

**The original documents are located in Box 1, folder “Agency for International Development” of the Richard B. Cheney Files at the Gerald R. Ford Presidential Library.**

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REMINDER

~~RBC~~  
~~DR~~

is to ask Doug Bennett to  
call Scott.

A handwritten signature, likely "Doug Bennett", is enclosed within a hand-drawn oval. The signature is written in a cursive, flowing style.

7-14

THE WHITE HOUSE

WASHINGTON

July 8, 1975

MEMORANDUM FOR THE PRESIDENT

THROUGH: DONALD RUMSFELD

FROM: DOUGLAS P. BENNETT ~~DPB~~

SUBJECT: Director for Disaster Relief,  
Agency for International Development  
(AD-18)

The attached information sheets outline the responsibilities and scope of the position of Director of Disaster Relief at the Agency for International Development.

The current job, GSA Administrator, is a Level III paying \$40,000 per year.

Titles Coordinator of Office for International Disaster Relief plus Assistant for U. S. Foreign Disaster Relief Coordination.

Level of Position AD 18 ("Administratively Determined" positions are available to a few agencies such as AID and NASA under special legislation.)

Compensation \$36,000

Staff Total will be about 40 people. The Coordinator will have a Deputy and about six other super grades. The office is not yet organized.

Responsibilities Coordination of all U. S. public and private support in the case of a foreign disaster, e. g. earthquake abroad. The Coordinator will probably go to the site to do the coordination for a particular disaster. See letter to Dan Parker from the President at Tab A. The responsibilities set forth there are essentially those of the Coordinator.

Reporting Line The Coordinator will be directly responsible to the AID Administrator and will work closely with him when there is a disaster. However, on most day-to-day matters he will report to the Assistant Administrator for Population and Humanitarian Assistance. See Tab B for chart.

\* Clearance Top Secret Clearance, i. e. full field, will be required. Normally such a clearance takes six weeks or more. Based on the need to make the move quickly, there are three alternatives which might be followed:

- 1) A full field can be done within two or three days if Parker so orders, according to Mr. Milton Mileski, Director of Security for AID. This assumes that no major problems come up. The work would be done by AID staff. Ordinarily the work is done by the Civil Service Commission in coordination with AID.
- 2) The man could be detailed immediately to AID and could assume most of the functions of the Coordinator's position but he could not have the title until a full field is completed. I assume that a slot at his current agency could be made available to him for these purposes.

3) AID could temporarily waive the full field. In other words, the man could start as Coordinator immediately and the full field would be done after he is already on the job. Note that certain standards usually need to be met in order for AID to grant such a waiver, and very few are granted.

\* I recommend that the man involved be told that the move should be made immediately, discuss clearance options #1 and 2 and leave the matter to be worked out later..

Dear Dan:

You are hereby designated The President's Special Coordinator for International Disaster Assistance in addition to your responsibilities as Administrator of the Agency for International Development.

In this capacity, you will serve as my personal representative in reviewing the actual impact of international disasters and coordinating the timely response of the United States Government in meeting the needs of the disaster victims for food, shelter, and medical care.

This will require close coordination with international organizations, other donors, and private and voluntary agencies, and I expect all Federal Agencies to cooperate with you in this effort. I further look to you to integrate United States short-term emergency relief efforts with rehabilitation and reconstruction programs, and the long-term development assistance programs at A.I.D.

Sincerely,

The Honorable Daniel S. Parker  
Administrator  
Agency for International Development  
Washington, D. C.

# AGENCY FOR INTERNATIONAL DEVELOPMENT

