

The original documents are located in Box 38, folder “Personnel - Interview by Archivists” of the Philip Buchen Files at the Gerald R. Ford Presidential Library.

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MEMORANDUM

THE WHITE HOUSE

WASHINGTON

October 3, 1974

MEMORANDUM FOR:

JAY FRENCH

FROM:

JACK NESBITT 

Attached is a list of sample questions used in our Exit Interview Project.



October 4, 1974

List furnished me by J. Fred Buzhardt of questions
being used by archivists to tape interviews of
employees around the White House

Philip W. Buchen
Counsel to the President



The following questions address themselves to the more significant areas of our interest:

How were you recruited for the White House staff?

What positions have you held while at the White House?

How was your office organized and who were your key subordinates/superiors?

What were your most significant assignments and projects?

Which of these are the least documented?

Which of these gave you the most satisfaction?

With whom did you have frequent contact in:

the White House

the departments and agencies

Congressional Committees

special interest groups



MEMORANDUM

THE WHITE HOUSE
WASHINGTON

October 7, 1974

file

MEMORANDUM FOR: PHILIP W. BUCHEN
FROM: JAY T. FRENCH
SUBJECT: Interviews of Personnel by Archivist

On Friday, October 4, I met with Dr. Nesbitt to explore the nature of the interview program which his office conducts.

The program was instituted in 1971 at the initial suggestion of John Wickman, archivist of the Eisenhower Library. Its purpose is to ensure for the future, that individuals who worked in the Nixon Administration will be easily identifiable to those doing research involving Nixon papers. To date, 188 interviews have been conducted. Most of these interviews are on tape which ~~has~~ ^{have} not been transcribed. When the former President resigned, Jerry Jones authorized speeding up the interview process. Haldeman, Ehrlichman and Dean were never taped.

Each individual may refuse to participate; although, most do not. Attached is a list of questions. Some persons, like Egil Kroegh, who were involved in Watergate-related matters, were taped.



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*Personnel
Interviews
by
Archivist*

October 9, 1974

MEMORANDUM FOR: Bill Walker
FROM: Phil Buchen
SUBJECT: Interviews of Personnel
by Archivist

Per our telephone conversation of this date, I am
enclosing the memorandum of which we spoke.

Attachment

JF:ed



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