-1984

Box 8

Alexander, David  
Amorosi, Martha  
Barrett, Betty L.  
Barletta, Kathryn  
Bauman, Eugenie  
Bell, Teresa M.



**Boggs, Judith Susan**  
Cannon, Douglas Robert  
Colgan, Frederick R.  
Daoulas, Sue H.  
DeMoss, Charlotte A.  
Doughton, Morgan J.  
Driggs, Michael A.  
Dubetz, Jo Ann  
Duggan, Juanita  
Germanis, Peter G.  
Greene, Melissa E.  
Hauptli, Todd  
Hill, Robert Bernard  
Hobbs, Charles D.  
Holmquist, Nancy G.  
Jacobson, James  
Kemp, Judith  
Kirchner, Robert A.  
Klenk, John D.  
Kroeger, Beverly J.  
Kubic, Charles  
Kunasek, Karrin M.  
Macdonald, Donald Ian  
Maroni, William John  
Martin, Dolores T.  
Mersinger, Bonnie Lynn  
Moore, Margaret Anne  
Nelson, Rae Katherine  
Norberg, Linda Rae  
Readinger, Mark Evin  
Riordan, Mary Beth  
Roellig, Paul David  
Romano, Neil  
Schultheiss, Dean  
Seidl, Mary F.  
Sweet, Robert W.  
Tracy, Alan (White House)  
Tsivgoulis, Mary M.  
Underdal, Stanley  
Warner, James H.  
Williams, Richard L.  
Willson, Honor  
Woodward, Kay Wheless  
Bartlett, Bruce R.  
**Blankley, Anthony D.**  
Bledsoe, Ralph C.

Brown, David  
Dorminey, A. Blair  
D'Souza, Dinesh J.  
Fishback, Lorraine Mary  
Grossman, Steven Allen  
Hall, Jeffrey S.  
Hines, Patricia  
Johnson, Robert E.  
Lachman, Carl  
Lowery, Dominic Gerald  
McCaffrey, Shellyn G.  
McClellan, Susannah Swift  
Solon, Carol Joy Hornby  
Suro-Bredie, Carmen  
**Tharp, Arvel D.**  
E - Conference Attendance Travel Vouchers 1988  
D - Speech / Presentation Travel Vouchers 1988  
I - Other Travel Vouchers 1988  
B - Information Travel Vouchers 1988

Box 9  
OPD Refurbishing  
D. Cannon  
FY89 Claim for Reimb, Taxi, etc  
FY88 Claim for Reimb, Taxi, etc  
FY88 Book Orders  
Facility Requests FY88  
Federal Express FY88  
Federal Express FY89  
Magazine / Newspaper Subscriptions  
Purchase Orders  
Supply Orders  
Reimbursable Work Requests  
FY89 Training  
FY89 Travel  
Passport Requests  
Calling Card Order Forms  
Maintenance, Typewriters FY88  
Parking FY88  
Monthly Employment Report FY88  
Building Passes FY88  
Interagency Low Income Advisory Board Admin.  
Property Inventory Papers  
Publications, Books  
Publications, Newspapers  
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