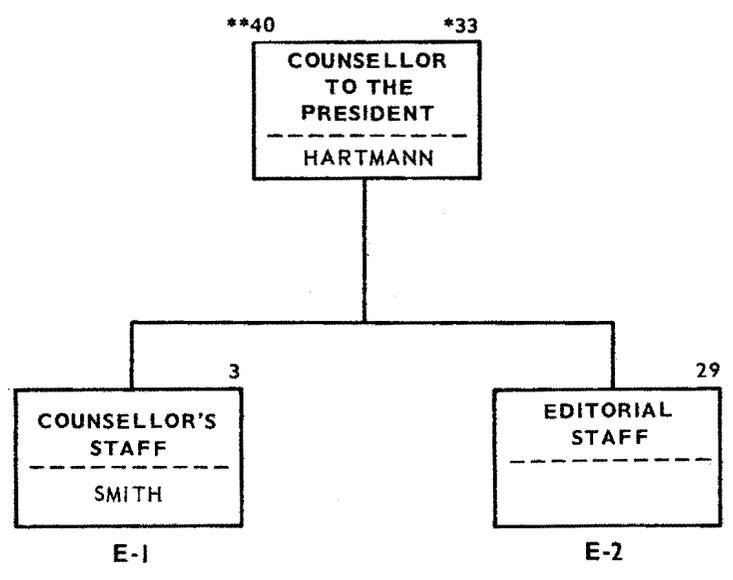






E

## COUNSELLOR TO THE PRESIDENT



**\*\* AUTHORIZED**  
**\* ACTUAL**

COUNSELLOR TO THE PRESIDENT - HARTMANN

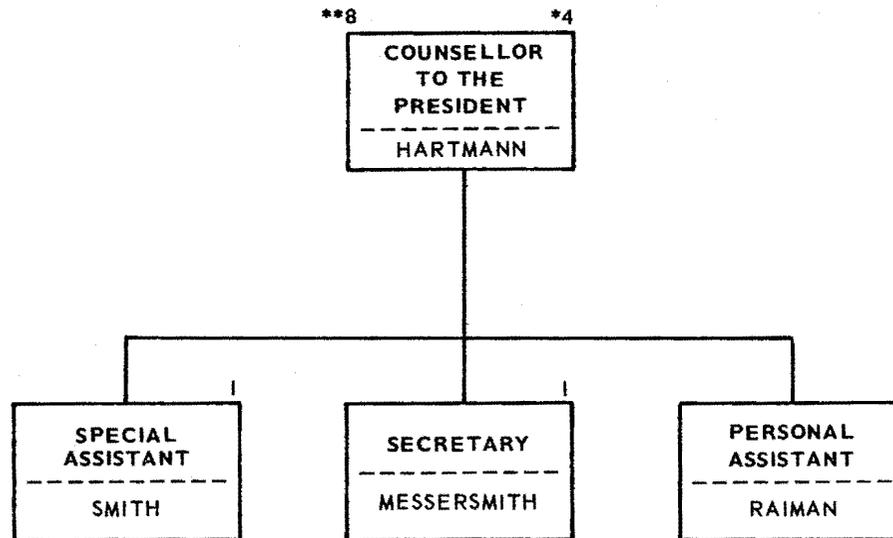
Responsibilities

1. Supervise the activities of the Editorial staff.
2. Provide advice to the President and act as a sounding board as to probable public reactions in regard to key decisions.
3. Handle special projects of a sensitive nature for the President.

Possible Areas of Change

1. The role of Counsellor to the President will likely be handled by persons who will remain in the private sector.

## COUNSELLOR'S STAFF



\*\* AUTHORIZED  
\* ACTUAL

COUNSELLOR'S STAFF

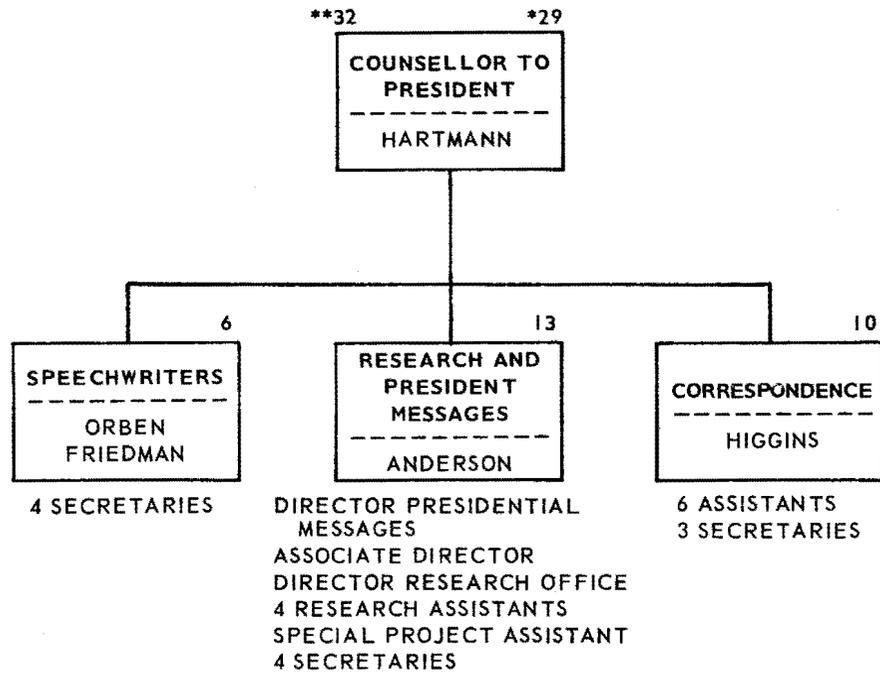
Responsibilities

1. Provide support to the Counsellor in his activities as advisor to the President.
2. Assist in the handling of special projects.

Possible Areas of Change

1. If individuals who remain the private sector serve as Counsellors to the President, it may be possible to eliminate some or all of these positions.

## EDITORIAL STAFF



**\*\* AUTHORIZED**  
**\* ACTUAL**

EDITORIAL STAFFResponsibilities

1. The speechwriters write the President's speeches utilizing draft material prepared by the various groups involved.
2. The research group reviews all speeches before they are finalized to insure the accuracy of all statements of fact. It does not do research for the drafting of speeches.
3. The messages group works on requests from groups and organizations for a statement from the President that can be read at a meeting or put in an article. In addition to drafting the message, the group screens the organizations in conjunction with the Counsel's Office.
4. The correspondence group composes responses to letters that are not sent to the departments for handling.

Possible Areas of Change

1. The Editorial Staff could report directly to the President, or could report through the Press Office or the Domestic Affairs office.
2. Some positions might be saved by combining this research group with the research group in the Press Office.

## OFFICE OF ROBERT T. HARTMANN

AS 01 DEC 1

NAME	TITLE	OFFICE	EOD DATE
HARTMANN, ROBERT T. (P.C.)	COUNSELLOR TO THE PRESIDENT	WHO	09 AUG 74
SMITH, DOUGLAS J. (P.C.)	SPECIAL ASSISTANT TO THE PRESIDENT	WHO(S/A)	12 AUG 76
MIHALEC, JOHN H.	SPEECHWRITER	WHO(S/A)	03 NOV 76
MESSEKSMITH, NETA C.	PERSONAL SECRETARY TO COUNSELLOR HARTMANN	WHO	18 AUG 74
RAIMAN, GAIL ANN	PERSONAL ASSISTANT	WHO	22 DEC 74

## DETAIL EMPLOYEES

PHILPOTT, MARY S.	SECRETARY (MR. SMITH)	EEOC	
-------------------	-----------------------	------	--

\*\*WITHIN-GRADE INCREASE

## OFFICE OF EDITORIAL STAFF

AS ( ) 31 DEC 1976

NAME	TITLE	OFFICE	EOD DATE
ORBEN, ROBERT (P.C.)	SPECIAL ASSISTANT TO THE PRESIDENT	WHO(S/A)	22 AUG 74
FRIEDMAN, MILTON A. (P.C.)	SPECIAL ASSISTANT TO THE PRESIDENT	WHO(S/A)	18 AUG 74
BUTLER, PATRICK H. (W.H.C.)	ASSOCIATE EDITOR	WHO(S/A)	03 NOV 76
BOORSTIN, DAVID W. (W.H.C.)	ASSOCIATE EDITOR	WHO(S/A)	03 NOV 76
MCAHAN, JACQUELYN M.	RESEARCH ASSISTANT	WHO	01 MAR 76
MEINKING, MARILYN A.	SECRETARY (MR. ORBEN)	WHO	18 JUL 76
CLARK, KAY L.	SECRETARY (MR. ORBEN)	WHO	23 FEB 76
SUDDUTH, LYNN A.	SECRETARY (STENOGRAPHY)	WHO	29 FEB 76
SAAR, JEAN MARIE	SECRETARY (MR. ORBEN)	WHO	14 MAR 76

NOT INCLUDED ON CHART

NOT INCLUDED ON CHART

## CONSULTANT W.A.E.

DENISON, GEORGE H.	CONSULTANT	WHO(S/A)
--------------------	------------	----------

## SERVICE BY AGREEMENT

SCHNEIDER, DON PENNY	CONSULTANT	WHO
----------------------	------------	-----

## OFFICE OF EDITORIAL STAFF

AS 01 DEC 19

NAME	TITLE	OFFICE	EDD DATE
ANDERSON, GWEN A. (W.H.C.)	EDITOR, PRESIDENTIAL MESSAGES AND RESEARCH	WHO(S/A)	22 DEC 74
MCCALL, CHARLES H. (W.H.C.)	DIRECTOR OF THE RESEARCH OFFICE	WHO(S/A)	19 MAY 76
HASEK, ELISKA A. (W.H.C.)	DIRECTOR OF THE OFFICE OF PRESIDENTIAL MESSAGES	WHO	28 AUG 63
JOHNSON, MICHAEL S.	ASSOCIATE DIRECTOR PRESIDENTIAL MESSAGES	WHO(S/A)	02 JUL 76
KORTE, CLAUDIA R.	SECRETARY (MISS HASEK)	WHO	04 OCT 70
RUCK, SHIRLEY A.	SECRETARY (MISS HASEK)	WHO	04 OCT 70
STARK, MARCIA S.	SECRETARY (MRS. ANDERSON)	WHO	05 JAN 76
BROWN, JAMES	SPECIAL PROJECTS ASSISTANT	WHO	02 MAR 75
BROWN, MAUKEEN W.	RESEARCH ASSISTANT	WHO	04 OCT 70
ONEILL, ODNA L.	SECRETARY (STENOGRAPHY)	WHO	10 OCT 76
CONZELMAN, JAMES K.	RESEARCH ASSISTANT	WHO	10 MAY 76
LAWSON, JANET M.	RESEARCH ASSISTANT	WHO	31 MAR 75

\*\*WITHIN-GRADE INCREASE  
\*\*\*QUALITY INCREASE  
\*\*\*\*CERTIFICATE HAS NOT YET BEEN ISSUED

## OFFICE OF EDITORIAL STAFF

AS L J1 DEC 19

NAME	TITLE	OFFICE	EOD DATE
HIGGINS, ANNE E. (W.H.C.)	DEPUTY DIRECTOR OF THE CORRESPONDENCE OFFICE	WHO	21 JAN 69
NOLAN, ELIZABETH A.	CORRESPONDENCE ASSISTANT	WHO	29 JAN 73
FENTON, MARY ALICE	CORRESPONDENCE ASSISTANT	WHO	17 MAR 69
STEVENSON, MARTHA G.	CORRESPONDENCE ASSISTANT	WHO	20 NOV 55
MCCUNNON, CAROL A.	CORRESPONDENCE ASSISTANT	WHO	15 OCT 74
BOVELSKY, BECKY	CORRESPONDENCE ASSISTANT	WHO	20 MAY 73
BYRNE, PATRICIA	CORRESPONDENCE ASSISTANT	WHO	16 OCT 72
PERRUSO, EDITH M.	SECRETARY (TYPING)	WHO	27 OCT 74
YAKJAN, ANN B.	SECRETARY (MR. ELLIOTT)	WHO	09 JUN 74
HICKS, BRENDA L.	SECRETARY (STENOGRAPHY)	WHO	21 OCT 71

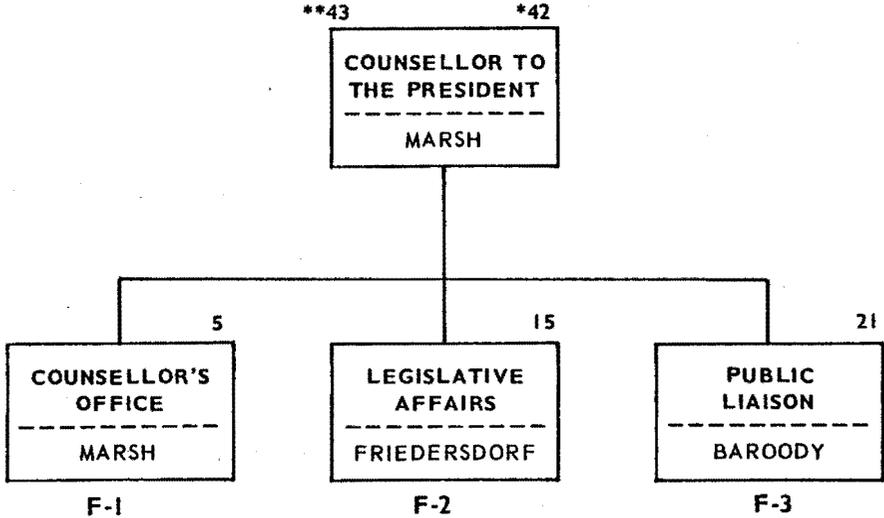
## REIMBURSABLE DETAIL

NACH, JAMES P.	STAFF ASSISTANT	STATE
----------------	-----------------	-------

\*REIMBURSABLE DETAIL  
\*\*WITHIN-GRADE INCREASE



# COUNSELLOR TO THE PRESIDENT



\*\* AUTHORIZED  
\* ACTUAL

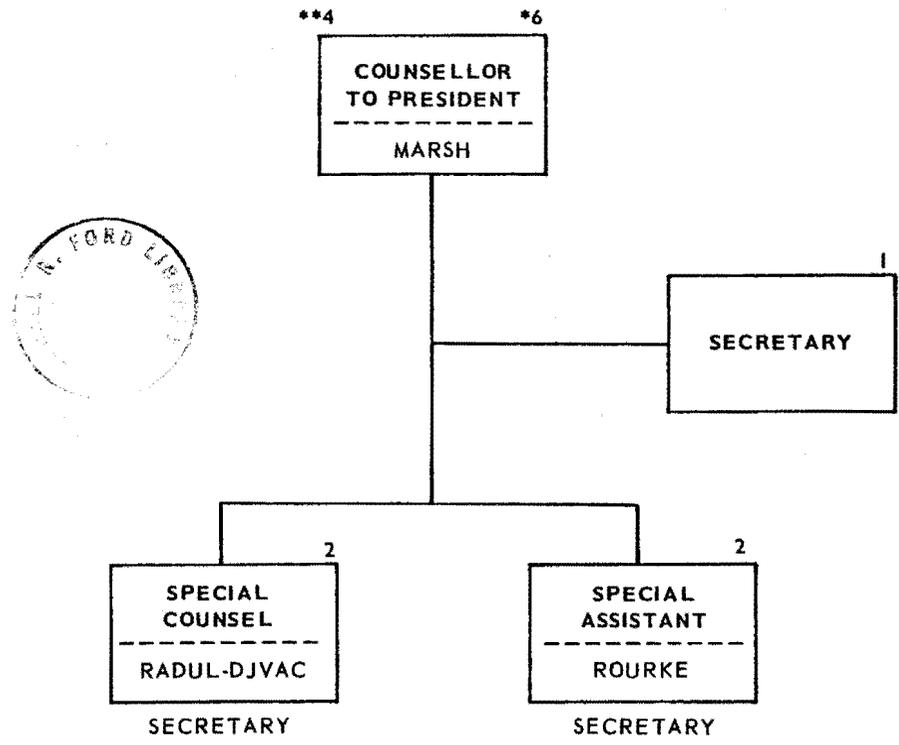
COUNSELLOR TO THE PRESIDENT - MARSHResponsibilities

1. Supervise the activities of the Legislative Affairs section.
2. Supervise the activities of the Public Liaison section.
3. Provide advice to the President and act as a sounding board as to probable political reaction in regard to key decisions.
4. Handle special projects of a sensitive nature for the President.

Possible Areas of Change

1. The role of Counsellor to the President will likely be handled by persons who will remain in the private sector.

# COUNSELLOR'S OFFICE



\*\* AUTHORIZED  
\* ACTUAL

COUNSELLOR'S OFFICE

Responsibilities

1. Provide support to the Counsellor in his activities as advisor to the President.
2. Assist in the handling of special projects.



Possible Areas of Change

1. If individuals who remain in the private sector serve as Counsellors to the President, it may be possible to eliminate some or all of these positions.

## OFFICE OF JOHN O. MARSH, JR.

AS G. J1 DEC 19

NAME	TITLE	OFFICE	EOD DATE
MARSH, JOHN O., JR. (P.C.)	COUNSELLOR TO THE PRESIDENT	WHO	10 AUG 74
KAOL-DUVAL, MICHAEL (P.C.)	SPECIAL COUNSEL TO THE PRESIDENT	WHO(S/A)	21 OCT 75
RORRKE, RUSSELL A. (P.C.)	SPECIAL ASSISTANT TO THE PRESIDENT	WHO(S/A)	26 NOV 74
LARSEN, DONNA M.	SECRETARY (MR. MARSH)	WHO	18 DEC 74
AMMEN, HELEN J.	SECRETARY (MR. KAOL-DUVAL)	WHO	07 AUG 76
BANFORD, CONSTANCE M.	SECRETARY (MR. MARSH)	WHO	11 DEC 74
<hr/>			
DETAIL EMPLOYEES			
<hr/>			
HOLLAND, ANNITA B.	CLERK (TYPING)	INTERIOR	21 APR 74
SNYDER, DAVID K.	CONTROL CLERK (TYPIST)	AGRIC	18 MAR 74
<hr/>			
W.A.E. EMPLOYEES			
<hr/>			
PRESOCK, PATRICIA A.	SECRETARY	WHO(S/A)	15 JAN 73
<hr/>			
SERVICE BY AGREEMENT			
<hr/>			
WALUMANN, RAYMOND J.	CONSULTANT	WHO	

\*\*\*QUALITY INCREASE

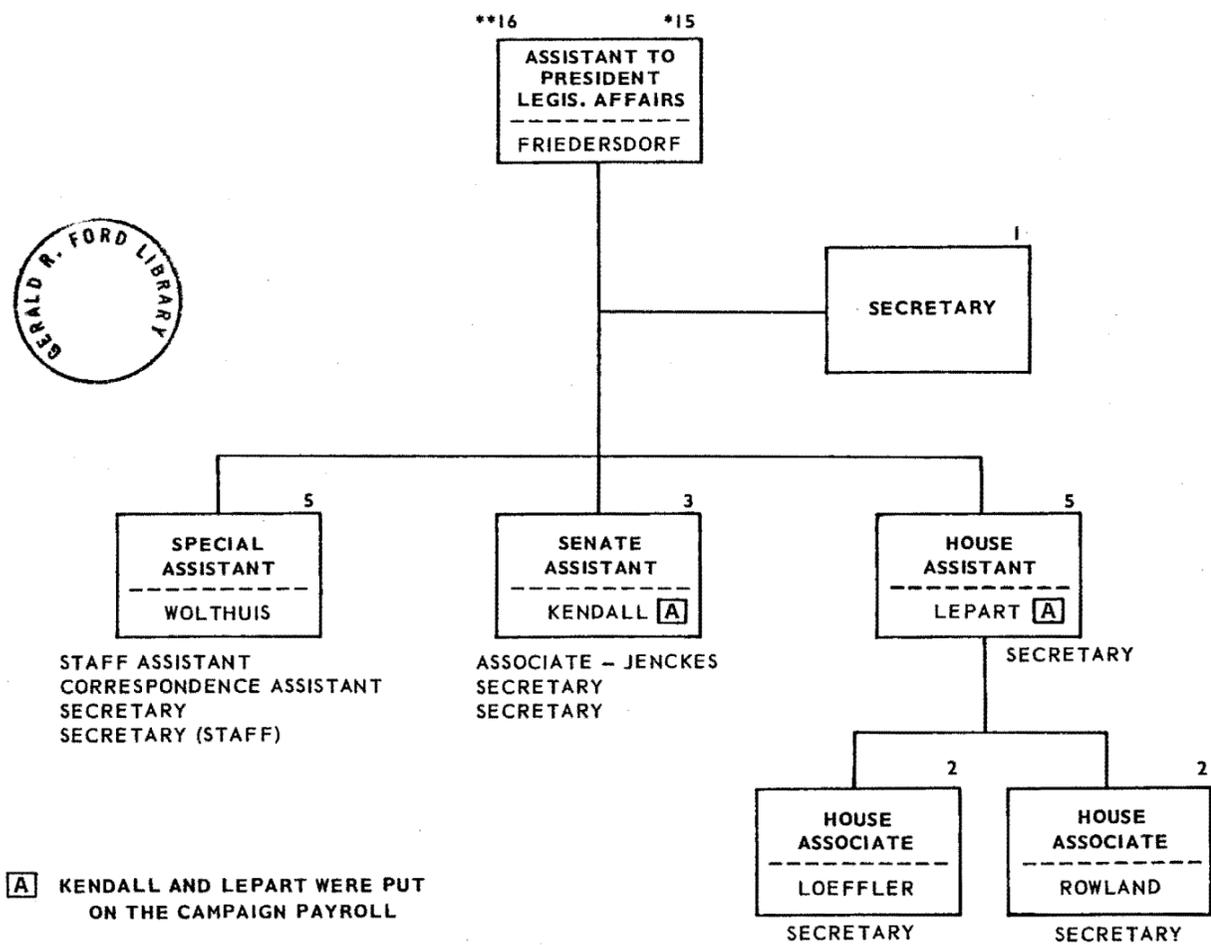
---

NAME	TITLE	OFFICE	EOD DATE
POPEO, GERALD J.	CONSULTANT	WHO	

---



### LEGISLATIVE AFFAIRS



\*\* AUTHORIZED  
\* ACTUAL

ASSISTANT FOR LEGISLATIVE AFFAIRS

Responsibilities

1. Coordinate White House contact with Congressmen and Senators.
2. Coordinate the activities of agency Congressional liaison staff on key bills.
3. Handle all Congressional mail.
4. Coordinate all protocol and special services, such as congratulatory letters, dinners, VIP White House tours, etc.



Possible Areas of Change

1. The Legislative Affairs section could continue to report through a staff function or could report directly to the President.
2. Transfer the Visitor's Office from the Staff Secretary's Office to this unit.

## OFFICE OF MAX L. FRIEDERSDORF

AS 01 DEC 1

NAME	TITLE	OFFICE	EOB DATE
FRIEDERSDORF, MAX L. (P.C.)	ASSISTANT TO THE PRESIDENT FOR LEGISLATIVE AFFAIRS	WHO	04 APR 71
LEPPERT, CHARLES, JR. (P.C.)	DEPUTY ASSISTANT TO THE PRESIDENT FOR LEGISLATIVE AFFAIRS(HOUSE)	WHO(S/A)	03 NOV 76 NOT INCLUDED
KENDALL, WILLIAM T. (P.C.)	DEPUTY ASSISTANT TO THE PRESIDENT FOR LEGISLATIVE AFFAIRS(SENATE)	WHO(S/A)	03 NOV 76 NOT INCLUDED
WOLTHUIS, ROBERT K. (P.C.)	SPECIAL ASSISTANT TO THE PRESIDENT	WHO(S/A)	01 JAN 75
LOEFFLER, THOMAS G. (W.H.C.)	SPECIAL ASSISTANT FOR LEGISLATIVE AFFAIRS (HOUSE)	WHO(S/A)	09 JUN 75
ROWLAND, J. PATRICK (W.H.C.)	SPECIAL ASSISTANT FOR LEGISLATIVE AFFAIRS (HOUSE)	WHO(S/A)	27 MAY 76
JENCKES, JOSEPH S., V (W.H.C.)	SPECIAL ASSISTANT FOR LEGISLATIVE AFFAIRS (SENATE)	WHO(S/A)	06 FEB 76
BERG-HANSEN, JUDY ENTLER (W.H.C.)	STAFF ASSISTANT	WHO	17 JAN 72
KENNEDY, NANCY MOHR	SECRETARY (MR. FRIEDERSDORF)	WHO	16 JUL 69
ANDRUKITIS, BARBARA C.	SECRETARY (MR. KENDALL)	WHO	06 JAN 75
ULSON, VIRGINIA C.	CORRESPONDENCE ASSISTANT	WHO	01 JUL 69
MURKE, JANET L.	SECRETARY (MR. LEPPERT)	WHO	26 APR 76
GREENLEAF, DARDA JANE	SECRETARY (MR. WOLTHUIS)	WHO	18 JAN 71
HANNIGAN, VERA	SECRETARY (MR. ROWLAND)	WHO	02 FEB 75
DINSE, NANCY H.	SECRETARY (MR. LOEFFLER)	WHO	12 JUN 75



\*\*WITHIN-GRADE INCREASE  
 \*\*\*QUALITY INCREASE  
 \*\*\*\*CERTIFICATE HAS NOT YET BEEN ISSUED

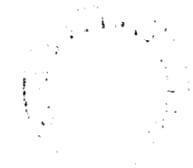
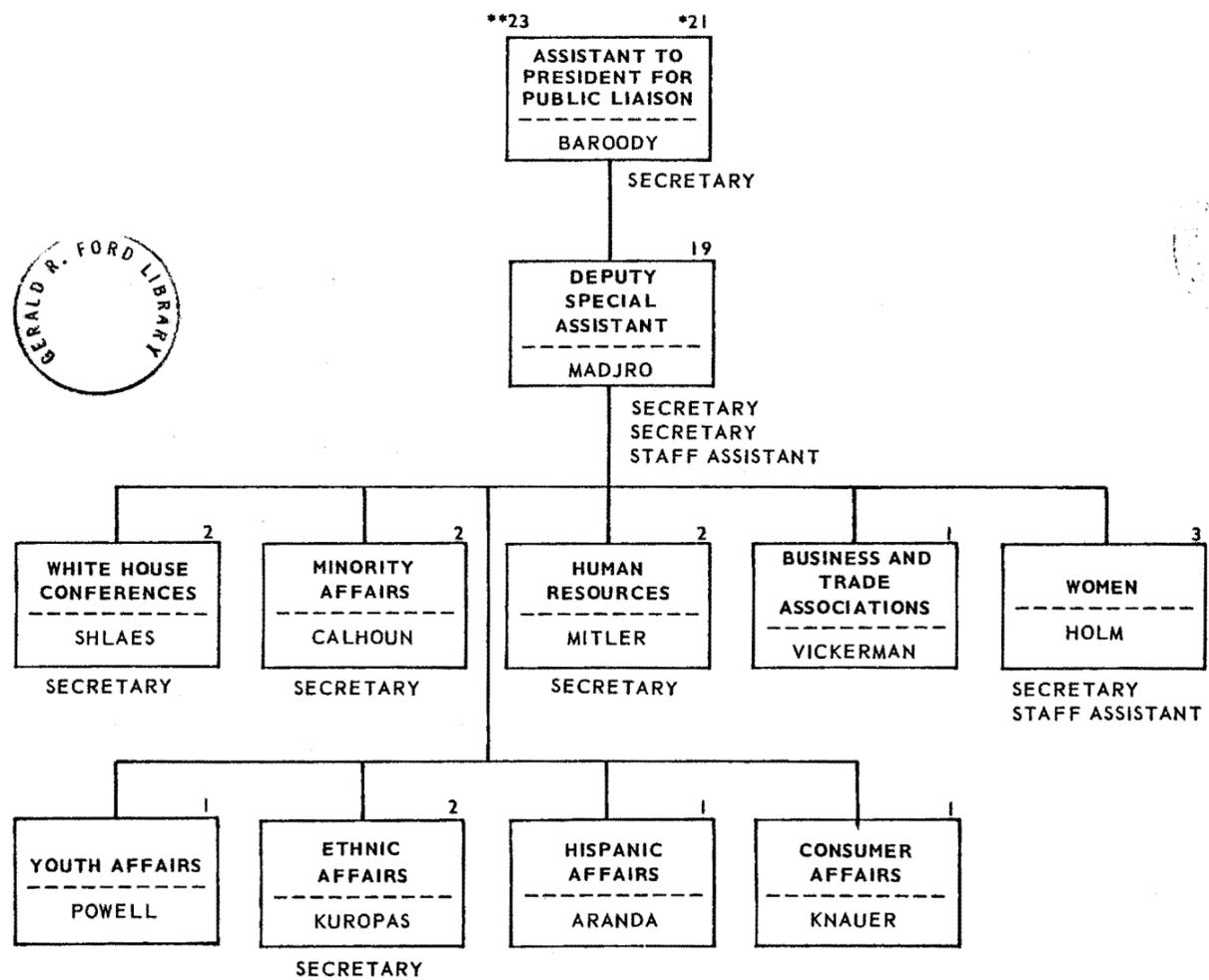
OFFICE OF MAX L. FRIEDERSDORF

AS C 01 DEC 1971

NAME	TITLE	OFFICE	EOD DATE
DESOUZA, PATRICIA A.	SECRETARY (MR. JENCKES)	WHO	09 JUL 75
RATTE, KATHLEEN	SECRETARY	WHO	07 OCT 74



### ASSISTANT FOR PUBLIC LIAISON



\*\* AUTHORIZED  
\* ACTUAL

ASSISTANT FOR PUBLIC LIAISON

Responsibilities

1. Coordinate and provide liaison with the various public interest groups represented in the White House.
2. Work with the individual agencies to insure that the rights of the public interest groups are not being denied.



Possible Areas of Change

1. The public interest groups supported in this manner should be changed with the objective of keeping the number to a minimum.
2. These offices probably should not be part of the White House Office but eliminated or assigned to the appropriate Federal agency.

## OFFICE OF WILLIAM J. BAROODY, JR

AS OF 01 DEC 1

NAME	TITLE	OFFICE	EOB DATE
BAROODY, WILLIAM J., JR. (P.C.)	ASSISTANT TO THE PRESIDENT FOR PUBLIC LIAISON	WHO	04 FEB 73
MADURO, KEYNALDO P. (W.H.C.)	DEPUTY SPECIAL ASSISTANT TO THE PRESIDENT	WHO(S/A)	14 SEP 76
HODKINSON, LORAIN A.	STAFF ASSISTANT	WHO	04 FEB 73
MCPHILLIPS, ALICE C.	SECRETARY	WHO	09 AUG 71
FEATHERALL, MARY I.	SECRETARY (MR. BAROODY)	WHO	29 JUL 74
EBAUGH, PATRICIA S.	SECRETARY	WHO	01 JUL 75



\*\*WITHIN-GRADE INCREASE  
\*\*\*QUALITY INCREASE

## OFFICE OF WHITE HOUSE CONFERENCES

AS L 01 DEC 15

NAME	TITLE	OFFICE	EOD DATE
SHLAES, JOHN (W.H.C.)	DIRECTOR OF WHITE HOUSE CONFERENCES	WHO(S/A)	03 MAY 76
HEMLER, MAKY L.	SECRETARY (MR. SHLAES)	WHO	23 DEC 74

\*\*WITHIN-GRADE INCREASE

## OFFICE OF MINORITY AFFAIRS

AS OF 01 DEC 197

NAME	TITLE	OFFICE	END DATE
CALHOUN, JOHN C. (P.C.)	SPECIAL ASSISTANT TO THE PRESIDENT FOR MINORITY AFFAIRS	WHO(S/A)	05 AUG 73
CORNWELL, HAZEL D.	CONFIDENTIAL SECRETARY	WHO	20 SEP 70



## OFFICE OF HUMAN RESOURCES

AS OF 01 DEC 1976

NAME	TITLE	OFFICE	EOD DATE
MITLER, MILTON E. (W.H.C.)	DEPUTY SPECIAL ASSISTANT TO THE PRESIDENT	WHO(S/A)	28 SEP 76
SHELTON, VELMA H.	ADMINISTRATIVE SECRETARY	WHO	08 MAY 74

## REIMBURSABLE DETAIL

DRAKE, SANDRA M.	EXECUTIVE SECRETARY	INTERIOR	03 MAY 76
------------------	---------------------	----------	-----------

## DETAIL EMPLOYEES

JACKSON, CHERYL W.	SECRETARY	INTERIOR	11 SEP 74
--------------------	-----------	----------	-----------



OFFICE OF BUSINESS & TRADE ASSOCIATIONS

AS OF 01 DEC 1976

NAME	TITLE	OFFICE	END DATE
VICKERMAN, JOHN C. (W.H.C.)	DIRECTOR FOR BUSINESS AND TRADE ASSOCIATIONS	WHO(S/A)	29 SEP 74

DETAIL EMPLOYEES

WALKER, JO ELLEN	SECRETARY	HEW
------------------	-----------	-----

W.A.E. EMPLOYEES

MCAULIFFE, MARGUERITE	SECRETARY	WHO(S/A)	15 JUL 73
-----------------------	-----------	----------	-----------



## OFFICE OF WOMEN

AS OF 01 DEC 1976

NAME	TITLE	OFFICE	EOD DATE
HOLM, JEANNE M. (P.C.)	SPECIAL ASSISTANT TO THE PRESIDENT FOR WOMEN	WHO(S/A)	15 MAR 76
KEESLING, KAREN R.	STAFF ASSISTANT	WHO	15 JUL 74
BROWN, ELZORA M.	SECRETARY (MISS HOLM)	WHO	26 APR 76



OFFICE OF ETHNIC AFFAIRS

AS OF 01 DEC 1976

NAME	TITLE	OFFICE	EOO DATE
KURUPAS, MYRON B. (P.C.)	SPECIAL ASSISTANT TO THE PRESIDENT FOR ETHNIC AFFAIRS	WHO(S/A)	04 JAN 76
WHITT, ALDA T.	SECRETARY (MR. KURUPAS)	WHO	22 MAR 76



OFFICE OF HISPANIC AFFAIRS

AS OF 01 DEC 1976

NAME	TITLE	OFFICE	EOD DATE
AMANDA, THOMAS JR. (P.C.)	SPECIAL ASSISTANT TO THE PRESIDENT FOR HISPANIC AFFAIRS	WHO(S/A)	29 JUL 76

DETAIL EMPLOYEES

RODRIGUEZ, CARMEN M.	SECRETARY	INTERIOR	21 JUL 76
----------------------	-----------	----------	-----------



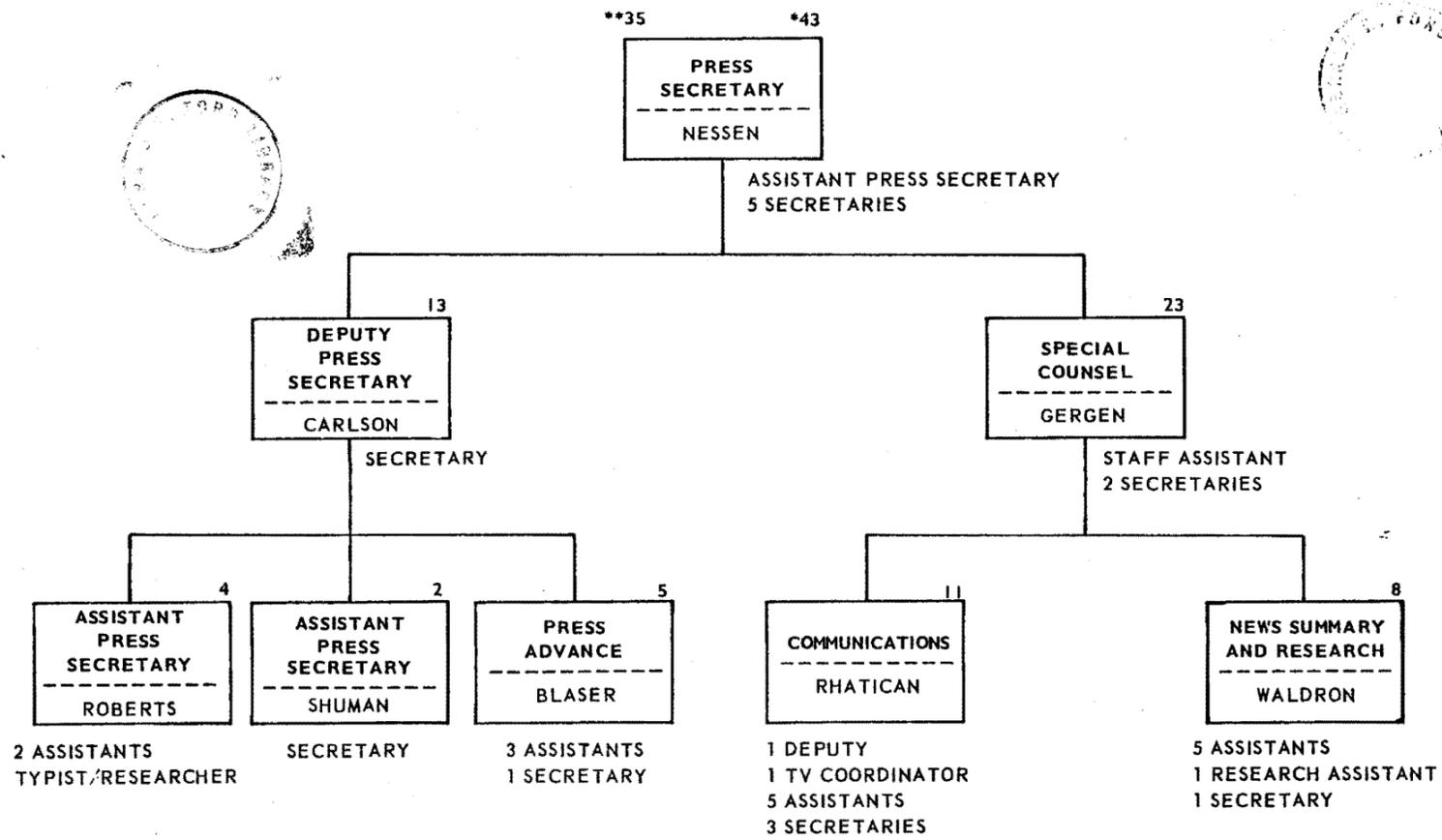
OFFICE OF YOUTH AFFAIRS

AS OF 01 DEC 1976

NAME	TITLE	OFFICE	EOB DATE
POWELL, PAMELA A. (W.H.C.)	DIRECTOR FOR YOUTH AFFAIRS	WHO(S/A)	18 FEB 73



# PRESS SECRETARY



\*\* AUTHORIZED  
\* ACTUAL

G

1 of 2

PRESS SECRETARY

Responsibilities

1. Serve as a spokesman for the President through daily press briefings.
2. Coordinate White House contacts with news media corporate and editorial executives.
3. Coordinate public statements by the President.
4. Act as senior editorial and communications advisor on the President's immediate staff.
5. Oversee White House liaison with press officers in other Executive Branch departments and at the DNC.
6. Prepare daily news summaries for review by the President and other senior members of the White House staff.
7. Coordinate the advance work involved in the moving of the White House press corps on Presidential trips.
8. Oversee research on press issues.

Possible Areas of Change

1. Consider having part of the Editorial Office (speechwriters and research) report to the Press Secretary to permit final editing of Carter speeches and coordination of the research function. The research unit of the Editorial Office and the research requirements of the Press Office are complimentary and Presidential messages are frequently news; they need to be coordinated and consistent with other public statements.

G

2 of 2

PRESS SECRETARY

Possible Areas of Change, (cont.)

2. Consider putting the correspondence section of the Editorial Office under a central secretariat elsewhere.
3. Press advance could be put in the general advance office, providing the Press Secretary has confidence that the advance chief fully understands and appreciates press advance requirements. Barring these conditions, the press advance function should remain in the Press Office.
4. Consider putting the Photography Office into the White House Press Office because photographs from the Photography Office are often provided to the news media. Also, the director of Photography is the logical go-between for the Press Secretary with still photographers from the print media who cover the White House. Historically, the Photography Office has been under the Press Secretary.
5. Consider having the television advisor to the President report directly to the Press Secretary.



## OFFICE OF PRESS SECRETARY

AS OF 01 DEC 1976

NAME	TITLE	OFFICE	EOB DATE
NESSEN, RONALD H. (P.C.)	PRESS SECRETARY TO THE PRESIDENT	WHO	20 SEP 74
CARLSON, JOHN G. (P.C.)	DEPUTY PRESS SECRETARY TO THE PRESIDENT	WHO(S/A)	18 MAR 73
ROBERTS, JOHN W. (W.H.C.)	ASSISTANT PRESS SECRETARY	WHO(S/A)	18 AUG 74
SPEAKES, LARRY M. (W.H.C.)	ASSISTANT PRESS SECRETARY	WHO(S/A)	03 NOV 76
SHUMAN JAMES B. (W.H.C.)	ASSOCIATE DIRECTOR OF THE OFFICE OF COMMUNICATIONS	WHO(S/A)	04 APR 75
SMITH, THYM S. (W.H.C.)	STAFF ASSISTANT	WHO(S/A)	10 JUN 74
GERKARD, LUNSTANCE M. (W.H.C.)	STAFF ASSISTANT	WHO	08 DEC 63
EARL, MARGARET K.	ASSISTANT PRESS SECRETARY	WHO(S/A)	27 APR 75
COYLE, PATRICIA A.	SECRETARY (MR. GREENER)	WHO	12 NOV 76
BARBIERI JANICE A.	SECRETARY (MR. NESSEN)	WHO	19 FEB 73
BOURKE, MARY G.	SECRETARY (MR. NESSEN)	WHO	08 JUL 74
THUMMA, GUNNIE L.	SECRETARY (MR. CARLSON)	WHO	01 MAY 73
PIRUZZI, GAY	SECRETARY (MR. NESSEN)	WHO	27 OCT 74
CAMPBELL, GAIL M.	SECRETARY (MR. NESSEN)	WHO	14 MAY 73
TUCKER, KATHRYN LOIS	SECRETARY (MR. SHUMAN)	WHO	03 MAR 75

NOT INCLUDED

NOT INCLUDED

## OFFICE OF PRESS SECRETARY

AS OF 01 DEC 1976

NAME	TITLE	OFFICE	EOB DATE
MONTAGUE, CAROL A.	SECRETARY (MR. NESSEN)	WHO	15 APR 74
SIMON, ANN M.	TYPIST/RESEARCHER	WHO	11 OCT 76
-----			
W.A.E. EMPLOYEES			
STRUNK, PATRICIA ANNE	STAFF AIDE	WHO(S/A)	08 SEP 76
GAMMERMEYER, CATHERINE C	SECRETARY-TYPIST	WHO(S/A)	26 OCT 76
-----			
SERVICE BY AGREEMENT			
FREDERICKSON, DAVID W.	CONSULTANT	WHO	
KLEIN, HERBERT G.	CONSULTANT	WHO	



## OFFICE OF TELEVISION ADVISERS

AS OF 01 DEC 1976

NAME	TITLE	OFFICE	EOB DATE
WALDRON, AGNES M. (W.H.C.)	STAFF ASSISTANT	WHO	20 JUN 70
MARSHALL, REX A.	ASSISTANT TO THE NEWS SUMMARY EDITOR	WHO(S/A)	06 SEP 70
WIMMER, CAROLYN C.	SECRETARY	WHO	01 MAY 75
KOSCIUSKO, ADRIENNE	RESEARCH ASSISTANT	WHO	23 AUG 76
BERNEY, MELANIE C.	ASSISTANT TO THE NEWS SUMMARY EDITOR	WHO	23 JUN 75
REILLY, ANN M.	ASSISTANT TO THE NEWS SUMMARY EDITOR	WHO	14 JUL 75
MERLANDETTI, SUSAN F.	ASSISTANT TO THE NEWS SUMMARY EDITOR	WHO	26 SEP 75
VAUGHAN, RAYMOND G.	ASSISTANT TO THE NEWS SUMMARY EDITOR	WHO	01 APR 74
-----			
W.A.E. EMPLOYEES			
COELB, JAKUARA D.	EDITORIAL ASSISTANT	WHO(S/A)	
ROGERS, JOHN F. W.	CLERICAL ASSISTANT	WHO(S/A)	

\*\*WITHIN-GRADE INCREASE  
 \*\*\*QUALITY INCREASE



## OFFICE OF COMMUNICATIONS

AS OF 01 DEC 1976

NAME	TITLE	OFFICE	EOD DATE
GERGEN, DAVID R. (P.C.)	SPECIAL COUNSEL TO THE PRESIDENT	WHO(S/A)	26 JAN 76
RHATICAN, WILLIAM F. (P.C.)	SPECIAL ASSISTANT TO THE PRESIDENT	WHO(S/A)	13 AUG 76
CANNON, HUGH C. (W.H.C.)	DIRECTOR OF THE OFFICE OF PRESIDENTIAL SPOKESMEN	WHO(S/A)	03 NOV 76
BRANNON, RICHARD S. (W.H.C.)	STAFF ASSISTANT	WHO(S/A)	29 SEP 75
SLIGHT, FREDERIC W. (W.H.C.)	DEPUTY SPECIAL ASSISTANT TO THE PRESIDENT	WHO(S/A)	05 OCT 76
COLLINS, HELEN M. (W.H.C.)	TELEVISION COORDINATOR	WHO(S/A)	12 SEP 76
HALPER, STEFAN A. (W.H.C.)	STAFF ASSISTANT	WHO	09 AUG 76
WISNIEWSKI, SANDRA T. (W.H.C.)	STAFF ASSISTANT	WHO	25 MAR 74
PERRUTT, MARBA S.	STAFF ASSISTANT	WHO(S/A)	22 DEC 74
MANSUN, JENNIFER JOY	PERSONAL ASSISTANT	WHO	08 SEP 76
WHITEHEAD, VIRGINIA W.	SECRETARY (MR. SLIGHT)	WHO	29 FEB 76
MUNDEN, PEGGY J.	SECRETARY (MR. GERGEN)	WHO	18 JUL 76
GRIER, ANN JULIA	SECRETARY	WHO	27 JUL 70
MCGLINN, ANN C.	SECRETARY	WHO	13 JAN 76
MUHLBERG, JUDITH A.	RESEARCH ASSISTANT	WHO	27 MAY 75

\*\*WITHIN-GRADE INCREASE

## OFFICE OF COMMUNICATIONS

AS OF 01 DEC 1976

NAME	TITLE	OFFICE	EOB DATE
DETAIL EMPLOYEES			
PHELAN, WANDA	STAFF ASSISTANT	U.S. WRC	09 AUG 76
W.A.E. EMPLOYEES			
MAC KERCHER, JAMIE ANN	SECRETARY	WHO(S/A)	
GREENER, WILLIAM I. III	RESEARCH ASSISTANT	WHO(S/A)	
CALLANAN, MARY GRIER	SECRETARY (TYPING)	WHO(S/A)	22 OCT 76
NARDI, MICHEL L.	SECRETARY (MR. HALPER)	WHO(S/A)	



## OFFICE OF PRESS ADVANCE

AS OF 01 DEC 1976

NAME	TITLE	OFFICE	EOD DATE
BLASEK, DOUGLASS G. (W.H.C.)	DIRECTOR OF THE PRESS ADVANCE OFFICE	WHO(S/A)	13 APR 76
HUNTER, JAMES F. (W.H.C.)	STAFF ASSISTANT	WHO(S/A)	01 OCT 76
LACOVEY, A. JOSEPH (W.H.C.)	STAFF ASSISTANT	WHO(S/A)	26 APR 76
SMITH, J. DURRANCE (W.H.C.)	STAFF ASSISTANT	WHO	21 APR 76
STUDDERT, STEPHEN M.	PRESS ADVANCEMAN	WHO(S/A)	03 NOV 76
WENDALL, DAVID R.	STAFF ASSISTANT	WHO(S/A)	03 NOV 76
CHILES, JOY	SECRETARY (MR. BLASEK)	WHO	15 APR 73



NOT INCLUDED

NOT INCLUDED

## DETAIL EMPLOYEES

CARLSON, VANCY P.	STAFF ASSISTANT	GSA	07 SEP 76
-------------------	-----------------	-----	-----------

## CONSULTANT W.A.E.

O'NEILL, HUGH L.	CONSULTANT	WHO(S/A)	
------------------	------------	----------	--

\*\*WITHIN-GRADE INCREASE