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FOIA MARKER

This is not a textual record. This is used as an administrative marker by the George Bush Presidential Library Staff.

Record Group/Collection: George H.W. Bush Presidential Records
Collection/Office of Origin: Chief of Staff, White House Office of
Series: Sununu, John, Files
Subseries: White House Offices Files

OA/ID Number: 29175
Folder ID Number: 29175-004

Folder Title:
Administration (1989)

| Stack: | Row: | Section: | Shelf: | Position: |
|----------|-----------|-----------|----------|-----------|
| G | 15 | 25 | 4 | 6 |

thank
you!

Withdrawal/Redaction Sheet

(George Bush Library)

| Document No. and Type | Subject/Title of Document | Date | Restriction | Class. |
|-----------------------|---|----------|-------------|--------|
| 01. Memo | From Frederick D. McClure to Andrew Card Re: Office of Legislative Affairs Personnel Matters (2 pp.) | 12/21/89 | P-2, P-5 | |

Collection:

Record Group: Bush Presidential Records
Office: Chief of Staff to the President, Office of the
Series: Sununu, John H.
Subseries: White House Offices File
WHORM Cat.:
File Location: Administration (1989)

**Open on Expiration of PRA
(Document Follows)
By DJL (NLGB) on 12/12/2007**

| | |
|--------------------------------------|--------------------------------|
| Date Closed: 11/29/2004 | OA/ID Number: 29175-004 |
| FOIA/SYS Case #: 1998-0004-F | Appeal Case #: |
| Re-review Case #: 2005-0426-S | Appeal Disposition: |
| P-2/P-5 Review Case #: | Disposition Date: |
| AR Case #: | MR Case #: |
| AR Disposition: | MR Disposition: |
| AR Disposition Date: | MR Disposition Date: |

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 the 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.

PRM. Removed as a personal record misfile.

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

December 21, 1989

MEMORANDUM FOR ANDREW C. CARD

FROM: FREDERICK D. McCLURE 
SUBJECT: Office of Legislative Affairs Personnel Matters

As we discussed this morning, below are my recommendations on salaries for both commissioned officers and non-commissioned staff in the Office of Legislative Affairs.

I. COMMISSIONED OFFICERS

Currently, the five special assistants in Legislative Affairs are at \$70,000, with the exception of Nancy Dorn who retained her Reagan Administration salary of \$72,500. Two of our deputy assistants are at \$80,000, and Rob Portman, who came on board more recently, is at \$75,000. As we have discussed, a House special assistant must be hired immediately to replace Nancy Dorn, who is leaving to become a deputy assistant secretary at the Defense Department. Nancy's new salary will be approximately \$79,000.

Our top candidate, Mary Sophos, is a deputy assistant secretary for legislative affairs at the Treasury Department. Mary is very interested in the "promotion," but, in short, cannot afford it. She is currently paid at the senior executive service level IV, or \$76,400. In January that will increase to \$79,100, and will reach approximately \$101,000 in January 1991 with the 25 percent pay increase.

Our proposal, as we discussed, is to raise our commissioned officer levels closer to the "cap," which will be \$83,600 for special assistants (effective January 1, 1990), and \$89,000 for deputy assistants (effective February 1, 1990). Nick believes that \$78,000 would provide an adequate salary to entice Mary Sophos, even though this would represent a decrease from what she would otherwise receive starting in January. I would like to see all of the special assistants at the same level, and this seems to be a reasonable one, particularly given the current salaries of our counterparts and those at lower levels at the departments and agencies on whom we have to rely.

If special assistants are at \$78,000, deputy assistants should be somewhat higher. Until recently, we have maintained a \$5,000 "spread" between special and deputy assistants. If we

keep such a "spread," the level for all three deputy assistants would be \$83,000.

II. NON-COMMISSIONED STAFF

Below are my recommendations for non-commissioned legislative affairs staff salaries [see Attachment]. As you know, our staff assistant salaries began at relatively low levels in order to meet total office manpower needs given our initial budget restraints last January. As you and I discussed a couple of months ago, it is my view that "merit" increases in conjunction with the January 1990, 3.6 percent increases are appropriate.

III. CONGRESSIONAL CORRESPONDENCE

As a further matter, I would like to request a third staff slot for the Office of Congressional Correspondence. Henry Plaster and Pat Cox are currently doing the work that four people handled during most of the Reagan Administration. I would like to bring on an additional correspondent at a salary level at or below that of Pat Cox (currently at \$21,000). This is a real need in that that office initially handles and does follow-up on all of the President's mail, my mail, and that of the Chief of Staff. I would be glad to discuss this with you further in detail.

I look forward to hearing back from you as soon as possible, especially on the Mary Sophos matter. In my absence, feel free to contact Rob or Nick regarding Mary.

Attachment

DEPUTY ASSISTANTS TO THE PRESIDENT
(In Alphabetical Order)

| | <u>Current Salary</u> | <u>New Salary</u> |
|----------------------------|-----------------------|-------------------|
| Debra Anderson | \$75,000 | _____ |
| Paul W. Bateman | \$80,000 | _____ |
| Nicholas E. Calio | \$80,000 | _____ |
| Stephen I. Danzansky | \$75,000 | _____ |
| Joseph W. Hagin | \$80,000 | _____ |
| E. Boyd Hollingsworth, Jr. | \$80,000 | _____ |
| Ronald. C. Kaufman | \$75,000 | _____ |
| John G. Keller, Jr. | \$75,000 | _____ |
| Barbara G. Kilberg | \$75,000 | _____ |
| C. Greg Petersmeyer | \$75,000 | _____ |
| James P. Pinkerton | \$75,000 | _____ |
| Robert J. Portman | \$75,000 | _____ |
| Patricia Presock | \$75,000 | _____ |
| Edward M. Rogers, Jr. | \$80,000 | _____ |
| Susan Porter Rose | \$75,000 | _____ |
| John P. Schmitz | \$75,000 | _____ |
| Roscoe B. Starek, III | \$75,000 | _____ |
| Chriss Winston | \$75,000 | _____ |
| James R. Wray | \$75,000 | _____ |

Executive Office of the President
 Comparison of FY 1989 & FY 1990 EOP Staffing Ceilings
 (Full-Time Permanent, Other FTEs, and Total FTEs)
 11/17/89

| | FY 1989 | | | FY 1990 | | |
|--------------|--------------|------------|--------------|--------------|------------|--------------|
| | FTP | OTHER FTEs | TOTAL FTEs | FTP | OTHER FTEs | TOTAL FTEs |
| OMB | 570 | 10 | 580 | 570 | 7 | 577 |
| WH | 323 | 43 | 366 | 338 | 43 | 381 |
| OA | 172 | 35 | 207 | 182 | 31 | 213 |
| USTR | 146 | 0 | 146 | 152 | 0 | 152 |
| EXEC RES | 94 | 3 | 97 | 95 | 3 | 98 |
| ONDCP | 40 | 0 | 10 | 96 | 0 | 96 |
| NSC | 61 | 2 | 63 | 53 | 10 | 63 |
| OPD | 42 | 2 | 44 | 42 | 2 | 44 |
| CEA | 28 | 2 | 30 | 34 | 4 | 38 |
| OSTP | 15 | 8 | 23 | 33 | 5 | 38 |
| OFPP | 32 | 0 | 32 | 37 | 0 | 37 |
| VP | 24 | 0 | 24 | 24 | 0 | 24 |
| CEQ | 13 | 0 | 13 | 20 | 0 | 20 |
| SPACE | 7 | 0 | 7 | 7 | 0 | 7 |
| NCMC | 0 | 0 | 0 | 5 | 0 | 5 |
| VP RES | 1 | 0 | 1 | 1 | 0 | 1 |
| TOTAL | 1,568 | 105 | 1,643 | 1,689 | 105 | 1,794 |

SOURCE: 113G Personnel Reports, FY 1990 Conference Reports,
 & Agency Contacts

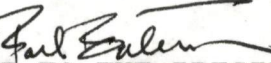
7000 PEOPLE
 - 3500 PRESS
 3500-4000
 WITH CABINET

THE WHITE HOUSE

WASHINGTON

August 17, 1989

MEMORANDUM FOR JOHN H. SUNUNU
CHIEF OF STAFF TO THE PRESIDENT

FROM: PAUL W. BATEMAN 
DEPUTY ASSISTANT TO THE PRESIDENT FOR MANAGEMENT
AND DIRECTOR OF THE OFFICE OF ADMINISTRATION

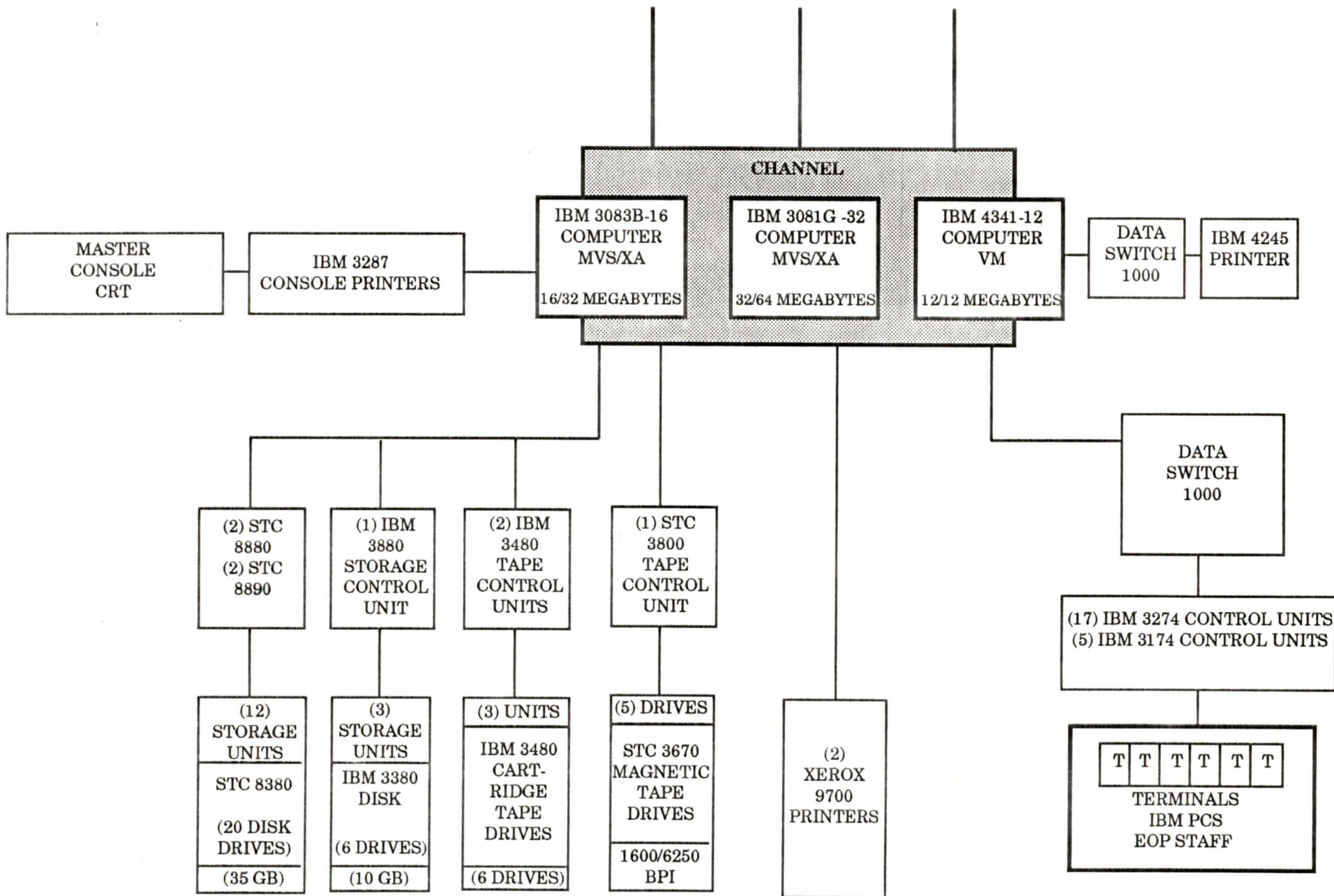
SUBJECT: Opening of Personal Computer Support Center

The Information Resources Management Division (IRMD), Office of Administration, will open a Computer Support Center on Monday, August 28, to serve you and your staff. The Center is located in Room 483 in the Old Executive Office Building; it is open and staffed from 8:00 am to 6:00 pm weekdays.

The Computer Support Center is set up as a convenient location to provide help and assistance with personal computers. It will offer training classes in word processing, electronic mail, and personal computer applications. It will have programs and computers available for individual evaluation and will be staffed to discuss problems and answer your questions.

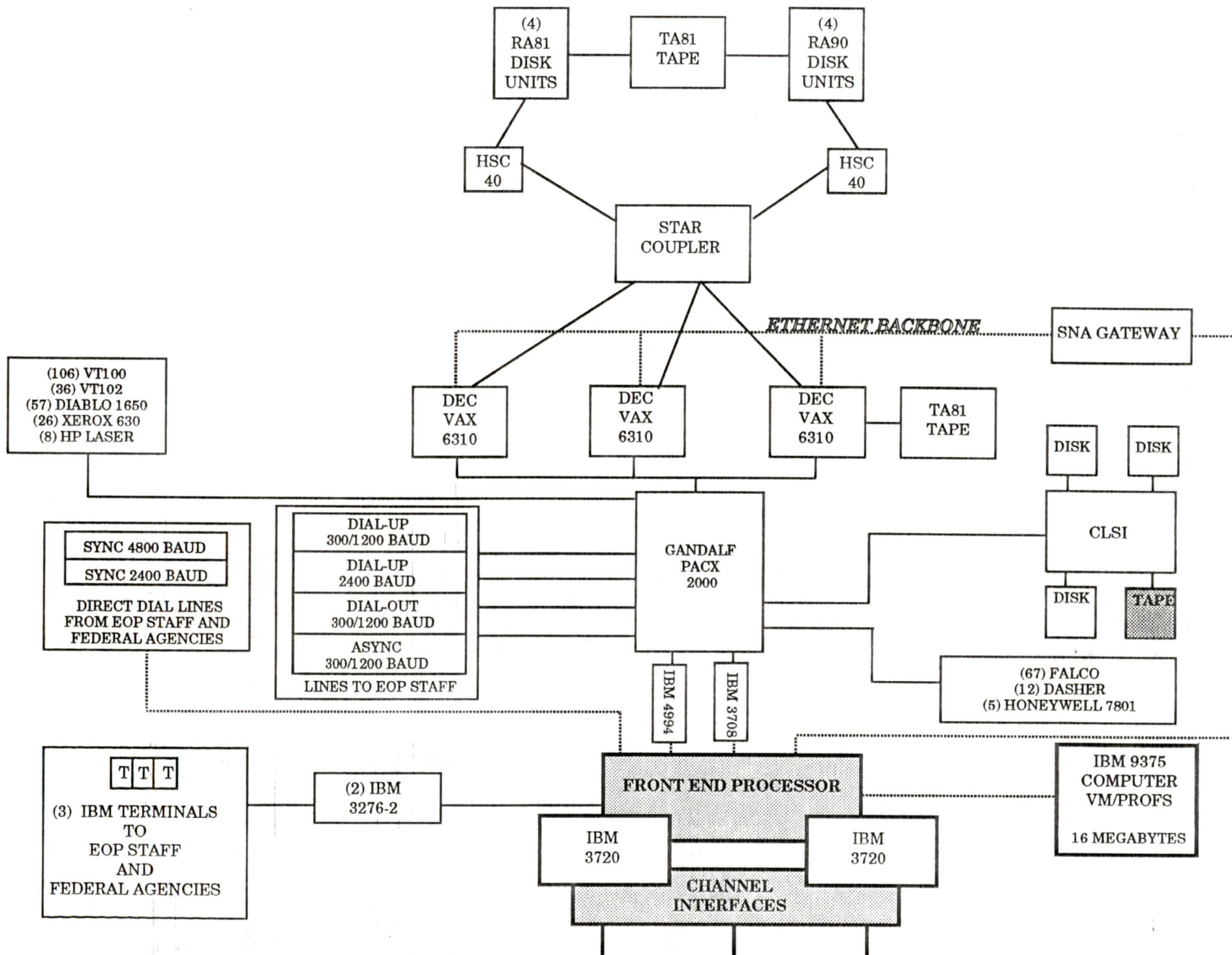
We will be distributing descriptions of the Center and its initial training schedules to your staff. The Center is intended to be of direct help to your office in practical, everyday terms. We look forward to your evaluation and comments as we develop an effective computer support service for you and your staff.

Thank you.



**EOP COMPUTER CENTER
HARDWARE CONFIGURATION**

KEY: SYNC LINES



THE WHITE HOUSE

WASHINGTON

1989 AUG 11 PM 9:15

AUGUST 11, 1989

MEMORANDUM FOR JAMES CICCONI

ASSISTANT TO THE PRESIDENT AND
DEPUTY TO THE CHIEF OF STAFF

FROM:

ROSE ZAMARIA *RZ*
SPECIAL ASSISTANT TO THE PRESIDENT AND
DIRECTOR OF WHITE HOUSE OPERATIONS

SUBJECT:

NATIONAL PARK SERVICE FACILITIES (YOUR MEMO DATED
AUGUST 10, 1989)

Listed below are the four National Park Guest Houses available to Senior White House Staff (Assistants and Deputy Assistants):

1. Camp Hoover - Shenandoah National Park
2. Bodie Island House - Cape Hatteras National Seashore
3. Little Cinnamon Bay House - Virgin Islands National Park
4. Brinkerhoff House - Grand Teton National Park

In addition to the Assistants and Deputy Assistants to the President, these guest houses are made available to the following:

The President, Vice President, Cabinet Members, Members of Congress, the Secretariat of the Department of the Interior, Supreme Court Justices, other Presidential Appointees, and Bureau Chiefs of the Department of the Interior.

The guest houses are reserved on a first come-first serve basis. A price list is attached. At the beginning of each year, dates for Camp Hoover are set aside for White House use. Anyone interested on wanting more detailed information on these facilities should call this office (2663).

Attachment

January 1989

Department of the Interior
National Park Service
Washington, D.C. 20013-7127
Telephone 202-343-8067

GUEST HOUSES

CAMP HOOVER, Shenandoah National Park, Virginia - (703) 999-2243

President's Cabin \$84 per day for one or two persons
 \$10 per day for each additional person
 President's cabin will sleep eight people

Creel Cabin \$42 per day for one or two persons
 \$10 per day for each additional person

Prime Minister's Cabin \$10 per day per person (no cooking facilities)

All 3 cabins will sleep up to a total of 20 people.

Conference Center \$10 per person per day or \$200, whichever is
 greater

Open: April to the end of October

BODIE ISLAND HOUSE, Cape Hatteras National Seashore, North Carolina -
(919) 473-2111
(House telephone: (919) 441-9961)

\$35 per day for one or two persons
\$10 per day for each additional person
\$ 7 per day for each additional family member
The house will sleep ten people.

Open: March to the end of November

GUEST HOUSES (cont'd)

LITTLE CINNAMON BAY HOUSE, Virgin Islands National Park, Virgin Islands -
(809) 775-6238

\$90 per day for one to four persons
\$10 per day for each additional person
The house will sleep six people.

Open: year round

BRINKERHOFF HOUSE, Grand Teton National Park, Wyoming - (307) 733-2880

\$85 per day for two persons
\$12 per day for each additional person

Conference Accommodations \$60
The house will sleep eight people.

Open: June to the end of September

THE WHITE HOUSE

WASHINGTON

May 9, 1989

MEMORANDUM FOR JOHN H. SUNUNU
CHIEF OF STAFF TO THE PRESIDENT

FROM: J. BONNIE NEWMAN *Bonnie*
ASSISTANT TO THE PRESIDENT FOR
MANAGEMENT AND ADMINISTRATION

SUBJECT: White House Office Financial Status

A current analysis of the FY89 financial position for the White House Office projects a year-end available balance of approximately \$165,000. Plans made during the early weeks of the Administration had forecast a significantly greater available balance. We had intended to utilize such a surplus to consider pay raises, upgrade ADP capabilities, and entertain other priorities and operational needs. Our midyear review has revealed that the level of the surplus has declined materially. Given the impact on our original plans, I feel a reassessment is appropriate at this time and look forward to discussing this subject with you.

The revision in financial projections derives primarily from three factors:

- o OMB proposed a 1.099% reduction to all Federal discretionary programs in order to offset the cost of the supplemental that is currently under consideration by the Congress. This proposed reduction tentatively withdraws \$307,000 from available funds.
- o Detailee costs are being incurred at a rate considerably higher (at least \$150,000) than originally planned in the White House staffing structure that was developed in January.
- o Actual staffing in the White House Office currently exceeds the January plan of approximately 300 positions by 22. The overall staffing exceeds the authorized level of 323 by 4 positions. Additionally, the length of time that Reagan Administration "holdovers" are remaining on the roles extends beyond earlier expectations.

Because of these factors, we are limited in the extent to which initiatives such as a pay raise can be entertained during this fiscal year. If the 1.1% reduction is not enacted, however, our total projected available balance will grow to approximately \$472,000 and provide added flexibility in pursuing discretionary programs. This would allow a July 1 pay raise of 12.5% for commissioned officers (3.5% for other policy staff) and provide for the first phase of a personal computer acquisition plan.

With respect to the fiscal year 1990, our preliminary projections indicate a balance available for discretionary programs of approximately \$759,000, assuming the receipt in full of our funding request currently before Congress. In addition this forecast includes \$775,000 in the equipment category for programs such as the second phase of personal computer acquisitions. The remaining available balance of \$759,000 would also allow the full year cost of a 12.5% pay raise for commissioned officers and 3.5% for other policy office staff.

In summary, if current staffing trends continue, the already reduced FY89 available balance will decline further. Conversely, if timely action is taken to bring actual staffing closer in line with original plans, sufficient savings should materialize to enable the White House to accelerate its fiscal year 1990 initiatives. This would allow greater flexibility in fiscal year 1990.

I look forward to briefing you in greater detail concerning the financial status of the White House Office.

THE WHITE HOUSE

WASHINGTON

July 7, 1989

MEMORANDUM FOR JOHN SUNUNU
Chief of Staff

FROM: ROSE ZAMARIA *RZ*
Special Assistant to the President and
Director of White House Operations

SUBJECT: Status of FY 89 Travel and
Entertainment Budget

Listed below are the travel and entertainment funds available for the President and the Immediate Office of the President for the remainder of fiscal year 1989.

President: \$27,500
Immediate Office of the President: \$8,453

If you have any questions concerning this memorandum, please call extension 2500.

7/05/89

TRAVEL REPORT FOR: UNDISTRIBUTED EXPENDITURES - 200
AS OF DATE: JULY 05, 1989

FOR MONTH: *****

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FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|-----------------|-------------|-------------------|------|--------------|-----------|--------|
| 20800 | PRESIDENT/BLNKT | VARIOUS | 01/20/89-09/30/89 | 0 | BLANKET AUTH | 27,500.00 | |
| TRIP TOTAL | | | | | | 27,500.00 | |
| MONTH TOTAL | | | | | | 27,500.00 | |

7/05/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205
AS OF DATE: JULY 05, 1989FOR MONTH: *****
FISCAL YEAR: 89

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|---------|-------------|-------------------|------|-------------------------|--------|--------|
| 12564 | MCBRIDE | CAMP DAVID | 04/15/89-04/16/89 | 0 | ACCOMPANY THE PRESIDENT | 45.00 | |
| 12565 | MCBRIDE | CAMP DAVID | 04/21/89-04/23/89 | 0 | ACCOMPANY THE PRESIDENT | 67.50 | |
| 12571 | MCBRIDE | CAMP DAVID | 03/24/89-03/26/89 | 0 | ACCOMPANY THE PRESIDENT | 67.50 | |
| 20875 | MCBRIDE | CAMP DAVID | 03/03/89-03/05/89 | 0 | ACCOMPANY THE PRESIDENT | 67.50 | |
| 20876 | MCBRIDE | CAMP DAVID | 03/10/89-03/12/89 | 0 | ACCOMPANY THE PRESIDENT | 67.50 | |
| 21330 | MCBRIDE | CAMP DAVID | 06/09/89-06/11/89 | 0 | ACCOMPANY THE PRESIDENT | 67.50 | |
| 21334 | MCBRIDE | CAMP DAVID | 06/16/89-06/18/89 | 0 | ACCOMPANY THE PRESIDENT | 67.50 | |
| TRIP TOTAL | | | | | | 450.00 | |
| MONTH TOTAL | | | | | | 450.00 | |

7/05/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205
AS OF DATE: JULY 05, 1989

FOR MONTH: JANUARY 1989

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FISCAL YEAR: 89

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

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|---------|-------------|-------------------|------|-------------------------|--------|--------|
| 20829 | MCBRIDE | NORFOLK VA | 01/31/89-01/31/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| MONTH TOTAL | | | | | | .00 | |

7/05/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205
AS OF DATE: JULY 05, 1989

FOR MONTH: FEBRUARY 1989

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FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|---------|---------------|-------------------|------|-------------------------|--------|--------|
| 20841 | MCBRIDE | KENNEBUNKPORT | 02/10/89-02/13/89 | O | ACCOMPANY THE PRESIDENT | 600.00 | |
| TRIP TOTAL | | | | | | 600.00 | |
| MONTH TOTAL | | | | | | 600.00 | |

7/05/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205

FOR MONTH: MARCH 1989

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AS OF DATE: JULY 05, 1989

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|---------|----------------------|-------------------|------|----------------------------------|--------|--------|
| 15699 | MCBRIDE | NEW YORK | 03/09/89-03/09/89 | 0 | ATTEND UNITED NEGRO COLLEGE FUND | 15.00 | |
| TRIP TOTAL | | | | | | 15.00 | |
| 12573 | MCBRIDE | HOUSTON/COLORADO | 03/16/89-03/17/89 | 0 | ATTEND NAT'L BUSN CONFERENCE | 250.00 | |
| 15700 | MCBRIDE | LANCASTER/WILMINGTON | 03/22/89-03/22/89 | 0 | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | 250.00 | |
| MONTH TOTAL | | | | | | 265.00 | |

7/05/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205
AS OF DATE: JULY 05, 1989

FOR MONTH: APRIL 1989

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FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|----------|-------------------|-------------------|------|-------------------------|----------|--------|
| 12567 | MCBRIDE | LOS ANGELES | 04/24/89-04/27/89 | O | ACCOMPANY THE PRESIDENT | 500.00 | |
| 19493 | MONTAGNE | VA/IL/ND/CA/TX/FL | 04/24/89-04/27/89 | O | ACCOMPANY THE PRESIDENT | 500.00 | |
| TRIP TOTAL | | | | | | 1,000.00 | |
| 19418 | MONTAGNE | NEW YORK | 04/30/89-04/30/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| MONTH TOTAL | | | | | | 1,000.00 | |

7/05/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205

FOR MONTH: MAY 1989

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AS OF DATE: JULY 05, 1989

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|----------|----------------------|-------------------|------|-------------------------|----------|--------|
| 12568 | MCBRIDE | CAMP DAVID | 05/05/89-05/07/89 | O | ACCOMPANY THE PRESIDENT | 67.50 | |
| TRIP TOTAL | | | | | | 67.50 | |
| 15698 | MCBRIDE | TEXAS/KY/MISSISSIPPI | 05/12/89-05/14/89 | O | ACCOMPANY THE PRESIDENT | 500.00 | |
| TRIP TOTAL | | | | | | 500.00 | |
| 12569 | MCBRIDE | MAINE/BOSTON/NY | 05/18/89-05/21/89 | O | ACCOMPANY THE PRESIDENT | 500.00 | |
| TRIP TOTAL | | | | | | 500.00 | |
| 12570 | MCBRIDE | NEW LONDON, CT | 05/24/89-05/24/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| 15684 | MONTAGNE | NEW LONDON, CT | 05/24/89-05/24/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| MONTH TOTAL | | | | | | 1,067.50 | |

7/05/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205
AS OF DATE: JULY 05, 1989

FOR MONTH: JUNE 1989

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FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|--------------------|----------|------------------|-------------------|------|-------------------------|----------|--------|
| 15695 | MCBRIDE | ENGLAND/MAINE/DC | 06/02/89-06/08/89 | O | ACCOMPANY THE PRESIDENT | 500.00 | |
| TRIP TOTAL | | | | | | 500.00 | |
| 21331 | MCBRIDE | WYOMING/NEBRASKA | 06/12/89-06/13/89 | O | ACCOMPANY THE PRESIDENT | 165.00 | |
| TRIP TOTAL | | | | | | 165.00 | |
| 21329 | MONTAGNE | GEORGIA | 06/15/89-06/15/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| 21333 | MCBRIDE | GEORGIA | 06/15/89-06/15/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| 21335 | MCBRIDE | WYNCOTE, PA | 06/19/89-06/19/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| 21336 | MCBRIDE | RICHMOND, VA | 06/21/89-06/21/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| MONTH TOTAL | | | | | | 665.00 | |
| ORGANIZATION TOTAL | | | | | | 4,047.50 | |

THE WHITE HOUSE

WASHINGTON

August 3, 1989

MEMORANDUM FOR JOHN SUNUNU
Chief of Staff

FROM: ROSE ZAMARIA *RZ*
Special Assistant to the President and
Director of White House Operations

SUBJECT: Status of FY 89 Travel and
Entertainment Budget

Listed below are the travel and entertainment funds available for the President and the Immediate Office of the President are listed below:

President: \$27,500
Immediate Office of the President: \$6,408.00

If you have any questions concerning this memorandum, please call extension 2500.

8/01/89

TRAVEL REPORT FOR: UNDISTRIBUTED EXPENDITURES - 200
AS OF DATE: JULY 31, 1989

FOR MONTH: *****
FISCAL YEAR: 89

PAGE 91

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|-----------------|-------------|-------------------|------|--------------|-----------|--------|
| 20800 | PRESIDENT/BLNKT | VARIOUS | 01/20/89-09/30/89 | 0 | BLANKET AUTH | 27,500.00 | |
| TRIP TOTAL | | | | | | 27,500.00 | |
| MONTH TOTAL | | | | | | 27,500.00 | |

8/01/89

TRAVEL REPORT FOR: UNDISTRIBUTED EXPENDITURES - 200
AS OF DATE: JULY 31, 1989

FOR MONTH: MARCH 1989
FISCAL YEAR: 89

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|--------------------|--------|-------------|-------------------|------|--------------------------|-----------|--------|
| 20880 | HEALEY | TOKYO/JAPAN | 02/22/89-02/27/89 | O | ACCOMPANY THE FIRST LADY | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| MONTH TOTAL | | | | | | .00 | |
| ORGANIZATION TOTAL | | | | | | 27,500.00 | |

8/01/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205
AS OF DATE: JULY 31, 1989FOR MONTH: *****
FISCAL YEAR: 89

PAGE 93

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|---------|-------------|-------------------|------|-------------------------|--------|--------|
| 12564 | MCBRIDE | CAMP DAVID | 04/15/89-04/16/89 | O | ACCOMPANY THE PRESIDENT | 45.00 | |
| 12565 | MCBRIDE | CAMP DAVID | 04/21/89-04/23/89 | O | ACCOMPANY THE PRESIDENT | 67.50 | |
| 12571 | MCBRIDE | CAMP DAVID | 03/24/89-03/26/89 | O | ACCOMPANY THE PRESIDENT | 67.50 | |
| 20875 | MCBRIDE | CAMP DAVID | 03/03/89-03/05/89 | O | ACCOMPANY THE PRESIDENT | 67.50 | |
| 20876 | MCBRIDE | CAMP DAVID | 03/10/89-03/12/89 | O | ACCOMPANY THE PRESIDENT | 67.50 | |
| 21330 | MCBRIDE | CAMP DAVID | 06/09/89-06/11/89 | O | ACCOMPANY THE PRESIDENT | 67.50 | |
| 21334 | MCBRIDE | CAMP DAVID | 06/16/89-06/18/89 | O | ACCOMPANY THE PRESIDENT | 67.50 | |
| TRIP TOTAL | | | | | | 450.00 | |
| MONTH TOTAL | | | | | | 450.00 | |

8/01/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205
AS OF DATE: JULY 31, 1989

FOR MONTH: JANUARY 1989

PAGE 94

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|---------|-------------|-------------------|------|-------------------------|--------|--------|
| 20829 | MCBRIDE | NORFOLK VA | 01/31/89-01/31/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| MONTH TOTAL | | | | | | .00 | |

8/01/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205
AS OF DATE: JULY 31, 1989

FOR MONTH: FEBRUARY 1989

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FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|---------|---------------|-------------------|------|-------------------------|--------|--------|
| 20841 | MCBRIDE | KENNEBUNKPORT | 02/10/89-02/13/89 | O | ACCOMPANY THE PRESIDENT | 600.00 | |
| TRIP TOTAL | | | | | | 600.00 | |
| MONTH TOTAL | | | | | | 600.00 | |

8/01/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205
AS OF DATE: JULY 31, 1989

FOR MONTH: MARCH 1989

PAGE 96

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|---------|----------------------|-------------------|------|----------------------------------|--------|--------|
| 15699 | MCBRIDE | NEW YORK | 03/09/89-03/09/89 | O | ATTEND UNITED NEGRO COLLEGE FUND | 15.00 | |
| TRIP TOTAL | | | | | | 15.00 | |
| 12573 | MCBRIDE | HOUSTON/COLORADO | 03/16/89-03/17/89 | O | ATTEND NAT'L BUSN CONFERENCE | 170.00 | * |
| 15700 | MCBRIDE | LANCASTER/WILMINGTON | 03/22/89-03/22/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | 170.00 | |
| MONTH TOTAL | | | | | | 185.00 | |

8/01/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205
AS OF DATE: JULY 31, 1989FOR MONTH: APRIL 1989
FISCAL YEAR: 89

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|----------|-------------------|-------------------|------|-------------------------|----------|--------|
| 12567 | MCBRIDE | LOS ANGELES | 04/24/89-04/27/89 | O | ACCOMPANY THE PRESIDENT | 500.00 | |
| 19493 | MONTAGNE | VA/IL/ND/CA/TX/FL | 04/24/89-04/27/89 | O | ACCOMPANY THE PRESIDENT | 500.00 | |
| TRIP TOTAL | | | | | | 1,000.00 | |
| 19418 | MONTAGNE | NEW YORK | 04/30/89-04/30/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| MONTH TOTAL | | | | | | 1,000.00 | |

8/01/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205
AS OF DATE: JULY 31, 1989FOR MONTH: MAY 1989
FISCAL YEAR: 89

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|----------|----------------------|-------------------|------|-------------------------|----------|--------|
| 12568 | MCBRIDE | CAMP DAVID | 05/05/89-05/07/89 | O | ACCOMPANY THE PRESIDENT | 67.50 | |
| TRIP TOTAL | | | | | | 67.50 | |
| 15698 | MCBRIDE | TEXAS/KY/MISSISSIPPI | 05/12/89-05/14/89 | O | ACCOMPANY THE PRESIDENT | 500.00 | |
| TRIP TOTAL | | | | | | 500.00 | |
| 12569 | MCBRIDE | MAINE/BOSTON/NY | 05/18/89-05/21/89 | O | ACCOMPANY THE PRESIDENT | 500.00 | |
| TRIP TOTAL | | | | | | 500.00 | |
| 12570 | MCBRIDE | NEW LONDON, CT | 05/24/89-05/24/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| 15684 | MONTAGNE | NEW LONDON, CT | 05/24/89-05/24/89 | O | ACCOMPANY THE PRESIDENT | .00 | * |
| TRIP TOTAL | | | | | | .00 | |
| 18011 | CASEY | ITALY/BELGIUM/FRG | 05/26/89-06/04/89 | S | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| MONTH TOTAL | | | | | | 1,067.50 | |

8/01/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205

FOR MONTH: JUNE 1989

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AS OF DATE: JULY 31, 1989

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|----------|----------------------|-------------------|------|-------------------------|----------|--------|
| 15695 | MCBRIDE | ENGLAND/MAINE/DC | 06/02/89-06/08/89 | 0 | ACCOMPANY THE PRESIDENT | 500.00 | |
| 18011 | CASEY | ITALY/BELGIUM/FRG/ME | 05/26/89-06/04/89 | 0 | ACCOMPANY THE PRESIDENT | 330.00 | |
| TRIP TOTAL | | | | | | 830.00 | |
| 20703 | CASEY | YELLOWSTONE WY | 06/12/89-06/13/89 | 0 | ACCOMPANY THE PRESIDENT | 160.00 | |
| 21331 | MCBRIDE | WYOMING/NEBRASKA | 06/12/89-06/13/89 | 0 | ACCOMPANY THE PRESIDENT | 165.00 | |
| TRIP TOTAL | | | | | | 325.00 | |
| 21329 | MONTAGNE | GEORGIA | 06/15/89-06/15/89 | 0 | ACCOMPANY THE PRESIDENT | .00 | |
| 21333 | MCBRIDE | GEORGIA | 06/15/89-06/15/89 | 0 | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| 21335 | MCBRIDE | WYNCOTE, PA | 06/19/89-06/19/89 | 0 | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| 21336 | MCBRIDE | RICHMOND, VA | 06/21/89-06/21/89 | 0 | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| 20709 | MONTAGNE | NEW YORK NY | 06/22/89-06/22/89 | 0 | ACCOMPANY THE PRESIDENT | 22.50 | |
| TRIP TOTAL | | | | | | 22.50 | |
| MONTH TOTAL | | | | | | 1,177.50 | |

8/01/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205
AS OF DATE: JULY 21, 1989

FOR MONTH: JULY 1989
FISCAL YEAR: 89

PAGE 100

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|--------------------|---------|-------------|-------------------|------|-------------------------|----------|--------|
| 18016 | MCBRIDE | CAMP DAVID | 07/21/89-07/23/89 | O | ACCOMPANY THE PRESIDENT | 67.50 | |
| 20700 | MCBRIDE | CAMP DAVID | 06/28/89-07/30/89 | O | ACCOMPANY THE PRESIDENT | 60.00 | |
| TRIP TOTAL | | | | | | 127.50 | |
| MONTH TOTAL | | | | | | 127.50 | |
| ORGANIZATION TOTAL | | | | | | 4,607.50 | |

NOTE: The transfer of Linda Casey to this division, increases the travel costs of this division by \$1,485.00.

THE WHITE HOUSE

WASHINGTON

August 3, 1989

MEMORANDUM FOR JOHN SUNUNU
Chief of Staff to the President

FROM: ROSE ZAMARIA *RZ*
Special Assistant to the President and
Director of White House Operations

SUBJECT: Status of FY 1989 Travel and
Entertainment Budget

Listed below are the travel and entertainment funds available for
your use for the remainder of fiscal year 1989.

Travel
\$ 6,111.00

Entertainment
\$ 741.40

If you have any questions concerning this memorandum, please call
extension 2500.

8/01/89

WHITE HOUSE ENTERTAINMENT REPORT

PAGE 11

AS OF DATE: JULY 31, 1989

ASST TO THE PRES - CHIEF OF STAFF - 210

| PAYEE | ACCOUNT | PURPOSE | DATE | AMOUNT |
|--------------------|---------|--------------------|----------|--------|
| WH STAFF MESS | OCSA-02 | FEB MESS CHAREGES | 02/28/89 | 22.75 |
| WH STAFF MESS | SUNU-00 | MARCH MESS CHARGE | 03/31/89 | 5.00 |
| WH STAFF MESS | OCSA-02 | MARCH MESS CHARGE | 03/31/89 | 38.50 |
| WH STAFF MESS | OCSA-02 | APRIL MESS CHARGE | 04/30/89 | 13.50 |
| WH STAFF MESS | OCSA-01 | APRIL MESS CHARGES | 04/30/89 | 63.70 |
| WH STAFF MESS | OCSA-01 | MAY MESS CHARGE | 05/31/89 | 61.65 |
| WH STAFF MESS | OCSA-02 | JUNE MESS CHARGE | 05/30/89 | 3.50 |
| ORGANIZATION TOTAL | | | | 208.60 |

8/01/89

TRAVEL REPORT FOR: ASST TO THE PRES - CHIEF OF STAFF - 210
AS OF DATE: JULY 31, 1989

FOR MONTH: JANUARY 1989
FISCAL YEAR: 89

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|--------|-------------|-------------------|------|-------------------------|--------|--------|
| 12786 | ROGERS | NORFOLK VA | 01/31/89-01/31/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| 19487 | SUNUNU | NORFOLK VA | 01/31/89-01/31/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| MONTH TOTAL | | | | | | .00 | |

8/01/89

TRAVEL REPORT FOR: ASST TO THE PRES - CHIEF OF STAFF - 210
AS OF DATE: JULY 31, 1989

FOR MONTH: FEBRUARY 1989

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FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|--------|-------------------|-------------------|------|---------------------------------|---------------------------------|--------|
| 19412 | ROGERS | OTTAWA CANADA | 02/10/89-02/13/89 | O | ACCOMPANY THE PRESIDENT | 465.00 | . |
| 19414 | SUNUNU | KENNEBUNKPORT | 02/10/89-02/12/89 | O | ACCOMPANY THE PRESIDENT | 547.50 | |
| 19495 | CASEY | OTTAWA CANADA | 02/10/89-02/12/89 | O | ACCOMPANY THE PRESIDENT | 13,000 XXXX | * |
| TRIP TOTAL | | | | | | 1,027.50 | |
| 12787 | ROGERS | SOUTH CAROLINA | 02/15/89-02/15/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| 19489 | SUNUNU | COLUMBIA SC | 02/15/89-02/15/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| 19490 | CASEY | COLUMBIA SC | 02/15/89-02/15/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| 19411 | ROGERS | ST LOUIS | 02/17/89-02/16/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| 19491 | SUNUNU | ST LOUIS | 02/17/89-02/17/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| 19492 | CASEY | ST LOUIS | 02/17/89-02/17/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| 19413 | SUNUNU | JAPAN/CHINA/KOREA | 02/22/89-02/27/89 | O | ATTEND EMPEROR HIROHITO FUNERAL | .00 | |
| 19496 | CASEY | JAPAN/CHINA/KOREA | 02/22/89-02/27/89 | O | ATTEND EMPEROR HIROHITO FUNERAL | .00 | * |
| TRIP TOTAL | | | | | | .00 | |
| MONTH TOTAL | | | | | | 1,027.50 1,012.50 | |

8/01/89

TRAVEL REPORT FOR: ASST TO THE PRES - CHIEF OF STAFF - 210
AS OF DATE: JULY 31, 1989

FOR MONTH: MARCH 1989

PAGE 103

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
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| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|--------|----------------------|-------------------|------|----------------------|--------|--------|
| 19415 | ROGERS | NEW HAMPSHIRE | 03/02/89-03/06/89 | O | ACCOMPANY GOV SUNUNU | 750.00 | |
| TRIP TOTAL | | | | | | 750.00 | |
| 19416 | ROGERS | LANCASTER/WILMINGTON | 03/22/89-03/22/89 | O | ACCOMPANY GOV SUNUNU | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| MONTH TOTAL | | | | | | 750.00 | |

8/01/89

TRAVEL REPORT FOR: ASST TO THE PRES - CHIEF OF STAFF - 210
AS OF DATE: JULY 31, 1989

FOR MONTH: APRIL 1989

PAGE 104

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
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| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|--------|-------------------|-------------------|------|-------------------------|----------|--------|
| 19498 | SUNUNU | NEW JERSEY | 04/13/89-04/13/89 | 0 | ACCOMPANY THE PRESIDENT | .00 | * |
| 19499 | CASEY | NEW JERSEY | 04/13/89-04/13/89 | 0 | ACCOMPANY THE PRESIDENT | .00 | * |
| TRIP TOTAL | | | | | | .00 | |
| 19417 | ROGERS | VA/IL/ND/CA/TX/FL | 04/24/89-04/27/89 | 0 | ACCOMPANY GOV. SUNUNU | 1,100.00 | |
| 19494 | SUNUNU | CHICAGO IL | 04/24/89-04/27/89 | 0 | ACCOMPANY THE PRESIDENT | 700.00 | |
| TRIP TOTAL | | | | | | 1,800.00 | |
| MONTH TOTAL | | | | | | 1,800.00 | |

8/01/89

TRAVEL REPORT FOR: ASST TO THE PRES - CHIEF OF STAFF - 210
AS OF DATE: JULY 31, 1989FOR MONTH: MAY 1989
FISCAL YEAR: 89

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
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| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|------------------|---------------------|-------------------|------|----------------------------------|-----------------------------|--------|
| 19421 | SUNUNU | MANCHESTER, NH | 05/24/89-05/24/89 | O | ADDRESS THE TESTIMONIAL DINNER | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| 15685 | KAJEW | TX/MS/KY | 05/12/89-05/14/89 | O | ACCOMPANY THE PRESIDENT | 2600.00 | |
| 15686 | SUNUNU | TX/NEW HAMPSHIRE | 05/12/89-05/14/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| 19419 | SUNUNU | TEXAS/NEW HAMPSHIRE | 05/12/89-05/14/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| 19425 | ROGERS | TEXAS | 05/12/89-05/12/89 | O | ACCOMPANY GOV. SUNUNU | 22.50 | |
| TRIP TOTAL | | | | | | 272.50 | |
| 15687 | KAJEW | NY/ME/MA | 05/18/89-05/21/89 | O | ACCOMPANY THE PRESIDENT | 5000.00 | |
| 19420 | SUNUNU | NH/MA/ME | 05/19/89-05/20/89 | R | ATTEND/ADDRESS VARIOUS FUNCTIONS | 200.00 | |
| 19426 | ROGERS | BOSTON/NH | 05/19/89-05/21/89 | O | ACCOMPANY GOVENOR SUNUNU | 400.00 | |
| TRIP TOTAL | | | | | | 1,100.00 | |
| 19427 | ROGERS | ROME/BONN/LONDON | 05/26/89-06/02/89 | O | ACCOMPANY GOVENOR SUNUNU | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| MONTH TOTAL | | | | | | XX302X.50 622.50 | |

8/01/89

TRAVEL REPORT FOR: ASST TO THE PRES - CHIEF OF STAFF - 210
AS OF DATE: JULY 31, 1989

FOR MONTH: JUNE 1989

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FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
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| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|------------|-------------------|-------------------|------|-------------------------------------|--------|--------|
| 18005 | SUNUNU | SAN FRANCISCO | 06/24/89-06/25/89 | O | RECEIVE AWARD | .00 | |
| 19460 | ROGERS | BOSTON | 06/14/89-06/14/89 | O | ACCOMPANY GOVENOR SUNUNU | 15.00 | |
| 19461 | ROGERS | SAMFORD UNIV AL | 06/16/89-06/18/89 | O | ADDRESS SAMFORD UNIV GOVERNORS SCHL | 350.00 | |
| 20284 | SUNUNU | MAINE/NH/NEW YORK | 06/02/89-06/04/89 | O | ADDRESS DOWLING COLLEGE | .00 | * |
| 20285 | ROGERS | NEW YORK | 06/04/89-06/04/89 | O | ACCOMPANY GOVENOR SUNUNU | 189.00 | * |
| TRIP TOTAL | | | | | | 554.00 | |
| 18003 | WINKELJOHN | NEW YORK | 06/22/89-06/22/89 | O | ACCOMPANY PRESIDENT | 415.00 | |
| 19462 | ROGERS | NEW YORK | 06/22/89-06/22/89 | R | ACCOMPANY SUNUNU | 15.00 | |
| TRIP TOTAL | | | | | | 430.00 | |
| MONTH TOTAL | | | | | | 984.00 | |

8/01/89

TRAVEL REPORT FOR: ASST TO THE PRES - CHIEF OF STAFF - 210
AS OF DATE: JULY 31, 1989

FOR MONTH: JULY 1989

PAGE 107

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
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| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|--------------------|------------------|----------------------|-------------------|------|-------------------------------------|--------------------|----------|
| 18008 | CASEY | MAINE | 06/30/89-07/05/89 | O | ACCOMPANY THE PRESIDENT | 720.00 | |
| 19463 | ROGERS | NH, KENNEBUNKPORT | 06/30/89-07/05/89 | O | ACCOMPANY SUNUNU AND PRESIDENT | 720.00 | |
| TRIP TOTAL | | | | | | 1XXXXXX | |
| 18006 | CASEY | HUNGARY/FRANCE/POLND | 07/09/89-07/18/89 | O | ACCOMPANY THE TRIP OF THE PRESIDENT | .00 | |
| 18009 | SUNUNU | HUNGARY/FRANCE/POLND | 07/09/89-07/18/89 | O | ACCOMPANY THE TRIP OF THE PRESIDENT | .00 | |
| 19465 | ROGERS | HUNGARY/FRANCE/POLND | 07/09/89-07/18/89 | O | ACCOMPANY GOVENOR SUNUNU | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| MONTH TOTAL | | | | | | XXXXXX | 720.00 |
| ORGANIZATION TOTAL | | | | | | XXXXXX | 5,889.00 |

THE WHITE HOUSE

WASHINGTON

October 5, 1989

MEMORANDUM FOR JOHN H. SUNUNU
CHIEF OF STAFF

FROM: J. BONNIE NEWMAN *Bonnie*
ASSISTANT TO THE PRESIDENT FOR MANAGEMENT
AND ADMINISTRATION

SUBJECT: Presidential Travel: Brussels

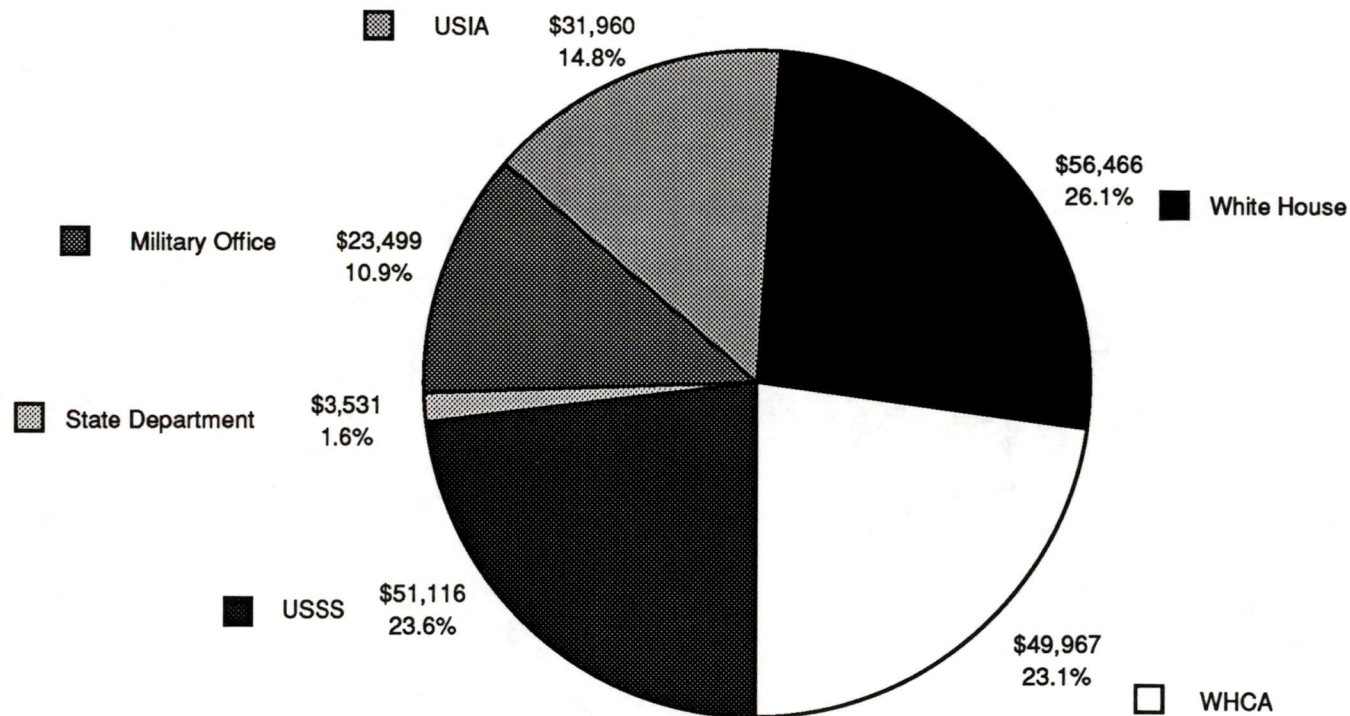
On September 29, I provided you with an analysis of the President's NATO trip to Brussels.

The information provided by the State Department in that analysis did not differentiate between White House and State Department vehicle rentals. Subsequently, the State Department has contacted its embassy in Brussels to obtain a separate breakdown of these costs. Attached are two exhibits that incorporate the new data.

I would be pleased to provide any further information that you require.

Vehicle Costs* for Brussels Trip

Total Cost = \$216,539



* Vehicle costs do not include costs for press vehicles.

Number of Vehicles Rented for Brussels Trip

| Agency | Drivers | Minivan | Bus | Sedans | Trucks | Totals |
|------------------|---------|---------|-----|--------|--------|--------|
| White House | 0 | 0 | 13 | 30 | 2 | 45 |
| State Department | 0 | 1 | 0 | 1 | 0 | 2 |
| WHCA | 7 | 1 | 0 | 11 | 4 | 23 |
| Secret Service | 0 | 1 | 0 | 12 | 0 | 13 |
| Military Office | 0 | 5 | 3 | 4 | 0 | 12 |
| USIA | 0 | 4 | 4 | 9 | 4 | 21 |
| Total | 7 | 12 | 20 | 67 | 10 | 116 |

J

THE WHITE HOUSE

WASHINGTON

December 12, 1989

MEMORANDUM FOR JOHN H. SUNUNU
Chief of Staff to the President

FROM: Rose Zamaria *RZ*
Special Assistant to the President and
Director of White House Operations

SUBJECT: Status of FY 1990 Travel Budget

Listed below are the travel funds available for the President and the Immediate Office of the President for the remainder of fiscal year 1990.

| <u>Account</u> | <u>Annual Budget</u> | <u>Obligated to Date</u> | <u>Remaining Funds</u> |
|--------------------------------------|----------------------|--------------------------|------------------------|
| President | \$100,000.00 | 25,000.00 | 75,000.00 |
| Immediate Office of the President | 20,000.00 | 759.00 | 19,241.00 |

If you have any questions concerning this memorandum, please call extension 2500.

12/04/89

TRAVEL REPORT FOR: UNDISTRIBUTED EXPENDITURES - 200
AS OF DATE: NOVEMBER 30, 1989

FOR MONTH: 10/01/89-9/30/9 PAGE 1
FISCAL YEAR: 90

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|--------------------|--------|-------------|-------------------|------|------------------------------|-----------|--------|
| 51550 | PRESNT | BLANKET | 10/01/89-09/30/90 | O | BLANKET TRAVEL AUTHORIZATION | 25,000.00 | |
| TRIP TOTAL | | | | | | 25,000.00 | |
| MONTH TOTAL | | | | | | 25,000.00 | |
| ORGANIZATION TOTAL | | | | | | 25,000.00 | |

12/04/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205

FOR MONTH: 10/01/89-9/30/9

PAGE 2

AS OF DATE: NOVEMBER 30, 1989

FISCAL YEAR: 90

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|---------|-------------|-------------------|------|---------------------------------|--------|--------|
| 20713 | MCBRIDE | CAMP DAVID | 10/06/89-10/09/89 | O | ACCOMPANY THE PRESIDENT | 97.50 | |
| 20719 | MCBRIDE | CAMP DAVID | 11/17/89-11/19/89 | O | ACCOMPANY TRIP OF THE PRESIDENT | 67.50 | |
| TRIP TOTAL | | | | | | 165.00 | |
| MONTH TOTAL | | | | | | 165.00 | |

12/04/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205

FOR MONTH: OCTOBER 1989

PAGE

3

AS OF DATE: NOVEMBER 30, 1989

FISCAL YEAR: 90

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|----------|-----------------|-------------------|------|---------------------------------|--------|--------|
| 20715 | MONTAGNE | GULFPORT, MS/NY | 10/12/89-10/12/89 | O | ACCOMPANY TRIP OF THE PRESIDENT | 22.50 | |
| 20726 | MCBRIDE | GULFPORT MS/ NY | 10/12/89-10/12/89 | P | ACCOMPANY THE PRESIDNET | 22.50 | |
| 20726 | MCBRIDE | NEW YORK NY | 10/12/89-10/12/89 | O | ACCOMPANY THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | 45.00 | |
| 20722 | MCBRIDE | SAN FRANCISCO | 10/20/89-10/20/89 | O | ACCOMPANY THE PRESIDENT | 22.50 | |
| TRIP TOTAL | | | | | | 22.50 | |
| MONTH TOTAL | | | | | | 67.50 | |

12/04/89

TRAVEL REPORT FOR: IMMEDIATE OFFICE OF THE PRESIDENT - 205

FOR MONTH: NOVEMBER 1989

PAGE

4

AS OF DATE: NOVEMBER 30, 1989

FISCAL YEAR: 90

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER
 * ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|--------------------|----------|-----------------------|-------------------|------|-------------------------------------|--------|--------|
| 20716 | MCBRIDE | VA/NJ/CAMP DAVID/MA | 11/03/89-11/05/89 | O | ACCOMPANY THE TRIP OF THE PRESIDENT | 82.50 | |
| 20717 | MONTAGNE | VA/NEWARK, NJ | 11/03/89-11/03/89 | O | ACCOMPANY THE TRIP OF THE PRESIDENT | 15.00 | |
| TRIP TOTAL | | | | | | 97.50 | |
| 20721 | MCBRIDE | DALLAS, TX/CAMP DAVID | 11/10/89-11/12/89 | O | ACCOMPANY TRIP OF THE PRESIDENT | 165.00 | |
| 20784 | CASEY | DALLAS, TX | 11/10/89-11/11/89 | R | ACCOMPANY TRIP OF THE PRESIDENT | 160.00 | |
| TRIP TOTAL | | | | | | 325.00 | |
| 20718 | MONTAGNE | CHICAGO/RHODE ISLAND | 11/20/89-11/20/89 | O | ACCOMPANY TRIP OF THE PRESIDENT | 22.50 | |
| 51368 | MCBRIDE | CHICAGO/RHODE ISLAND | 11/20/89-11/20/89 | O | ACCOMPANY TRIP OF THE PRESIDENT | 15.00 | |
| TRIP TOTAL | | | | | | 37.50 | |
| 20785 | CASEY | MEMPHIS, TN | 11/22/89-11/22/89 | O | ACCOMPANY TRIP OF THE PRESIDENT | .00 | |
| TRIP TOTAL | | | | | | .00 | |
| MONTH TOTAL | | | | | | 460.00 | |
| ORGANIZATION TOTAL | | | | | | 692.50 | |

THE WHITE HOUSE
WASHINGTON

December 15, 1989

MEMORANDUM FOR JOHN SUNUNU
CHIEF OF STAFF

FROM: J. BONNIE NEWMAN *Bonnie*
ASSISTANT TO THE PRESIDENT FOR OPERATIONS
AND MANAGEMENT

SUBJECT: Summary of FY 1991 EOP Agency Budget Requests

We have recently conducted discussions with OMB concerning the FY 1991 budget requests for the various agencies comprising the Executive Office of the President (EOP). Settlements were reached on all but two accounts. These two accounts, the Office of National Drug Control Policy (ONDCP) and the Office of Science and Technology Policy (OSTP), remain under discussion. However, at this stage we do have OMB's preliminary levels for these two accounts. Therefore, I would like to provide you with a brief summary of the FY 1991 EOP request as it is likely to appear in the President's budget in January.

As a whole, the EOP budget will grow nearly 19% from FY 1990 to FY 1991. However, the increase varies considerably from agency to agency. The largest factor in this increase is ONDCP, which originally requested \$450 million in funding for grants and other initiatives in the war on drugs. Excluding ONDCP, the remaining EOP agencies experience approximately 10% growth as a whole. This is not to say that the rest of the EOP will not experience significant growth. The Council on Environmental Quality will experience a sizeable increase in both funding and staffing. Also, the FY 1991 submission will reflect important initiatives such as the Office of Administration's \$4.5 million request to fund a mainframe computer upgrade for the EOP Data Center.

The following paragraphs summarize, by each account, the results of the OMB/White House review process:

COMPENSATION OF THE PRESIDENT
APPROVED AS REQUESTED AT \$250,000

WHITE HOUSE OFFICE
REQUEST = \$32,149,000

SETTLEMENT = \$32,906,000

The major components of the White House Office increase include funding to provide flexibility to keep salary levels comparable to the new Executive Level pay scale, and additional resources for travel and office automation equipment.

EXECUTIVE RESIDENCE
REQUEST = \$7,052,000

SETTLEMENT = \$7,052,000

The Residence's increase is driven by two new positions, an increase in the number of Official Ceremonies and Functions, and pay increases.

OFFICE OF ADMINISTRATION
REQUEST = \$25,500,000

SETTLEMENT = \$24,775,000

OA's budget includes a \$4.5 million upgrade for its mainframe computer, as well as nine new positions to keep pace with providing administrative support to a growing EOP.

OFFICE OF THE VICE PRESIDENT
REQUEST = \$2,797,000

SETTLEMENT = \$2,524,000

The approved level for the Special Assistance to the President account, or the Vice President's Office, contains partial funding for two new positions and increased expenditures for Travel and ADP equipment.

OFFICIAL RESIDENCE OF THE VICE PRESIDENT
REQUEST = \$296,000

SETTLEMENT = \$625,000

The approved VP's Residence budget contains \$329,000 in order to finance major maintenance projects recommended by the recently completed Building Evaluation of the Vice President's Residence.

PRESIDENT'S UNANTICIPATED NEEDS ACCOUNT
APPROVED AS REQUESTED AT \$1,000,000

COUNCIL OF ECONOMIC ADVISERS
REQUEST = \$3,017,000

SETTLEMENT = \$3,012,000

CEA's request contains no significant increases.

COUNCIL ON ENVIRONMENTAL QUALITY

REQUEST = \$3,010,000

SETTLEMENT = \$2,000,000

While receiving much less than requested, CEQ will still experience 35% growth, in addition to 74% growth in FY 1990. The additional funding will provide for staff increases.

NATIONAL CRITICAL MATERIALS COUNCIL

REQUEST = \$400,000

SETTLEMENT = \$225,000

NCMC will be funded at its FY 1989 level, but has traditionally had its request increased when it receives its appropriation from Congress, regardless of the Administration's request.

NATIONAL SECURITY COUNCIL

REQUEST = \$5,847,000

SETTLEMENT = \$5,847,000

NSC's 8.1% growth is attributable to construction of additional secure work space and increased reimbursements required by the State Department.

NATIONAL SPACE COUNCIL

REQUEST = \$1,500,000

SETTLEMENT = \$1,040,000

The Space Council received an amount significantly less than they requested. Much of its requested increase was attributable to support of the Vice President's Space Advisory Board.

OFFICE OF FEDERAL PROCUREMENT POLICY

REQUEST = \$3,409,000

SETTLEMENT = \$2,870,000

OFPP requested several new employees to support its Cost Accounting Standards Board, received approval of only a portion of its request.

OFFICE OF MANAGEMENT AND BUDGET

REQUEST = \$48,441,000

SETTLEMENT = \$48,441,000

OMB's budget was approved as requested, an increase of 7.9% over FY 1990.

OFFICE OF NATIONAL DRUG CONTROL POLICY

REQUEST (for salaries & expenses) = \$28,000,000

TOTAL REQUEST = \$478,000,000

SETTLEMENT UNDECIDED

ONDCP's request for the basic salaries and expense portion of its budget represented a 133% increase, with 83 new employees. In addition, the following amounts were requested for special programs: authority for the Special Forfeiture Fund (\$150,000,000), grants to High Intensity Drug Trafficking Areas (\$200,000,000) and a National Drug Control Intelligence Center

(\$100,000,000). OMB's recommended level of funding (\$193,198,000) is significantly below ONDCP's request at this time, recommending a cut of \$284,802,000, or nearly 60%.

OFFICE OF POLICY DEVELOPMENT

REQUEST = \$3,438,000

SETTLEMENT = \$3,328,000

OPD has requested an increase in order to fully fund its staffing ceiling of 44 employees. OMB did not approve OPD's full request.

OFFICE OF SCIENCE AND TECHNOLOGY POLICY

REQUEST = \$4,365,000

SETTLEMENT UNDECIDED

OSTP requested a 51% increase, on top of an 82.5% increase in FY 1990. OMB is recommending a level of \$3,207,000, representing a 12% growth in FY 1991.

UNITED STATES TRADE REPRESENTATIVE

REQUEST = \$23,250,000

SETTLEMENT = \$18,496,000

USTR's large requested increase was largely driven by support for the Uruguay round of trade negotiations as well as the Canadian Free Trade Agreement. OMB approved a significantly lower level than requested.

Also attached, for your information, is a table comparing FY 1990 budget authority with FY 1991 levels. I would be pleased to provide any additional analysis you desire.

Attachment

EXECUTIVE OFFICE OF THE PRESIDENT
SUMMARY OF OMB ACTION ON FY 1991 EOP AGENCY REQUESTS
(dollars in 000's)
DECEMBER 12, 1989

| AGENCY | 1990 AUTHORITY | | 1991 REQUEST | | 1991 SETTLEMENT | |
|--|------------------------------|--|----------------------------|-----------------------------|---------------------|--------------------------------|
| | FY 90 BUDGET AUTHORITY | FY 90 STAFFING CEILING (FTEs) | FY 91 BUDGET REQUEST | STAFF CHANGE FY 90-91 | FINAL SETTLEMENT | BUDGET % CHANGE FY 90-91 |
| COMPENSATION OF THE PRES. | 250 | NA | 250 | NA | 250 | 0.00% |
| WHITE HOUSE OFFICE | 30,639 | 381 | 32,149 | 0 | 32,906 | 7.40% |
| EXECUTIVE RESIDENCE | 6,898 | 98 | 7,374 | 2 | 7,052 | 2.23% |
| OFFICE OF ADMINISTRATION | 18,825 | 213 | 25,500 | 9 | 24,775 | 31.61% |
| OFFICE OF THE VICE PRESIDENT | 2,335 | 24 | 2,797 | 2 | 2,524 | 8.09% |
| VICE PRESIDENT'S RESIDENCE | 578 | 1 | 296 | 0 | 625 | 8.13% |
| CEA | 2,906 | 38 | 3,017 | 0 | 3,012 | 3.65% |
| CEQ | 1,477 | 20 | 3,010 | 20 | 2,000 | 35.41% |
| NATIONAL CRITICAL MATERIALS COUNCIL | 400 | 5 | 400 | 0 | 225 | -43.75% |
| NSC | 5,409 | 63 | 5,847 | 0 | 5,847 | 8.10% |
| NATIONAL SPACE COUNCIL | 985 | 7 | 1,500 | 0 | 1,040 | 5.58% |
| OFFICE OF FEDERAL PROCUREMENT POLICY | 2,660 | 37 | 3,409 | 5 | 2,870 | 7.89% |
| OMB | 44,894 | 577 | 48,441 | | 48,441 | 7.90% |
| OFFICE OF NATIONAL DRUG CONTROL POLICY | | | | | | |
| - Administration (Salaries and Expenses) | 12,000 | 96 | 28,000 | 83 | | |
| - Special Forfeiture Fund | 115,000 | | 150,000 | | | |
| - Grants to High Intensity Drug Trafficking Areas | 25,000 | | 200,000 | | | |
| - National Drug Intelligence Center | | | 100,000 | | | |
| SUB-TOTAL ONDCP /1 | 152,000 | 96 | 478,000 | 83 | 193,138 | 27.06% |
| OPD | 3,079 | 44 | 3,438 | 0 | 3,328 | 8.09% |
| OSTP /1 | 2,852 | 38 | 4,365 | 13 | 3,207 | 12.45% |
| USTR | 18,000 | 152 | 23,250 | 8 | 18,496 | 2.76% |
| UNANTICIPATED NEEDS | 1,000 | NA | 1,000 | NA | 1,000 | 0.00% |
| TOTAL | \$295,187 | 1,794 | \$644,043 | 142 | \$350,736 | 18.82% |

NA = NOT APPLICABLE

/1 SETTLEMENT REFLECTS OMB PRELIMINARY RECOMMENDED AMOUNT

THE WHITE HOUSE
WASHINGTON

THE CHIEF of STAFF
has seen JUN 21 1989

June 2, 1989

MEMORANDUM FOR JOHN H. SUNUNU
CHIEF OF STAFF

FROM: J. BONNIE NEWMAN *Bonnie Newman*
ASSISTANT TO THE PRESIDENT FOR
MANAGEMENT AND ADMINISTRATION

SUBJECT: Fiscal Year 1990 Budget Amendments

In order to meet the goals and objectives which you have expressed for the White House, the following budgetary actions affecting the White House Office and the Office of Administration are recommended for your consideration:

1. Grant a pay raise of 15% for commissioned officers and 7% for the remaining policy office staff effective July 16, 1989. (\$200,000)

The potential 1.1% reduction which OMB proposed to offset the FY89 Supplemental combined with the higher than anticipated trend of White House Office salary and related expenditures may limit the feasibility of this pay raise without a corresponding reduction in detailee usage.

2. Withdraw the negative FY90 budget amendment of \$79,000 pending with OMB and substitute an amendment to the White House Office budget proposing an increase of \$2 million.

Utilization of this increased funding is proposed as follows:

- o Full year cost of July 16 pay raise (\$924,000)
 - o Fifteen (15) additional full time positions (\$810,000)
 - o Accelerate the program to replace and upgrade office automation equipment and office furnishings (\$266,000)
3. Withdraw the negative FY90 budget amendment for the Office of Administration of \$240,000, pending with OMB, and substitute an amendment proposing ten (10) additional full time positions.

The full year cost of these positions is \$485,000. These additional positions would be requested without associated funding and enable the OA to selectively convert contractor personnel to government positions as well as address the increased work load associated with new programs such as the Office of National Drug Control Policy and the Space Council.

Recommendations:

It is recommended that you approve all of the above proposals.

With your approval, I will notify Director Darman of your decisions and have the required budgetary documents prepared for transmittal to the Congress. Concurrently, given the imminent "mark-up" of the FY90 budget, we will initiate the appropriate actions to apprise Congressional staff members.

1. Approved _____ Disapproved _____

2. Approved _____ Disapproved _____

3. Approved _____ Disapproved _____

Comments: _____

Date _____

AC has seen ✓

THE WHITE HOUSE

WASHINGTON

May 9, 1989

MEMORANDUM FOR JOHN H. SUNUNU
CHIEF OF STAFF TO THE PRESIDENT

FROM: J. BONNIE NEWMAN *Bonnie*
ASSISTANT TO THE PRESIDENT FOR
MANAGEMENT AND ADMINISTRATION

SUBJECT: White House Office Financial Status

A current analysis of the FY89 financial position for the White House Office projects a year-end available balance of approximately \$165,000. Plans made during the early weeks of the Administration had forecast a significantly greater available balance. We had intended to utilize such a surplus to consider pay raises, upgrade ADP capabilities, and entertain other priorities and operational needs. Our midyear review has revealed that the level of the surplus has declined materially. Given the impact on our original plans, I feel a reassessment is appropriate at this time and look forward to discussing this subject with you.

The revision in financial projections derives primarily from three factors:

- o OMB proposed a 1.099% reduction to all Federal discretionary programs in order to offset the cost of the supplemental that is currently under consideration by the Congress. This proposed reduction tentatively withdraws \$307,000 from available funds.
- o Detailee costs are being incurred at a rate considerably higher (at least \$150,000) than originally planned in the White House staffing structure that was developed in January.
- o Actual staffing in the White House Office currently exceeds the January plan of approximately 300 positions by 22. The overall staffing exceeds the authorized level of 323 by 4 positions. Additionally, the length of time that Reagan Administration "holdovers" are remaining on the roles extends beyond earlier expectations.

Because of these factors, we are limited in the extent to which initiatives such as a pay raise can be entertained during this fiscal year. If the 1.1% reduction is not enacted, however, our total projected available balance will grow to approximately \$472,000 and provide added flexibility in pursuing discretionary programs. This would allow a July 1 pay raise of 12.5% for commissioned officers (3.5% for other policy staff) and provide for the first phase of a personal computer acquisition plan.

With respect to the fiscal year 1990, our preliminary projections indicate a balance available for discretionary programs of approximately \$759,000, assuming the receipt in full of our funding request currently before Congress. In addition this forecast includes \$775,000 in the equipment category for programs such as the second phase of personal computer acquisitions. The remaining available balance of \$759,000 would also allow the full year cost of a 12.5% pay raise for commissioned officers and 3.5% for other policy office staff.

In summary, if current staffing trends continue, the already reduced FY89 available balance will decline further. Conversely, if timely action is taken to bring actual staffing closer in line with original plans, sufficient savings should materialize to enable the White House to accelerate its fiscal year 1990 initiatives. This would allow greater flexibility in fiscal year 1990.

I look forward to briefing you in greater detail concerning the financial status of the White House Office.

THE WHITE HOUSE
WASHINGTON

December 21, 1989

MEMORANDUM FOR JOHN SUNUNU
CHIEF OF STAFF

FROM: J. BONNIE NEWMAN *Bonnie Newman*
ASSISTANT TO THE PRESIDENT FOR MANAGEMENT
AND ADMINISTRATION

SUBJECT: Effect of the Executive Pay Raise on the Executive
Office of the President

The Ethics and Pay legislation signed into law by the President on November 30th will statutorily have a significant effect on the salaries of certain Executive Office of the President (EOP) employees. It will also require your determination with respect to whether comparable increases will be granted to White House Office employees.

Within the EOP, senior management positions are classified as Executive Schedule, Senior Executive Service, or Administratively Determined (Attachment 1). For 1990, the new law automatically increases Executive Schedule pay levels by a range of 3.6% to 7.9%. The raises take place in two phases, with the first increase, for most employees, on January 14th, and the second increase, for most employees, following on February 11th. The Senior Executive Service pay scales will be increased by 3.6% on January 14th (Attachment 2).

The pay levels of positions classified as Administratively Determined will not be automatically increased by the new law. In the case of these positions, each agency's head may adjust these salaries as they deem appropriate. With respect to White House Office employees, a determination on your part would be necessary to adjust the current salary levels.

We now have the opportunity to establish a structure for the salaries of the Commissioned Officers at rates consistent with their government counterparts, as well as a basis for establishing a framework which will facilitate the consideration of future pay. For comparative purposes, I have attached a schedule which reflects executive pay levels for comparable positions in the Executive Branch (Attachment 3).

Specifically, the current pay level for Assistants to the President is the equivalent of a Level II on the Executive Schedule. This is consistent with the previous levels at which pay for these positions have been set. Using the new law as a guide would allow for the adjustment of salaries for Assistants to the President up to a level of \$96,600.

Currently, Deputy Assistants to the President are paid at levels equivalent to either Level IV or Level V on the Executive Schedule. Previous pay levels for Deputy Assistants to the President had generally been set at Level III, comparable to that of departmental Undersecretaries and commission heads. Using Level III and the new law as a guide would allow for adjustments in individual salaries from current levels up to \$89,000.

The remaining Commissioned Officers in the White House Office, namely the Special Assistants to the President, most commonly earn \$55,000, but currently range anywhere between \$52,500 and \$75,000. Their salary levels are not affected by the Executive Schedule raise. However, their salaries fall within a range that would traditionally receive the government-wide cost of living adjustment of 3.6% in January. Pay levels for Special Assistants to the President have generally been set at Level V, comparable to that of bureau heads. Using Level V and the new law as a guide would allow for adjustments in individual salaries from current levels up to \$78,200.

Finally the non-Commissioned White House employees working in the policy offices and operating units generally fall within the pay range that would normally receive a pay increase equivalent to the government-wide cost of living adjustment.

We have prepared a proposed pay structure for your consideration which would allow us to execute both the executive pay increase and the cost of living increase in a timely fashion; establish pay ranges and ceilings for the Commissioned Officer categories; allow flexibility for individual pay determinations within pay ranges; and, provide a structure within which future Executive pay adjustments can be made. This proposal would:

- o grant a minimum of the 3.6% cost of living adjustment to all White House Office employees;
- o establish a pay band in which Assistants to the President salaries would be increased to a maximum of \$96,600 to keep them consistent with Executive Level II;

- o establish a pay band in which Deputy Assistants would be increased to a maximum of \$89,000 to keep them consistent with Executive Level III;
- o establish a pay band in which Special Assistants' salaries would be increased to a maximum of \$78,200 to keep them consistent with Executive Level V.

This proposal also allows the flexibility to phase in changes to the current pay structure of Commissioned Officers in relation to the new Executive Schedule.

In 1991, as a result of the Pay and Ethics legislation, Executive Schedule employees are expected to automatically receive an increase of approximately 25%; SES positions will receive raises of between 18% to 25%. The proposed schedule would enable the White House to integrate the second year of pay raises into the Commissioned Officer pay structure.

There is sufficient funding within the WHO appropriation to allow for these proposals to be implemented.

It is further recommended that increases in the salaries of Administratively Determined positions in other EOP agencies be considered. Any increases should be in amounts consistent with the increases granted for the White House Office. To achieve this goal, we have attached memos for your signature which provide guidance to those EOP agencies with employees in Administratively Determined positions. The memos have an attachment identifying representative Administratively Determined positions, and the pay band guidelines which should be followed in order to remain consistent with White House Office salaries. Such specific guidance is necessary in order to ensure comparability in pay for similar positions throughout the EOP.

In sum, your decisions are requested on the recommendations listed below for White House Office employees. In addition, your signature is requested on the memos providing guidance to the heads of the other EOP agencies with Administratively Determined employees.

RECOMMENDATION #1

- Increase salaries for all Assistants to the President to \$96,600.

APPROVE _____ DISAPPROVE _____

COMMENT _____

RECOMMENDATION #2

- Increase salaries for all Deputy Assistants to the President to \$89,000.

APPROVE _____ DISAPPROVE _____

COMMENT _____

RECOMMENDATION #3

- Grant specific increases to Special Assistants to the President (\$54,400 - \$78,200):

| | <u>Current Salary</u> | <u>New Salary</u> |
|-------------------------|-----------------------|-------------------|
| Gary J. Andres | \$70,000 | _____ |
| William J. Canary | \$57,500 | _____ |
| David M. Carney | \$57,500 | _____ |
| Paul J. Collins, Jr. | \$57,500 | _____ |
| Nancy P. Dorn | \$72,500 | _____ |
| John S. Gardner | \$55,000 | _____ |
| Alix R. Glen | \$55,000 | _____ |
| Martha H. Goodwin | \$66,000 | _____ |
| Shirley M. Green | \$75,000 | _____ |
| George O. Griffith, Jr. | \$66,000 | _____ |
| Anne B. Gwaltney | \$55,000 | _____ |
| Stephen T. Hart | \$55,000 | _____ |
| John W. Howard | \$70,000 | _____ |
| Thomas F. Kranz | \$70,000 | _____ |
| Lee S. Liberman | \$60,000 | _____ |
| Nelson R. Lund | \$60,000 | _____ |
| Timothy J. McBride | \$55,000 | _____ |

| | | |
|---------------------|----------|-------|
| Mary Anne McClure | \$55,000 | _____ |
| Nancy F. Miller | \$57,500 | _____ |
| Jeannette L. Naylor | \$55,000 | _____ |
| Thomas F. Needles | \$52,500 | _____ |
| Frederick D. Nelson | \$57,500 | _____ |
| Amy L. Schwartz | \$60,000 | _____ |
| Sichan Siv | \$75,000 | _____ |
| David P. Sloane | \$70,000 | _____ |
| Brian K. Waidmann | \$70,000 | _____ |
| R. Douglas Wead | \$55,000 | _____ |
| Rose M. Zamaria | \$65,000 | _____ |

COMMENT _____

RECOMMENDATION #4

- Grant the government-wide 3.6% cost of living adjustment to the remaining White House Office staff.

APPROVE _____ DISAPPROVE _____

COMMENT _____

Attachments

EOP POSITIONS POTENTIALLY AFFECTED BY GOVERNMENT PAY RAISE

| SALARY SCHEDULE | CEA | CEQ | OPD | NSC | OA | OMB | USTR | WH | OVP | OSTP | SPACE | ONDCP | TOTAL |
|------------------------------------|----------|----------|----------|-----------|----------|-----------|-----------|-----------|----------|----------|----------|----------|------------|
| Executive Schedule | | | | | | | | | | | | | |
| EX 1 - \$99,500 | | | | | | 1 | 1 | | | | | 1 | 3 |
| EX 2 - \$89,500 | 1 | 1 | | | | 1 | | | | 1 | | | 4 |
| EX 3 - \$82,500 | | | | | | | 2 | | | | 1 | 2 | 5 |
| EX 4 - \$80,700 | | | | 1 | | | | | | | | 1 | 2 |
| EX 5 - \$75,500 | | | | | | | | | | | | | |
| Senior Executive Schedule | | | | | | | | | | | | | |
| ES 1 - \$68,700 | | | | | | 7 | | | | | | | 7 |
| ES 2 - \$71,800 | | | | | | 14 | 1 | | | | | 1 | 16 |
| ES 3 - \$74,900 | | | | | | 13 | 3 | | | 1 | | 1 | 18 |
| ES 4 - \$76,400 | | | | | | 24 | | | | 3 | | 1 | 28 |
| ES 5 - \$78,600 | | | | | | 8 | 4 | | | | | 1 | 13 |
| ES 6 - \$80,700 | | | | | | 6 | 13 | | | | | 1 | 20 |
| Administratively Determined | | | | | | | | | | | | | |
| AD - \$68,700 - \$71,799 | 2 | | | | 2 | | | 3 | 1 | | | | 8 |
| AD - \$71,800 - \$74,899 | | 1 | 1 | | 2 | | | 1 | | | | | 5 |
| AD - \$74,900 - \$76,399 | 2 | 1 | 1 | | 1 | | | 15 | | | | | 20 |
| AD - \$76,400 - \$78,599 | | | | | 1 | | | | | | 1 | | 2 |
| AD - \$78,600 - \$80,699 | | | | | 1 | | | 5 | 2 | | | | 8 |
| AD - \$80,700 - \$82,499 | 2 | | | | | | | | 1 | | | | 3 |
| AD - \$82,500 - \$89,500 | | | | | | | | 14 | 2 | | | | 16 |
| Government Schedule | | | | | | | | | | | | | |
| GS - 16 | | | | 2 | | | | 1 | | | | | 3 |
| GS - 17 | | | | 4 | | | | | | | | | 4 |
| GS - 18 | | | | 6 | | | | | | | | | 6 |
| TOTAL | 7 | 3 | 2 | 13 | 7 | 74 | 24 | 39 | 6 | 5 | 2 | 9 | 191 |

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF ADMINISTRATION
December 14, 1989

NEW EXECUTIVE PAY RATES

| | BEFORE RAISE | JANUARY FY 1990 RAISE | FEBRUARY FY 1990 RAISE | PERCENT INCREASE AFTER FEBRUARY FY 1990 | JANUARY FY 1991 RAISE | PERCENT INCREASE FY 1991 |
|---------------------------------|-----------------|-----------------------------|------------------------------|---|-----------------------------|--------------------------------|
| EXECUTIVE SCHEDULE | | | | | | |
| EX I | \$99,500 | \$99,500 | \$107,300 | 7.8% | \$134,100 | 25.0% |
| EX II | \$89,500 | \$89,500 | \$96,600 | 7.9% | \$120,800 | 25.1% |
| EX III | \$82,500 | \$85,500 | \$89,000 | 7.9% | \$111,300 | 25.1% |
| EX IV | \$80,700 | \$83,600 | | 3.6% | \$104,500 | 25.0% |
| EX V | \$75,500 | \$78,200 | | 3.6% | \$97,800 | 25.1% |
| SENIOR EXECUTIVE SERVICE | | | | | | |
| ES-1 | \$68,700 | \$71,200 | | 3.6% | \$84,000 | 18.0% |
| ES-2 | \$71,800 | \$74,400 | | 3.6% | \$88,000 | 18.3% |
| ES-3 | \$74,900 | \$77,600 | | 3.6% | \$92,000 | 18.6% |
| ES-4 | \$76,400 | \$79,200 | | 3.7% | \$97,000 | 22.5% |
| ES-5 | \$78,600 | \$81,400 | | 3.6% | \$101,000 | 24.1% |
| ES-6 | \$80,700 | \$83,600 | | 3.6% | \$104,500 | 25.0% |

**COMPARATIVE POSITIONS ON THE
EXECUTIVE SCHEDULE**

| <u>EXECUTIVE LEVEL</u> | <u>NEW 1990 SALARY</u> | <u>EQUIVALENT POSITIONS</u> |
|------------------------|------------------------|---|
| Level I | \$107,300 | Departmental secretaries |
| Level II | 96,600 | Members of Congress, deputy secretaries, heads of certain agencies |
| Level III | 89,000 | Undersecretaries, heads of regulatory commissions |
| Level IV | 83,600 | Assistant secretaries, pay cap for SES |
| Level V | 78,200 | Directors of major bureaus, GS/uniformed services pay cap |