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WHITE HOUSE OFFICE OF RECORDS MANAGEMENT WORKSHEET

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Name of Document: BRIEFING PAPERS					
FOR PRESIDENT'S SCHEDULED			· · · · · · · · · · · · · · · · · · ·	Sub	ject Codes:
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ROUTE TO:		ACTION		DISPO	DSITION
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Office/Agency (Staff Name)	Action Code	Tracking Date YY/MM/DD	Type of Response	Code	Completion Date YY/MM/DD

Referral Note:

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THE WHITE HOUSE

WASHINGTON

February 10, 1981

MEETING WITH: BUDGET WORKING GROUP

DATE: February 11, 1981

LOCATION: Cabinet Room

TIME: 10:00 a.m. (90 minutes)

FROM: Craig L. Fuller

I. PURPOSE

This is a scheduled meeting of the Budget Working Group that has been working with individual Departments on the Economic Program.

II. BACKGROUND

The meeting will focus on budget cuts and a program review for the following departments:

Health and Human Services

Agriculture

Energy

Interior

David Stockman will lead the discussion. Binders for the working session are being prepared and will be available later tonight.

III. PARTICIPANTS

(complete list to be included with the binder)

IV. PRESS PLAN

There will be a photo opportunity at the beginning of the meeting.

V. SEQUENCE OF EVENTS

The President should call on David Stockman to lead the discussion.

THE WHITE HOUSE

February 10, 1981 3:30 pm

UNPUBLISHED

ATTACHMENT

WASHINGTON

THE PRESIDENT'S SCHEDULE Wednesday, February 11, 1981

8:45 am (30 min)	Staff Time (Baker, Meese, Deaver)	Oval Office
9:15 am (15 min)	National Security Briefing (Richard V. Allen)	Oval Office
9:30 am (15 min)	James Baker, Ed Meese, Michael Deaver, Max Friedersdorf and James Brady	Oval Office
	Budget Working Group (Craig Fuller) (See Tab "A") Pool Photo Opportunity	Cabinet Room
11:45 am (15 min)	Lyn Nofziger + obf	Oval Office
Ncon (60 min)	National Security Council Luncheon (Richard V. Allen) (See Tab "B")	Cabinet Room
::00 pm	Return to Residence	
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Unclassified upon removal of Classified enclosuress

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REQUEST FOR APPOINTMENTS

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To:	Officer-in-charge		
	Appointments Center		
	Room 060, OEOB		

Please admit the following appointments on		February 11, 1981 ₁₉ White House		
for	The President (NAME OF PERSON TO BE VISITED)	of (AGENCY)		

The Vice President

State:

Secretary Alexander A. Haig, Jr.
Amb Lawrence Pezzulo (Ambassador to Nicaragua)

Defense:

Secretary Caspar W. Weinberger

DCI:

Mr. William J. Casey

JCS:

General David C. Jones

White House:

Mr. Edwin Meese, III

Mr. James A. Baker, III

Mr. Richard V. Allen

Ms. Janet Colson (notetaker)

MEETING LOCATION

Building West Wing White House	Requested by Carol Cleveland
Room No. Cabinet Room	Room No. 374 Telephone 3440
Time of Meeting 12:00 p.m.	Date of request Feb 10, 1981

Additions and/or changes made by telephone should be limited to three (3) names or less.

APPOINTMENTS CENTER: SIG/OEOB - 395-6046 or WHITE HOUSE - 456-6742