

Ronald Reagan Presidential Library
Digital Library Collections

This is a PDF of a folder from our textual collections.

WHORM Subject File Code: FG006-01
ID Numbers: 028532-028799
Box:

To see more digitized collections visit:

<https://reaganlibrary.gov/archives/digital-library>

To see all Ronald Reagan Presidential Library inventories visit:

<https://reaganlibrary.gov/document-collection>

Contact a reference archivist at: reagan.library@nara.gov

Citation Guidelines: <https://reaganlibrary.gov/citing>

National Archives Catalogue: <https://catalog.archives.gov/>

WITHDRAWAL SHEET

Ronald Reagan Library

Collection: WHORM: Subject File

Archivist: rfw

File Folder: FG006-01 (028500-028799)

Date: 2/26/99

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
1. Memo (028648)	Bud Nance to Richard Allen re items for meeting with Ed Harper (NSC #8103239), ² / ₃ p	5/15/81	P1/F1
2. Memo	Nance, Janet Colson to Allen re items from meeting with Ed Harper on Tuesday, May 12, 1p	5/13/81	P1/F1
3. Memo	Jim Lilley to Nance re comments on Southeast Asian Refugee Issue, 1p	5/15/81	P1/F1

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P-1 National security classified information [(a)(1) of the PRA].

P-2 Relating to appointment to Federal office [(a)(2) of the PRA].

P-3 Release would violate a Federal statute [(a)(3) of the PRA].

P-4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA].

P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA].

P-6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA].

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

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

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

F-2 Release could disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA].

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

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

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

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

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

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

ELR

028532

1130

FG 006-01

MG

FG 012-02
PU

12 June 1981

Dear Mr. Archey:

Thank you for your letter of 21 May 1981. I appreciate your thoughtfulness in sending me the two editorials. I am also pleased to know that the response to the Customs seizure has been generally supportive.

With best wishes,

Sincerely,

EDWIN MEESE III
Counsellor to the President

The Honorable William T. Archey ^X
Acting Commissioner of Customs
Washington, D.C. 20229

cc: Ed Meese

EM:NH:vm1-IIA-21

5



21 MAY 1981

The
Commissioner
of
Customs
Washington, DC.

May 21, 1981

Thank for 2 editorials

Mr. Edwin Meese III
Counsellor to the President
The White House
Washington, D.C. 20500

Dear Mr. Meese:

It was a week ago today that we met at the Treasury Memorial Ceremony for the agents killed in the line of duty.

At the ceremony you asked me how Customs was handling all of the uproar from the seizure of several items from the Russian Aeroflot plane on Tuesday, May 12th. I thought you would like to know that that afternoon I had a Press Conference as to why Customs made the detention of the Soviet shipment and clarified not only Customs role, but also some of the false assertions made by the Soviets.

Enclosed are two editorials from the Los Angeles Times and the Washington Star, respectively, which I think clearly reflects the press coverage subsequent to my press conference. We have had some minor sniping by the press (i.e., Time), but for the most part the coverage has been overwhelmingly positive.

With best wishes,

William T. Archey
Acting Commissioner of Customs

Enclosures

—

Customs: Doing Its Duty

The uproar raised by the Russians in response to the detention and search of a Soviet airliner at Dulles Airport near Washington, D.C., is one of the silliest episodes in the long, seesaw history of U.S.-Soviet relations.

U.S. Customs officials, acting on a tip that "certain high-technology items" were being smuggled out of the country, detained the plane for 3½ hours while a search of the cargo hold was conducted.

The customs agents, who also collected five pistols from the flight crew, found what they were looking for: several items of electronics equipment. But while some minor technical violations were discovered, it turned out that the cargo in question was legally licensed for export to the Soviet Union.

The Soviet government lodged a stiff protest calling the search of the plane a "criminal, barbarous act" and an example of "terrorism."

Nothing could be more ridiculous.

Every sovereign nation has the right to enforce customs laws—and to inconvenience shippers, travelers and foreign air carriers when necessary. Moscow should know; as anyone familiar with the Soviet Union can attest, Soviet authorities regularly avail themselves of the privilege at Moscow's airports.

It isn't clear why the Kremlin chose to create such a furor over the episode.

The Russians claim that their flight crew was treated with unnecessary roughness and that diplomatic immunity was violated, but both the White House and the State Department deny that this was the case.

It may be that the Soviet authorities sincerely believed that the search of the Aeroflot plane was a deliberate provocation ordered by the Reagan Administration. Or it may be that they simply were gambling that, if they stirred a big enough fuss, U.S. Customs agents might be less likely to conduct such searches in the future.

Whatever the Soviet motivation, the U.S. Customs Service should not allow itself to be swayed from its duties because one false tip led to an embarrassing situation.

The fact of the matter is that Soviet industrial espionage—the illegal acquisition of American high technology—has become a genuine problem.

The United States enjoys a technological lead over the Soviet Union in a number of defense-related areas, including microcomputers, certain kinds of metallurgy and precision-grinding techniques. American officials believe that the acquisition of such technology by hook or by crook is now a major function of the KGB, the Soviet spy organization.

During the last decade, Commerce Department investigators have discovered about 50 instances of illegal diversions to the Soviet Union; they believe that these were but a fraction of the total. Unauthorized shipments of high technology worth about \$8.3 million have been intercepted in Los Angeles alone in the past 10 months.

As long as this sort of thing is going on, U.S. Customs officials have a duty to perform and they should go right on performing it without regard to the indignant outcry from Moscow.

SUNDAY MAY 17, 1981

The Washington Star

The Incident at Dulles

One could suppose the rulers of the Soviet Union were sudden converts to the cause of human rights to hear their eloquent protests of a customs examination carried out the other day at Dulles International Airport. So great was the effect of Moscow's official outcry on Russian public opinion that the people rose up spontaneously to harass U.S. Embassy personnel by putting sticky posters on embassy vehicles.

To accept literally the complaints voiced by Soviet spokesmen in both capitals, FBI and Customs agents ran amok in stopping the takeoff of an Aeroflot jet, manhandling the crew and damaging luggage and the aircraft itself, delaying the flight four hours in the process of seizing three boxes from the cargo of the plane. The Customs people, acting on what they thought were suspicious circumstances (including the arrival of the goods at the airport shortly before the scheduled takeoff), were looking for violations of restrictions against "critical technology" exports to the Soviet Union.

As it turned out, the materials in question were found to be innocuous, the only violations technical. The seized packages were returned.

But Moscow decided to escalate the incident into a diplomatic mini-crisis, interpreting the customs examination as a stroke of U.S. foreign policy designed by the new administration to damage relations with

the Soviet Union. The Dulles encounter was denounced as a "criminal, barbarous act." Soviet news outlets poured out a stream of sensational detail.

The softspoken U.S. response is plausible on its face. The White House denied calling signals for the Customs Service, or staging a provocation. The Customs Service put the incident in the reasonable context of generally policing against illegal shipments of embargoed equipment to the Soviet Union. There actually seems to be some justification for checking on these things. The Customs Service recalls finding, in San Francisco, an illegal Soviet-bound shipment of computer equipment, packed up as washing machine and air conditioning parts. Customs officers in Los Angeles have made 38 successful seizures of banned technological exports, some headed for the Soviet Union. Acting Customs Director William Archey said the Dulles examination followed a regular procedure, and dismissed the charges of rough stuff.

The decibel level of the Soviet reaction could be aimed at discouraging strict enforcement of the export restrictions in the future. Or Moscow might be saying it really cares about avoiding fresh damage to Soviet-American relations as the Reagan administration settles in further with its world-ranging responsibilities. Soviet officialdom seems to have colored the purported pillaging of Aeroflot in strangely lurid colors.

Dg

MKD-FILE

028535

3200

FG006-01

MG

IT008

FG006-12

de Kerghoul, Roland
Camb.

THE WHITE HOUSE
WASHINGTON

April 13, 1981

Dear Colin:

I think the appropriate person for you to be meeting with in the White House is Richard Allen, Assistant to the President for National Security Affairs. His telephone number is 202-456-2255.

Thank you.

Sincerely,

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

*

Mr. Colin Hart
Special Assistant to the
Head of Delegation
* Delegation of the Commission
of the European Communities
2100 M Street NW Suite 707
Washington, D.C. 20037

BCC- Mr Allen Req. to meet w/ Deaver

THE WHITE HOUSE
WASHINGTON

March 31, 1981

Mr. Allen:

Mr. Deaver would like your recommendation on whether or not he should meet with Ambassador de Kergorlay, Chief Diplomatic Representative in Washington of the European Commission.

Recommend: Yes No



*Contestant count
Put all in
for
recommendations
MKD*

DELEGATION OF THE COMMISSION OF THE EUROPEAN COMMUNITIES

The Head of the Delegation

February 13, 1981

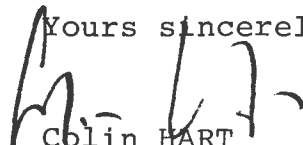
Mr. Michael K. DEAVER
Deputy Chief of Staff of
the White House
Washington, D.C. 20500

Dear Mr. Deaver,

Your office has advised us to submit a written request for an appointment for Ambassador de Kergorlay to meet with you.

As you may already know, Ambassador de Kergorlay is the chief diplomatic representative in Washington of the European Commission, the executive arm of the European Community.

While he realises that your current schedule is probably extremely busy, Ambassador de Kergorlay would greatly appreciate an opportunity to meet with you in the near future.

Yours sincerely,

Colin HART
Special Assistant to
the Head of Delegation

ID # 028607
FG 026-01

**WHITE HOUSE
CORRESPONDENCE TRACKING WORKSHEET**

- O - OUTGOING
 H - INTERNAL
 I - INCOMING
 Date Correspondence Received (YY/MM/DD) 81 06 15

Name of Correspondent: John J. Duncan

MI Mail Report User Codes: (A) _____ (B) _____ (C) _____

Subject: Enclosed a portion of a letter from Mr. Charlie Mills concerning a letter he wrote to Mr. [unclear].

ROUTE TO:

ACTION

DISPOSITION

Office/Agency (Staff Name)	Action Code	Tracking Date YY/MM/DD	Type of Response	Code	Completion Date YY/MM/DD
<u>LaTrie</u>	^{CH} ORIGINATOR	<u>81,06,16</u>	<u>hit</u>	<u>A</u>	<u>81 07 31</u>
<u>[unclear]</u>	^{CH} A	<u>8/108103</u>	<u>ET</u>	<u>A</u>	<u>81 10 14</u>
		<u>1 1</u>			<u>1 1</u>
		<u>1 1</u>			<u>1 1</u>
		<u>1 1</u>			<u>1 1</u>

ACTION CODES:

- A - Appropriate Action
- C - Comment/Recommendation
- D - Draft Response
- F - Furnish Fact Sheet to be used as Enclosure
- I - Info Copy Only/No Action Necessary
- R - Direct Reply w/Copy
- S - For Signature
- X - Interim Reply

DISPOSITION CODES:

- A - Answered
- B - Non-Special Referral
- C - Completed
- S - Suspended

FOR OUTGOING CORRESPONDENCE:

- Type of Response = Initials of Signer
- Code = "A"
- Completion Date = Date of Outgoing

Comments: acknowledgment addressed to Mr. Charlie Mills

Keep this worksheet attached to the original incoming letter.
 Send all routing updates to Central Reference (Room 75, OEOb).
 Always return completed correspondence record to Central Files.
 Refer questions about the correspondence tracking system to Central Reference, ext. 2590.

RECORDS MANAGEMENT ONLY

CLASSIFICATION SECTION

No. of Additional Correspondents: _____ Media: L Individual Codes: 1240 _____

Prime Subject Code: EG 006-01 Secondary Subject Codes: JU 003-01 _____

PRESIDENTIAL REPLY

Code	Date	Comment	Form
C	_____	Time: _____	P- _____
DSP	_____	Time: _____	Media: _____

SIGNATURE CODES:

- CPn - Presidential Correspondence**
 - n - 0 - Unknown
 - n - 1 - Ronald Wilson Reagan
 - n - 2 - Ronald Reagan
 - n - 3 - Ron
 - n - 4 - Dutch
 - n - 5 - Ron Reagan
 - n - 6 - Ronald
 - n - 7 - Ronnie

- CLn - First Lady's Correspondence**
 - n - 1 - Nancy Reagan
 - n - 2 - Nancy
 - n - 3 - Mrs. Ronald Reagan

- CBn - Presidential & First Lady's Correspondence**
 - n - 1 - Ronald Reagan - Nancy Reagan
 - n - 2 - Ron - Nancy

MEDIA CODES:

- B - Box/package**
- C - Copy**
- D - Official document**
- G - Message**
- H - Handcarried**
- L - Letter**
- M - Mailgram**
- O - Memo**
- P - Photo**
- R - Report**
- S - Sealed**
- T - Telegram**
- V - Telephone**
- X - Miscellaneous**
- Y - Study**

14 August 1981

Dear Mr. Mills:

Congressman Duncan has forwarded your message to the White House regarding your correspondence to Edwin Meese III. A check of our files does not show any letter from you to Mr. Meese. Therefore, I can only suggest that you again send a copy of your message to this office, and we will respond accordingly.

With best wishes,

Sincerely,

Edwin W. Thomas
Assistant Counsellor
to the President

Mr. Charlie Mills
405 West Glenwood Street
Knoxville, TN 37917

cc to E. Meese

Handwritten mark
cc with copy of incoming to Max Friedersdorf
cc with copy of incoming to Congressman John
J. Duncan

ET:ES:ds-- III A-1

July 31, 1981

Dear John:

Thank you for your June 11 letter forwarding a portion of Mr. Charlie Mill's correspondence concerning a letter he had written to Edwin Meese, III, Counsellor to the President.

You can be assured that I have directed Mr. Mill's correspondence to the appropriate White House office for further action.

Thank you for your interest in writing.

With cordial regard, I am

Sincerely,

Max L. Friedersdorf
Assistant to the President

The Honorable John J. Duncan
House of Representatives
Washington, D.C. 20515

MLF:CMP:ASR:asr

cc: w/copy of inc, Ed Meese - for appropriate handling.

Dear Mr. Mills:

Congressman Duncan has forwarded your message to the White House regarding your correspondence to Edwin Meese III. A check of our files does not show any letter from you to Mr. Meese. Therefore, I can only suggest that you ~~send~~ send a copy of your message to this office, and we will respond accordingly.

With best wishes,

Sincerely,

ET

cc to Meese

cc with copy of incoming to Max Friedersdorf
cc with copy of incoming to Congressman John J. Duncan

ET:es

405 W. Glenwood
St

Knobloch
Tenn
37917

JOHN J. DUNCAN
2D DISTRICT, TENNESSEE

2458 RAYBURN HOUSE OFFICE BUILDING
PHONE: (AREA CODE 202) 225-5435

COUNTIES:
BLOUNT
CAMPBELL
CLAIBORNE
KNOX
LOUDON
MCMINN
MONROE
SCOTT
UNION

Congress of the United States
House of Representatives
Washington, D.C. 20515

June 11, 1981

COMMITTEES:
WAYS AND MEANS
JOINT COMMITTEE ON
INTERNAL REVENUE
TAXATION

Mr. Max Friedersdorf
Assistant to the President
for Congressional Liaison
The White House
1600 Pennsylvania Avenue
Washington, D.C. 20500


028607

Dear Max:

Enclosed you will find a copy of a portion of a letter from a member of my constituency, Mr. Charlie Mills, concerning his correspondence to Mr. Meece. I shall appreciate your furnishing me with acknowledgement of your receipt of these.

Your cooperation in this matter is greatly appreciated.

Sincerely,


JOHN J. DUNCAN
Member of Congress

JJD:ji

Charlie Mills
American Legion Post 2
Public Relations + Publicity
Chairman - Knoxville

P. S. Will you do me a favor?

If you can see and talk to Meece, will you ask him if he got a letter from me?

I wrote a letter for the Post expressing our thoughts when the President had his tragedy. Ross Roy mailed it in a Post 2 Envelope + letter was typed on " " " Letter head.

028638

4900

FG 006-01

THE WHITE HOUSE

WASHINGTON

June 11, 1981

Dear Mr. Kolberg:

Mrs. Elizabeth Dole would be pleased to participate at the banquet for the Thirteenth Annual Conference of the National Alliance of Business which will be held October 4th, at the Sheraton Washington Hotel. Please contact me about the details at your convenience so we might make appropriate arrangements.

And, per your request regarding the White House reception on October 5th, I am forwarding a copy of your request to Mr. Jack Burgess, Special Assistant to the President, 456-6297.

Please feel free to contact me if you should have any questions. My telephone number is 456-7614.

Sincerely,



Charlotte Ellis
Administrative Assistant

X
Mr. William Kolberg
President
National Alliance of Business
1015 Fifteenth Street, N.W.
Washington D.C. 20005

4

Bill Hollen
457-0040

file
NAB

THE WHITE HOUSE
WASHINGTON

SCHEDULE PROPOSAL

(Date)

TO: GREGORY J. NEWELL, DIRECTOR
PRESIDENTIAL APPOINTMENTS AND SCHEDULING

FROM: ELIZABETH DOLE
OFFICE OF PUBLIC LIAISON

REQUEST: ^{White House} reception for the leadership of the National Association of Business

PURPOSE: To highlight the work of the NAB in filling jobs for the chronically unemployed and to challenge the business community to do more in the area of private sector initiatives

BACKGROUND: The NAB

PREVIOUS PARTICIPATION: JC had dinner @ 1978 here had meeting in force here. NAB had lunch with ^{House} members; meeting with the President in the ^{House} atrium of loggia

DATE: Monday, October 5

DURATION: One hour
(Plus prearranged interviews)

LOCATION: East Room

PARTICIPANTS: Good number heads of FICs. Approx 200 scheduled. (List of schedule left)

OUTLINE OF EVENT: Reception would begin at 5:10. Mrs. Dole arrive at 5:30 in East Room to greet brief meals. Can begin if so desired, but not necessary
depart for meals

REMARKS REQUIRED: briefings; brief meals

MEDIA COVERAGE: As determined

RECOMMENDED BY: Say Dole, Sec'y Baker, Greg Heller

OPPOSED BY: None

PROJECT OFFICER: J Dole

Ray Donovan
Chris Sellen
Mae Rasmussen

Chan Okey
* Red - Note p. 2 re
reception
request
on bottom of
P 1
char - [initials]

CHARLOTTE
END
6/6
re: 2 events
yours

William H. Kolberg
President and
Chief Executive Officer

NATIONAL ALLIANCE OF BUSINESS
1015 15th Street, N.W.
Washington, D.C. 20005

May 27, 1981

TO: Jack 6/4
PLEASE PROVIDE YOUR RECOMMENDATION/
COMMENTS ON THE FOLLOWING REQUEST.
RETURN TO CHARLOTTE BY _____

Honorable Elizabeth H. Dole
Assistant to the President
for Public Liaison
The White House
Washington, D. C. 20500

CHARLOTTE
- MOST STRONGLY RECOMMEND!

Dear Mrs. Dole:

Every year for the last thirteen years, the National Alliance has held an annual conference in Washington, D.C. to bring together from across the country, business leaders who are involved in programs to train and hire the hard-to-employ. Last year, we had an attendance of 900, and this year we are planning for over 1,000. The conference is scheduled for October 4-6, at the Sheraton Washington Hotel. For these occasions, the White House has been very cooperative in providing key speakers, endorsements and facilities.

This year, I am pleased to ask you to participate in the Sunday evening banquet when we will be spotlighting the contributions of the nation's top corporations which have supported the concept of public/private partnerships. In particular, I would like to invite you to bring greetings from President Reagan with a call to the business community to assume greater corporate responsibility, specifically in resolving the employment problems of economically disadvantaged Americans as the role of government is being reduced.

* I also would deeply appreciate your assistance in approaching President Reagan to determine his interest and availability in speaking at the conference. This would be an excellent opportunity for the President to speak to top regional and local business leaders from across the country about the role they--and other business leaders--can play in strengthening and expanding the public/private partnership and helping to institutionalize the Private Industry Council system.

MAY 29 RECD

Honorable Elizabeth H. Dole
May 27, 1981
Page Two

Jack preparing Schedule request

Finally, I would like to ask you to help the Alliance arrange for a White House reception for Monday evening, October 5, between 6:00 p.m. and 7:30 p.m., to which NAB Board members, NAB Metro Chairmen and Private Industry Council Chairpersons would be invited. This too has been a traditional affair which the White House has hosted in each Administration to acknowledge the contributions of business executives who have volunteered their services to the public/private partnership concept and to NAB and its mission generating business support for hiring and training economically disadvantaged persons.

Prior to the reception would be a most appropriate time for the President and various Cabinet Members to present appropriate remarks to the NAB leadership in the East Room.

NAB Chairman, John Filer and I would be pleased to meet with you to discuss these requests at your earliest convenience.

This annual conference gives us all a special occasion to focus on the business community's expanding role in helping resolve critical social problems traditionally placed at the doorstep of government.

Again, let me express our deep appreciation for the help you have given us in establishing a solid working relationship with the Administration, and in creating greater understanding and awareness of the public/private partnership within the business community.

Sincerely,

A. H. Felberg

CH

028639

4670

FG 006-01

THE WHITE HOUSE
WASHINGTON

June 10, 1981

Dear Gloria:

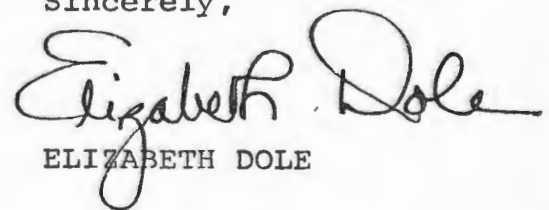
It was so good to see you during my brief stay in Los Angeles.

Thank you for your kind invitation to speak to the Commission on the Status of Women. I will keep in touch and inform you of my next visit.

Again, many thanks for the invitation.

With warmest best wishes.

Sincerely,


ELIZABETH DOLE

X
Ms. Gloria Carpenter
Vice Chairperson
383 Hall of Administration
Los Angeles, California 90012

8

RONALD W. REAGAN LIBRARY

THIS FORM MARKS THE FILE LOCATION OF ITEM NUMBER 1-3 LISTED ON THE
WITHDRAWAL SHEET AT THE FRONT OF THIS FOLDER.

3239

J

THE WHITE HOUSE
WASHINGTON

Dick -

Attached is your memo
to me requesting certain
info for a meeting with
Ed HARPER. ALSO Attached
are my answers.

Pod

(5/28/81)

RECEIVED 04 JUN 81 13

TO NANCE / COLSON

FROM ALLEN

DOCDATE 13 MAY 81

NANCE

15 MAY 81

KEYWORDS: SOUTHEAST ASIA

REFUGEES

HARPER, E

EUROPE EAST

USSR

DRUGS

JAMAICA

SUBJECT: ANSWERS TO RVA QUESTIONS FOR MTG W/ ED HARPER

ACTION: FOR RECORD PURPOSES

DUE:

STATUS C

FILES WH

FOR ACTION

FOR COMMENT

FOR INFO

NONE

LILLEY

GREGG

GUHIN

PIPES

STEARMAN

COMMENTS

REF#

LOG 8102803

8102739

NSCIFID

(D / D)

all 2/25/99

ACTION OFFICER (S)

ASSIGNED

ACTION REQUIRED

DUE

COPIES TO

DISPATCH

W/ATTCH FILE

(C)

RECEIVED 04 JUN 81 13

TO NANCE / COLSON

FROM

DOCDATE

KEYWORDS: DEFENSE BUDGET

SUBJECT:

ACTION: FOR RECORD PURPOSES

DUE:

STATUS C FILES

FOR ACTION

FOR COMMENT

FOR INFO

NONE

JENNINGS

FONTAINE

BAILEY

SCHWEITZER

COMMENTS

REF#

LOG 8102777

NSCIFID

UNCLASSIFIED UPON REMOVAL OF
CLASSIFIED ENCLOSURE
(D / D) db
2/25/99

ACTION OFFICER (S)	ASSIGNED	ACTION REQUIRED	DUE	COPIES TO

DISPATCH _____ W/ATTCH FILE _____ (C)

4/

028787

1110

FG 006-01

MG

TN002

PE



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

May 18, 1981

MEMORANDUM FOR: EOP AGENCY STAFF
FROM: SARAH T. KADEC *Sarah T. KadeC*
SUBJECT: Federal Employee Ridesharing Program

You are invited to participate in the Federal Employee Ridesharing Program. The objectives of this program are to lower commuting costs, conserve fuel, and reduce highway congestion and air pollution.

If you are interested in joining or forming a carpool, or if your existing pool has a vacancy, please complete a "Commuter Club Application" form NCR-1649. These forms are available in:

- OEOB - Outside Room 46 or in Room 425
- NEOB - At the carpool locator map off the 17th St. lobby or in Room 4204 Winder Building - Room 122

Please return the completed forms to Room 4204, NEOB, by May 29, 1981. (Note: you should complete the form even if you had previously submitted one, since the data base is periodically updated and old information is purged.)

After the application is processed you will receive a listing of persons you can contact to form a pooling arrangement.

The success of the program depends upon a high degree of employee cooperation. I encourage you to participate.