

State

The Newsletter

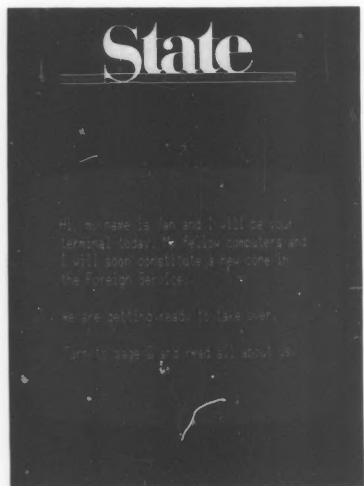
United States Department of State

January 1985

Hi, my name is Jan and I will be your terminal today. My fellow computers and I will soon constitute a new cone in the Foreign Service.

We are getting ready to take over.

Turn to page 2 and read all about us.



THE COVER.—Take a bow, Lewis Bartlett!
This cover is adapted from a cartoon you contributed to the August/September issue.

**Letters to the Editor****Status of Berlin**

DEAR SIR:

I read with interest the short biography of our new ambassador to the German Democratic Republic, Francis J. Meehan, in the August-September issue. As a current member of the U.S. mission/Berlin political section, I feel duty-bound to point out one small but egregious error. You indicate that Ambassador Meehan worked previously "at the U.S. mission, Berlin, in East Germany."

To some, I know, it seems like hair-splitting, but both to those of us concerned directly with maintaining the current status of this city as well as to the population of the western sectors of Berlin, whose way-of-life depends on the maintenance of that status, your error is a major one.

Berlin belongs neither to the Federal Republic of Germany (West Germany) nor to the German Democratic Republic (East Germany). It remains occupied territory under four-power status as a result of the Allied victory over Nazi Germany in World War II. While the Soviets claim to have handed over their sector of the city to the East Germans, we refuse to recognize any such unilateral move and continue to exercise our rights of access throughout the city. The Soviets and East Germans themselves recognize American, British and French authority over the western sectors of Berlin and make no claim to that area. East German-produced maps of East Germany, in fact, show a blanked-out space in the center of the area they claim as their country.

We at the U.S. mission/Berlin represent the State Department's element within the U.S. forces community in the city. For the length of our tenure here, we have the same formal status as the U.S. military personnel assigned to Berlin. The mission's brief covers all of Greater Berlin. There is also, of

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There are 11 monthly issues (none in August). Deadline for submitting material for publication usually is the 10th of each month. Contributions (consisting of general information, articles, poems, photographs, art work) are welcome. *Double-space* on typewriter, spelling out job titles, names of offices and programs—*acronyms are not acceptable.*

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Staff writer Donna Gigliotti**Staff assistant** Rosemary Reid □

Black-and-white, glossy-print photos reproduce best. Each photo needs a caption, double-spaced, identifying all persons left to right. Send contributions to STATE magazine, DGP/PA, Room B-266. The office telephone numbers are (202) 632-2019, -1648 and -1742.

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In the Department

It's the "Spirit of '86" as personal computers gain foothold at State 3 mid-level officers tell how the machine is 'revolutionizing' their work

BY CORAZON SANDOVAL FOLEY,
WILLIAM R. MCPHERSON AND
KENNETH E. ROBERTS

THE THREE OF US are true believers in a revolution that is certainly coming to the State Department. It's the personal computer revolution. We feel we're in the vanguard of it, and we'd like to share our exciting adventure with the rest of you in the Department. We've started to use personal computers in our daily work, and we're discovering even better and more sophisticated uses of this magnificent tool.

First of all, we'd like to tell you what a *personal* computer is. It's similar in size and appearance to the Wang machines that you now see in so many offices at State. But the personal computer has a lot more capabilities than a simple word processor. We're going to tell you about these capabilities, as they apply directly to our work in the Department, in the articles that follow. But in the meantime, keep in mind that "personal" means that the man or woman operating the computer has full control of it. It will do exactly what you program it to do, providing you know its capabilities. And it will surprise you by doing even more for you than you had suspected it could do.

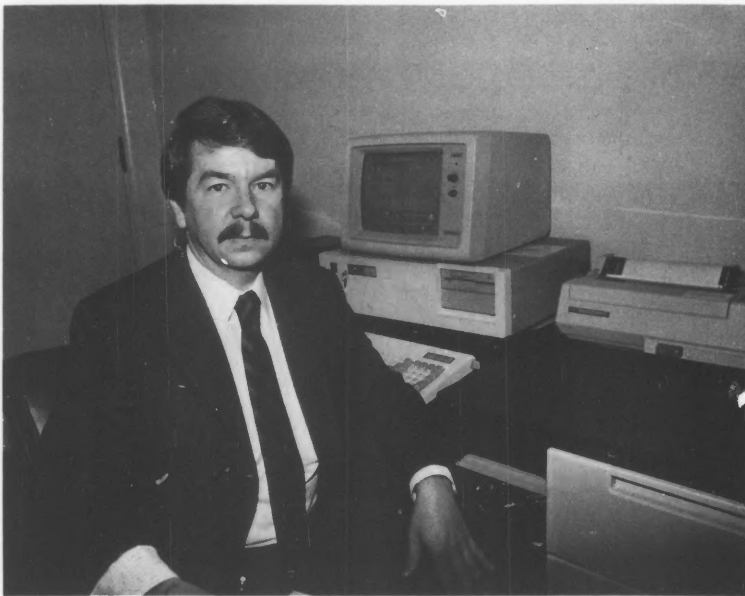
We've put together a steering committee for personal computer users in the Department. It includes people in the Information Systems Office, the Bureau of Economic and Business Affairs, the Bureau of Intelligence and Research and the Bureau of Oceans and International Environmental and Scientific Affairs. We hope to meet once a month, to share ideas on the new computerized way of doing business at State. We believe computers should serve us users—not vice versa. Our first meeting is set for January 28 from noon to 1 p.m. in Room 1912.

We hope to test various computer programs and components, and perhaps

give advice to State's information management specialists. We want to help abolish your fear of using computers. As our skills increase, special interest units could be formed under the users'

group umbrella. For example, economic officers could exchange specialized data and ideas.

Now to our three separate personal stories. □



Kenneth E. Roberts. (Photos by Robert E. Kaiser)

'There are 10 of us in the experiment ... most of us had never touched a personal computer before'

BY KEN ROBERTS

IT WAS WITH A MIXTURE of fear and excitement that I approached, just a year ago, the job of managing our new computer research project in the Bureau of Intelligence and Research. At the age of 37, I had always been able to avoid ever having to deal with computers. But I realized that the personal computers of today bear no resemblance to the huge monsters that I used to see eating punch cards during my graduate school days. I concluded that all of us will have to work with and understand personal computers in the future, so I decided to try to get a head start.

Our project is part of the Department's program of external research, directed by the Office of Long-Range Assessments and Research in the Bureau of Intelligence and Research. The concept for the experimental system evolved out of the desire of our office director, Ray Platig, to expose the bureau to some of the new analytical tools available for foreign policy research. Our goal was to conduct a two-year experiment to determine the usefulness and applicability of personal computers to intelligence analysis.

We chose the hardware (the machines) as well as the software (the

commercial "off-the-shelf" programs that make the equipment perform the kind of functions you need), and also the participants in the experiment, all of whom are taking part in the project by their own choice. Before the experiment could begin, I had to make arrangements for training, technical assistance, maintenance, supplies, furniture for the equipment, telephone lines, access to commercial data bases and much more. For a foreign affairs specialist like me, this was all unknown territory. In retrospect, if we had known what was involved in such a pioneering effort, we probably never would have tried it. But perseverance led to success and, with the guidance of our contractors, we were ready to go by last January.

'Computers at our desks'

There are 10 of us, concerned with either Latin America or East Asia, from four different analytical offices, who are taking part in the experiment. All of us have computers at our desks—a model known as the IBM-AT, which can store more than 10,000 pages of information internally. Each of us also has a color monitor, or screen, to display information from the computer, and a small printer. Three of us have additional equipment that can produce high-quality charts and graphs.

All of us can call up on our viewing screens a whole menu of software. One such program works like a desk organizer; it provides a "calendar," a "notepad," an automatic telephone dialer, a calculator, etc. A second program is a word-processing package that emulates the Wang. A third helps us to manipulate numbers in a variety of ways. A fourth can store, sort and retrieve textual information according to different criteria. We also have a graphics package which can display numerical information as a bar or pie chart, a line graph and in many other ways.

At each desk we have direct ac-



cess, via our telephones (the computer even makes the call), to data bases which contain the full texts of over 100 newspapers and periodicals. They're searchable by key words, source, author, date, etc. One data base contains just about every conceivable piece of information on trade, inflation, interest rates, monetary rates, economic trends and other such topics. We can print out whatever we find—right at our desks. Or we can store it in the computer's memory for future use. We also have

The 'pioneers'

The 10 participants in the computer experiment in the Bureau of Intelligence and Research are, in addition to Kenneth Roberts and Corazon Sandoval Foley:

Office of Long-Range Assessments and Research—E. Raymond Platig and Edward Griffin.

Office of Analysis for East Asia and the Pacific—William Brooks.

Office of Analysis for Inter-American Affairs—James Buchanan, David Smith, William Crane, Charles Evans and Gary Chafin. □

access to custom-designed economic monitors for certain Latin American and Asian countries. These monitors provide instant access to economic statistics.

Greenhorns

Most of us had never touched a personal computer before, but we were eager to learn. There are now, a year later, different levels of skill among us. Some of us have put together data bases on the countries we watch, including information on election results, political parties, technological developments, trade statistics, investment policies, important statements by government leaders, official visits, executive and legislative personages, phone numbers and addresses of colleagues, U.S. academic experts, and so forth. Such data bases provide continuity when an analyst is on leave or departs for another assignment.

We all use the data bases in research for analytical papers or briefings, or to provide a quick answer to some obscure question we've been asked. In the past, it may have taken hours searching through paper files; now it takes only minutes. The ability to produce charts and graphs has proved to be very effective in briefing busy policy-makers, and in making written products clearer and more succinct. The computers have also proven useful in tracking deliverables and payments in contract research work.

We feel that the project already has been a success, even though our first year has only just been completed. We've been able to eliminate many of the little notes and pieces of paper that used to clutter our desks. We keep better track of our own activities, information and commitments. Several analysts have commented that they don't know how they ever did their jobs before. All this despite a significant handicap—the experiment must be conducted entirely on an unclassified basis. The reason: security regulations dictate that per-

sonal computers with access to outside data bases over phone lines cannot also store classified information, for fear of leakage. Specially-designed "tempest" personal computers and printers are available for classified work, but they're expensive and bulky. It has been eye-opening to many of us, however, to learn how much useful unclassified data there is out there. Being able to combine and compare it with classified reporting undoubtedly has strengthened the bureau's information base and analytical products.

Get ready

The project also has sparked the interest and curiosity of others in the bureau and throughout the Department. At the end of our two-year experiment we'll publicize a long list of lessons learned. I think it's clear now, though, that within 5 to 10 years, intelligence analysts throughout the Government—and desk officers throughout the Department—will be operating in an entirely new environment, with new tools, techniques and resources. Eventually, there'll be a computer terminal at the desk of every officer and manager. These terminals will receive and transmit memos, cables and drafts, provide direct access to Government and commercial data bases, and much more. The reduction in paperwork should be dramatic.

But the problem for us in the future is not simply how to manage more information but also how to improve analysis. When successfully implemented, computing and information technology is an extension of the human intellect. It allows us to recall more information, to reduce great complexity to simple but enlightening clarity, and to discover new relationships—all at stunning speed.

Automating international economic and political analysis isn't new. Several large academic projects in the 1960s sought to tabulate and analyze problems related to war and rebellion. What is new, however, is the capability to provide relatively inexpensive automated systems tailored to the individual analyst's needs and habits, so that he or

she will use the resource *rationally*. Automation can never substitute for the individual or replace his or her experience, judgment or knowledge. A good system should be flexible enough, however, to provide tools to encourage each analyst's own personalized approach to piecing together clues, discovering trends and anticipating near- and longer-term developments with data that the computer can store, retrieve and manipulate.

Problems ahead

Managers faced with making decisions on all these new capabilities must deal with a number of problems:

The speed of developing technology: What's state-of-the-art today may be obsolete by the time it's acquired and put into use.

Choosing the right systems and making sure they're compatible: A costly mistake in this respect is almost impossible to reverse.

Security: It's still not feasible to integrate classified and unclassified systems.

User resistance and skepticism: Although this is diminishing, it's often hard to change old habits.

Money: None of this computing is cheap, and tradeoffs almost certainly will have to be made.

This past August, I attended a U.S. Office of Personnel Management executive development seminar at Oak Ridge, Tenn. It was clear there that federal managers throughout the Government are now all grappling with these same issues. □

'By using the computer, I was able to sort (the Japanese data) according to the English alphabet'

By WILLIAM R. MCPHERSON

THE PERSONAL computer at my desk on the fourth floor at Main State belongs to me. I own it. I paid a total of \$4,500 for it, and I installed it

in my office so that it could help me with my work in the Office of Cooperative Science and Technology, which is part of the Bureau of Oceans and Inter-



William R. McPherson with his computer.

national Environmental and Scientific Affairs. I'd like to tell you how all of this came about:

When I was assigned to Tokyo as an officer in the science section in 1982, I did what every American does in Japan: I shopped for consumer electronics. The Japanese electronic industry was just then introducing personal computers, and I became curious about their possible uses. However, they were then in the development phase, and the machines on the market in Japan weren't very impressive. So I didn't buy one there. Then, when I returned to the United States early in 1983, I bought a model known as a Kaypro. I bought it as a consumer, viewing it as a home computer rather than a professional tool.

The first software I worked with was word processing. I had used the Wang word processing system in Tokyo, and I was able to transfer my experience even though the software bundled with the Kaypro was different in appearance. Once I got beyond the fundamentals, I learned the unique features of a personal computer.

One major way they differ from the Wang word processing system is that the personal computer software is capable of more than word processing. Although I didn't know it at the time, the specific capability for which I was looking was data management. I knew vaguely that the personal computer was capable of storing, sorting and retrieving information on the basis of word order or numerical priority. I was to learn more by actually trying the software on data I was using in my work: political biographies. At this time I was an analyst in the Bureau of Intelligence and Research. The data I was working with consisted of the names and some biographical items from lists of the members of the Japanese Diet (parliament).

A better 'filing cabinet'

I had developed a filing system for members of the Diet shortly after the Lower House election of December 1983. The Lower House consists of

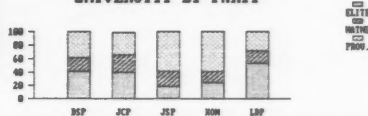


511 members. I listed the names of the members and filled in information about their districts and background, using information from press reports on the results of the election. With the aid of a colleague, Bill Brooks, I translated the information from the Japanese press (I have Japanese language capability) and entered it into the Kaypro's filing program. With the computer, you can sort and count data. For example, the Diet data was translated from the Japanese press in the order in which it appeared, i.e. by electoral district. But by using the computer, I was able to sort it according to the English alphabet, which makes it possible for non-Japanese to find individual members by name. With the computer, I also could sort the Diet membership by educational, occupational and age data, permitting further analysis. I wrote a report about the social background of the Diet members on the basis of my computer analysis. The following graphs illustrate the data I used in this analysis. (DSP stands for Democratic

Socialist Party, KOM for Clean Government Party, JCP for Japan Communist Party, JSP for Japan Socialist Party and LDP for Liberal Democratic Party.)

The graph reveals the relative youth of the members of the Clean Government party, which is newer than the other parties. It also shows the large proportion of older members in the two largest parties, the Japan Socialists and the Liberal Democrats. The two other parties, the Democratic Socialists and the Japan Communists, have a more normal distribution of age.

UNIVERSITY BY PARTY



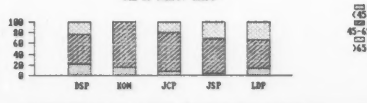
Graphing the educational background of the Diet members shows that the ruling party, the Liberal Democrats, has the largest proportion of members from elite universities, as might be expected. But the Japanese Communist Party has a much larger proportion than might be expected. Of course, communist parties in noncommunist countries usually have a large number of intellectuals, and the party in Japan is normal in that respect.

A better data manager

My interest in the Diet data was stimulated by a workshop in December 1983 sponsored by the Center for Study of Foreign Affairs, at the Foreign Service Institute. The workshop brought together personal computer users in the Department and introduced me to Ken Roberts, who was initiating the project to place 10 personal computers in the Bureau of Intelligence and Research. In this workshop I began to realize the potential of the personal computer for managing data.

The technology was changing, and I began a search for adaptable software by buying computer magazines at a local newsstand. They were filled with articles on a new type of "integrated" software. This intrigued me because it

AGE BY PARTY: CMFPI



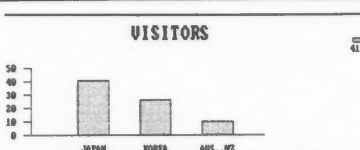
seemed to offer the kind of functions for which I was looking but had not found with the Kaypro. I chose the software called Framework. It's easy to use, and includes capabilities for word processing, data and file management, numerical tables and graphics.

Working with Framework, I realized that it had capabilities to store information in a unique way. The outlining feature seems to fit my mode of thinking. The integration of file management with word processing, number processing and graphics gives me tools to analyze data in new ways. I found that record-keeping is much more flexible with a Framework than with paper files. The computer makes information more accessible and useful. Data can be sorted and searched in a variety of categories, tailored to individual needs. As I accumulate more and more information, I find new ways of looking at it.

A better phone hookup

A personal computer offers other new opportunities. Its interconnection with a telephone enables me to read a memo, letter or report from a colleague within seconds of its transmission over the telephone line. Recently, for example, a consultant to our bureau sent a report on science and technology cooperation with Japan via phone line to my computer. I was able to read and distribute copies the same day.

I use the computer to gain access to outside information services, and I have built up a collection of information on Japanese science and technology from these services. If I have a question or need details for a memo or cable, I can have the computer search this material for key words such as "space station." In my present assignment, I use data from the cooperative science and technology agreements to analyze the operation of our exchange programs with Japan, Korea, Australia and New Zealand. These data are based on the number of U.S. scientists visiting each country, and the number of foreign scientists visiting the United States. I have tracked and graphed these data for the past year by using the



data management, spreadsheet and graphing functions of Framework:

The data demonstrate that the program with Japan is the most active of the programs of the four countries with which I work. This might be expected from the large number of major agreements (13) and numerous working arrangements between U.S. agencies and universities and their Japanese counterparts. There is a surprisingly high level of activity in the cooperative programs with Korea, however, indicating that that country is likely to become more important in future exchanges.

Showing it off

Last August, I contacted the Center for the Study of Foreign Affairs to ask its people if they would be interested in a demonstration of the Diet data. I used Framework to integrate the database, spreadsheet and graphics with explanatory text in a combined file on the Diet.

I demonstrated the capabilities of Framework at the center in September. Leo Moser, director, and John MacDonald, deputy director, asked me to consider a short-term assignment to the center to develop further applications. I accepted and began a three-month assignment as research associate in December. The assignment gave me an opportunity to develop other uses for Framework and other uses of the personal computer in the State Department. I organized workshops on population-modeling and computer-aided instruction while I was there. I also developed some uses for list management, including inventories of personal computers in the Department and contact lists for management of telephone calls. In addition, I worked with the project directed by Ken Roberts to develop applications of Framework for analysts in the Latin American, East

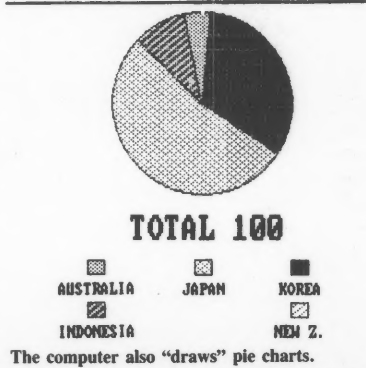
Asian and economics offices at the Bureau of Intelligence and Research.

A better money manager

I began my assignment in the Office of Science and Technology Cooperation Programs last March. The office maintains responsibility for all governmental bilateral science and technology agreements. In a number of these, particularly with Yugoslavia, Spain, India, Israel and Poland, the office is responsible for management of the research program, involving expenditures of substantial monies. Coordinating this responsibility with participating technical agencies here and abroad has required imaginative management techniques. With my advice, the office has begun to rely more and more on computer capability to assimilate the enormous volume of data required to discharge its managerial responsibilities.

Computers have been installed in the office and selected embassy science sections. With telephone linkages, we now are able to transmit technical and financial data between Washington and our embassies, allowing us to make critical decisions in the management of the programs in concert with participating technical agencies. The total value of the programs with Spain, Israel, Yugoslavia, India and Poland over the years have amounted so far to \$275 million, supporting literally thousands of individual research projects.

All this dwarfs my original investment of \$4500, doesn't it? □



'Now, A.C. (After Computers), I just push a button [and] respond to 4 or 5 different queries'

BY CORAZON SANDOVAL FOLEY

I'M THE ONLY economic analyst in Ken Roberts' pilot project at the Bureau of Intelligence and Research. I'm responsible for coverage of economic

events in the key noncommunist Asian countries—South Korea, the six member states of the Association of South-east Asian Nations, Burma, the Pacific



Corazon Sandoval Foley with her screwdriver.

island states, Australia and New Zealand. Needless to say, it's a continuing challenge just to keep the economic figures straight in my head. But with my personal computer friend, I've begun developing local data bases that aid my daily analytical work, and it's become much easier to provide updated economic fact sheets and graphs for the numerous briefing papers we prepare.

For me, learning to use a personal computer has generated a sense of pride and adventure that's difficult to quantify. In part, it comes from actually doing what many others are only talking about, and what still others have only read about (or have studiously chosen to ignore). It's also much more delightful than the experience I had in college of programming the old user-hostile monster computers. I'm still learning, but I'm now more comfortable riding the computerization curve. I'm not—and don't expect to be—a professional programmer, although I enjoy creating and fiddling with simple programs and new ways to use the computer.

The personal computer has enlivened and made more challenging my already interesting work. It's more efficient for me to write drafts on word processors. And the electronic spreadsheets are indisputably better for most kinds of number-crunching than the sharpest pencils. Ditto for maintaining data bases, conducting some kinds of communications and many other uses.

'It's like playing a game'

Learning to use the computer has usurped many of my weekends and has found me working overtime in the Department. But the rewards have been well worth it. I enjoy the challenge of the computer. It's like playing a game as I create new variations. I just keep plugging away until I get the results I need. Creativity with the computer is a process of trial and error; there are few hard and fast guidelines. You just need a working knowledge of your job requirements as well as of the computer fundamentals. Mustering the initiative to plunge on is crucial.

In my B.C. (Before Computer)

years, I often found myself wearily going through dozens of folders or World Bank reports to answer inquiries about four or five countries, while trying at the same time to finish statistical tables and analysis for a report on a different country. It was awfully cumbersome to produce and update statistical tables and other economic information on paper worksheets and 3x5 index cards, just with calculators and pencils. Now, A.C. (After Computers). I just push a button and provide economic facts from my shoebox of electronic data, as I respond to four or five different queries. And then, I breeze along with the spreadsheet that I'm developing for my current research project. Production time has been compressed significantly for my intelligence reports, for I can now produce tables and graphs in final form in a few hours, rather than days or even weeks. During the B.C. years, I used to have to wait for several retypings of tables, as well as manual drafts of charts and graphs.

In addition to improving my productivity with old tasks, the personal computer has made me bolder in trying out new and more difficult challenges. For example, I'm now developing spreadsheet forms tailored to my research requirements, to be used again and again with different country statistics. I'm moving along—slowly but steadily—with developing my own local data bank on industries and companies in Southeast Asia. Once completed, this computerized information resource will prove valuable to my plan of developing innovative analysis of sectoral developments in the region.

It 'purrs'

There've been other minor triumphs and unusual experiences along the way. In an amusing role reversal, I found myself giving tips on how to use spreadsheets to our computer consultants. To boost the capacity of my computer—an IBM-AT—I've actually dismantled it just with a simple handy-dandy screwdriver and personally installed parts such as a 128K memory expansion board, a math coprocessor,



and 2nd serial/parallel ports. A "high" came after I reassembled the machine and listened to it purr smoothly.

My personal computer has developed warm friendships for me and cooperation with other computer "freaks" like me in the Department. I helped set up directories for the computer in the Economic Policy Office of the Bureau of East Asian and Pacific Affairs. In return, I've benefitted by using some of its computerized statistics as part of my own local data banks. With Jack Sheerin of the Bureau of Economic and Business Affairs, I tested econometric computer models. With that bureau's Harold Foster, I'm setting up a local area network arrangement with the computerized economic information system there, patterned after the most common setup in Silicon Valley. I call it Sneakernet. I load data onto my floppy disks and dash—on my speedy sneakers—to my own computer on the eighth floor, where I do input and further analysis. The Bureau of Personnel's Jackie Manley, who supervises me in the Department's Management Development Program, has been extremely helpful in funding computer training courses crucial to my career aspirations.

Security angle

My initial wins have helped con-

vince my office director of the need to expand personal computer use. I coordinated the office order for two computers specially protected for classified work. Lynn McNulty's Information System Security Office has been invaluable in providing guidelines for the most effective security arrangement for them. Information Systems Office officers, particularly Jean N. Jzon, have been extremely helpful in arranging in-house training of my colleagues to prepare them for the arrival of the specially protected computers. Special mention must be made of our division's efficient secretary—Cynthia Dial—for demonstrating exemplary initiative in learning computer usage.

As a personal postscript, let me note that my joy of computing has been shared wholeheartedly by my family. I am filled with pride watching my children—Joshua (11) and Melinda (9)—create with facility on our own inexpensive computer at home. Their progress has further convinced me that, just as the automobile revolution went beyond simply moving people faster from one place to another, the computer revolution will inevitably change not just work habits but basic lifestyles and the very structure of management in organizations such as the State Department.

Training issues

Also, as a postscript for the Department, I'd like to emphasize that training of employees is the key to effective use of this new technology. In addition to our users' group meetings, we three believe the Department will benefit from a more systematic approach to improving computer proficiency. One possibility could be a two-week computer usage course at the Foreign Service Institute which would cover key software products. The users' group could provide in-house experts to show practical uses in the Department.

Computer usage courses should be regarded by the Department as seriously as it does foreign languages. Such courses could be implemented on an experimental basis for one year,



Melinda and Joshua Foley with samples of their work.

then evaluated and refined.

Our concern is finding interesting and innovative ways to effectively use the technology. There's so much computer power increasingly available that the whole environment is changing. However, there are still lots of cases where a personal computer gets used just as a dumb terminal or a word processor—it's sitting there wasting its cycles. The user misses a whole range

of other things that could be done. Specialists in the Information Systems Office and elsewhere are doing what they can, but the Department must change the way it does business if it wants to respond creatively to the computer challenge.

The private and public agencies that use personal computers effectively are ahead of the game. The longer you wait to enter the race, the harder it may

be to catch up. However, if top management doesn't make learning the computer seem important, mid-level management in the Department may procrastinate.

Moreover, many employees are reluctant to learn. Computer novices find personal computers extremely intimidating. Effective training will demystify the whole computerization process. ■

News Highlights

Foreign Service Institute will get land from Army, near State

The plan is to make it 'look like a college campus'

THE FOREIGN Service Institute will acquire a new home and campus in Virginia at an 87-acre site now known as Arlington Hall. Just 4.4 miles from Main State, the place is currently an Army facility. Congress recently approved its transfer to the State Department the year after next, when the Army will move its employees to Fort Belvoir. Most existing buildings will be destroyed, and Foreign Service Institute facilities will be constructed. The new institute, on Rt. 50 between South Glebe Road and South George Mason Drive, is expected to be ready for occupancy in 1990.

"We want it to look like a college campus," said Stephen Low, director of the institute. "We need an institution with a separate identity, a place of pride where Foreign Service employees will begin their careers and where they'll return throughout their careers."

Since its inception in 1946, the institute has been housed in a series of temporary and rented structures in Washington and Virginia. Beginning in an apartment building on C Street, where Main State now stands, it was moved to temporary quarters on Constitution Avenue, then to the garage of an apartment building in Arlington. Since 1966, it's been scattered through portions of three rented office buildings in Rosslyn, Va.

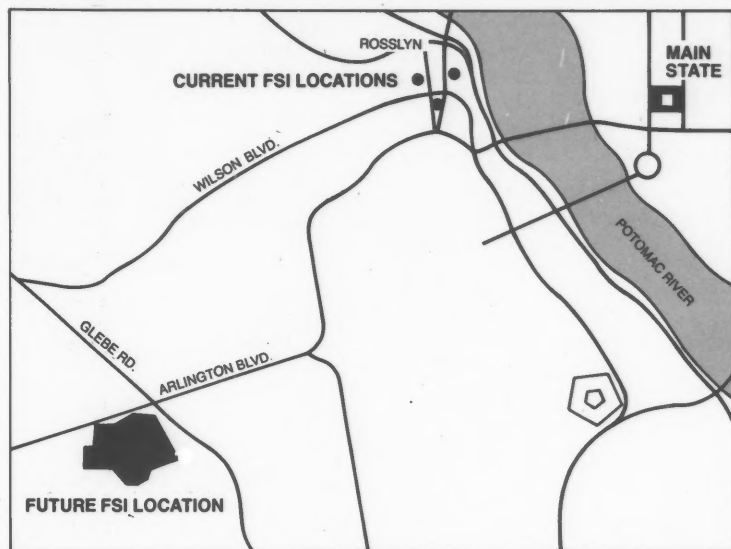
More and more students

The search for a new site, with the support of Secretary Shultz, began two years ago when Congress authorized the Department to examine relocating the institute to a permanent campus setting because the existing arrangement was no longer sufficient for the institute's growing needs. Student enrollment, open to employees of all the foreign affairs agencies, has been growing at a steady 7% per year.

Citing problems with the rental system, Mr. Low said: "These buildings are fine for offices, but not for



Part of the site in near-by Virginia. (Photo by Tom Bash)



classrooms. For example, the ceilings and walls are hollow and, when instructors speak loudly, you can hear them in the next room. The elevators and restrooms can't serve large numbers of people who have the same schedules and recesses, and there's a noise problem with planes flying overhead."

Among the sites surveyed, Arlington Hall was the most appealing

because of its location, topography, the existing network of roads, available parking and room for further expansion.

Leadership by Shultz

"Secretary Shultz became deeply committed to the construction of a new facility, and he endorsed the selection of Arlington Hall," Mr. Low said. "He took a personal interest in seeing that

authorization was obtained and the transfer of land negotiated."

The Secretary tasked the Department counselor, Edward Derwinski, who is a former member of Congress, with the legislative phase of the project. On December 3, the President signed legislation transferring the land from the Army to State—at no cost. Authorization to build the new institute is in State's 1986-87 authorization act.

Fifteen acres of Arlington Hall will remain with the Army, leaving 72 for the institute. Part of the 72 will be shared with Arlington County for recreational purposes, such as a softball field. Although the cost of construction is estimated at \$50 million, the U.S. Government is expected to save more than that over a 30-year period, compared with the cost of continued leasing.

A design competition to select an architect for the project will be held early this year, and the final design is expected to be completed late next year. About 10 acres that are dotted with trees will be preserved in that state, to add to the campus atmosphere. Ten-minute shuttle bus rides from Main State to the campus will transport students. Other facilities, like auditoriums, a library, parking areas, conference rooms and a day care center are also being planned.

Housing facilities

Mr. Low said: "We envision housing on adjacent land so that employees on consultation with the Department or on temporary duty at the institute will be able to house themselves and their families.

"We're establishing a private non-profit association for diplomatic studies to develop a first-rate library, including papers of retired officers, so that the institute can become a major center for research in U.S. diplomatic relations." (That project is in the planning stages, along with a scholar-in-residence program and displays of statues, other sculptures and historic documents.)

"We want the institute to reflect a feeling for tradition and history," said

Mr. Low. "It will be a national training center for all the foreign affairs agencies." □

Changes for secretaries are decided on by State

State Department secretaries will have an opportunity to step up to new job titles as a result of decisions recently taken by the Department's Management Council. The council also ordered other changes affecting secretaries, acting on recommendations of a secretarial task force whose report was presented to the management group by George S. Vest, director general of the Foreign Service and director of personnel.

Secretaries at the FP-5 and 4/GS-9 level will be known as executive secretaries. Those at FP-7 and 6/GS-7 and 8 will be called senior secretaries. Beneath those levels, persons assigned to that work will retain the title of secretary. In addition, there will be two annual \$5,000 awards to a "Secretary of the Year"—one to a member of the Foreign Service and one to a member of the Civil Service.

In the Office of Foreign Service Career Development and Assignments, secretaries gradually will replace the personnelists who presently counsel secretaries. After a tour as counselors, they will return to secretarial assignments and be replaced in the counseling office by other secretaries.

A small number of positions, perhaps less than a dozen, will be established for secretaries at the FP-3 level. These positions will be honorific in nature, comparable to the career minister position in the Senior Foreign Service ranks.

At the entry level, secretaries will be recruited only into the first four steps of the FP-8 grade. This change is intended to prevent situations that find a new secretary being paid more than others who have been on the job for some time, including many who even have had several promotions.

At recruitment, secretaries will be given an oral assessment. On the assessment panels will be secretaries on

assignment for that purpose to the Board of Examiners for the Foreign Service.

Secretaries completing their first tours abroad will be permitted to bid on Department tours in Washington for their second assignments.

The career mobility programs which make it possible for secretaries to move into administrative and other specialities will be maintained.

The Bureau of Personnel will review the impact of automation on positions and job structure and, working with the Foreign Service Institute, will establish new forms of training as indicated by the review.

The Management Council is headed by the under secretary for management and includes, in addition to the director general, the assistant secretary for administration, the Department comptroller, the program inspector general and the directors of the Office of Management Operations and the Foreign Service Institute. □

Internal Revenue Service: 'No major surprises'

No major surprises face civilian and military individuals and families overseas in connection with their 1985 income tax returns, the Internal Revenue Service says. The agency has provided this summary of significant tax law changes, filing tips and availability of assistance:

The foreign earned income exclusion remains frozen at \$80,000 through 1987. It is not available, however, to military personnel or other employees of the U.S. Government. In that regard, individuals who work in military non-appropriated funds activities—clubs and commissaries, for example—are considered U.S. Government employees and as such are not eligible for the exclusion benefits. To claim the exclusion for any year beginning with 1984, an original return must be filed within one year of the due date. Therefore, for example, a 1984 return must be filed no later than April 15 this year.

The "base housing amount" by

which reasonable foreign housing expenses subject to the housing cost exclusion must be reduced is \$6,868. This exclusion also is not available to the military and civilian federal government employees.

Simplified rules make it easier for divorced or separated parents to determine which may claim the dependency exemption. The parent with custody of a child now is entitled to an exemption no matter which parent provides more than one-half the support. There are two exceptions: the parent with custody waives the exemption in writing, or an existing pre-1985 agreement gives the parent without custody the exemption, and that parent provides at least \$600 of support per child. In addition, each parent may claim any medical expenses paid for a child. Support provided by the spouse of a remarried parent is considered as if provided by the parent.

Military personnel overseas who sold their home after July 14, 1984, are given additional time to reinvest the proceeds into a new principal residence in order to defer tax on any gain from the sale. The total replacement period is extended from four to no more than eight years.

Foreign community-property laws are no longer recognized. Nonresident alien spouses residing in foreign community property jurisdictions can no longer split their income for U.S. tax purposes.

Property transfers made between divorcing spouses since July 18, 1984, generally will be treated as gifts and are nontaxable at the time. When the property transfer because of a divorce settlement occurred on or before July 18, 1984, the new rule may be applied if both former spouses agree to it.

U.S. citizens, including military personnel, and U.S. resident aliens not in the United States on April 15, 1986, receive an automatic two-month extension until June 16 to file a return and pay any tax owed for 1985. To use the automatic extension, attach a statement to the return indicating absence from the United States on April 15. Nonresident aliens who received income sub-

ject to U.S. withholding tax must file their return by April 15. Interest will be charged on any tax owed from April 15.

The most commonly-used tax forms are to be made available at embassies and consulates. The following posts will offer tax assistance during the entire filing period and accept returns: Bonn, West Germany; Caracas, Venezuela, Jeddah, Saudi Arabia; Johannesburg, South Africa; London, England; Manila, Philippines; Mexico City, Mexico; Nassau, Bahamas; Ottawa, Canada; Paris, France; Rome, Italy; Sao Paulo, Brazil; Singapore, Singapore; Sydney, Australia; Tokyo, Japan.

Tax assistance is available by writing to the Foreign Operations District, Internal Revenue Service, 1325 K Street, N.W., Washington, D.C. 20225, Attention: FOD:81. □

Tip for getting your tax refund, if you move

Taxpayers who move after filing their federal income tax returns and who expect refunds should notify the post office serving the old address, the Internal Revenue says.

The IRS service center where the return was filed should also be notified of the address change. This will help IRS to forward the refund check to the new address as soon as possible. When advising IRS of the address change, your social security number should be included in the correspondence. □

Jim Bryant, basement parker, puts out fire

Jim Bryant, a parking attendant at State for nine years, recently put out a fire in an automobile in the basement.

"I noticed smoke coming out," he said. "I ran over and tried to get the hood up. By the time I did, there were flames." He fought them with one of the fire extinguishers that are posted throughout the basement.

Mr. Bryant extinguished a similar fire two years ago. The assistant secretary for administration, Donald Bouchard, presented him an award, ob-

serving that employees in the building should be thankful for Mr. Bryant's actions.

Vehicles with faulty fuel or exhaust systems should not be parked in the basement of Main State, says the building's Safety Office, and attendants are authorized to deny access to such vehicles. □

Electrical mishap fills 1st-floor hall with smoke

An overheated electrical charger for a motorized cart in the Office of Medical Services' storeroom filled Room 12A62A and a nearby hallway with smoke at 4:50 p.m., December 10. The plug was quickly pulled and a

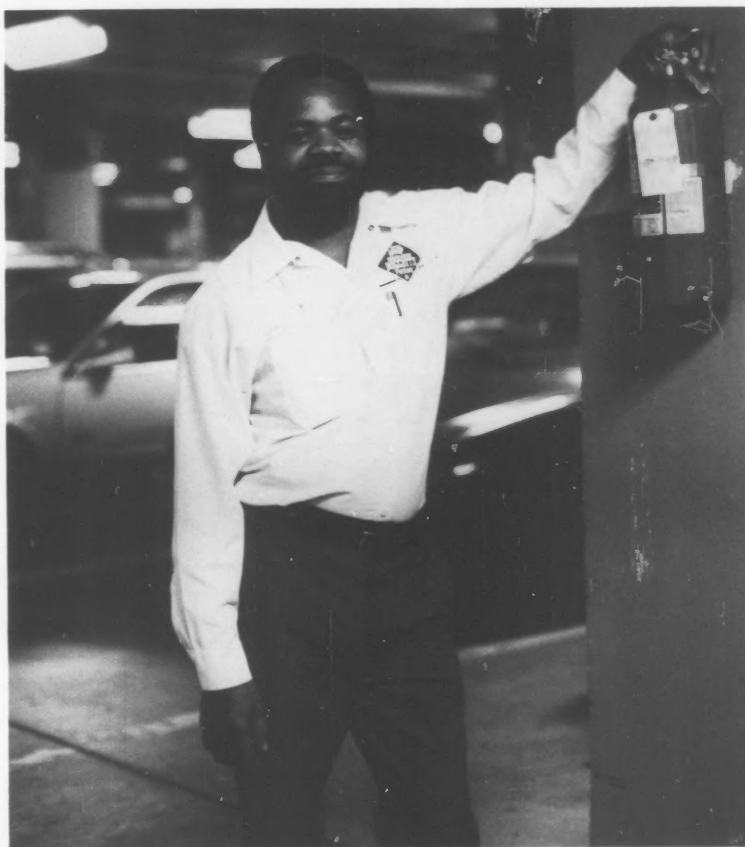
fan dispersed the smoke.

According to the Department's Safety Office, the smoke was caused by "a hot line"—a weakness or break in the cord. The office said that in a letter on September 3 it had requested bureau executive directors to check motorized carts and electrical cords "very carefully."

No smoke alarm sounded because the Department does not have smoke detectors in all areas, the office said. □

Dubai: consulate general

The embassy branch office in Dubai, United Arab Emirates, has become a consulate general. The principal officer is David Litt. ■



Jim Bryant (Photo by Donna Gigliotti)

Appointments

Assistant secretaryships for Abramowitz, Holmes

President Reagan on December 10 announced his intention to nominate Morton I. Abramowitz, director of the Bureau of Intelligence and Research, and H. Allen Holmes, director of the Bureau of Politico-Military Affairs, as assistant secretaries of state.

The new positions, created by recent legislation, would bring to 16 the number of assistant secretaries in the Department. Mr. Abramowitz and Mr. Holmes would be accorded the new title while retaining their current assignments. The nominations would require Senate confirmation. □

Barry: envoy, 'confidence and security' talks

President Reagan has appointed a former ambassador to Bulgaria, Robert L. Barry, as the U.S. representative to the Conference on Confidence and Security Building Measures and Disarmament in Europe. Mr. Barry will again have the rank of ambassador. He succeeds James E. Goodby.



Mr. Barry

Before his appointment Mr. Barry was John Sloan Dickey fellow at Dartmouth and distinguished visitor at the W. Averell Harriman Institute for the advanced study of the Soviet Union, at Columbia, 1984-85. He joined the Foreign Service in 1962 and was assigned to language training at the Foreign Service Institute. He then held assignments as vice consul, Zagreb, 1963-65; international relations officer, Office of Soviet Union Affairs, 1965-67; as a student in Russian language training at Munich and Garmisch, 1967-68; consular officer, then political officer, Moscow, 1968-70; and political officer, U.S. mission to the United Nations, 1970-71.

Mr. Barry became deputy principal officer, Leningrad, in 1971. Two years

later he was on detail to USIA as the director of the USSR Division, Voice of America. From 1975 to 1977 he was deputy director, Office of Soviet Union Affairs, in the Department. In recent years he was director, Office of UN Political Affairs, 1977-78; deputy assistant secretary for international organization affairs, 1978-79; and deputy assistant secretary for European affairs, 1979-81. He was appointed ambassador to Bulgaria in 1981 and served until 1984. He is a career member of the Senior Foreign Service, class of career minister.

Mr. Barry was born in Pittsburgh on August 28, 1934. He received a bachelor's, summa cum laude, from Dartmouth, 1956; attended Oxford, 1956-57; and received a master's from Columbia, 1962. From 1957 to 1960 he was a lieutenant in the Navy. His foreign languages are Russian, Serbo-Croatian, Bulgarian and French. During his college years he was awarded a Navy Reserve Officers Training Corps scholarship at Dartmouth; a Reynolds fellowship at Oxford and a Ford Founda-

People at State

Edward L. Peck, former ambassador to Mauritania, has been named deputy director of Vice President Bush's task force on combatting terrorism . . . Jack D. Jenkins is the new executive director, Bureau of Administration . . . Malvina Halberstam has assumed duties as counselor on international law, Office of the Legal Adviser . . . Roscoe E. Suddarth, Marion V. Creekmore Jr. and E. Michael Ussery have become deputy assistant secretaries in the Bureau for Near Eastern and South Asian Affairs . . . The staff of Robert L. Barry, U.S. representative to the Conference on Confidence and Security Building Measures and Disarmament in Europe, includes Jon Gunderson, Priscilla Galassi and Ned Nolan. □

ation fellowship at Columbia. He is a member of Phi Beta Kappa. He is the author of "Forty Years After Yalta," in the spring 1985 inaugural issue of



ATHENS, Greece—Ambassador Robert V. Keeley, right, presents his credentials to the

president of the Hellenic Republic, Christos Sartzetakis.



At Foreign Service Grievance Board meeting, from left, seated: Geraldine Sheehan, John J. McCarthy, Dorothy R. Dillon, chairman Arthur Stark, executive secretary Raymond Perkins,

Lawrence T. Holden, Shyam Das, John H. Fanning. Standing: Paul A. Modic, Eliot Bredhoff, William J. Fallon, Jeremiah Collins, George Cohen, Philip F. Dorman, Richard B.

Owen, Ronald G. Russell, Alfred O. Haynes, William P. Murphy, Jerome H. Ross, Stanley J. Siegel.

Dartmouth World Outlook. He is a member of the American Foreign Service Association and the American Association for the Advancement of Slavic Studies.

Mr. Barry is married to Margaret Crim Barry. They have a son, John R., and a daughter, Elinor S. □

Shultz names 2 to Foreign Service Grievance Board

Secretary Shultz has appointed two new members to the Foreign Service Grievance Board for two-year terms. They are John J. McCarthy, who retired earlier this year as chief administrative law judge, Merit Systems Protection Board; and William P.

Murphy, who is Paul B. Eaton professor, University of North Carolina Law School, teaching courses in constitutional law, labor law, labor arbitration and employment discrimination.

Mr. McCarthy has held positions as administrative law judge, assistant general counsel and trial attorney with the U.S. Civil Service Commission. Earlier, he had engaged in the private practice of law in Boston. He has also held committee positions with the National Council of Administrative Law Judges and the American Bar Association.

Mr. Murphy received law degrees from the University of Virginia and Yale. He has had a long career as a law

professor, as a practicing attorney with the Department of Labor and the National Labor Relations Board, and as a member of the Missouri Commission on Human Rights. He has been an active labor arbitrator since 1956. He will serve as president, National Academy of Arbitrators, during the 1986-87 term. ■

No probate for U.S. bonds

If the owner of U.S. savings bonds dies, and there is a surviving co-owner or beneficiary named on the bonds, the bonds do not become part of the estate for probate purposes. Subject to estate or inheritance taxes, if any, they become the sole absolute property of the survivor. □

Honors and Awards

Edensword, McCall win consular awards

Consul general Jon G. Edensword, Port-au-Prince, Haiti, has been named winner of the \$5,000 Consular Service Award for 1985, for "enhancing the efficiency and quality of consular services at the post." The runner-up, consu-



Mr. Edensword



Mr. McCall

lar officer Louis A. McCall, Calcutta, India, will receive the Department's Superior Honor Award and \$2,000.

Thirteen others were nominated for the award: William H. Barkell, Kuala Lumpur; Stephen J. Blake, Kathmandu; Sandra N. Humphrey, U.S. mission, Berlin; Laurie A. Johnston, Amman; Laurence M. Kerr, Guatemala; Patricia Langford, Bangkok; Thomas F. Murphy, Ankara; Donald E. Parker, Monrovia; Mildred Patterson, Brussels; Kenneth F. Sackett, Rio de Janeiro; Ronald L. Schlicher, Damascus; John Tkacik, Hong Kong; and Robert E. Tynes, Hamburg. The selection committee cited all the nominees for outstanding job performances.

In naming Mr. Edensword, the selection panel cited his "successful oversight of a major security and automation construction project, careful supervision of the large numbers of junior officers on his staff and tireless efforts at combatting the all-pervasive fraud problem."

Mr. Edensword joined the Foreign Service in 1967. He has served in the Department, Martinique, Monrovia, Port-au-Prince, Amman and Nice. He was a Foreign Service inspector before he was assigned to Haiti in 1983.

Mr. McCall entered the Service in 1976.

He held assignments in the Department, Brisbane and Freetown. He was posted to Calcutta in 1983. □

Boulanger wins \$5,000 communicator award

John P. Boulanger, communications programs officer at the U.S. mis-



Mr. Boulanger



Mr. Bies

sion in Berlin, is the 1985 winner of the \$5,000 Thomas Morrison Communicator Award for "extraordinary individual achievement in the communications field." Bernard W. Bies, communications operations officer in Karachi, was named the runner-up for "superb leadership and professional competence."

Fifteen other officers were nominated for the award: Jimmy Lee Bevis, Cotonou; John F. Clover, Hamburg; Joseph M. Devlin, Leonard A. Fenner, Richard J. Getze and John J. O'Brien, Office of Communications; James A. Ford, Mogadishu; Joseph H. Johnson, Algiers; Jacque Kinkade, Bangkok; H. Paul Kline, Shenyang; Norman R. McKone, Jerusalem; John J. McMillen, San Jose; William D. Parker, Ankara; James Thompson, Quito; and Joseph T. Yanci, Bonn.

The selection committee, which included senior administrative and communications officers, recommended that the candidates for the Morrison award should also be nominated for Superior or Meritorious Honor Awards and/or cash awards.

Mr. Boulanger joined the Foreign Service in 1980. He served in Geneva and Washington before he was posted to Berlin.

Mr. Bies entered the Service in 1968. He has held assignments in

Washington, Stockholm, Amman, Saigon, Budapest and Valletta.

The award is named for the first communicator in the Foreign Service. The criteria for its annual award were developed by communicators and agreed to by State and the American Foreign Service Association. □

Razi is decorated by Madagascar

G. Michael Razi, a reviewer in the Department's Classification/Declassification Center, has been made a knight of the Malagasy National Order, Madagascar's highest decoration, for his writings on Malagasy history and literature. His most recent book on 19th-century commercial and diplomatic relations, is a 175-page volume, published by



Mr. Razi

USIA. It reproduces excerpts from American consular reports and from logbooks of New England sailing vessels trading with Madagascar. Mr. Razi was a public affairs officer in Antananarivo, the capital. □

Philip Blanchard is a 'certified professional'

Philip C. Blanchard, information program officer in the Office of Communications, has been awarded the designation of certified systems professional by the Association for Systems Management. The designation is part of a new certification program which establishes standards of knowledge and a code of professional conduct for those in the information management field.



Mr. Blanchard

Mr. Blanchard joined the Foreign

Service in 1966. He has served in Washington, La Paz, Paris, Manila, Kinshasa, Kuwait, Bonn and Cairo. He was assigned to Communications' Office of Human Resources last summer. He holds bachelor's and master's degrees from Pacific Western University. □

Retired State translator is honored in Vienna

The University of Vienna has established the Arnold Lissance Archive in its Institute for Translator and Interpreter Training, in honor of a retired State Department employee. Mr. Lissance, who was an interpreter and translator in the Language Services Division, 1949-73, recently donated his collection of 220,000 3×5 card files to the institute. The archive contains terms in the English and German languages which are not in current bilingual dictionaries.

Discussing his hobby, which began in 1933, Mr. Lissance told STATE: "You don't translate words, you com-



SANTO DOMINGO, Dominican Republic—Consul general Dudley Sippelle receives Humanitarian Service Award from a New York organization, in recognition of the post's record in processing immigrant visa applications.

VALLETTA, Malta—Ambassador Gary Matthews presents good conduct award and medal to Corporal Steve Hunsinger. A Marine detachment has been activated here.

municate ideas. And you do that with words in the other language. Not one word, but equivalents. The equivalent is placed in the context of a sentence because sentences give meaning to the word. Every translator keeps a card file or box with his or her 'discoveries,' or terms which are not in the dictionary."

A native of Vienna, Mr. Lissance came to the United States in 1930 and joined the Department in 1949. He was an interpreter for Presidents Kennedy and Johnson. ■

Money quiz

Q—You can have only one name put on the U.S. savings bonds you purchase. True or False?

A—False. Bonds may be issued in the name of two persons as co-owners or in the name of one person with a second person as beneficiary.

Q—How safe are my U.S. savings bonds?

A—They're backed by the full faith and credit of the U.S. Government. If lost, stolen, mutilated or destroyed, they will be replaced free on request—and will bear the original issue dates. □

Solution to Diplomatic No. 34

(See December issue)

[James] Kilpatrick [and Eugene McCarthy. A] *Political Bestiary*

"High level advisors are closely related to park pigeons. Both have a migratory instinct. They also have a homing instinct. They bow and coo a lot. They strut and waddle. They tilt their iridescent heads whenever a president speaks. They are by nature freeloaders."

- | | |
|---------------------|-------------------|
| A. Khedive | O. Toby Esterhase |
| B. Involve | P. Island |
| C. Len Deighton | Q. Coast |
| D. Peseta | R. Attendant |
| E. Agatha Christie | S. Lew Archer |
| F. Toasted | T. Byp'ay |
| G. Ruth | U. Eric ambler |
| H. Invaded | V. Shoots |
| I. Chatted | W. Toyota |
| J. Kings | X. Ivory |
| K. Peter Wimsey | Y. Arsene Lupin |
| L. Otter | Z. Rendell |
| M. Lighthouse Harry | a. Yahweh □ |
| N. Instead of | |



Medical Services

How to save a life at your post

Some lessons worth learning

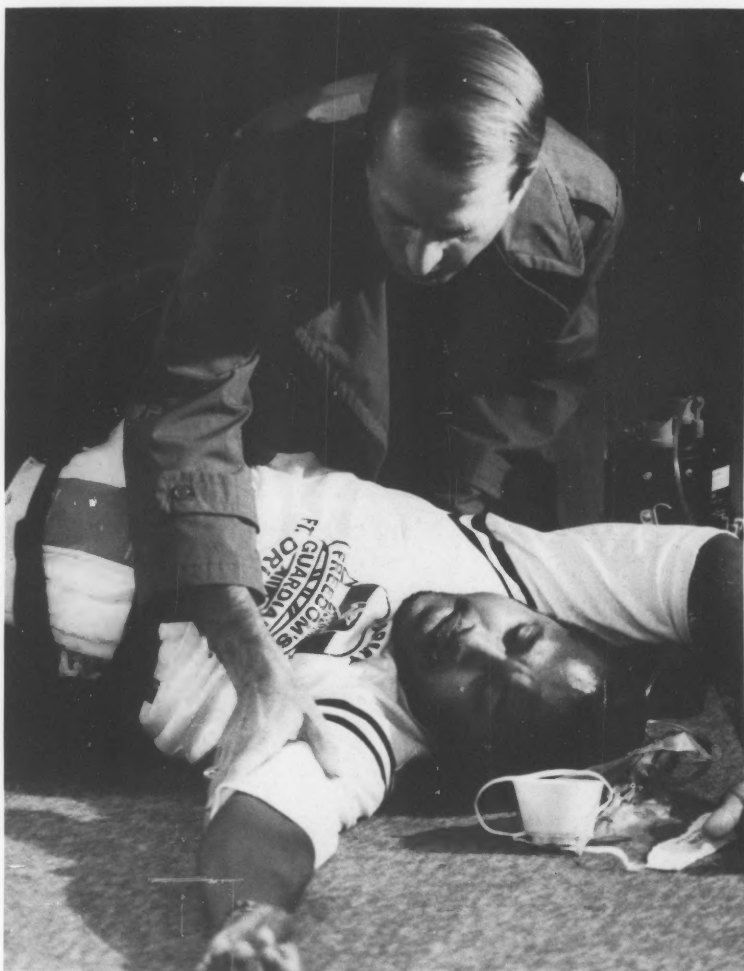
NATURAL DISASTERS like the recent earthquake in Mexico, as well as violent acts like the bombing of the embassies in Beirut and Kuwait, leave scores of people injured. If you were on the scene and unhurt, could you help wounded victims until medical care was available? Could you stop a serious bleed or help soothe someone overcome with anxiety? Would you know how to deal with a person whose eye or chest was impaled with a sharp object? Would you know which victim was in the most imminent need?

Department employees at posts and in Washington are learning emergency techniques to use in a crisis when medical help isn't immediately available. They're taking the safe-haven emergency medical care course coordinated by Joe Fox, a paramedic in the Office of Medical Services. He has extensive experience in emergency medical care.

The course, part of the Department's security enhancement program, is aimed at employees who are likely to be in an embassy during a crisis. These include communicators, Marine guards, security officers, medical staff and senior clerical officials.

Posts scheduled for training in 1986 include Georgetown, Paramaribo, Santiago, La Paz, Brasilia and others in the Caribbean area. In Washington, new communicators and security officers are receiving the training, and courses for other employees are being considered. In addition, a safe-haven briefing is scheduled to become part of the "Coping with Violence Abroad" seminar, and an abbreviated one-day course will be available soon.

"The course includes information you'd find in any first-aid course, but the slant is different," says Mr. Fox (who has given the course at some 92 posts since it was developed in 1982). "We deal with treating wounded people in a medical barricade situation—that is, a place where medical help isn't



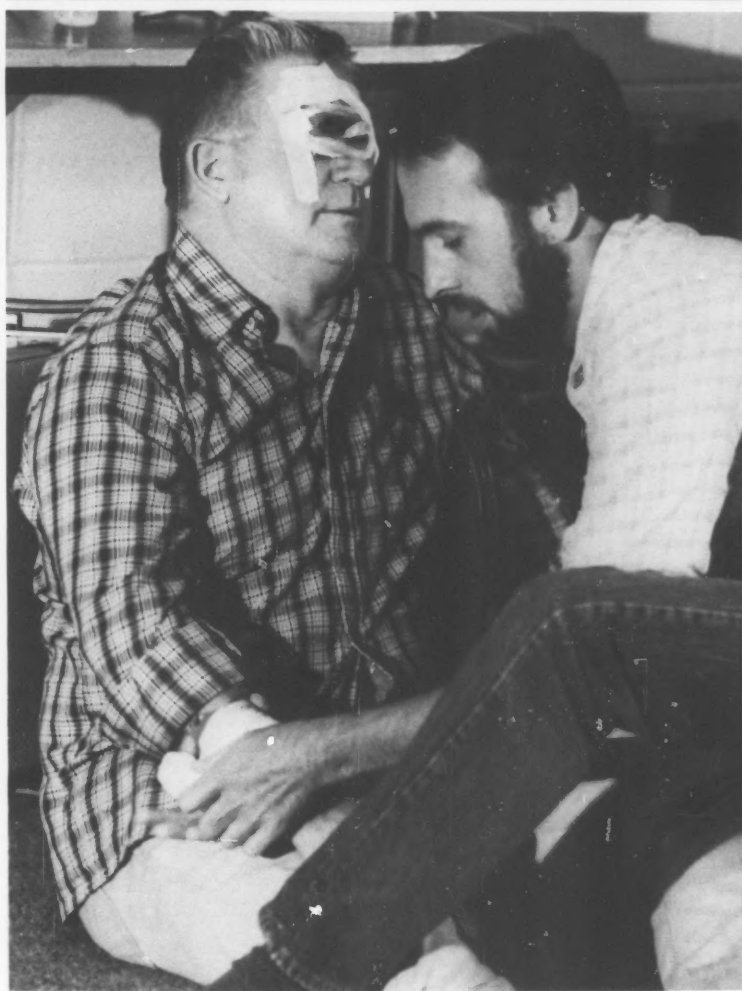
Paul Wright, with "victim" Michael Nelson. (Photos at Warrenton, Va., by Donna Gigliotti)

readily available. I mean, as opposed to a '911' situation, where help can be on the way within minutes.

"And we teach medical evacuation techniques that are relevant to a barricade situation. For instance, we have many multi-story buildings abroad, and we're concerned about people being caught above the first floor in an emer-

gency. So we're teaching them how to use descent devices, and how to lower someone from a window safely in a litter."

Posts receive kits of supplies based on their number of designated safe-haven areas. Class members learn how to use the supplies, which include bandages, splints, neck braces, a litter, oxygen systems and sourball candies. "The candies are in the kits because a



Dean Robinson, right, attends to Robert Gore, who's posing as a victim.

lot of disasters involve smoke which, among other things, irritates mucous membranes," says Mr. Fox. "The candy increases salivation and helps soothe the throat." The kits also contain medication for the relief of pain.

Lecturing recently to a class of Foreign Service communicators in Warrenton, Va., Mr. Fox taught them

how to check victims, first, for life-threatening, then to search for less apparent injuries. "The nastiest-looking wound is not always the most serious," he said. "And the victim shouting the loudest is not always the most seriously injured, either. Don't let yourself be distracted while assessing the situation."



Students learn to lower a victim in a litter. On the ground, from left: Mark Bamberg, Paul Wright, Virginia Butler.

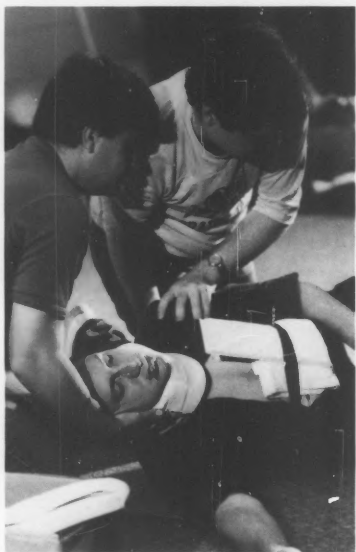
But you're not expected to diagnose victims. "For instance," Mr. Fox said, "if you see or feel liquid or blood in someone's ears, assume there's a head injury and put the victim in a neck brace. Don't worry about what the injury is exactly—you're not there to fix it. You're there to prevent it from getting worse until medical help is available."

The training comes in handy for accident emergencies, too. In Ankara, for example, Foreign Service officer Cliff Taylor assisted an elderly Turkish man who'd been stabbed and slashed at the throat. Other employees have used their skills during emergencies in Beirut, Dar es Salaam and Monrovia, to name a few.

MEDICAL SERVICES

Joe Fox, center, teaches how to use syringes. At left is Virginia Butler. Michael Nelson is at right.

Tom Shiflett and Mark Bamburg, right, attend to Greg Davis, who's simulating injury.



Joe Fox explains the use of the "sky-genie" descent device.



Robert Gore, center, and Jack Busbee, right, learn to apply a splint. At left is Joe Fox. The "victim" is Greg Davis.

"But the skills are perishable," says Mr. Fox, who emphasizes the importance of follow-up training at posts. "The program, along with follow-up

training, can help insure pre-disaster preparation rather than post-disaster improvisation."

—DONNA GIGLIOTTI ■

Education and Training

Noontime talks on stress: for all employees

State's Employee Consultation Service, its Family Liaison Office and its Alcohol Awareness Program, with USIA's Advisory Referral and Counseling Service, are sponsoring a noontime talk on stress management. Open to all Civil Service and Foreign Service employees and family members, it will be offered in two locations—on January 23, from 12:30 to 1:20 p.m., in Room 840, 301 4th Street S.W., USIA; and February 6, from noon to 12:50 p.m. and from 1 to 1:50 p.m., in the Department, Room 1912.

Dr. Sally Ann Greer and Dr. Rhona Johnston, clinical psychologists, on the consulting staff of the Office of Medical Services, will lead the discussions. Stress management was the topic of first choice in a survey conducted last October to determine interest in noontime talks on a range of issues.

Further noontime sessions will be scheduled on other topics, such as "Time Management," "Building Successful Relationships," "Men and Women at Midlife," "Living Single" and "You and Your Aging Parents." □

Overseas Briefing Center announces courses

The Overseas Briefing Center is offering the following free courses for employees and family members at the Foreign Service Institute:

American studies, cross-cultural adaptation and the logistics of Foreign Service life: For Americans returning after overseas assignments. Includes sessions on American politics, economics, history and art, intercultural communication. Times and dates: 9:15 a.m.-3 p.m., January 13-24, March 10-21, April 21-May 2, June 2-13, July 21-August 1.

Community skills: On community mental health. Covers stress management, drug and alcohol abuse, running workshops. 9 a.m.-2 p.m., April 14-18.

Career planning: Using an overseas assignment to contribute to a ca-

Schedule of courses at Foreign Service Institute

Program	Feb.	Mar.	Apr.	Length of course
Area studies				
Africa, sub-Sahara	24	—	21	2 weeks
East Asia	—	—	21	2 weeks
Latin America	24	—	21	2 weeks
Near East and North Africa	24	—	21	2 weeks
People's Republic of China	—	10	—	2 weeks
South Asia	—	—	21	2 weeks
Southeast Asia	—	—	21	2 weeks
USSR/Eastern Europe	—	—	21	2 weeks
Western Europe	24	—	21	2 weeks
Language and advanced area courses				
Afrikaans	10	—	—	24 weeks
Arabic (Egyptian)	10	—	—	24 weeks
Arabic (mod. std.)	10	—	—	24 weeks
Arabic (mod. std., adv. in Tunis)	10	—	—	12/15 mos
Chinese (std.)	10	—	—	24 weeks
Danish	10	—	—	24 weeks
Dutch	10	—	—	24 weeks
French	10	10	7	20 weeks
German	10	10	—	20 weeks
Greek	10	—	—	24 weeks
Indonesian	10	—	—	32 weeks
Italian	10	10	—	20 weeks
Japanese	10	—	—	24 weeks
Japanese (adv. in Yokohama)	10	—	—	12/15 mos
Norwegian	10	—	—	24 weeks
Polish	10	—	—	24 weeks
Portuguese	10	10	—	24 weeks
Romanian	10	—	—	24 weeks
Russian	10	—	—	24 weeks
Serbo-Croatian	10	—	—	24 weeks
Spanish	10	10	7	20 weeks
Swedish	10	—	—	24 weeks
Thai	10	—	—	24 weeks
Turkish	10	—	—	24 weeks
Urdu	10	—	—	24 weeks
Familiarization and short-term (FAST) courses				
Arabic, Egyptian	10	—	—	6 weeks
Arabic, formal spoken	10	—	—	6 weeks
Chinese	10	—	—	6 weeks
French (metrop.)	10	10	7	10 weeks
French (sub-Sah.)	10	10	7	10 weeks
German	10	—	7	10 weeks
Italian	10	—	—	10 weeks
Japanese	10	—	—	6 weeks
Portuguese (L.A.)	10	—	—	10 weeks
Portuguese (Eur.)	10	—	—	10 weeks
Russian	10	—	—	6 weeks
Spanish (L.A.)	10	10	7	10 weeks
Spanish (Eur.)	10	10	7	10 weeks
Thai	10	—	—	6 weeks
Early morning language classes				
Arabic (mod. std.)	24	—	—	17 weeks
Chinese (std.)	24	—	—	17 weeks
French	24	—	—	17 weeks
German	24	—	—	17 weeks
Italian	24	—	—	17 weeks
Portuguese	24	—	—	17 weeks
Russian	24	—	—	17 weeks
Spanish	24	—	—	17 weeks

—(Continued on next page)

EDUCATION AND TRAINING

—(Continued from preceding page)

Program	Feb.	Mar.	Apr.	Length of course
Center for the Study of Foreign Affairs				
Foreign Service Act of 1980 in retrospect	11	—	—	1 day
Authoritarian regimes in transition:				
Central America	27	—	—	1 day
START talks	—	4	—	1 day
U.S.-Malaysian relations	—	10	—	3 days
Greek base negotiations	—	19	—	1 day
The 2 Germanies	—	25	—	1 day
High-technology trade	—	—	1	1 day
The continuing refugee crisis	—	—	8	1 day
Conventional defense and NATO	—	—	15	1 day
National negotiating styles	—	—	22	2 days
Intl. labor and the democratic process	—	—	29	1 day
Overseas Briefing Center				
American studies, cross-cultural adaptation, and logistics of Foreign Service life	—	10	21	2 weeks
Community skills seminar	—	—	14	5 days
English-teaching seminar	10	—	—	5 days
Going overseas (Wed. eve. for singles/couples)	—	26	—	1 day
(Sat. for families)	—	—	12	1 day
(Sat. for teens)	—	—	26	1 day
Regulations, allowances and finances	19	—	—	3 days
Ad hoc education seminar	—	—	9	1 day
*Administrative CORE	18	10	7	3 weeks
Budget and financial management	—	3	7	38 days
General services operations	18	10	—	3 weeks
Personnel operations	18	10	—	2 weeks
**Coping with violence abroad	3,18	3,7,31	7,14,28	1 day
<i>*Prerequisite before taking GSO, PER and B & F.</i>				
<i>**This course used to be available on a walk-in basis. You must now register.</i>				
Consular training				
ConGenRosslyn basic consular course				Pre-registration required for: Continuous enrollment: 24 days
Consular orientation program				Continuous enrollment: 7 days
Immigration law and visa operations				*Correspondence course
Mid-level consular functional, intensive				Six-week course
Nationality law and consular procedure				*Correspondence course
Overseas citizens services				*Correspondence course
Passport examiners				*Correspondence course
<i>*See Airgram A-660 (dated 7/17/84)</i>				
Economic and commercial training				
Information sys. managers tm. program	—	10	—	4 weeks
The computer in a foreign affairs environment	—	—	7	2 weeks
Executive development				
Advanced television workshop	—	20	—	3 days
*Deputy chiefs of mission	—	To be announced	—	
Executive performance seminar	—	16	—	5 days
*Inspectors' management training	—	To be announced	—	3 days
Supervisory studies seminar	2	—	13	5 days
*Inspectors training seminar	—	To be announced	—	2 days
<i>*By invitation only</i>				
Political training				
Foreign affairs interdepartmental seminar	—	10	—	2 weeks
Executive-congressional relations	—	—	7	1 week
Negotiation art and skills	3	—	—	1 week

—(Continued on next page)

reer. 9:15 a.m.—2 p.m., January 7–10, June 24–27.

Understanding regulations, allowances and finances: Work with experts on allowances, services, benefits, retirement, estate planning, investments, use of power of attorney. 9 a.m.—4 p.m., February 19–21, May 28–30, July 1–3.

Going overseas: To prepare for living overseas. Topics include developing realistic expectations, setting personal priorities, coping with interrupted activities and relationships, sharpening communications skills. Saturdays, for families, 9 a.m.—1 p.m., April 12, May 17, June 21, July 19, October 11. Wednesdays for singles and couples, 6–9 p.m., March 26, May 7, July 16. For teens: Saturday, April 26, 8:45 a.m.—1:15 p.m.

Re-entry: Intended mainly for spouses. Information on how to accelerate adjustment. 9:15 a.m.—1 p.m., January 6, June 23.

English-teaching: Methods for teaching English as a foreign language. No prerequisites. 9:15 a.m.—1 p.m., February 10–14, May 5–9.

Education seminar: Educating children while assigned overseas is the main topic. April 19. (Time has not yet been set.)

For information, call 235-8784. ■

New 'Foreign Relations' volume is issued

The Department has released "Foreign Relations of the United States, 1955-1957, Volume 1, Vietnam." It contains 900 pages of previously classified documents on U.S. policy with regard to Vietnam.

The "Foreign Relations" series has been published continuously since 1861 as the official documentary record of U.S. foreign policy. The current volume is the first to be published for the years 1955-1957 on relations with Vietnam. It was prepared in the Office of the Historian, Bureau of Public Affairs. Copies (Department of State Publication No. 9449; GPO Stock No. 044-000-02077-7) may be purchased for \$23 (domestic postpaid) from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Checks or money orders should be made out to the Superintendent of Documents.

The Office of the Historian has prepared a brief summary of the volume. For information, contact John P. Glennon, (202) 663-1144, or David W. Mabon, (202) 663-1129. □

State Department's current publications

Following is a list of current publications released by the Bureau of Public Affairs, of interest to those who wish to follow certain issues closely, or who write and/or give speeches on foreign policy.

The publications are available in the Department of State library in Washington and in the post libraries overseas. Free, single copies may be obtained from the Public Information Service, Bureau of Public Affairs, Department of State, Washington, D.C. 20520. Telephone: (202) 647-6575-6.

President Reagan

"A Mission for Peace," address to the nation, Washington, November 14 (Current Policy No. 765).

"The Geneva Summit: A Fresh Start," joint session of Congress, December 21 (Current Policy No. 766).

Africa

"U.S. Interests in Regional Conflicts in the Horn of Africa," Assistant Secretary Chester Crocker, Washington World Affairs Council, Washington, November 13 (Current Policy No. 764).

East Asia and Pacific affairs

"Developments in the Philippines," Assistant Secretary Paul Wolfowitz, Senate Foreign Relations Committee, Washington, October 30 (Current Policy No. 760).

International economics

"Promoting Economic Development in Central America," Ambassador Richard McCormack, Central American Forum sponsored by the Pan American Development Foundation, San Pedro Sula, Honduras, October 23 (Current Policy No. 759).

Terrorism

"The Political Offense Exception and Terrorism," legal adviser Abraham Sofaer, Senate Foreign Relations Committee, Washington, August 1 (Current Policy No. 762).

United Nations

"The United Nations at 40: Economic Successes and Failures," Under Secretary W. Allen Wallis, Business Council of the United Nations, Washington, November 6 (Current Policy No. 763).

U.S.-Soviet affairs

"Soviet Use of Active Measures," William Casey, director of central intelligence, Dallas Council on World Affairs, Dallas, September 18 (Current Policy No. 761).

GIST

"Arms control: confidence-building measures" (11/85).

—(Continued from preceding page)

Program	Feb.	Mar.	Apr.	Length of course
Orientation				
Orientation for Foreign Service officers	—	3	28	7 less 1 day
Orientation for Department officers	18	—	14	2 days
Orientation for Foreign Service personnel	18	—	14	1 week
Department clerical orientation	24	10	14	7 days
Foreign Service secretarial training				
Foreign Service secretarial refresher re-entry	—	10	—	6 days
First-time ambassador's secretary's briefing	Schedule arranged			Individual
Management skills seminar for secretaries	Schedule arranged			3 days offsite
Communication skills				
How to communicate by letter and memo	To be announced			30 hours
Management seminar of EEO	—	21	—	1 day
Speech and oral communications	—	10	—	30 hours
Clerical skills				
Career development seminar	18	—	—	5 days
Workshop for speed and accuracy	—	—	14	30 hours
Department correspondence	Schedule arranged			Individual
Managing words (word-processing tm.)	Schedule arranged			Individual
OCR telegram preparation workshop	Schedule arranged			Individual
Preparation of travel vouchers	Schedule arranged			Individual
Workshops for managers				
Notetaking for managers	Schedule arranged			(Ind., on request) <input type="checkbox"/>

"Central America: U.S. policy" (11/85).
"NPT review conference" (11/85).

Background Notes

Burundi (10/85).
Cuba (8/85).
Kuwait (9/85).
Poland (8/85).
Taiwan (9/85).
Uganda (9/85).

Graduate School courses

The Graduate School of the U.S. Department of Agriculture, which is open to State employees, begins its winter session January 13. Registration is January 6-11. Courses offered include computer sciences, technical writing, economics, editing and statistics. Call 447-5885 for information.



NIAMEY, Nigeria—At dedication ceremony of the American school, which has 47 students from 16 countries and a faculty of 15. It has 10

classrooms and library, and offers computer courses for grades 1-6 and daily French lessons to students in all grades.

Best Photos of 1985

THE EDITORIAL STAFF of STATE, reviewing the 11 issues published last year, selected these as the best photographs appearing during that period. Contributions are always welcome from employees at Department offices in the United States and posts abroad. Black and white photos reproduce best.

APRIL—Rookie State Department security officers at a classroom lecture: *George Frederick, left, and Sam Karmilowicz.* (Photo by Donna Gigliotti)



AUGUST/SEPTEMBER—You're looking at *Mark Stafford* of State, who functions as a "presidential artist." Here he's sizing up the grand staircase at a palace outside Bonn, where President Reagan went for the economic summit. Mr. Stafford's job is to diagram interiors for the advance teams. (White House photo by Carol Greenawalt)

APRIL—View of the George C. Marshall Reception Room, leading to Secretary Shultz's office on the seventh floor. (*Diplomatic Reception Rooms photo by Richard Cheek*)



AUGUST/SEPTEMBER—In Havana, Cuba, Katherine J. Besom receives a cash award from acting principal officer James C. Todd.



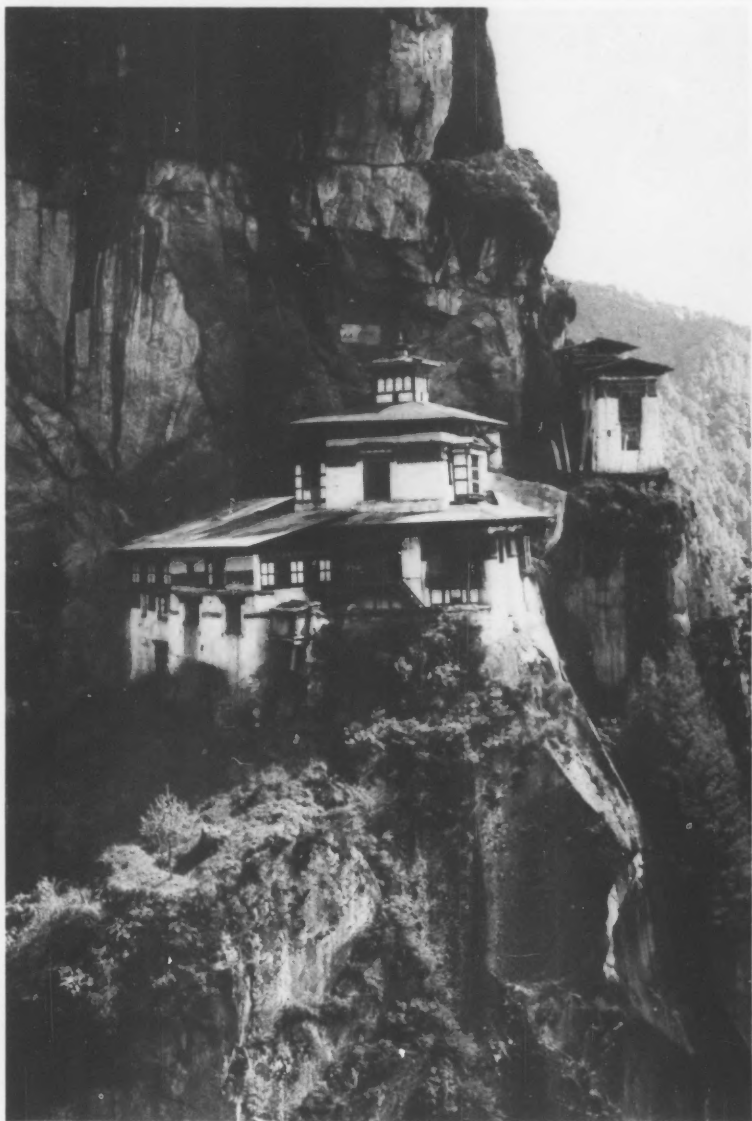
MARCH—Regional security officer Royal Kastens was one of the persons featured in "Post of the Month: Ottawa." (*Photo by Donna Gigliotti*)



MAY—After a minor earthquake in Santiago, Chile, *Marion Norris*, secretary at the post, says in the security office: "This is security?"



JUNE—In Leningrad, USSR, consul general *Charles T. Magee* performs for Soviet guests after a showing of the American movie classic, "The Hustler."



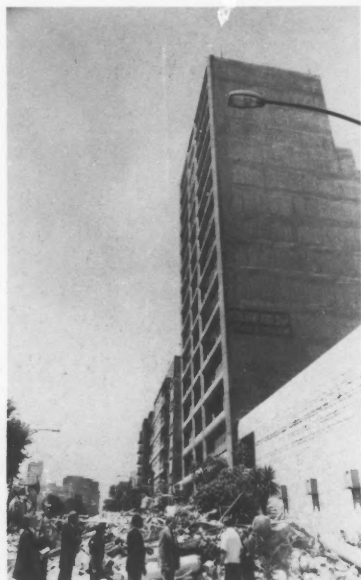
JANUARY—In Bhutan, high in the Himalaya Mountains, is the "Tiger's Nest," which was visited by *Georgia Rodenhauser*, a secretary at Embassy Bangkok.

MARCH—In Buenos Aires, Argentina, Foreign Service national *Yolanda Navarro* receives a cash award.



NOVEMBER—In Boston, Mass., State's *Marilyn Costigan*, left, presents the 5 millionth passport issued in 1985 to *Elizabeth Ann Norton*. (Photo by *Pete Anastasi Jr.*)

DECEMBER—American diplomatic family in Bangkok at turn of century included *Hamilton King*, right, with his wife and daughter. Man at left was a U.S. Army major who attended a coronation ceremony with the Kings.



NOVEMBER—After Mexican earthquake, office building in capital leans forward. U.S. Trade Center is at lower right. (Photo by *Thomas Moreno Arreola*)



DECEMBER—In Sao Paulo, Brazil, two Foreign Service officers become mothers for the first time. *Donna Hrinak*, left, chief of the political section, shows off *Wyatt Alexander Flores*, while *Leslie Rowe*, chief of the visa unit, holds *Jacqueline Dieffenbacher-Rowe*.



JULY—The acronym stands for Junior Officer Career Development and Assignments (in the Office of Foreign Service Career Development and Assignments). These officers say their T-shirts “provide us with solidarity against outraged clients.” From left: Nick Williams, Yvonne Gurney, Martha Campbell, John Craig, Mary Ann Bakas, Steve Nolan. (Photo by Doris I. Alston)



MAY—Three graduates of the Department’s new Functional Specialization Program, from left: Eydie Gaskins, Ronna Sharp Pazdral, Robert W. Jose. (Photos by Ann Thomas)



DECEMBER—In a photo taken from a State Department videotape by Robert E. Kaiser, Robert Homme, former Strasbourg, France, consul general, recalls how a terrorist’s bullet shattered his eyeglasses. ■

Life in the Foreign Service

Consulate general helps to preserve Jewish relic in Shanghai

Professors seek aid from U.S. diplomats

BY TESS JOHNSTON

The author has been serving since 1981 as secretary to the consul general. She set up the consulate general's archives and, in her spare time, does historical research to supplement the material.

SHANGHAI has always represented many things to many people: The Paris of the Orient, the gateway to China, the "wickedest" city in the East.



Ms. Johnston

(A 19th-century preacher once said that, if Shanghai were allowed to continue, God owed an apology to Sodom and Gomorrah.) But it also has a long history of racial tolerance, and has served as a home

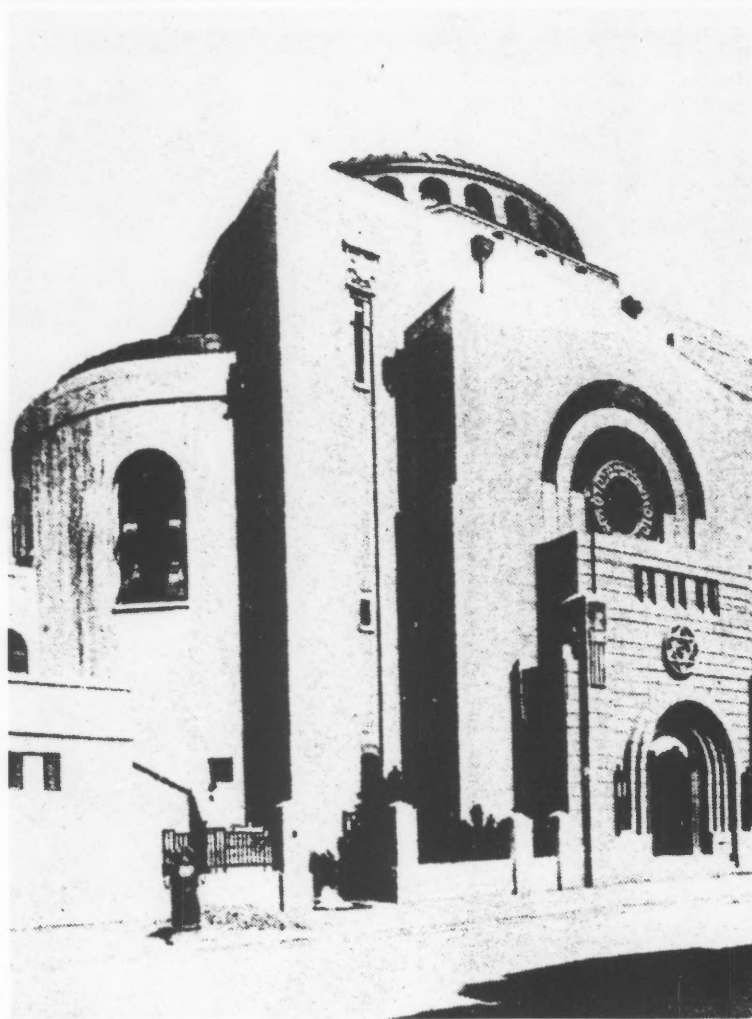
or way station for individuals of every race, color and creed. Among them have been Jews.

Our consulate general is often asked for assistance by former residents of Shanghai who are seeking information on homes and businesses they left in the early 1950s, after the Communist takeover. In the course of my research I had learned quite a bit about the Jewish community here and its last synagogue, Beth Aharon.

Pictures indicate the synagogue was most impressive. It was three stories high, including the massive dome. There was a circular stained-glass window over the wide, arched entrance. Immediately above the entranceway was the Star of David, and the door was flanked by two large menorahs, all carved in the granite facing. (The menorah is a candelabrum with seven branches; it is one of the symbols of Judaism.)

No longer a synagogue

By the time I first saw the syna-



Beth Aharon Synagogue. Stone is visible at left of Star of David, over door.

gogue in 1981, it had lost all its former splendor. A green plastic roof covered the entranceway, blocking out the Star of David. The dome was intact, but the arched doorway was truncated, and only the two carved menorahs revealed that it had once been a religious edi-

fice. It occupied a choice site on the once elegant and prestigious avenue running along the waterfront. Although the building now housed a printing press, it was the only Jewish religious building we knew to be relatively intact, so we always referred inquirers to

that address.

When I received a call one day from two visiting professors (one of whose parents had fled the holocaust via Shanghai), I started to tell them about Beth Aharon—only to be told that it was at that very moment being torn down. The professors had gone to see the synagogue and discovered only a heap of rubble and the right-hand side of the front entrance. However, one stone carved with the menorah survived. Could we help them save it?

This stone could be of historical importance to world Jewry. If preserved, it could perhaps serve as a monument to Shanghai's role as safe haven for the thousands of Jewish refugees who had passed through here.

Place of refuge

Shanghai had a great advantage for those seeking a haven. It was composed of an international settlement and a French concession and, technically, wasn't part of China proper. Thus, it required no visas or entry papers, and this made it one of the most accessible destinations for Jews fleeing Europe. By 1936 there were three synagogues in Shanghai: Ohel Moische, Ohel Rachel and Beth Aharon. The invading Japanese didn't concern themselves with religious services held in the concession or the settlement, so the synagogues continued services there all during the war.

By the late 1940s, the synagogues had been sold by the Jewish community and the contents removed. With the dwindling of the Jewish population, there was no longer a need for large synagogues. Instead, proceeds from the sale of the properties were used to set up "shelter houses" for Jews awaiting departure, for the old, the sick, or those with no immediate prospects for resettlement. By the mid-1960s the last of the Jews had been resettled, and the shelter houses were closed down.

Professors seek stone

The professors' appeal galvanized us into action. We decided to try to locate the current tenant (all land in

China is now owned by the state) and propose that the professors be allowed to remove the stone to the United States. There it would be set up in some Jewish community as a memorial. If only we could find the proper authorities to appeal to!

The tricky part was that the professors were leaving on Sunday morning, and it was now Thursday afternoon. Shanghai has 12 million inhabitants. It isn't an easy place to locate anyone in the best of times, and its enormous bureaucracy certainly doesn't lend itself to fast moves.

Turning to Wu Gongzhan, one of our local Chinese employees in the press and cultural section, I dumped the problem on him, with little hope of being able to accomplish anything in such a short time. I was, therefore, surprised to receive a call the next morning saying that Mr. Wu had been able to locate the tenant, which turned out to be one of the most prestigious newspapers in Shanghai. The site was being demolished to build a larger press and office building for the newspaper.

Appointment set

We set up an appointment for the professors to meet with an editor of the newspaper on Saturday afternoon at 3. I asked Mr. Wu to brief the editor thoroughly on the purpose of the call. At the rate the building was being demolished, there might not be anything left by Saturday afternoon.

I myself had an appointment downtown on Saturday, so I made a swing by the site about 3:30. With great relief, I noted that the stone was intact. In fact, it wasn't only intact, but it was being carefully loaded onto a large flatbed truck. It was much larger than I had remembered: a mass of granite more than four feet square. It must have weighed several tons. I eyed it speculatively, as I had volunteered to keep the stone in my garage and arrange shipment myself if all else failed. Now I wasn't even sure the garage would hold it.

At about 5 that evening I received an ecstatic telephone call from the pro-

fessors. They had gone past the site at about 2:45 on the way to their appointment and had seen a truck with a crane being placed into position to lift the stone. As they stood watching, an English-speaking reporter from the newspaper came up to them and offered to escort them to the newspaper editor's office via the back door, which adjoined the demolition site. There they were greeted not only by the editor, but by the newspaper's vice editor-in-chief and vice president, Mr. Zhang, who was also the vice president of the Shanghai Institute of Journalism. Mr. Zhang immediately assured them that it had always been the government's intention to preserve the stone menorah. He also informed them that the synagogue hadn't been used for services for many years, and that the Chinese had no thought of desecrating it. He returned to this point repeatedly until the professors were able to convince him that their call was a friendly one, a mere attempt to save the stone, and in no way a form of protest or complaint.

At that point the meeting became more relaxed. The professors found their hosts extremely cordial and helpful. Although the Chinese did not want the stone removed from Shanghai, they assured the professors that it would be preserved for eventual display. What started out as a half-hour appointment wound up as a meeting of nearly two hours, characterized by expressions of mutual good will and affirmations of Chinese-American friendship. There was a presentation of gifts to the professors as they departed.

The professors thanked the consulate general for its role in making the meeting possible, and hoped that at some future date Jewish visitors to Shanghai—perhaps former refugees like their parents—would be able to see the stone in a museum here.

We have now been informed that the stone is in the hands of the Shanghai Commission for the Preservation of Relics, in the Shanghai Museum building. Perhaps one day it will be displayed in a museum in Shanghai which specializes in the city's history. ■

Americana Project

A new 'Treaty Room' will replace Secretary's reception rooms

Funds from private sources are obtained at Department dinner

A NEW OVAL-SHAPED Treaty Room, flanked by two pairs of wood-paneled waiting rooms, will replace the three large reception rooms on the seventh floor outside the offices of Secretary Shultz and Deputy Secretary John C. Whitehead. Now under construction, the 18th-century-style suite is slated to be ready by mid-May.

Guests at a \$1,500-a-plate dinner hosted by Secretary Shultz and Mrs. Shultz in the candle-lit Benjamin Franklin State Dining Room, on November 14, have already contributed more than \$340,000 toward the estimated \$1,250,000 cost for architectural improvements. And the Department's Fine Arts Committee, headed by curator Clement E. Conger, said he hoped other citizens, as well as business leaders and foundations, would also donate funds for this phase of the Americana Project to remodel and furnish the Diplomatic Reception Rooms.

New Haven architect Allan Greenberg is designing the suite, which will be used for treaty signings, presentations, swearings-in of ambassadors and other officers and Department ceremonies. Mr. Greenberg designed the suite of offices occupied by Mr. Shultz and his staff, and also the George C. Marshall Reception Room and the John Jay Reception Room, which were reopened March 8. As he has done in the ceremonial office of Mr. Shultz, the architect will incorporate the eagle of the Great Seal of the United States in the center of the foliage in the tall Corinthian columns in the Treaty Room. (The Secretary of State has been custodian of the Seal since its adoption by Congress in 1782). The design on the columns was inspired by the Pantheon in ancient Rome. Thomas Jefferson, the nation's first Secretary of State, adopted it as the basis of his design for the columns in the rotunda of the University of Virginia.

The Treaty Room will be furnished with oil portraits, decorative arts



Dinner guests included, from left, former Ambassador Leonard Marks, Mrs. Herman Greenberg, Bernard V. Gewirz, Herman Greenberg. Mr. Marks and Mrs. Greenberg are members of the Fine Arts Committee. Mr. and Mrs. Greenberg were among underwriters of the gala. (*Diplomatic Reception Rooms photo*)

and books.

The reception rooms which had flanked the old center reception room also are being redesigned by Mr. Greenberg. In general, the suite will conform to the style of architecture and furnishings in the "great 18th-century Virginia, Maryland and Pennsylvania mansions," Mr. Greenberg said.

The \$45,000 cost of the dinner was underwritten by several members of the Fine Arts Committee, so that the entire proceeds would go for architectural improvements. The underwriters were Mrs. Thurmond Clarke, Mr. and Mrs. Herman Greenberg, Mrs. Alfred C. Harrison, Mr. and Mrs. Erving Wolf, and Gerald A. Freed, president of the Freed Foundation, Washington.

Mr. Shultz thanked the donors for supporting the Americana Project. "I

have been all over the world and visited chiefs of state," he told them earlier. "In the ministries, of course, there are many settings that are breath-taking, but there are none that are better than what we have here."

Since its establishment in 1961, the Fine Arts Committee has collected 18th- and 19th-century furnishings, antique silver, oriental rugs and other objets d'art valued at more than \$30 million. The collection is considered by experts as among the best in the United States, and the foremost of its kind in Washington.

Sixteen rooms on the eighth floor have already been transformed from "stark modern" to the 1740-1825 period of American design and architecture. The 10-room Secretary's suite, on the seventh floor, also has been remodeled. "All this has been accomplished without any federally appropriated funds," Mr. Conger said. "Patriotic American citizens, corporations and foundations have made these remarkable transformations a reality."

The Fine Arts Committee is



View of the Secretary's reception rooms on the seventh floor, now closed for remodeling. At left is the receptionist's desk, at right the guard's desk, near the entrance to the Secretary's suite. (*Diplomatic Reception Rooms* photo by Richard Cheek)

seeking examples of the "finest quality American period furniture and decorative arts, including American portraits and paintings," the curator added. The items "most needed" are:

—American Queen Anne, Chippendale, Hepplewhite and Sheraton furniture, especially high-style Southern examples.

—Portraits of Martha Washington, John Jay, early American presidents and Secretaries of State and their wives, and early national figures. Portraits of John and Abigail Adams, James and Dolley Madison, and President and Mrs. James Monroe are also desired. Portrait miniatures of these persons would also be "most welcome."

—Early American history paintings, landscapes, city scenes and maritime scenes. Early views of Ameri-

can life and western scenes depicting the grandeur of the American landscape, by George Catlin, Charles Bird King, Alfred Jacob Miller, George Caleb Bingham, John Mix Stanley, Worthington Whittredge, Albert Bierstad, Thomas Moran, Frederic Remington, Charles M. Russell and others. They are needed "to represent our artistic and cultural past," the curator noted.

Contributions are tax-deductible. Inquiries should be addressed to Mr. Conger in Room 8213, Department of State, Washington, D. C., telephone (202) 647-1900.

—BARNETT B. LESTER □

Shultz starts library of U.S. diplomacy

Secretary Shultz has established a permanent library on American diplomatic history in his large office on the seventh floor, where he receives foreign dignitaries, and in his adjoining private study. Other volumes will line the bookshelves in the new Treaty Room. Mr. Shultz has contributed

funds to help endow the project. To be known as the Secretary of State's Library, the collection will feature works on American diplomacy, including diplomatic history, memoirs and volumes relating to the practice of diplomacy in the Department and the Foreign Service.

"The books we're putting in are those that a Secretary of State should have read, even if he hasn't," Mr. Shultz quipped at the dinner. "We are going to have, I hope, the finest collection of works in the field of diplomatic history."

The library already contains many works signed or inscribed by diplomats and others.

They include volumes formerly owned or written by veteran diplomats David K.E. Bruce, Charles E. Bohlen, John Stewart Service, Robert D. Murphy and Lucius D. Clay. Others have autographed their own works during visits to the Department. Among them have been Henry Kissinger, George F. Kennan, Abba Eban and Eleanor Dulles. ■

Ask Dr. Dustin



More facts about AIDS, particularly in the workplace

'I hope this will alleviate irrational fears'

I HAVE HAD so many queries concerning AIDS that I'm again using my "Ask Dr. Dustin" space to respond to some of your broader questions, by publicizing the recently-promulgated U.S. Government policies on AIDS in the workplace. I hope this publicity will alleviate some irrational fears concerning this disease, and provide you with up-to-date information.

The following comments are from the November 15, 1985, Morbidity and Mortality Report (Vol. 34, No. 45, pp. 681-694), published by the U.S. Public Health Service. They represent the current consensus regarding AIDS and the risk of its spread in the workplace. They're the guidelines all Government agencies, including State, will follow.

"Persons at increased risk of acquiring infection with Human T-lymphotropic Virus Type III/Lymphadenopathy-associated Virus (HTLV-III/LAV), (the virus that causes acquired immunodeficiency syndrome commonly called 'AIDS'), include homosexual and bisexual men, intravenous drug users, persons transfused with contaminated blood or blood products, heterosexual contacts of persons with HTLV-III/LAV infection, and children born to infected mothers. HTLV-III/LAV is transmitted through sexual contact, parenteral (hypodermic needle induced) exposure to infected blood or blood components, and perinatal transmission from mother to baby. The HTLV-III/LAV virus has been isolated from blood, semen, saliva, tears, breast milk and urine and is likely to be isolated from other body fluids, secretions, and excretions, but epidemiologic evidence has implicated only blood and semen in transmission. Studies of nonsexual household contacts of AIDS patients indicate that casual contact with saliva and tears does not result in transmission of infection. Spread of infection to household contacts of infected persons has not been

detected when household contacts have not been sex partners or have not been infants of infected mothers. The kind of nonsexual person-to-person contact that generally occurs among workers and clients or consumers in the workplace does not pose a risk for transmission of HTLV-III/LAV."

"Recommendations for health care workers (HCW) emphasize precautions appropriate for preventing transmission of bloodborne infectious diseases, including HTLV-III/LAV and HBV (Hepatitis B Virus) infections. Thus, these precautions should be enforced routinely as should other standard infection-control precautions, regardless of whether HCWs or patients are known to be infected with HTLV-III/LAV or HBV. In addition to being informed of these precautions, all HCWs, including students and housestaff, should be educated regarding the epidemiology, modes of transmission, and prevention of HTLV-III/LAV infection."

Sterilization, disinfection

"Sterilization and disinfection procedures currently recommended for use in health-care and dental facilities are adequate to sterilize or disinfect instruments, devices, or other items contaminated with the blood or other body fluids from individuals infected with HTLV-III/LAV."

"Several liquid chemical germi-

cides commonly used in the laboratories and health care facilities have been shown to kill HTLV-III/LAV at concentrations much lower than are used in practice."

"Laundry and dishwashing cycles commonly used in hospitals are adequate to decontaminate linens, dishes, glassware, and utensils. When cleaning environmental surfaces, housekeeping procedures commonly used in hospitals are adequate; surfaces exposed to blood and body fluids should be cleaned with a detergent followed by decontamination using an EPA-approved hospital disinfectant that is mycobacteriocidal. Individuals cleaning up such spills should wear disposable gloves."

"In addition to hospital disinfectants, a freshly prepared solution of sodium hypochlorite (household bleach) is an inexpensive and very effective germicide. Concentrations ranging from 5,000 ppm (a 1:10 dilution of household bleach) to 500 ppm (a 1:100 dilution) sodium hypochlorite are effective, depending on the amount of organic material (e.g., blood, mucus, etc.) present on the surface to be cleaned and disinfected."

Food service workers

"FSWs are defined as individuals whose occupations involve the preparation or serving of food or beverages (e.g., cooks, caterers, servers, waiters, bartenders, airline attendants). All epidemiologic and laboratory evidence indicates that bloodborne and sexually transmitted infections are not transmitted during the preparation or serving of food or beverages, and no instances of HBV (Hepatitis B Virus) or HTLV-III/LAV transmission have been documented in this setting."

"All food service workers should follow recommended standards and practices of good sanitation. All should exercise care to avoid injury to hands when preparing food. Should such an injury occur, both aesthetic and sani-

This column by Eben H. Dustin, M.D., chief of the Department's Office of Medical Services, appears monthly in STATE. Whether you are serving overseas or at home, you are encouraged to get your questions answered on these pages. Write to the editor, or to Dr. Dustin directly. In either case, your privacy will be respected; your post will not be identified. □

tary considerations would dictate that food contaminated with blood be discarded. FSWs known to be infected with HTLV-III/LAV need not be restricted from work unless they have evidence of other infection or illness for which any FSW should also be restricted."

Workers sharing environment

"No known risk of transmission to co-workers, clients or consumers exists from HTLV-III/LAV-infected workers in other settings (e.g., offices, schools, factories, construction sites). This infection is spread by sexual contact with infected persons, injection of contaminated blood or blood products, and by perinatal transmission. Workers known to be infected with HTLV-III/LAV should not be restricted from using telephones, office equipment, toilets, showers, eating facilities and water fountains. Equipment contaminated with blood or other body fluids of any worker, regardless of HTLV-III/LAV infection status, should be cleansed with soap and water or a detergent. A disinfectant solution or a fresh solution of sodium hypochlorite (household bleach; see above) should be used to wipe the area after cleaning."

My office has in preparation for early distribution manuals for sanitary inspection of embassy food service facilities and periodic physical examinations for food service workers, as well as standard forms for pre-employment exams of Foreign Service national employees and in-service exams of Foreign Service national drivers.

The Public Health Service has previously published guidelines related to the presence of HTLV-III/LAV seropositive students in schools. □

Smoking by parents seen as making children sick

(Reprinted from the current Foreign Service Medical Bulletin):

A Washington area study has found that infants whose parents smoke are much more likely to get bronchitis and other breathing problems than those living in smoke-free homes.

Passive smoking (breathing cigarette smoke from the air) is dangerous to infant health. The five-year study has pointed out that, in the first year of life, of the infants whose parents smoked 8% were more likely to have bronchitis and 3% tracheitis than infants from smoke-free homes.

Among the key findings was that the amount of smoke, rather than the mere fact that one parent smoked, seemed to play the greatest role in making the infants sick. Those whose mothers smoked were 44% more likely than others to contract bronchitis; when the father was the smoker, there was only a 10% greater risk of bronchitis. This disparity occurred, apparently, because the mothers in the study spent more time at home.

For tracheitis, the risk went up 92% when the mother was the smoker and only 7% when it was the father.

The research confirms other findings that passive smoke is a hazard, including some that suggest a tie to pneumonia. The study points out that damage to the airways caused by bronchitis and pneumonia in early childhood may make children more susceptible to subsequent wheezing and/or chronic cough. □

Alcohol Awareness Program

Parents play major role in children's drinking

The following is reprinted with permission from the New York Times of November 6, at the request of the Department's Office of Medical Services.

BY JANE E. BRODY

Despite the widespread concern about drug use and abuse by young Americans, alcohol remains teen-agers' most widely used mind-altering substance and the one that is most likely to get them into trouble. In one national survey, nearly a third of high school students who drank at all were "alcohol misusers" or "problem drinkers"—that is, they had been drunk at least six times in the previous year or had had serious difficulties two or more times that year as a result of drinking.

In addition to causing school problems, destructive and delinquent behavior and violence, alcohol is the leading factor in fatal and nonfatal traffic accidents involving teen-age drivers. Although teen-agers represent only 10 percent of licensed drivers, they account for 20 percent of highway fatalities, and the vast majority of youthful accidents involve alcohol.

Furthermore, because of inexperience in driving and in handling alcohol, teen-age drinking related accidents tend to occur at much lower blood alcohol levels than do adult accidents. Each year 5,000 young lives are lost in such accidents.

According to a report last month in the Journal of the American Medical Association, alcohol abuse in early adolescence is a strong predictor of later alcohol abuse and other drug problems. But those who neither smoke nor drink as teen-agers are virtually immune to later drug abuse.

Thus, it is the misguided parent who is relieved to discover that his teen-ager drinks alcohol but steers clear of other drugs.

Directly or indirectly, parents play the major role in determining their children's alcohol use patterns. By learning more about these patterns and the factors that influence them, parents can do more than any educational program or legal restriction to reduce the likelihood that their children will abuse alcohol or suffer an alcohol-related injury inside or outside the home.

This should not be taken to mean that schools should ignore educational efforts or that states should lower the minimum drinking age or ease off on penalties for teen-agers who drive when drunk. (In several states, raising the minimum drinking age to 21 reduced teen-caused traffic fatalities by about 20 percent.) But it does suggest that it is time for parents to stop pointing the finger of responsibility at peer group and advertising pressures and social glamorization of alcohol as the primary causes of alcohol abuse by youngsters. Although peer group influences may predominate during the midteen years,

parental influences dominate earlier and reassert themselves as children get older. They also tend to be long lasting.

The sobering statistics

According to a new survey of 44,326 youngsters released last month by the National Parents' Resource Institute for Drug Education, children today start drinking alcohol at an earlier age and drink more frequently than in the past. The survey revealed that 33.4 percent of current sixth-graders had tried beer or wine and 9.5 percent had tried hard liquor.

By contrast, among the 12th-graders interviewed, only 14.5 percent had tried beer or wine and 6.8 percent had tried hard liquor by the time they were in the sixth grade. According to the survey, alcohol use at least once a week by sixth graders more than doubled from 1983 to 1984; the percentage of high school seniors who drank beer or wine at least three times a week nearly doubled.

At least one recent study of

college students who vacation in Fort Lauderdale suggests that since 1981 alcohol consumption has fallen 13 percent among college men and 25 percent among college women.

Other surveys indicate that a change has occurred in the patterns of alcohol use as well. Compared with youngsters decades ago, who said they drank in moderation to relax or to help them socialize, youngsters today say they drink primarily to get high. The arrest rate for drunkenness among children under 18 has tripled in the last decade.

The difference in the proportions of college freshmen and seniors who drink has been shrinking, suggesting that more children today start drinking either before they leave high school or immediately after entering college. And there has been an increase in drinking and in excessive drinking by girls both in high school and college, reflecting the growing social equality of boys and girls.

There are clear social class and racial differences in teen-age alcohol use

and abuse. Overall, drinking and heavy drinking by young people are more common among lower socioeconomic groups. Among young people still in school, fewer black students than white students are drinking heavily or at all.

Why teens drink

Students have shown that many factors influence teen-age drinking habits, but that parental attitudes and actions can influence them all.

A child's own attitudes and emotional health appear to be by far the most important determinants of safe and unsafe alcohol use. Clearly, the majority of teen-agers who drink in moderation do so for the same reasons that most adults drink; to help them relax and socialize. Alcohol is the most culturally acceptable and most easily accessible mind-altering substance.

The picture is quite different for those teen-agers who drink heavily. For some, alcohol is a means of coping with or blotting out some terrible aspect of their lives—parental divorce, destitute living conditions, physical or sexual abuse and the like. For others, heavy drinking represents an attempted escape from serious emotional or personality problems, such as poor self-image, feelings of parental hostility and lack of love, immaturity and impulsiveness, and rebellion against excessive parental controls.

A 1983 study by the University of Michigan revealed that children tend to follow the drinking patterns of their parents, except for parents who are at either extreme of the drinking spectrum:

Children whose parents were problem drinkers tended to drink less than their parents, and the children of abstainers tend to drink, the study showed. Indeed, the children of abstainers were more likely than their



SEOUL, Korea—Ambassador *Richard L. Walker* presents Award for Valor to *Arthur H. Broksas*, right, who was cited for his care of the wounded at the bombing of Embassy Kuwait, as the family nurse practitioner there. He has since been transferred here. With them is *Michelle Broksas*.

peers to develop a drinking problem, perhaps, the researchers said, because they had never been taught moderation when it came to drinking at home or because their drinking tended to be an act of rebellion against their parents.

What parents can do

Raising a child with a strong self-image is the most important step in producing an emotionally healthy person who is relatively immune to malignant social influences. A child with a healthy ego is well equipped to resist peer pressures to do things that he or she knows are dangerous or foolish. Such a child does not need alcohol to feel powerful and accepted.

Starting from birth, children need to be made to feel competent and loved—that is, lovable. Children's accomplishments, however minimal, should be applauded and their failures minimized (assuming that they tried). And no matter how they perform, they must always be assured that parental love and support are constant. Material rewards should not be used as a stand-in for emotional warmth and parental attention.

During the preteen and teen-age years, discussions—not lectures—on the direct and indirect effects of alcohol, especially as it might influence driving skills, can be held from time to time. Examples, perhaps, can be drawn from incidents of alcohol abuse among famous people—athletes, entertainers and politicians.

Parents should make their own feelings known and show disgust with drunkenness and admiration for those who drink sensibly. Above all, parents should set a good example, using alcohol moderately and only in social settings or when dining, never overindulging and never driving after drinking.

Experts recommend that parents "teach" their children how to use alcohol at home, in a casual, unglamorized family setting, rather than to forbid its use and thereby encourage furtive indulgence.

Keep a close eye on high school

children during parties at home. Set rules about alcohol use and stick to them, sending home any guest who tries to break the rules.

Set firm rules about drinking and driving, forbidding the young person to use the family car if those rules are violated. Parents must be ready (or should supply children with cab fare) to pick up their children anywhere at any time of the night if the person who drove them somewhere has been drinking.

Watch for indications of trouble.

Changing Faces

(By a Foreign Service teenager)

Sitting

for the first time
on the first day
of the first year
in a new school
at a new desk
in a new classroom.

A different place, a different face . . .
loneliness is a grey curtain
to the happiness
that tries desperately,
like sunlight at twilight,
to flow in through the window.
O.P., Izod, Jordache, and more,
gather 'round, waiting
for the opening of the school door
while J.C. Penney's and Sears
stand alone.

The question circles through the mind:

Why is there so much difference?
But no answer presents itself
to light the match of acceptance.

Yet, the spark
to kindle the fire,
to answer the question,
to part the curtain
is the openness

of mind,
body,
and spirit

to the new places, the new faces
that wait
for the doors to open

—DAVID FOCHE

(From Update, publication of the
Family Liaison Office □)

Don't assume that a child who seems to be causing no trouble is doing fine. In a new booklet called "It's Up to You," the Blue Cross and Blue Shield Associations list these signs of possible alcohol and drug abuse:

- Noticeable lack of interest in formerly rewarding activities.
- Abrupt increase in frustration level.
- Furtive telephone calls and meetings, and a peculiar secretiveness about possessions.
- Frequent vague and withdrawn moods.
- Change in eating and sleeping habits.
- Physical evidence of drug or alcohol use, such as alcohol odor on the breath or bottles missing from the liquor cabinet.
- Change in dress from reasonably neat and clean to unkempt and dirty.
- Increased borrowing of money or stealing.
- Formation of new friendships with people known to use drugs.

If you think you or your children have a problem with alcohol, get in touch with the Alcohol Awareness Program, Department of State, 632-1843 or 632-8804. Regulations require that all contacts with the program be handled on the basis of medical confidentiality. □

Senior officers to get annual medical exams

A program providing annual medical examinations for employees in the Senior Foreign Service and at grades GS-16 and above began on November 1. It is intended to maintain the health of key officers by early detection of health problems.

Those examined can arrange for results to be mailed to their private physicians, said a Department Notice of November 25. Foreign Service officers should alternate their exams through this program with the required biennial Foreign Service physical exam.

For information, call the Office of Medical Services, 632-3624. ■

Post of the Month: Panama

THIS CAPITAL, the principal city of the Republic of Panama, is on the Pacific side of the country. The country itself forms the isthmus connecting North and South America. State's employees there are featured here as part of STATE's continuing series.



An aerial view of the chancery. At upper left is a statue of Balboa.



The Gatun Locks of the Panama Canal.



Ruins at Portobelo on the Atlantic coast.



The business section in the Obarrio district of Panama City



On a canoe trip to Drake Island, from left, foreground: Mark Bettis, Chris Leibengood, Elizabeth Imburg.

At a picnic at Fort Amador, from left: Marine Capt. *B.J. Martin*, regional medical officer
Dr. *Rande Short*, *Debra Short*, general services officer
Rosalyn Anderson, consular officer
Sheila Gwaltney.

Karen Wishart and Debra Short in the Pequeni River.



Punta Paitilla, a residential area where many embassy staff members live.



The National Cathedral in the colonial part of Panama City.

Customs attache *Pete Balonon*, *Marla Balonon*, customs officer *Bob Abreu*, regional security officer *Chris Leibengood* and *Allegra Sensesig*.



Ambassador *Everett E. Briggs*, right, and Col. *Charles Stone* greet a Green Beret parachute team at the Ocu fair.



A Kuna Indian woman in traditional dress.

POST OF THE MONTH: PANAMA

Dancers in traditional dress perform at the ruins of Old Panama.

Bowling league members *Steve Unthank, Maria del Pilar Sanchez* and *Jaime Bell*.



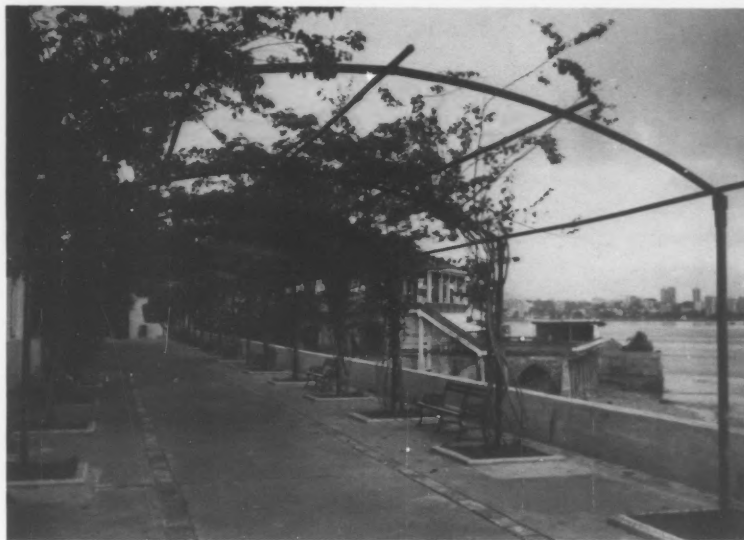
Budget and fiscal section employees *Ana Cal de Borrell, Irlanda de Casal* and *Victoria De La Espriella*.



Using a hand-cranked cable car to cross the Pequeni River are community liaison officer *Elizabeth Belt* and general services officer *Alan Troxel*.



The Panama City skyline.



A walkway by the sea, in old Panama City.

POST OF THE MONTH: PANAMA



At holiday celebration, from left: *Joan Pryce, Alexandra Becker, Peter Becker, Elizabeth Belt, Juan Belt, William Pryce.*

Doris Rountree, a staff assistant in the customs office.



In the USIA library are cultural attache *Bill Hauseman* and Foreign Service national employees *Eliz de Garuz, Hoodmy Samudio* and *Bernai Velarde.*



Ruins from the original site of Panama City.



At tennis tournament, from left: *Don and Leigh Warren, Joan Pryce, Fran Lovaas, Vera Atkins, Bill Pryce, Margaret Gourlay, John Enkoji, Juan Belt, John Lovaas, Don Winters.*

Personnel: Civil Service

Promotions

GG-9

Davidson, Dina C., Foreign Service Institute
Jarquín, Vidal, Foreign Service Institute
Munoz, Silvia, Foreign Service Institute
Pascoe, Maria Carmen, Foreign Service Institute

GG-11

Iszkowski, Marie-Charlotte, Foreign Service Institute

GM-13

Wolkofsky, Lewis H., Office of Supply, Transportation and Procurement

GS-3

Barsky, Donna A., Passport Agency, Boston
Bryant, Denise, Passport Services
Davila, Jeannette, Passport Agency, New York
Davis, Veda Lynette, Passport Services
Foote, Lula B., Passport Agency, New York
Jackson, Charlotte Elaine, Passport Agency, Seattle
Palmer, Heidi Marie, Passport Agency, Seattle
Richardson, Gail E., Passport Services
Richardson, Lorna, Passport Services
Smithlin, Jessie Mae, Passport Agency, Seattle
Vanterpool, Blanche, Passport Services
Wilson, Darlene, Passport Agency, New York

GS-4

Barber, Angela Lucille, Near Eastern and South Asian Affairs
Barricella, Irma Lois, Passport Agency, New York
Billiot, Louise Ann, Passport Agency, New Orleans
Chesley, Carolyn E., Foreign Affairs Information Management Center
Dandrich, Stephanie V., Passport Services
Edmonds, Renee J., Office of

Security

Honnold, Marijean, Passport Agency, Seattle
McCree, Carol Elayne, Foreign Affairs Data Processing Center
Moore, Wanda Teresa, Inter-American Affairs, Office of Caribbean Affairs

GS-5

Beal, Joyce L., Passport Agency, New Orleans
Coakley, Linda C., Passport Services
Crawford, Julia A., Bureau of Administration, Executive Office
Ford, Vernelle C., Bureau of Personnel, Office of Employee Relations
Grimsley, Cherylene E., International Organization Affairs, Office of Administrative Services
Hill, Tami T., Bureau of Personnel, Office of Management
Lacombe, Patrick Gerard, Intelligence and Research, Office of Analysis for the Soviet Union and Eastern Europe
Linton, Tanja Marie, Bureau of Personnel, Office of Foreign Service Career Development and Assignments
Morin, Marilyn Jean, Intelligence and Research, Office of Politico-Military Analysis
Morris, Marjorie Ann, Foreign Service Institute
Roberts, Loretta A., Bureau of Personnel, Office of Civil Service Career Development and Assignments
Stricker, Carol L., Office of the Deputy Assistant Secretary for Operations
Swankowski, Steve T., Office of Security

Tompkins, Patricia, Diplomatic Pouch and Courier Services
Topasna, Angie S., Passport Agency, San Francisco
White, Donna V., Inter-American Affairs, Office of Mexican Affairs

GS-6

Brown, Caysandra, Bureau of Consular Affairs
Ceccarelli, Sandra Ann, Office of Security
Daly, Adele, Foreign Service Institute
Harris, Frances R., Office of Security
Hill, Carolyn S., Office of Citizens Consular Services
Johns, Geraldine K., Foreign Affairs Data Processing Center
Lester, Christine D., Passport Agency, Miami
McMillan, Cheryl D., Bureau of Personnel, Office of Performance Evaluation
Middleton, Kimberly B., Office of Protocol
Persons, Karen R., Passport Agency, Houston
Reddon, Bessie E., Office of Security
Rife, Marlene M., Passport Services
Smith, Pamela A., Citizens Emergency Center
Tolbert, Colette N., Inter-American Affairs, Office of Andean Affairs
Williams, Bernice Lee, Economic and Business Affairs

GS-7

Cassell, Marie A., Bureau of Personnel, Office of Recruitment, Examination and Employment
Clark, Debra C., Passport Services
Cooper, Kyna D., Intelligence and Research, Office of Intelligence Coordination
Cooper, Muriel M., Intelligence and Research, Office of Economic Analysis
Davila, Wanda L., Passport Services
Hodge, Clarence G., Passport Agency, Houston
Hunter, Nora T., Politico-Military Affairs
Lively, Elizabeth G., Oceans and International Environmental and Scientific Affairs, Office of Food and Natural Resources
Mackell, Christine X., Economic and Business Af-

fairs, Office of International Trade

McKinney, Myra R., Office of the Comptroller, Fiscal Operations
Neal, Fredereck, Passport Agency, Miami
O'Keefe, Thomas J., Passport Services
Scholl, Philip P., Foreign Affairs Information Management Center
Scholl, Patrick Daniel, Passport Agency, Washington
Simpson, Gwendolyn A., Intelligence and Research, Office of Intelligence Coordination
Turner, Willistine D., European and Canadian Affairs

GS-8

Faxio, Linda M., Executive Secretariat, Information Management Section
Fearwell, George A., Office of Communications, Communications Center Division
Figg, Mary Theresa, Office of Security
Robinson, Jones O., African Affairs
Varona, Joyce M., Economic and Business Affairs
Young, Thomas S., Office of Communications, Communications Center Division

GS-9

Barbarin, Joy C., Passport Agency, New Orleans
Black, Kathryn E., Passport Agency, San Francisco
Boudreau, Paul E., Foreign Affairs Information Management Center
Burks, Dorothy Ann, Passport Agency, San Francisco
Cormier, Elizabeth C., Passport Agency, Boston
Costigan, Marilyn L., Passport Agency, Boston
Dunn, Gwendolyn, Foreign Affairs Data Processing Center
Foreman, John M., Foreign Affairs Data Processing Center
Haynes Jr., Alfred O., Foreign Affairs Data Processing Center

PERSONNEL: CIVIL SERVICE

Hill, Eunice Edwards, Foreign Service Institute

Jackson, Pauline, Foreign Affairs Information Management Center

Long, Matilda, Passport Agency, New York

Lupo, Maria F., Passport Agency, New York

Milne, Kathleen B., Office of the Secretary

Nicholson, Sandra L., Passport Agency, Boston

O'Connor, Carol A., Passport Agency, Boston

Pringle, Emma L., Passport Agency, Miami

Shorts, Joan A., Economic and Business Affairs, Office of East-West Trade

Trottier, Paul J., Intelligence and Research, Office of Analysis for Near East and South Asia

Ward Jr., Marvin E., Foreign Affairs Data Processing Center

GS-10

Carter, James V., Office of Communications, Communications Center Division

Cooper, Glendena C., Passport Agency, Miami

Eldon, Geraldine F., Passport Agency, New York

Gress, Shirley D., Passport Agency, New York

GS-11

Berryhill, Mary L., Office of Supply, Transportation and Procurement

Case, Kathleen G., Bureau of Administration, Personnel Management Division

Ioffreda, Angelo S., Intelligence and Research, Office of Analysis for Inter-American Affairs

Kleiboeker, Jenness, Intelligence and Research, Office of Intelligence Liaison

Munroe, Stephen D., Passport Services

Patin, Theresa Marie, Legislative and Intergovernmental Affairs

Pleasant, Rita F., Intelligence and Research, Office of In-

telligence Liaison

Riordan, Jerris Kathleen, Intelligence and Research, Office of Intelligence Liaison

GS-12

Connors, Brenda L., Office of Protocol

Holliday, Carolyn P., Citizens Emergency Center

Jackson, Jean D., Office of Protocol

Kreisberg, Donna B., Bureau of Public Affairs, Office of Public Communication

Pierce III, James, Intelligence and Research, Current Intelligence Staff

Somerville, Carol Baxter, Office of Protocol

GS-13

Buckley, Abigail A., Foreign Affairs Information Management Center

Lent, Brigitte, Office of the Deputy Assistant Secretary for Operations

GS-15

Wirth, David A., Office of the Assistant Legal Adviser, Oceans, Environment and Scientific Affairs

XP-7

Carroll, Michael B., Foreign Affairs Information Management Center

XP-9

Young Jr., Watt Sylvester, Foreign Affairs Information Management Center □

Appointments

Apel, Alison Virginia, Bureau of Personnel

Bodansky, Daniel M., Office of the Legal Adviser

Boren, Rita, Office of the Deputy Assistant Secretary for Operations

Breeden, Tina M., Passport Service

Caffrey, Edward J., Information Systems Office, Systems Design and

Programming Division

Dean, Tina, Stockholm

Diggs, Tara A., Pre-Assignment Center

Dunn, Howard Mayer, Office of Foreign Buildings

Erickson, Hang Thi, Kingston Fogel, Miyuki, Foreign Service Institute

Frangieh, Bassam K., Foreign Service Institute

Frank, Robin Jo, Office of the Assistant Legal Adviser, Management

Funk, Martha Ann, Refugee Programs

Graham, Benita M., Pre-Assignment Center

Hagedorn, Katherine J., Bureau of Public Affairs, Office of the Historian

Hicks, Joann, Passport Services

Holloman, Susan, Passport Services

Holt, Valencia, Bureau of Personnel, Office of Management

Johnson, Dolly Ann, African Affairs

Kennedy, Loretta G., Office of Communications, Foreign Operations

Keptney, Cynthia R., Passport Agency, Houston

Koenig, Eftalia N., Berlin

Krucelyak, Sandra, Foreign Service Institute

Lancaster, Paula Carlette, Foreign Service Institute

Leonard, Ayesha, European and Canadian Affairs

Marcoux, Susan Marie, Office of Foreign Buildings

McComsey, James M., Office of Communications

Miner, William G., Office of Foreign Buildings

Moulton, Kim Y., Pre-Assignment Center

Murphy, Richard James, Pre-Assignment Center

Nielsen, Annemarie S., Foreign Service Institute

Pickering, Margaret S., Office of the Assistant Legal Adviser, Consular Affairs

Rhodes, Walter, Pre-Assignment Center

Rice, Peter R., Office of Financial Services

Romagnoli, Julius S., Office of Information Systems

Security

Schellstede, Sangmie C., Foreign Service Institute

Seldowitz, Rosalinda, Tel Aviv

Shane, Jeffrey N., Economic and Business Affairs, Office of Transportation Affairs

Shemanski, Gloria T., Munich

Singer, Michael T., Bonn

Sisco, Thomas A., Passport Agency, Miami

Smith, Mary Katherine, Bureau of Personnel, Office of Performance Evaluation

Taylor, Monica Evette, Pre-Assignment Center

Timmons, Kim R., Passport Services

Trivisani, Francesca M., Port-of-Spain

Ussery, Elbert Michael, Near Eastern and South Asian Affairs

Watkins, Elizabeth B., Office of the Comptroller, Budget and Planning

Weaver, Ralph S., Bureau of Personnel, Office of Management

Whiddon, Gloria A., Oceans and International Environmental and Scientific Affairs, Office of Environmental and Health Affairs

Wicker, Kevin, Pre-Assignment Center

Wolf, Janice M., Bureau of Personnel, Office of Recruitment, Examination and Employment

Yamamoto, Risa Lynn, Office of Financial Services

Young, Thomas J., Passport Services

Zaki, Cynthia S., Passport Agency, San Francisco

Zardi, Valentino, Foreign Service Institute □

Reassignments

Archie, Frances M., Intelligence and Research, Office of Analysis for Near East and South Asia to International Organization Affairs, Office of International Development

Brown, Marie A., Pre-Assignment Center to Bu-

- reau of Public Affairs, Office of Public Communication
- Christopher, Michelle E.**, Pre-Assignment Center to Bureau of Personnel, Office of Foreign Service Career Development and Assignments
- Dees, Gertrude F.**, Pre-Assignment Center to Near Eastern and South Asian Affairs
- Gonzales, Rebecca E.**, Bureau of Administration to Foreign Affairs Information Management Center
- Hannon, Katherine E.**, Office of the Comptroller, Budget and Planning to Economic and Business Affairs, Office of Energy Consumer-Country Affairs
- Hartgrove, Faye V.**, Bureau of Consular Affairs to Visa Services, Office of Public and Diplomatic Liaison
- Herman, Daniel A.**, Bureau of Public Affairs, Office of Press Relations to Office of Security
- Hollingsworth, Cecilia L.**, Intelligence and Research, Office of Intelligence Liaison to Intelligence and Research, Office of Economic Analysis
- Johnson, Barbara A.**, Oceans and International Environmental and Scientific Affairs, Office of Ocean Law and Policy to Bureau of Personnel
- Lyles, Donald R.**, Politico-Military Affairs to Bureau of Consular Affairs
- Maxwell, Lawanda D.**, Pre-Assignment Center to Bureau of Personnel, Office of Foreign Service Career Development and Assignments
- McBride, Ann Christine**, Pre-Assignment Center to Office of Protocol
- Milner, Amy M.**, Office of the Under Secretary for Management, Executive Office to Bureau of Personnel, Office of Civil Service Career Development and Assignments
- Oshima, Wayne A.**, Bureau of Personnel, Office of Recruitment, Examination and Employment to Bureau of Consular Affairs
- Rose, Alice D.**, Pre-Assignment Center to Office of Protocol
- Sandloop, Jeanine L.**, Bureau of Human Rights and Humanitarian Affairs to Office of Information Systems Security
- Schaubel, Patsy B.**, Office of the Ambassador at Large to Office of the Legal Adviser
- Stricker, Carol L.**, Office of the Deputy Assistant Secretary for Operations to Office of Security
- Swenson, Elaine Carolyn**, Office of the Special Adviser to the Secretary for Arms Reduction Negotiations to Oceans and International Environmental and Scientific Affairs, Office of Cooperative Science and Technology Programs
- Warzywak, Esther Janie**, Economic and Business Affairs, Office of International Finance and Development to Passport Services
- Wilson, Chenise A.**, Bureau of Personnel, Office of Civil Service Career Development and Assignments to Foreign Affairs Data Processing Center □
- ### Resignations
- Bell, Yolanda Yvette**, Passport Services
- Blocker, Deborah Jean**, Office of Security
- Bristol, Kim R.**, Passport Agency, Boston
- Britt, Vanessa Ann**, Office of Communications, Communications Center Division
- Britz, Margaret P.**, Passport Agency, New Orleans
- Brown, James H.**, Office of Facilities Management and Administrative Services
- Copeland, James T.**, Passport Services
- Fairbanks III, Richard M.**, Office of the Ambassador at Large
- Farrall, Gilbert L.**, Passport Services
- Fowler, Barbara J.**, Office of Communications, Maintenance and Logistics Division
- Gebran, Maha**, Economic and Business Affairs, Planning and Economic Analysis Staff
- Gerson, Allan**, U.S. Mission to the United Nations
- Halstead, Saadia**, Foreign Service Institute
- Han, Lori Jean**, Passport Agency, San Francisco
- Harris, Maurice**, Passport Agency, Chicago
- Henderson, Michael A.**, Office of Supply, Transportation and Procurement
- Hildebrand, Lutchiae A.**, Economic and Business Affairs, Office of International Trade
- Holton, Howard L.**, Foreign Affairs Data Processing Center
- Jannino, Karen A.**, Passport Agency, Boston
- Johnson, Vivian Yvette**, Executive Secretariat
- Joseph, Linda E.**, Passport Services
- Kimbrow, Michelle Lynn**, Office of Supply, Transportation and Procurement
- Lord, Suzanne K.**, Bureau of Administration
- Manly, Meredith M.**, Classification/Declassification Center
- Miller III, William Scott**, Office of the Under Secretary for Management
- Morgan, Michelle Ann**, Passport Agency, Washington
- Newhall, Stacey Leigh**, Passport Agency, Boston
- Noel, Terry M.**, Passport Agency, Houston
- Osborn, Rena L.**, Office of the Inspector General
- Phillips, Terasa A.**, Passport Services
- Randolph, Raymond Sean**, Office of the Ambassador at Large
- Reinburg, Mary Katherine**, Office of Overseas Citizens Services
- Roache, Brenda A.**, Economic and Business Affairs, Office of International Finance and Development
- Robinson, Dianne M.**, Office of Southern African Affairs
- Rusby, Paul B.**, Near Eastern and South Asian Affairs
- Simms, John W.**, Classification/Declassification Center
- Stackhouse, Braxtina J.**, Office of the Deputy Assistant Secretary for Operations
- Tavlas, George S.**, Economic and Business Affairs, Planning and Economic Analysis Staff
- Tolson, Demetria E.**, Foreign Affairs Data Processing Center
- Valentine, Tyrone**, Passport Agency, Washington
- Valis, Maureen**, Foreign Service Institute
- Verrier, Jacqueline**, Office of Overseas Schools
- Ward, Janice Marie**, Passport Agency, Houston
- Wiggins, Bernard R.**, Pre-Assignment Center
- Williams, Robert Eric**, Passport Agency, Los Angeles
- Woods, Vicky E.**, Executive Secretariat □
- ### Retirements
- Barber, Albright**, Office of Facilities Management and Administrative Services
- Compton Jr., Samuel E.**, Economic and Business Affairs
- Culley, William**, Foreign Affairs Information Management Center
- Diroll, William T.**, Economic and Business Affairs, Office of International Trade
- Holdaway, Margaret D.**, European and Canadian Affairs
- Kawamoto, Sayoko O.**, Foreign Service Institute
- Matusek, Ivan V.**, Intelligence and Research, Office of Analysis for the Soviet Union and Eastern Europe
- Park, Benjamin N.**, Foreign Service Institute ■

Personnel: Foreign Service

Appointments

Airhart, Ruth Ann,
Port-au-Prince

Amshey, Bonnie J., Asuncion

Anderson, Beatrice B.,
Bamako

Barron, David C., Monrovia

Bart, Gerda M., Kinshasa

Beck, Maria Del Rosario,
Mexico

Blood, Patricia M., Yaounde

Bort, Christopher J., Office of
Communications

Brackden, Judy W., Zagreb

Brayton, Holly L., Monrovia

Broughton, Cathy M., Riyadh

Burns, Charles J., Athens

Butner, Irene, Yaounde

Chesser, Wendy M., Oslo

Copenhaver, Judy J., Panama

Covington, Karl W., Abidjan

Danizio-To, Terese A.,
Ouagadougou

Davnie, Charlotte Ann,
Chiang Mai

Devito, Maria Jose, Guatemala

Dirks, Delphia B., Belgrade

Dominessy, Maria Luisa,
Yaounde

Doss, Nancy J., Frankfurt

Erickson, Dorothy D.,
Yaounde

Fisher, June J., Brasilia

Frago, Donna J., Guatemala

Hahn, Rudy P., Kinshasa

Hamdy, Mona H., Bamako

Hilliard, Celia R., Dhaka

Hoover, Jane K., Bandar Seri

Iacovoni, Darlene Ann, New
Delhi

Jackson, Kim M., Bamako

Jorgenson, Nancy Jane,
Monterrey

Katz, Maurice J., Vienna

Kirkland, Tamara L., Budapest

Klinger, Carol J., Lagos

Lacolla, Gerard A., Office of
Foreign Buildings

Lending, Celeste M., Brussels

Lightfoot, Felicia A.,
Port-of-Spain

Lima Jr., Vincent Charles,
Office of Communications,

Maintenance and Logistics
Division

Lindsay, Kelly, Frankfurt

Long, Gloria G., Colombo

Lopez, Helena L., Jerusalem

Matchey, Paul M., Seoul

McAuley, Kathryn,



AFRICAN AFFAIRS—At chiefs-of-mission conference in Washington, first row: *Edward L. Killham*, bureau; *John Blane*, Chad; *Chester A. Crocker*, assistant secretary; *Robert G. Houdek*, (designate) Uganda; *John M. Yates*, Cape Verde; *Robert H. Miller*, Ivory Coast; *Frank G. Wisner*, bureau. Second row: *Robert T. Hennemeyer*, The Gambia; *Larry C. Williamson*; Gabon; *Peter S. Bridges*, Somalia; *Hume A. Horan*, Sudan; *Theodore C. Maino*, Botswana; *James K. Bishop*, bureau; *Irvin Hicks*, Seychelles; *David J. Fischer*, bu-

reau. Third row: *Princeton Lyman*, bureau; *Francis S. Ruddy*, Equatorial Guinea; *Thomas W. M. Smith*, Nigeria; *Richard W. Bogosian*, Niger; *Myles R.R. Frechette*, Cameroon; *Brandon H. Grove Jr.*, Zaire; *Leonardo Neher*, Burkina-Faso; *Owen W. Roberts*, Togo. Fourth row: *Shirley L. Abbott*, Lesotho; *William L. Jacobson*, (designate) Guinea Bissau; *Howard K. Walker*, bureau; *Robert E. Friis*, Ghana; *Edward Brynn*, Comoros; *George E. Moose*, Benin; *Paul J. Hare*, Zimbabwe; *John P. Ferriter*, Djibouti. Fifth row: *James D.*

Rosenthal, Guinea; *Alan W. Lukens*, Congo; *Natale H. Bellocchi*, Botswana; *Peter W. Lande*, bureau; *John W. Shirley*, Tanzania; *Weston Adams*, Malawi; *William P. Pope*, Embassy Paris. Sixth row: *Edward J. Perkins*, Liberia; *David L. Lyon*, bureau; *Peter J. de Vos*, Mozambique; *James R. Cheek*, (chargé) Ethiopia; *Gerald E. Thomas*, Kenya; *William B. Robertson*, bureau; *Arthur W. Lewis*, Sierra Leone; *Harvey F. Nelson Jr.*, Swaziland.

- Guangzhou
McIntyre, Norajane, New Delhi
McKee, Patricia B., Kingston
Miles, Sharon A., Belgrade
Mills, Sueann N., Harare
Nist, Sally J., Malabo
Pastirik, Lindsay Ann, Lagos
Potter, Donald Franklin, Sanaa
Ramos, Erlinda V., Port-au-Prince
Ritenour, Cheryl D., Bamako
Rose, Karen S., Caracas
Rounds, Sandra M., Athens
Sablak, Antonietta R., Beijing
Sanders, Brett Howard, Kinshasa
Sanders, Monica L., Kinshasa
Scanlan, Malia Jane, Belgrade
Scott, Janet M., Yaounde
Slusarczyk, Theodore J., Bureau of Personnel
Smith, Diane E., Ottawa
Smith, Joseph T., Office of Security
Stacey, Katherine L., Accra
Stephan, Deborah A., Buenos Aires
Warner, Vanessa M., Harare
Weidman, Catherine C., Ottawa
Weissaupt, Suzanne, Douala
Whitehead, Hatsumi, Ankara
Widenhouse, Stephen M., Frankfurt
Wilcox, Elizabeth, Kingston
Wilford, Jean C., Baghdad
Williams, Merinda A., Paris
Williams, Pamela D., Frankfurt
Williamson, Kathleen Ruth, Colombo
Wingate, Effie E., Moscow □
- Transfers**
Balach Jr., Steve Joe, Yugoslavia to Manila
Barnett, Elizabeth, International Organization Affairs, Office of U.N. Political and Multilateral Affairs to Foreign Service Institute, Language Training
Battle, Vincent M., Oman to Port-au-Prince
Bell Jr., James P., Colombia to Inter-American Affairs
Bill, Frank L., Commerce Department to Near Eastern and South Asian Affairs
Bishop, Joseph A., Zaire to Mbabane
Blake Jr., Melville E., Bermuda to European and Canadian Affairs
Buckley, Daniel George, Egypt to Office of Communications
Bump III, William H., Tanzania to Office of Communications
Burghardt, Amy Jo, Near Eastern and South Asian Affairs to Dhahran
Burke, Thomas J., Office of West African Affairs to Maseru
Carroll, Thomas P., European and Canadian Affairs to Istanbul
Chapa Jr., Francisco, Zaire to Office of Communications
Chenevert, A., Bernadine, Jordan to Athens
Clifford, Mary Ruth, Bangladesh to Niamey
Cokenias, Diane, Hong Kong to East Asian and Pacific Affairs
Conlon, Odella Claire, Netherlands to Foreign Service Grievance Board
Cookson, Robert S., Liberia to Office of Communications
Davis, Gwendolyn, France to Luxembourg
Day, Frank E., Venezuela to Guangzhou
Deck, Thomas S., Liberia to Office of Communications
Denison, Sue Ellen, Zimbabwe to Belgrade
Desombre, Marjorie M., Canada to Khartoum
Ferguson, Earl A., International Narcotics Matters to Foreign Service Institute, Language Training
Finch, Lawrence E., Italy to European and Canadian Affairs
Flanagan, Brian B., Kenya to Politico-Military Affairs
Gathers, S. Kathryn, Algeria to Athens
Goldschmidt, Michael A., Near Eastern and South Asian Affairs to Information Systems Office, User Support Services Staff
Goldstein, Martin, Office of Communications, Maintenance and Logistics Division to Office of Communications, Communications and Planning Engineering Division
Goodman, Dennis C., U.S. Mission to the United Nations to International Organization Affairs
Gregg, Jennifer A., Switzerland to European and Canadian Affairs
Gutschmit, David A., Philippines to East Asian and Pacific Affairs
Halliburton, Suneta Lyn, Switzerland to Naples
Hanson, Christopher J., Office of Communications to Moscow
Harrington, Dennis Patrick, Inter-American Affairs, Office of Press and Public Affairs to Foreign Service Institute
Haynes, Mary K., Switzerland to European and Canadian Affairs
Hazzard, Carol Lynn, African Affairs to Djibouti
Healey, Daniel O., Office of Security to Foreign Service Institute, Language Training
Hricik, Mary A., India to Office of Communications
Hughes, Barbara F., Soviet Union to Office of Southern African Affairs
Hunter, Donald C., Near Eastern and South Asian Affairs to Office of the Deputy Assistant Secretary for Operations
Jarek, Raymond V., Soviet Union to Kinshasa
Jazyuka, Mary, Liberia to Bureau of Personnel, Office of Foreign Service Career Development and Assignments
Johnson, Kevin M., Colombia to Bonn
Johnson, Matthew Eric, Training Complement to Nassau
Jones, Douglas Hugh, European and Canadian Affairs to Bureau of Consular Affairs, Public Affairs Staff
Joseff, Dorothy B., Djibouti to Conakry
Kavalec, Kathleen Ann, Training Complement to Moscow
Kavaler, Howard C., Pakistan to Jerusalem
Keeton, Margaret Ellen, United Kingdom to Ouagadougou
Knutsen, Larry D., Algeria to Manila
La Fleur, Christopher J., France to Tokyo
Lalas, Steven J., Yugoslavia to Istanbul
Lopez, Siria R., Canada to Near Eastern and South Asian Affairs
Love, Ruth, Cameroon to Kathmandu
Maguire, Charles G., France to Lagos
Mann, Linda R., United Kingdom to Prague
Matthews, Ruth S., Brazil to Monterrey
Moran, Kathleen M., Denmark to Guangzhou
Mueller, Jonathan D., Ecuador to Santo Domingo
Nathness, Sarah Louise, Inter-American Affairs to Visa Services, Office of Field Support and Liaison
Newberry, Daniel O., Istanbul to European and Canadian Affairs
O'Keefe, Francis M., Cameroon to Johannesburg
Olson, John A., Inter-American Affairs to Kingston
O'Mahony, Joseph E., Economic and Business Affairs, Office of International Commodities to Bureau of Personnel, Office of Recruitment, Examination and Employment
Palcer, John A., Germany to Office of Communications
Phillips, Randal L., East Asian and Pacific Affairs to Kuala Lumpur
Pickering, N. Bruce, Inter-American Affairs, Office of Southern Cone Affairs to



FOREIGN SERVICE INSTITUTE—Clerical Skills Division graduates, row 1, left to right: Adrian Daniel, Anne Killea, Barbara Noyer, Joanne Boykin, Myrna F. Harrison, Jacqueline Cornio, Carole A. Wolf, Beverly N. Herd. Row 2: Janie Miller (course chairwoman), Lorraine Clarke, Margarete-Rose Pagano, Cecilia Keller, Elizabeth Miller, Patricia J. Chambers, Celia Weill (hidden), Kathy Harris, Charlene Carter, Elizabeth Conway, Sarah Johnson. Row 3: Cynthia L. Andrews, Richard Ecker, Eugene Turner, Neil Graham.

Politico-Military Affairs
Priscilla, Anna T., Zaire to Office of Communications
Rachko, Jennifer A., Tanzania to Yaounde
Ramseur, Harvey F., Office of Protocol to Foreign Service Institute, Language Training
Rohal, John A., Philippines to Karachi
Roppe, Dorothy Ann, Peru to Rangoon
Rosenbluth, James Merrill, Jamaica to Inter-American Affairs
Rosinski, Joseph T., Liberia to Office of Communications
Rubenstein, A. Irwin, Inter-American Affairs to Guadalajara
Sacchet, Edward Michael, Special Domestic Assignments Program to Office of the Inspector General
Sartorius, James, International Organization Affairs, Office of Communications and UNESCO Affairs to International Organization Affairs, Office of International Economic Policy
Schmitz, Charles A., European and Canadian Affairs to Foreign Service Institute,

University Training
Shippy, Amelia Ellen, Executive Secretariat, Operations Center to Secretariat Staff
Slusarczyk, Theodore J., Soviet Union to Bureau of Personnel
Smith, Richard J., Economic and Business Affairs, Office of International Finance and Development to Oceans and International Environmental and Scientific Affairs
Smock, Donald L., Israel to Singapore
Staples Jr., John E., Greece to Office of Communications
Story, Daniel E., Liberia to Office of Communications
Sweeney, Eugene Paul, Kuwait to Tel Aviv
Wehner, Walburga F., European and Canadian Affairs to Berlin
White, Robert H., African Affairs to Antananarivo
Whitney, Jane, Office of the Legal Adviser to Bureau of Administration
Winder, Joseph A., East Asian and Pacific Affairs to Policy Planning Staff
Wooten, Richard R., France to Office of Communications

Yates, David Lee, Thailand to Office of Communications
Zabriskie, Peter J., La Paz to Kingston □

Resignations

Alter, Patricia, Chiang Mai
Balestracci, Kathryn, Paris
Brennan, Joyce, Arms Control and Disarmament Agency
Cardola, Anthony C., The Hague
Ciorlieri, Lisa B., Bureau of Personnel, Office of Foreign Service Career Development and Assignments
Cipriano Jr., Joseph J., Kuwait
Davis, Joanne C., Riyadh
Dolibois, John E., Luxembourg
Donovan, Joann O., Niamey
Dooley, Kathleen J., London
Duffy, Joseph J., Berlin
Gilbert, Teena M., Dhaka
Healy, James Thomas, Beijing
Hewitt, William A., Kingston
Hudson-Ziegler, Jozset, International Organization Affairs, Office of Communications and UNESCO Affairs
Kramer, Annette T., Bucharest
Larsen, Ronald A., Rangoon
Libera, James Robert, Office

of Southern African Affairs
McAuley, David, London
Miles, Sharon A., Belgrade
Peterson, Adora M., Nassau
Reams, Joanne P., London
Retherford, Mary Ellen, Seoul
Robinson Jr., Paul H., Ottawa
Rossi, Cesarina, Montreal
Schlosser, Diane M., Tunis
Schwarz, Jeffrey J., Office of Security
Smith, Kimberly J., London
Young, Loretta, Sudan □

Retirements

Fitzgerald, Margaret M., Inter-American Affairs
Hart, Samuel F., Office of Management Operations
Hummel Jr., Arthur W.,

China
Newberry, Daniel O., European and Canadian Affairs
Olsen, Arthur J., Intelligence and Research, Office of Analysis for Western Europe
Park, Robert E., Belgrade
Reed, John H., Colombo
Verschuur, Jan B., Economic and Business Affairs □

Correction

Contrary to the listing in the November issue, Leo F. Cardillo has not resigned from the Foreign Service. □

Foreign Service nominations

The Senate has received the following nominations:

Appointment as FSO-2 consular officer and secretary:
Marshall F. Atkins

Members of the Foreign Service of State, Commerce and USIA to be consular officers and/or secretaries:

Consular officers and secretaries

John Quincy Adams Jr.
Pauline T. Albright
David William Ball
Mary Frances Bentz
Renee Nichele Brooks
Anne E. Clausing
Evelyn Aleene Early
Joao Maria Ecsodi
Janet L. Edmonson
Silvia Eiriz
Robert Joseph Faucher
David R. Fitzgerald
Joseph S. Ford
Robert Stephen Ford
Max L. Friedersdorf

FOREIGN SERVICE INSTITUTE—Clerical graduates, first row, left to right: Tammy Young, Jami Jacob, Patrice Dishman, Kimberly Quarles, Creana R. Beasley, Evelyn Garvey. Second row: Vienna K. Baganz, Melanie Audette, Barbara Doerfler, Linda Perry, Mary L. Drain, Margot Marino, Janie Miller (course chairwoman), Ruby Alston, Esther J. Butler. Third row: Judith Groves, Philip Young, Tondelayo Bishop.

Bernard Gainer
Julie A. Garrett
Franklin J. Gilland
Ann Vincent Gordon
Stanley R. Guzik
Constance Hammond
Richard Dale Haynes
Virginia M. Holte
A. Joan Walsh Howland
Thomas Keith Huffaker
Patricia White Johnson
Henry Edward Kelley
Judy L. Kerchner
Deborah Lynne Kingsland
Donald J. Kluba
Bruce A. Krause
Mark S. Kryzer
Edward Chung-Yuan Lee
Noelle L'Hommedieu
Kirk D. Lindly
Mary Kay Loss
Bruce Alan Lowry
Eric Manuel Maestas
Thomas James Magee
Elizabeth Manak
Carol Marks
Betty Harriet McCutchan
Brian Moran
Thomas F. Morrow
Cameron Phelps Munter
Mark A. Murray
Krishan Kumar Hans Nanda
Marcia Nye
Andrea I. O'Kington

Mitchell Evan Optican
Gardiner P. Pearson
Pat E. Perrin
Nancy Bikoff Pettit
Marjorie R. Phillips
Robert W. Richards
Keith E. Riggins
Sturgis Grew Robinson
Norman T. Roule
Alvin David Rutledge
Lee M. Sands
Edmund R. Saums II
Kenneth Bernard Schmitz
Richard Kirk Sherr
Paul Sigur
Peter N. Sinegal
Kristen Brunemeier Skipper
Gregory W. Smith
Mark Brian Stein
Nance M. Styles
Dona Riddick Tarpey
Donald Gene Teitelbaum
James Lafayette Traweek
Claudette M. Trout
Mary Kottke Vincent
Dianne M. Vogel
James Bowen Warlick Jr.
Evelyn Wheeler
Avon Nyanza Williams III
Karen L. Woodworth
Marilyn Wyatt
Consular officers
Ira E. Kasoff
Jay A. Rini

Barbara L. Y. Slawewski
Daniel L. Thompson
George G. Wood
Secretaries
Vicky C. Eicher
Maurice J. Katz
Beaumont A. Lower
Richard J. Newquist
Vincente Tang □

Standards board

The 1985 Foreign Service Standards Board convened in the Department to review the files of officers in classes FS-2, FS-3, and FS-4 who have been referred to it by the selection boards. Charles E. Emmons, minister-counselor in the Senior Foreign Service, is board chairman. The members, all in class FS-1, are Joanna W. Martin, John Hargraves Lewis and Richard P. Livinston. □

Grievance rights

Final regulations on grievance rights of employees have been issued by the U.S. Office of Personnel Management. The complete text is available in the Office of Civil Service Career Development and Assignments, Room 2429. ■



Disciplined Writing and Career Development

Words proliferate—even prepositions do

They become full-blown (inflated) phrases

BY MORTIMER D. GOLDSTEIN

THIS IS THE SECOND and concluding column on my fourth principle of disciplined writing: "Waste no words and keep your writing lean."

Verbosity in prepositions

The preposition seems to be an especially powerful magnet for circumlocution. Check your own writing and see how often you use a phrasal preposition (several words) and how seldom it works better than a single, equivalent word. Phrasal prepositions may be useful in some contexts, but often they do nothing but add a superficial impression of importance or help you avoid the discipline of finding the right, simple word. Some of them sound lawyer-like and thus are irresistible to bureaucracy at its worst.



Mr. Goldstein

The following list comprises a number of phrasal prepositions and similar expressions opposite the shorter equivalents that you should use whenever they'll fit:

Phrasal constructions	Shorter equivalents
Along the lines of	Like
At all times	Always
At the present time	Now, currently
At the time of	During, while
By means of	With, by
Despite the fact that	Although
For the purpose of	For, to
In a manner similar to	Like
In a position to	Can, may
In connection with	In, of, an
In order to	To
In regard to	About, concern- ing, on
In relation to	About, concern-

This is the 10th installment in this series. The author, whose assignments included the Policy Planning Staff, has retired from the Department.

In the amount of	ing, on
In the case of	For
	Concerning, if,
	in
In the event of	If
In the near future	Soon
In view of the fact that	Since, because
On behalf of	For
Pursuant to	Under
Relative to	About, concern- ing, on
	Until
Until such time as	About, concern- ing, on
With reference to	About, concern- ing, on
	About,
With regard to	concerning, on
	on
With respect to	

Absolute words—incomparables

An absolute word is complete in itself and can't accept intensifying modifiers or use in the comparative or superlative degree. Theodore Bernstein points out that, if you tolerate the modification of a word that is clearly absolute—an "incomparable" word—"you'll promote the erosion of its meaning. If "more unique" or "very unique" is acceptable, what word will you use to mean "the only one of its kind"? If you're overwhelmed by the uniqueness of something, I suggest that you say "notably unique" or "strikingly unique" and not something silly like "most unique."

There's room for argument about what words should be considered absolute or incomparable. Authorities may and do differ on some. Bernstein offers a "modest" list of examples that contains many absent from a much longer list in "Effective Revenue Writing." Here's a combination of the two lists, the adverbial

form being omitted when an adjective is given:

absolute	infinite
complete	perfect
correct	perpendicular
'dead	preferable
equal	round
eternal	secondly
exact	square
fatal	supreme
final	total
full	unanimous
horizontal	unique
immortal	universal

You no doubt noticed the inclusion of "perfect." Please don't protest to the editor of STATE on the ground that the preamble of the U.S. Constitution speaks of "a more perfect Union." You'll have better luck writing to Gouverneur Morris, Committee on Detail of the Federal Constitutional Convention, Philadelphia, Pa.

Verbosity in verbs

I've already explained (see June and July issues) that succinctness is one reason for preferring the active voice to the passive, and for using verbs rather than nouns to express action. That's not the whole story about wordy verb usage; I have at least three more points to make.

Old-fashioned bureaucratic writing wouldn't be right without the liberal and usually unnecessary use of such euphemistic or timid expressions as *is not prepared to*, *cannot see our way to*, *cannot consider*, *will take steps to*, and *tend to*. Why do you write "We are not prepared to accept the proposal to . . ." when you mean "We cannot accept . . ."? Are you hinting that you might accept the proposal later? And why do you write "In current circumstances, we tend to think . . ." when you really mean "In current circumstances, we think that . . ."? Why the timidity

when the shorter expression allows you to change your mind if circumstances change?

Another common source of verbosity in verbs is the attachment of an adverbial particle to a simple verb, not to change its meaning but for no apparent purpose. You can properly use "put on," "put off," "put out," "put up," "put up with" and "put down," since each of them has a different meaning. But when can you justify "sign off" instead of "sign," "start up" instead of "start," "check up on" instead of "check," "consult with" instead of "consult"? I won't say never; I'll say just hardly ever. Conclusion: Avoid adding a particle to a verb unless you intend to modify the meaning of the verb.

A third source of wordiness is the use of a verb and an adverb or adverbial phrase when a different verb would do all the work by itself, as in the following examples:

Verb and modifier	Verb alone
affected adversely	damaged; hurt
spoke very softly	whispered
assigned work excessively	overloaded
arranged in a more orderly way	reorganized
spoke forcefully about	emphasized; stressed
studied in detail	analyzed
conserved carefully	economized
valued too highly	overvalued

In general, when you use several words of whatever kind when one will do, you not only waste paper and the reader's time but you also diffuse the force of your writing.

A miscellany of verblage

Though the ways of wordiness seem endless, this space is not. So I'll compress this presentation of leftovers by merely listing, with short comments, other words and phrases that rarely earn their keep and seldom would be missed if omitted.

It will be observed that is often just a way of clearing the writer's throat. It usually contributes nothing

of substance. The same criticism applies to *it should be noted that* and to *it might be pointed out*.

In this connection is also usually dispensable, though I confess I sometimes use it under time pressure when a transitional phrase seems needed but I can't find a better one.

In terms of, overall, in the case of and as such are others that can be added to our list of phrases that rarely will be missed.

A challenge

The following paragraph comprises 155 words, at least 50% more than the number needed to express all of its substance clearly and comfortably. Try to rewrite the paragraph in 100 words at most, in normal prose style, i.e., without resorting to telegraphic compression. If you succeed, you can congratulate yourself on having grasped what may be the most important message these columns can convey.

The depreciation of the value of the dollar in the foreign currency exchange markets is having the effect of generally causing an increase in the cost of operating our offices in most of the countries around the world. In the huge majority, or 93% of the cases, this year's costs will exceed last year's costs for identical staffs and programs. In order to find ways to achieve essential economies in overseas operations, a committee of specialists comprising five in number is being appointed. Perhaps, through their efforts, it may hopefully be possible to keep within the existing limitations of our budget while at the same time maintaining our operations without serious damage to their effectiveness. Each and every one of us must realize that this is a very vital matter of the highest importance. We must be prepared, in particular, to make definite decisions without undue procrastination, in the case of the termination of staff. □

Situation is a favorite of those who love empty, high-sounding words. We don't have *bad weather* but a *bad weather situation*, which I suppose is thought to sound impressive, particularly to audiences of the electronic media. You could make that a bit worse by writing *weather-wise, the situation is bad*. With few exceptions, the addition of "-wise" to the end of a word borders on illiteracy. Let's hope it's a short-lived aberration. A suitable penalty for writing or talking like that would violate the constitutional prohibition against cruel and unusual punishment.

To contrast with that kind of mediocrity, I recall a statement made years ago by William McChesney Martin, chairman of the Federal Reserve Board, in testimony before a congressional committee. Explaining a deterioration in the U.S. economy (not "economic situation") during a hard winter, he said: "Seasonally adjusted, the weather has lousy." It brought down the house.

A parting thought: Beware of redundant "couplets" or "doublets"—wasteful pairs of words, often legalisms, that many use out of habit when a single word would suffice. For example:

any and all	over and above
aid and abet	sole and
full force and effect	exclusive
null and void	true and correct

Repetition

The attack on verbosity doesn't extend to purposeful repetition. Verbosity is the wasteful and usually mindless use of words. Repetition, a legitimate literary device, may be used constructively to explain, show relationships or sum up. Like any other device, it may get out of hand but, if used with discretion, it helps readers keep their bearings in progressing through a long, complex exposition.

NEXT: Linkages ■
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Bureau Notes

The Seventh Floor

Office of the Secretary

On November 16-21, SECRETARY SHULTZ traveled to Geneva to accompany the President to the Reagan-Gorbachev summit conference. During this period the Secretary also met with NATO ministers in Brussels. Traveling with the Secretary were MRS. SHULTZ; personal assistants LORA SIMKUS and ELIZABETH GASTON; M. CHARLES HILL, executive assistant to the Secretary; JOYCE NESMITH, staff assistant to the Secretary; BRUNSON MCKINLEY, deputy executive secretary; JONATHAN BENTON and CAROL THOMPSON, special assistants to the Secretary; KAREN GALATZ, special assistant to the Executive Secretary; PATRICK KENNEDY, executive director, Executive Secretariat; Secretariat Staff officers ANGUS SIMMONS, DEBORAH GRAZE, GLYN DAVIES and DANNY McIE; KATE MILNE, secretarial assistant to the Secretary; and SAADIA SARKIS and JACKIE STEIN, secretarial assistants, Secretariat Staff. Also traveling with the Secretary were BERNARD KALB, assistant secretary for public affairs; CHARLES REDMAN, spokesman for the Department; the assistant secretary for European affairs, ROZANNE RIDGWAY, and members of her staff: CHARLES THOMAS, MARK PALMER and MARK PARRIS; Assistant Secretaries RICHARD MURPHY, PAUL WOLFOWITZ, CHESTER CROCKER and ELLIOTT ABRAMS; Ambassadors PAUL NITZE and EDWARD ROWNY and KENNETH ADELMAN, director, Arms Control and Disarmament Agency.

On December 1-2 the Secretary traveled to Grand Cayman, Caymans and Cartagena, Colombia, to attend the opening session of the 15th Organization of American States general assembly. Officers accompanying the Secretary and staff members conducting advance preparations for these trips included. Mr. Hill; Mr. Benton; Ms. Milne; BONNIE ROBERTS, personal assistant to the Secretary; Mr. McKinley; Mr. Kennedy; CHARLES SKELLENGER, general services officer, Executive Secretariat; Secretariat Staff officers NAIM AHMED, TIM COLLINS and KEITH EDDINS; secretarial assistants SHARON OHTA, JACKIE STEIN and MILDRED ENGRAM; operations officer MANUEL ROCHA; Ambassador HARRY W. SHLAUDEMANN; Mr. Kalb; Mr. Abrams, and members of his staff: ROBERT GELBAR and ROBERT KAGAN; RICHARD T. McCORMACK, U.S. representative to the Organization of American States, and National Security Council staffer RAYMOND BURGHARDT.

From December 9-18, Secretary Shultz traveled to London, Brussels, Bonn, Berlin, Bucharest, Budapest and Belgrade. In Brussels he led the U.S. delegations to the NATO and European Community ministerial meetings. He addressed the Pilgrim Society in London and conducted bilateral discussions. In Berlin, the



SECRETARY'S OFFICE—Secretary Shultz presents Distinguished Service Award to Arthur Hummel, former ambassador to China, on his retirement from the Foreign Service.

Secretary addressed a press conference and met with Berlin officials for discussions. Secretary Shultz also met with foreign government leaders in Budapest, Belgrade, Bucharest and Bonn, to conduct bilateral discussions. Officers and staff members accompanying the Secretary included: Mr. Hill, Mr. Benton, Ms. Thompson, Ms. Nesmith, Ms. Gaston and Ms. Milne; Mr. McKinley, KAREN GALATZ, CARYN SOLOMON and Mr. Kennedy; Secretariat staff officers ELLEN SHIPPY, deputy director; TIM COLLINS, GLYN DAVIS, Mr. Eddins, NAIM AHMED, ED SMITH, DEBBIE GRAZE and Mr. McIE; and secretarial assistants DOROTHY SIMMONS, DONNA DEJBAN, MILDRED ENGRAM, BONI BENDER, MARTI SZRAMEK and Ms. Ohta. Department principals accompanying the Secretary included Under Secretary W. ALLEN WALLIS and counselor EDWARD DERWINSKI; Mr. Kalb and staff member MARY ANN YODEN; PETER RODMAN, director, Policy Planning Staff; Ms. Ridgway and members of her staff: Mr. Palmer and Mr. Thomas; and National Security Council staff members PAULA DOBRIANSKY and PETER SOMMER. □

Office of the Deputy Secretary

Deputy Secretary JOHN C. WHITEHEAD visited Honduras, El Salvador, Costa Rica and Guatemala, November 6-9. He was accompanied by Mr. Abrams; special assistants WESLEY EGAN and WILLIAM BURNS; and personal

secretary CYNTHIA LARRE . . . On December 5 Mr. Whitehead addressed the 14th annual convention of the Securities Industry Association, in Boca Raton, Fla. □

Office of the Under Secretary for Political Affairs

On November 6 Under Secretary MICHAEL H. ARMACOST presented a foreign policy overview to some 25 chief executive officers of major corporations, at the Business Council of the United Nations. He also presented a review of the Geneva summit meeting, before the World Affairs Council, November 23, and met with the editorial board of the San Francisco Chronicle, November 25, in San Francisco.

Special assistant WILLIAM ITOH accompanied a delegation from the House Committee on Science and Technology on a visit to Sweden and the Soviet Union. On November 7-8 Mr. Itoh visited Tufts University, to participate in a Fletcher School conference on Singapore . . . Special assistant WILLIAM BROWNFIELD visited Cornell, November 1, to lead a seminar and public debate on U.S. foreign policy in Central America. Mr. Brownfield also accompanied the official U.S. observer delegation to the national elections in Honduras, November 24 . . . Special assistant SUSAN JOHNSON traveled to Rabat and Tunis on consultations, and special assistant DEAN CURRAN had consultations in Paris, Bonn and London . . . Special adviser CYNTHIA BUNTON traveled to Bridgetown, Barbados, to

participate in the conference on democracy in the Caribbean. The conference was hosted by the National Democratic Institute for International Affairs. □

Office of the Under Secretary for Economic Affairs

Under Secretary Wallis attended the U.S. congressional summit on exchange rates and the dollar, November 12-13 ... On November 14-21 he held bilateral economic consultations in New Delhi, Islamabad and Tokyo. He was accompanied by special assistant JOHN MALOTT ... Mr. Wallis served as the President's personal representative at a preparatory meeting for the Tokyo economic summit, in Kyoto, Japan, November 21-23, accompanied by a member of his staff, international economist SCOTT BROWN. □

Office of Protocol

At a White House ceremony on November 5, chief of protocol SELWA ROOSEVELT escorted to PRESIDENT REAGAN the appointed ambassadors of the Congo, Lesotho, Malawi, Sudan, Zambia, South Africa, Grenada, and Burundi for presentation of credentials. Assisting were deputy chief TIMOTHY TOWELL, associate chief RICHARD GOOKIN, assistant chief DOUGLAS HARWOOD, CATHERINE GERARDI, JEAN JACKSON, JOYLEEN COHEN, CHENOBIA CALHOUN, LAWRENCE DUNHAM, LYNN MILLER, TIMOTHY MILBRATH, PATRICK DALY, LINDA BAKER and LINDA MYSLIWY ... Mrs. Roosevelt escorted the prince and princess of Wales during their visit to Washington ... Assistant chief CATHERINE MURDOCK assisted and, with protocol press officer MARY MASSERINI, traveled to Palm Beach, Fla., with the official party.

Mrs. Mysliwy coordinated and traveled with the U.S. presidential delegation to the 15th National Day celebrations of the sultanate of Oman; MARK BIEDLINGMAIER, with the U.S. presidential delegation to the Honduran elections; and SAMUEL CASTLEMAN, with the U.S. presidential delegation to Guatemala for its elections, and the U.S. delegation to the ceremonies commemorating the 20th anniversary of the presidency of MOBUTU SESE SEKO in Zaire.

Mrs. Roosevelt escorted members of the diplomatic corps to the Capitol for the President's address before a joint session of Congress on his return from the Geneva summit. Assisting were Mr. Towell, Mr. Gookin, Mr. Harwood, REBECCA BOYD, Ms. Gerardi, Chenobia Calhoun, KIMBERLY MIDDLETON, RANDY BUMGARDNER, PAMELA GARDNER, Mr. Dunham, Mr. Biedlingmaier and MICHELE ROSSI ... Gifts officer CHRISTINE HATHAWAY traveled with the presidential party to Geneva ... JAMES MANNING assisted the White House advance team in Geneva with the first lady's schedule.

At the request of Ambassador VERNON WALTERS, Mrs. Roosevelt traveled to New York, November 25, to preside at the swearing-in

of the U.S. delegates to the 40th session of the UN General Assembly ... Mrs. Roosevelt was the presiding official at the swearing-in of WINSTON LORD as U.S. ambassador to China ... Mr. Towell presided at the swearing-in of ROBERT G. HOUDEK as ambassador to Uganda, JAMES W. SPAIN as ambassador to Sri Lanka and Maldives, ROGER KIRK as ambassador to Romania, MICHAEL SOTIRHOS as ambassador to Jamaica and ALAN L. KEYES as assistant secretary for international organization affairs ... Mr. Gookin was the guest speaker at a luncheon hosted by the Montgomery County chapter of the Daughters of the American Revolution.

APRIL GUICE, Ceremonials Office, handled arrangements for the luncheon hosted by Acting Secretary JOHN C. WHITEHEAD in honor of American Jewish leaders ... Mrs. Roosevelt presented a tribute of appreciation to Air Force Captain TIMOTHY MILBRATH as he concluded a temporary assignment in the Office of Protocol. Upon his departure, he presented Mrs. Roosevelt with an Air Force T-shirt and a cup. Captain Milbrath has assumed his duties as aide-de-camp to the secretary of the Air Force ... Foreign Service officer CYNTHIA THOMAS has been detailed to the Diplomatic and Consular Division ... CHRISTINE MCBRIDE and ALICE ROSE have joined the Protocol Office ... ERIN WALSH has joined the staff at Blair House. □

Administration

Office of Language Services

On November 4 the office welcomed Spanish interpreter RITA BOREN to the staff ...

ANTHONY SIERRA, chief, Translating Division, and staff interpreter BARBARA PHILLIPS traveled to Santa Fe, to lead a contingent of 33 translators and interpreters in support of the ninth Inter-American Indian Conference. Staffers included reviewer MARY BIRD, translators AMY KRINSKY, ELIZABETH LICHTER and DONNA SANDIN, and Spanish interpreter LILLIAN NIGAGLIONI ... DIMITRY ZARECHNAK, from Washington, and WILLIAM HOPKINS, from Geneva, were dispatched to Moscow, the first week of November, to interpret for SECRETARY SHULTZ during his meetings to prepare for the Geneva summit ... On November 13, office director HARRY OBST left for Geneva, to coordinate the language support for the summit.

Mr. Zarechnak and contractor WILLIAM KRIMER were assigned as principal interpreters for the President, including handling the simultaneous interpreting at plenary sessions ... Contractor EUGENIA ARENSBURGER was the principal Russian interpreter for the first lady ... The remaining events were handled by Mr. Hopkins (Russian), SOPHIA PORSON (French) and contractor DEBORAH GARRETSON (Russian), a professor at Dartmouth College ... LORALYN ANDERSEN-PETRIE helped with written translations ... The work by the languages team became the subject of newspaper articles, including pieces in the Washington Post on November 21, the New York Times on November 23 and the Christian Science Monitor on December 2 ... The summit was the last assignment for Ms. Porson, who joined the staff in March 1960 as interpreter for French and Portuguese. Secretary Shultz received her for a farewell call on November 21. □



SEOUL, Korea—Ambassador Richard L. Walker presents Meritorious Honor Award

and \$1,000 cash award to computer systems specialist Ellen M. Thomas.

African Affairs

Office of the Assistant Secretary: Assistant Secretary CHESTER CROCKER traveled to Atlanta, to address the Southern Center for International Understanding, November 7 . . . He was interviewed by Cable News Network on that day . . . On November 13 he addressed the Washington World Affairs Council, on the Horn of Africa, in Washington . . . He traveled to London for bilateral discussions on African issues with officials of the United Kingdom foreign and commonwealth office, November 18-19 . . . He attended the Geneva summit for special briefings for assistant secretaries, for the purpose of briefing key leaders on results of the summit, November 20-21 . . . On November 22 Mr. Crocker traveled to Dakar, Senegal, to brief ABDOU DIOUF, president of Senegal and chairman of the Organization of African Unity, on the Geneva summit . . . Deputy assistant secretary WILLIAM ROBERTSON was the luncheon speaker at Shaw University, November 7.

Office of Public Affairs: ROBERT BRUCE participated in a direct-line interview with Central Wyoming College, on the campus radio station, on southern Africa, November 21.

Office of Regional Affairs: Acting director DAVID LYON and assistant multilateral affairs officer BERNADETTE ALLEN traveled to New York, in early October, to prepare for the Secretary's annual Organization of African Unity luncheon . . . Fall intern AUDREY EVANS spent a week at the U.S. mission to the United Nations in New York, providing support for bilateral meetings with African leaders . . . Mr. Lyon traveled to Montgomery, Ala., to give a speech at the Air Force War College, December 2 . . . GREGORY BRADFORD accompanied the bureau delegation to London, for political-military bilaterals with the British. He then traveled separately to Paris, for political-military bilaterals with the French, November 13-21 . . . ANN SYRETT accompanied MAUREEN REAGAN to Zaire, to attend the 20th anniversary celebrations of President SESE SEKOU MOBUTU, November 20-25 . . . Lt. Col. CHARLES SNYDER was in New Orleans for the African Studies Association conference, November 23-26.

Office of Southern African Affairs: Director JEFFREY DAVIDOW participated in public debates on South Africa at the John F. Kennedy School of Government, at Harvard, and at the University of Virginia law school . . . He participated in bilateral meetings in London, November 18-19; spoke at the African Studies Association meeting in New Orleans, November 23-24; and addressed the plenary session of the Sullivan principles signatories, in New York, December 3; and a Business International forum on South Africa, December 4 . . . Deputy director RAYMOND F. SMITH participated, November 11, in an African-American Institute-sponsored conference on southern Africa, at Wye Plantation, Md . . . He was the luncheon speaker at a conference in New York, November 13, on pros

and cons of U.S. business involvement in South Africa . . . Deputy director F. A. (TEX) HARRIS gave the keynote address to a conference on South Africa sponsored by New York Trinity Church . . . He spoke to the Washington chapter of the International Studies Association, and to audiences in Grand Rapids and Houston . . . South Africa desk officer ASHLEY WILLS participated in a program on southern Africa at William and Mary College, and in the Stanley Foundation's 26th conference on "Strategy for Peace," at Airline House, near Warrenton, Va . . . He briefed a group of international studies students from Hampton Sydney College, in the De-

partment, November 5 . . . He participated in a debate with the District of Columbia congressional delegate, WALTER FAUNTROY, in early November, on Capitol Hill . . . He traveled to Chattanooga, to address the World Affairs Council . . . On November 16-17 he gave a speech at Middlebury College . . . Deputy South Africa desk officer SUSAN KEOGH briefed a group of 50 adult education students from Montgomery County College on South Africa . . . She spoke on educational initiatives in South Africa, at a Carnegie Foundation-sponsored conference at Shaw University in Raleigh, N.C., November 6-7. □

MONROVIA, Liberia—Ambassador *Edward Perkins* presents safe-driving award to *John*

Sarwon, shaking hands Liberian-style. Personal officer *Stephanie Gillespie* is between them.



LUSAKA, Zambia—At award ceremony, left to right: Ambassador Paul Hare, William L.

Adams, H. McGuire, Saul Muyemba, June C. Perry, Paul Albers.

Consular Affairs

Principal deputy assistant secretary MICHAEL H. NEWLIN greeted the hostages of the hijacked Italian cruise liner Achille Lauro when they arrived home in the United States, October 12. . . . On October 20 he represented the Department in the receiving party when the body of murdered passenger LEON KLINGHOFFER was returned to the United States. . . . He headed a team in Algiers, November 11-15, to negotiate a U.S.-Algerian consular convention.

VERNON PENNER, deputy assistant secretary for visa services, addressed the mid-level class at the Foreign Service Institute, November 21, on consular challenges and perspectives in the coming decade. . . . ALAN OTTO, associate director, Visa Office, participated in the Asia consular conferences in Sydney and Seoul, consulted in Bangkok, and represented the bureau at the Japan in-country consular conference, in Tokyo, December 1-18. . . . LARRY COLBERT, director, Post Liaison Division, Visa Services, attended the China consular conference in Hong Kong and Seoul, December 6-15. . . . JUNE HEIL of that office attended the executive performance seminar at the Foreign Service Institute, December 1-6. . . . CHARLES STEPHAN, director, Public and Diplomatic Liaison Division, Visa Services, attended the National Association of Foreign Student Advisers biregional conference, in Madison, Wis., November 14-15. . . . ROSS BENSON of Visa's Fraud and Documentation Division attended the foreign policy course at the Foreign Service Institute, November 18-22. . . . From December 3-13 PATRICK HUSAR, Systems Liaison and Procedures Division, Visa Services, attended the automated information systems management, for intermediate executives, course at the Department of Defense. . . . The written inquiries branch of Visa Services welcomed FAYE HARTGROVE.

HARRY L. COBURN, deputy assistant secretary for passport services, visited the Stamford and New York Passport Agencies, November 21-22, to consult with the staff and to review management operations. . . . On November 25 PHYLLIS BUCSKO, Director, Policy and Coordination Staff; WILLIAM CAMP, associate director for passport services; JOHN HOTCHNER, special assistant for passport services; and STEVE SENA, Field Coordination Staff, Passport Services, visited the Philadelphia Passport Agency to review the status of an automation pilot project. . . . JOHN HOTCHNER and WILLIAM MALCOMSON of Passport's Field Coordination Staff visited the Stamford Passport Agency, November 20-22, to do a management evaluation. . . . A computer operators' meeting attended by personnel from many of the passport regional agencies was held at the Washington Passport Agency, November 19-21. . . . On November 18 DOROTHY MORGAN, antifraud program coordinator from Miami, presented the passport security program to customs and immigration inspectors at Miami International Airport. . . . ED KAPLAN, acceptance agents coordinator

of the Northeast Passport Processing Center, attended a postal seminar in Buffalo and Rochester, N.Y. . . . Representatives from many of the regional passport agencies attended an adjudication supervisors' conference in Washington, November 4-8. . . . On October 23 PHYLLIS CUBBINS, Seattle fraud program coordinator, addressed U.S. customs personnel, at Seattle-Tacoma International Airport, about secure features of the U.S. passport.

Executive director RONALD SOMERVILLE and JOHN ADAMS, director, Citizens Emergency Center, attended consular conferences in Sydney and Seoul in early December. . . . Mr. Adams consulted with consular staff at Bangkok and Hong Kong during his trip. . . . On November 13-14 KENNETH W. PLUMMER, deputy director of citizens consular services, attended a meeting of the National Advisory Board on Child Abuse and Neglect, in Chicago. . . . EDWARD A. BETANCOURT of that office was in Algiers, November 11-15, to participate in the negotiation of a U.S.-Algerian consular convention. . . . In connection with installation of automated systems in the Citizens Services Unit of Mexico City, TIM RANDALL, Citizens Emergency Center, traveled to the embassy and later consulted with the consular staff at Guadalajara. . . . CARMEN A. DIPLACIDO, director of citizens consular services, and LAYTON RUSSELL, chief of the African Division of that office, were in Baltimore, November 27, to consult with officials of the Social Security Administration, on federal benefits operations abroad. . . . ELIZABETH SOYSTER, acting chief, Near East Division, Citizens Consular Services, attended the executive performance seminar in Hedgesville, W. Va., December 1-6.

Deputy executive director DONALD PARSONS traveled to Paris, the first week of December, as a member of a consular assistance team. . . . During the first two weeks of December, management analyst EILEEN MALLOY traveled to Guadalajara and Santo Domingo as a member of a security survey team. . . . GAIL ANDERSON has joined the bureau as a personnel management specialist. . . . Resources Management welcomed SANDRA PENNY as its new budget analyst. . . . JOE NOWELL, Systems Staff, traveled to Bonn, Paris and London, to train personnel in the new citizen services system. . . . DON LYLES has replaced DAVE TREVOR as the newest member of the Systems Staff. □

East Asian and Pacific Affairs

Assistant Secretary PAUL WOLFOWITZ testified before the Senate Foreign Relations Committee, October 9, regarding Chinese nuclear issues. . . . He traveled to New York for bilateral consultations, during the UN General Assembly session, October 22-25. He was accompanied to New York by staff assistant LARRY DINGER and secretaries MARY ANN COTE and PENNY O'BRIEN. . . . On October 30 he testified before the Senate Foreign Relations Committee, regarding the Philippines. . . . He spoke to the Business Council for the United Nations, November 6, at the Department. . . . He traveled to Boston, November 7-8, to participate in the Fletcher School of Law and Diplomacy conference on Singapore. . . . On November 12 Mr. Wolfowitz testified before the House Foreign Affairs Committee re-



BANGKOK, Thailand—Ambassador William A. Brown (bending down, with necktie) plants

tree in the embassy compound, in memory of the victims of terrorism.

BUREAU NOTES

garding the Philippines ... He traveled to Geneva, Switzerland, November 18, for the President's summit meeting with Soviet leader MIKHAIL GORBACHEV. He was accompanied by special assistant DEAN L. WELTY and Ms. Cote ... Mr. Wolfowitz and Mr. Welty continued on to Tokyo, Beijing and Seoul, to brief host governments on the outcome of the summit ... From December 6-18, the assistant secretary traveled to Bangkok, Singapore, Vientiane and Rangoon, for bilateral discussions with host governments, and to Bali, Indonesia, for the U.S.-Indonesia conference. He was accompanied by his director of special projects, ROBERT L. DOWNEN.

Ambassador MICHAEL J. MANSFIELD returned to the United States, in October, to participate in PRESIDENT REAGAN's bilateral meeting with the Japanese prime minister in New York, on the occasion of the 40th anniversary of the UN General Assembly. The ambassador remained in the United States for home leave, and traveled back to Tokyo in late November ... Also at the President's New York meeting was the director of the Office for Japanese Affairs, THOMAS C. HUBBARD ... Mr. Hubbard traveled afterwards to Tokyo, for consultations with Japanese government and U.S. embassy officials, and participated in the U.S.-Japan policy planning talks, as well as the trilateral U.S.-Japan-United Kingdom Indian Ocean policy planning talks ... The deputy director of the Office for Japanese Affairs, REA BRAZEAL, traveled to Tokyo, in October, to participate in negotiations with the Japanese on forest products sector issues, U.S.-Japanese government and industry talks on wood, and other market access issues with the Japanese ... Political/economic officer WILLIAM CORBETT traveled to Tokyo, in October, to participate in the U.S.-Japan sectoral trade negotiations on medical equipment and pharmaceuticals ... He returned to the United States to escort Japan's PRINCE NARUHITO, second-in-line to succeed EMPEROR HIROHITO, on an unofficial three-week tour of 15 U.S. cities, during October ... In November Mr. Corbett addressed College of William and Mary international relations students on their annual visit to the Department, on U.S. policy in East Asia ... Economic officer ROBERT REIS traveled to Tokyo in November, to participate in U.S.-Japan electronics, telecommunications and other market access negotiations ... Embassy Tokyo economic officer JOSEPH HAYES returned to the Department, December 3-6, to participate in U.S.-Japan semiconductor negotiations ... Office of Japan Affairs officers REA BRAZEAL, JOHN SCOTT and BRIAN MOHLER participated in U.S.-Japan negotiations in Washington, on agricultural products, salmon, semiconductors and leather, November 22-December 6.

During November the deputy director for the office of Vietnam, Laos and Cambodia, JOSEPH C. SNYDER, traveled to Southeast Asia and Geneva, Switzerland, with the Secretary's panel on Indochinese refugees. The panel was led by a

former Iowa governor, ROBERT RAY ... The country officer for Vietnam, STEPHEN T. JOHNSON, traveled to Pittsburgh, October 21, to speak at the University of Pittsburgh on "American Policy on Indochina."

Principal deputy assistant secretary JOHN C. MONJO addressed a nongovernmental organizations conference, at the Department, October 10 ... On October 20-21 he traveled to Boston, to address students at the Harvard law school. He spoke on "U.S. Relations in Asia." ... He addressed the Greater National Council of World Affairs, at the Department, October 22 ... He traveled to Cincinnati, October 29-31, to address the Cincinnati Council on World Affairs ... On November 1 he traveled to Maxwell Air Force Base, Ala., to address the Air War College class of 1986, on "U.S. Interests, Challenges and Policies in Pacific Asia." ... Mr. Monjo traveled to Boston, November 6-8, to participate in the Fletcher School of Law and Diplomacy conference on Singapore ... He was on hand in Houston, November 9, to greet the president of Burma, who traveled to the United States for surgery. Mr. Monjo was accompanied to Houston by CHARLES SALMON, director, Office of Thailand and Burma Affairs ... On November 15 Mr. Monjo addressed the Association of South East Asian Nations-U.S. Business Council's joint executive committee meeting in Los Angeles ... He gave a background briefing on East Asia and the Pacific basin to Washington-based media organizations, at the Department, December 3 ... On December 5 he testified before the House Armed Services committee regarding the Philippines ... He briefed a group at the Foreign Press Center regarding the Philippines, December 6 ... He participated in the deputy secretary's luncheon and briefing for members of the Heritage Foundation, in the Department, December 6 ... He participated in the East Asian and Pacific (northern posts) consular conference in Seoul, December 14 ... DOROTHY (DEE) NAUDZIUS arrived in the bureau, December 2, to take up her duties as Mr. Monjo's secretary.

Deputy assistant secretary JAMES R. LILLEY traveled to Hartford, Conn., October 4, to address the World Affairs Center Executive Forum, on "Our Evolving China Policy." ... He traveled with VICE PRESIDENT BUSH to Saipan, China, and Hong Kong, October 10-19. He was accompanied by secretary MATTIE GOODWIN-MILLS ... On November 6 he met with the American Council of Young Political Leaders ... He traveled to New York, November 7, to brief the UN Business Council, regarding China and the Vice President's trip ... On November 18 he discussed the Foreign Service with students at Yale, at New Haven, Conn. ... Mr. Lilley addressed graduate and undergraduate students at a seminar on American foreign policy, at the Department, November 25. He spoke about China.

Deputy assistant secretary WILLIAM PIEZ addressed the national foreign trade convention on China, in New York, October 17. From October 21-November 1 he participated in the Asian

Pacific Council of the American Chamber of Commerce meeting, in Jakarta, Indonesia, and visited Hong Kong, Manila and Seoul ... Mr. Piez met with members of the Semiconductor Industry Association, in Monterey, Calif., November 17-19 ... He participated in the U.S.-Indonesia bilateral conference, at Bali, Indonesia, December 11-14.

On December 5 GEORGE GOWEN, Office of Economic Policy, attended a luncheon meeting at the Capitol, sponsored by the Center for Strategic and International Studies congressional study group on "U.S.-Association of South East Asian Nations Relations." At the meeting participants discussed the center's plans for a major research project.

The Office of Chinese Affairs director, RICHARD WILLIAMS, visited Chicago, November 19-20. He addressed a conference jointly sponsored by the Department of Commerce's Chicago office and the new Chinese consulate general there, attended by about 500 business executives ... Mr. Williams spoke to two groups under the auspices of the Chicago Council on Foreign Relations ... On December 6 he went to New York, to help commemorate the 20th anniversary of the founding of the National Committee on U.S.-China relations ... Senior deputy director CHRIS SZYMANSKI spoke at Harvard, to New England professors of East Asian studies, on the September party conference in China, November 4 ... On November 7 he addressed the Brookings Institution's conference for senior business executives ... He traveled to Los Angeles, December 1-4, and spoke at the Town Hall of California, a world affairs organization, on Sino-U.S. relations ... He talked to corporate executives in California about establishing an international school, including a high school, in Beijing ... Political deputy EUGENE MARTIN spoke at a conference on China, in Kansas City, December 4 ... He then visited the Chinese consulate general in Chicago ... He and Mr. Williams attended a discussion on China at the Heritage Foundation, in Washington, December 9 ... RUSSELL SVEDA addressed 15 different academic, civic and media audiences in northern California and Utah, November 14-19, about prospects for the Reagan-Gorbachev summit ... MORTON HOLBROOK delivered a lecture at Columbia University, October 15, sponsored by the law school's Center for Chinese Legal Studies ... Mr. Holbrook addressed a group from Montgomery County Community College, in Washington, November 29 ... STEPHEN SCHLAIKJER attended a conference at the American embassy in Tokyo, October 21-24; he then traveled to China posts, October 24-November 5, for consultations on high technology trade and peaceful nuclear cooperation ... HOWARD STOFFER visited Japan, China, Hong Kong, Korea and the commander-in-chief, Pacific, headquarters, October 24-November 22, for consultations and area familiarization ... DAVID SHEAR attended the Northeast Asia consular conference, in Seoul, December 12-14, and visited China posts for consultations. □

Economic and Business Affairs

Assistant Secretary DOUGLAS McMINN traveled to Geneva, November 25-29, to attend a General Agreement on Tariffs and Trade meeting. Participants decided to establish a preparatory committee to begin preparations for a new round of multilateral trade negotiations ... The deputy assistant secretary for international trade controls, DALE R. TAHTINEN, led an interagency team to multilateral discussions, in Paris, on China export policy, September 23-26 ... MADELYN SPIRNAK, Office of East-West Trade, also participated ... Mr. Tahtinen held bilateral export control discussions, in Bonn, October 4; traveled to Paris for talks on munitions control issues, October 14-17; and returned to Paris for an October 28-31 meeting of the Coordinating Committee on Export Controls enforcement subcommittee ... TERESA JONES, Office of East-West Trade, held consultations in Paris on enforcement topics, prior to the subcommittee meeting, in which she participated ... STEVEN SABOE, same office; led an interagency team to Paris for November 4-7 talks with the coordinating committee on controls on electronic equipment.

ROBERT PRICE, director, Office of East-West Trade, and DAVID WILSON, deputy director, participated in a strategic trade officers' conference for the Asia/Pacific region, in Tokyo, October 21-23. The conference addressed export control/technology transfer issues and followed a similar meeting held last year in Garmisch. At the Tokyo meeting, Washington participants briefed field officers on administration technology transfer/export control/licensing policies, whereas field officers provided their perspectives on these issues from their geographic vantage points ... U.S. initiatives and rapidly-evolving technology transfer policies toward China triggered extensive discussion. Following the conference, Mr. Price visited Shanghai and Beijing, to discuss technology transfer issues with embassy and Chinese officials ... EMIL CASTRO, chief, Trade and Foreign Policy Division, Office of East-West Trade, participated in the UN Economic Commission for Europe's 40th meeting on East-West trade, in Geneva, December 2-6 ... LAURA FAUX-GABLE of the division conducted bilateral discussions with European business and government officials, in The Hague, London and Paris, during November. She was accompanied by ROBERT KNICKMEYER of the Near East bureau and BRUCE WEBB of the Commerce Department.

E. ALLAN WENDT, deputy assistant secretary for international energy and resources policy, was a speaker at an international energy seminar hosted by the International Research Center for Energy and Economic Development, at the University of Colorado, October 14-15 ... He attended the International Energy Agency governing board meeting, October 23, in Paris ... THOMAS J. O'DONNELL, director, Office of

International Commodities was in Kuala Lumpur, October 28-November 1, for meetings of the International Rubber Organizational Council and Committees ... BARBARA BOWIE was a member of the U.S. delegation to the International Lead and Zinc Study Group, in Geneva, October 17-24 ... She then traveled to London to consult with the commodities section at the embassy and with the International Tin Council staff ... CYNTHIA SMITH attended the International Guayule Rubber Conference, in Phoenix, October 16-19, and in November attended the 29th assembly session of the International Rubber Study Group in Abidjan ... DAVID MILLER attended the executive-legislative relations seminar, October 7-11.

GERALD J. MONROE, director, Office of Food Policy and Programs, and CHARLES G. BILLO, chief, Food Programs Division, attended the October 21 session of the Food Aid Committees, in London, which marked the opening of negotiations on replacement of the 1980 food aid convention. Mr. Monroe is the 1985/86 chairman of the committee ... The director of the Office of Business and Export Affairs, JACK ST. JOHN, moderated the executive-diplomat seminar, October 29-30. Over 30 executives from major corporations across the U.S. participated in the two-day event, jointly sponsored by the Bureau of Economic and Business Affairs and the Bureau of Public Affairs. Assistant Secretary McMINN gave the keynote address at the first day's luncheon in the Benjamin Franklin Room ... Mr. St. John and PATRICIA HAIGH, Developed Country Trade Division, addressed the National Small Business Association meeting, October 25. Mr. St. John spoke on the President's new trade policy. Ms. Haigh on trade with Japan ... JANICE LYON of the division attended a conference sponsored by the publication Transborder Data Reports, on the International Information Economy. The conference was held in Williamsburg, October 30-November 1. Business and government executives from Europe, Canada and the United States (as well as a number of less-developed countries) attended, to discuss trends and problems in international information and transborder data flow issues ... HARVEY WINTER, director, Office of Business Practices, was the alternate U.S. delegate to a meeting of the governing bodies of the World Intellectual Property Organization, in Geneva, September 23-October 1. The major items on the agenda were the biennial program and budget of the organization and the re-election of the director general, Arpad Bogsch, an American national ... PATRICIA WOODRING, same office, traveled to Ottawa, September 30-October 2, as part of an interagency telecommunications working group. Discussions centered on U.S. concerns for assurances of copyright protection of television broadcast signals ... Ms. Woodring was also the State representative at a committee of experts meeting on the international registration of marks, in Geneva, December 11-13. The meeting was the second session to consider a proposed new treaty on the international registration of

marks ... WILLIAM SKOK, Office of Business Practices, headed the U.S. delegation at a joint World Intellectual Property Organization-UNESCO meeting of experts, on model provisions for publishing contracts, in Paris, December 2-6 ... JOHN RIDDLE, Office of Development Finance, attended the midterm review on the "substantial new program of action for the least developed countries," in Geneva, September 30-October 11.

On November 10 JEFFREY N. SHANE, newly-appointed deputy assistant secretary for transportation affairs, traveled to Bern, Switzerland, for informal aviation discussions with Swiss officials ... He then flew to Tokyo for informal aviation and maritime talks with Japanese transport officials, November 13-15 ... He conducted aviation consultations in Madrid, December 2-3, followed immediately by aviation talks in Rome ... He visited Ottawa, December 11-13, for aviation discussions with the government of Canada ... RICHARD C. SCISSORS, director, Office of Maritime and Land Transport, was a member of the U.S. delegation at maritime discussions with the Soviet Union, December 2-5, in Washington ... WILLIAM H. DAMERON, deputy director, same office, attended a meeting of the working group of the Maritime Transport Committee of the Organization for Economic Cooperation and Development, December 2-3, to discuss shipping policy, and a meeting of the committee's special group on international organizations, December 3-4, to prepare positions for the UN conference on conditions of registration for ships, scheduled for January 20-February 6 in Geneva ... On October 21 JONATHAN BEMIS, Office of Maritime and Land Transport, spoke on U.S./Soviet maritime relations, at the Harvard University Russian Research Center's seminar on Soviet agriculture, at Cambridge, Mass.

People: WILLIAM B. MILAM has entered on duty as deputy assistant secretary for international finance and development ... DAVID H. BURNS has become deputy executive director, and currently is acting executive director on the Executive Staff ... Other employees new to the bureau include WILLIAM DEWALD and PAMELA HARRISON, Planning and Economic Analysis Staff; CORNELIA JOHNSON and ELIZABETH EWING, Textiles Division; and PHYLLIS HARLEY, Office of Maritime and Land Transport ... Two students from Roosevelt High School, TAKIA WORMLEY and CASSANDRA ANDERSON, are working part-time in the bureau under the Vocational Office Training Program. □

European and Canadian Affairs

Front Office: Geneva was the focal point of bureau activity for most of November. In addition to Assistant Secretary ROZANNE RIDGWAY, seven European Affairs officers traveled to Geneva, including deputy assistant

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STOCKHOLM, Sweden—U.S. embassy people help Ambassador Franklin S. Forsberg, center, celebrate his 80th birthday.

secretaries CHARLIE THOMAS and MARK PALMER; MARK PARRIS and BRUCE BURTON of Soviet Affairs; RAY CALDWELL and CRAIG DUNKERLEY of the Office of European Security and Political Affairs; and European Affairs special assistant NADIA TONGOUR. . . Following the summit and consultation with the NATO allies in Brussels, Ms. Ridgway visited Embassies Paris and Bonn and met with German officials in West Berlin. . . Mr. Palmer went on to Miami, to brief a group of former secretaries of state on the outcome of Geneva. . . Mr. Thomas also did follow-up briefings, in Vienna and Dublin. Closer to home, deputy assistant secretary JIM MEDAS and the special assistant for policy planning, DIANA SMITH, spent December 1-2 in Ottawa, consulting with Canadian officials.

Office of the Executive Director: Executive director KENNETH PELTIER traveled to Paris, Marseille, Rome, Munich, Budapest, Prague and Berlin, for consultations on posts' administration, October 24-November 8. . . Deputy director H.

CLARKE RODGERS, attended a principal officers' conference in Ottawa, Canada, December 1-3. . . JON JACKSON, management analyst for the systems support branch, traveled to Istanbul, Ankara, Paris and Dublin, for a computer site survey, November 11-27. . . SHARON LUDAN, post management officer, traveled to Ottawa, Montreal and Toronto, to meet with administrative personnel officers, November 17-23.

Office of Canadian Affairs: Mr. Medas and the director of the Office of Canadian Affairs, CARROLL BROWN, participated in a senior officers meeting in Ottawa, December 1-3. . . GEORGE BOUTIN, energy officer, Office of Canadian Affairs, participated in the meeting of the energy consultative mechanism, in Ottawa, November 7.

Office of Northern European Affairs: AYESHA LEONARD has joined the office, replacing WILHELMINA RICKETS, who transferred to another agency. . . JOAN

GOODRUM has been reassigned from Northern European Affairs to the Office of Special Adviser to the Secretary on Non-Proliferation Policy and Nuclear Energy Affairs.

Office of European Security and Political Affairs: Mr. Thomas, with director RAY L. CALDWELL and CRAIG DUNKERLEY of the Office of European Security and Political Affairs, accompanied the Secretary to the Geneva summit, November 19-20. . . GEORGE WARD, deputy director, Office of European Security and Political Affairs, represented the Department on the Secretary of Defense's delegation at the fall ministerial meeting of NATO's Defense Planning Committee, in Brussels, December 3-4. . . ERIC REHFELD of the office attended the semiannual NATO joint communications and electronics committee meeting, in Brussels, as part of the U.S. delegation, the week of November 18.

Office of Southern European Affairs: Mr. Parris traveled to Geneva for the meetings between PRESIDENT REAGAN and MIKHAIL



EUROPEAN AND CANADIAN AFFAIRS— Richard Burt, center, the outgoing assistant secretary, and Mary Ryan, former bureau executive director, greet newcomers William

Woessner, right, deputy assistant secretary, and Kenneth Peltier and Clarke Rodgers, left, now director and deputy director of the executive office.

Foreign Service Institute

JOHN W. McDONALD spoke in Sarasota, Fla., October 23, to the Institute of Lifetime Learning, on multilateral diplomacy, and to the United Nations Association, Sarasota chapter, October 24, on the 40th anniversary of the United Nations . . . He spoke to the University of West Virginia in Morgantown, November 1, and the University of Maryland law school, in Baltimore, November 22, on conflict resolution . . . On November 18 he addressed the Community Council of Greater New York on Employment and Aging, and the City Council of Cincinnati, November 21, on "The Decade of Disabled Persons." . . . He taught a course on the United Nations, December 4-18, at the National Cryptological School, and chaired a session on Sri Lanka, December 7, at the University of Maryland's Center on International Development and Conflict Resolution.

New employees include AUDREY DAVIS, Budget Office; DENNIS HARRINGTON and SANDRA KRUCELYAK, School of Professional Studies; and SHIRLEY LEE, School of Area Studies . . . ZSUZSA V. SANDOR entered on duty as a new Hungarian instructor. □

GORBACHEV, November 19-21 . . . In addition, he participated in the Secretary's visit to Helsinki and Moscow, in early November, and in the meetings between the Secretary and the Soviet foreign minister in Washington and New York . . . Following the summit meeting, he traveled to Tokyo, where he joined Assistant Secretary PAUL WOLFOWITZ in briefing Japanese officials on the results of the Geneva meeting.

B. LYNN PASCOE, Soviet Union affairs deputy director, briefed former President JIMMY CARTER, November 8, on the upcoming Summit . . . BRUCE BURTON, deputy director for multilateral and security affairs, and his assistant, KATHARINE GUROFF, were members of the support staff for the summit meeting, and accompanied the Secretary to Helsinki and Moscow, in November. Mr. Burton and JOHN TEFFT, desk officer, also traveled to the UN General Assembly in September, to support the Secretary's meeting with the Soviet foreign minister . . . Mr. Tefft returned to New York in October to assist in preparations for the President's and Secretary's meetings with the Soviet foreign minister . . . DON KURSCH, deputy director for economics, traveled to Moscow, November 17-22, for discussions which reached agreement, in principle, on the conditions for a resumption of bilateral air service between the United States and the Soviet Union . . . PETER SCHOETTLE of the multilateral affairs section was the State adviser at the strategic arms reduction talks in Geneva, for two months . . . Upon his return in November, he participated in the annual U.S.-Soviet review of the incidents at sea agreement, in Washington . . . DANIEL FRIED participated in the U.S.-Soviet

senior experts meeting on Central America and the Caribbean, in Washington, in late October . . . ERIC EDELMAN was a member of the support staff for the Secretary's meeting with the Soviet foreign minister in Helsinki, in July, and assisted with the nonproliferation treaty consultations with Soviet representatives in Washington, in October . . . MICHAEL BUTLER has been working in the multilateral and security affairs section for four months, assisting with preparations for the summit, prior to his next assignment in Bucharest . . . GEORGE GLASS, Soviet Union Affairs, accompanied an Environmental Protection Agency delegation headed by administrator LEE M. THOMAS to Moscow, in November, for the ninth meeting of the United States and the Soviet Union's Joint Committee on Cooperation in the Field of Environmental Protection.

* * *

The first European regional commissary managers conference was held in Bonn, October 14-18. ROBERT ERWIN, manager, Bonn, initiated the conference, which brought together association representatives from 17 posts and provided a forum for the participants to share their ideas on association management. Representatives from State's Office of Commissary and Recreation Affairs included the director, RAVI SIKAND, and LIZ WEBER and DONNA VAN DYKE. They provided information on the office and its services and directed the majority of conference discussions. Topics discussed included contracting, financial reporting, tax liabilities, procurement and software applications. SALLY ALLAN of the Department office spoke.

Human Rights and Humanitarian Affairs

In a ceremony at the White House to mark International Human Rights Day, December 10, PRESIDENT REAGAN addressed a group of nongovernmental human rights organizations and signed a proclamation. White House public liaison director LINDA CHAVEZ and Assistant Secretary RICHARD SCHIFTER also addressed the group. Members of the National Spiritual Assembly of the Baha'i made a special presentation to President Reagan. . . Mr. Schifter testified before the Senate Foreign Relations Subcommittee on European Affairs, on "Religious Persecution Behind the Iron Curtain." . . . He testified before the Congressional Commission on Security and Cooperation in Europe, on "Soviet Human Rights Abuses in Afghanistan." . . . He addressed the National Jewish Coalition, the Washington Foreign Law Society, the National Conference on Soviet Jewry, the National Council of Jewish Women, the American Council of Young Political Leaders and the American Bar Association and International Human Rights Law Group, at various forums in the Washington area . . . Mr. Schifter appeared on the "Today Show," in a segment which focused on elimination of torture . . . He granted interviews to the Baltimore Sun, Washington Jewish Week and Austrian Television.

Deputy assistant secretary LEO MOSER spoke at a White House briefing of the American Latvian Youth Association, on "Human Rights Issues in the World Today." . . . LAURA DIETRICH, deputy assistant secretary for asylum

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and humanitarian affairs, traveled to Geneva on consultation ... She testified at a hearing arranged by Congressman JOHN J. LAFALCE (D.-N.Y.), in Rochester, on immigration policy and the sanctuary movement ... she gave a presentation at the immigration judges conference, in San Diego, on "The State Department Advisory Opinion Process in Asylum Cases." ... Ms. Dietrich granted interviews to the Christian Broadcasting Network, the Associated Press and to Economist magazine, on the subject of the "sanctuary movement."

JAMES THYDEN, director, Office of Human Rights, testified before the House Foreign Affairs Subcommittee on Western Hemisphere Affairs, on human rights practices in Peru, and before the House Banking Subcommittee on International Development Institutions and Finance, on human rights practices in Chile ... He addressed a class at the University of Virginia law school in Charlottesville ... WARD THOMPSON, director, Office for Policy and Programs, addressed nongovernmental organizations accredited to the U.S. mission to the United Nations, in New York ... JAMES MONTGOMERY has joined the bureau as senior deputy assistant secretary, and RITA M. CHATHAM as administrative assistant to the assistant secretary. □

Intelligence and Research

Office of The Geographer: GEORGE J. DEMKO, director, served as a member of the International Research and Exchange Board committee to select academic exchange participants with the Soviet ministry of education and the Academy of Sciences for 1986-87 ... He also delivered lectures at the Sergeant Majors' Academy at Fort Bliss, Tex., on the "Geography of Terrorism," December 11-12, and at the University of Texas, El Paso, at the faculty-student symposium on geography and foreign policy, December 13 ... SANDRA H. SHAW, division chief, delivered an address to the 5th annual meeting of the North American Cartographic Information Society, on "Cartography and Maps at the Department of State," at Chicago, November 13.

Office of Analysis for the Soviet Union and Eastern Europe: MARTHA MAUTNER, deputy director, addressed the Willamette World Affairs Council, Eugene, Ore., and a conference sponsored by Oregon State, at Corvallis, on U.S.-USSR relations, and participated in media events in both cities, October 10-12 ... She addressed audiences at the University of Wisconsin, at La Crosse; the Wingspread Foundation, in Racine, Wisc., and the Executive Club and Rotary in Louisville, November 5-7 ... She participated in the regional foreign policy conference sponsored by the San Antonio World Affairs Council and the State Department, at San Antonio, November 21, speaking on "The USSR under Gorbachev." ... PAUL GOBLE, special assistant for Soviet nationalities, spoke on "The Ukraine in Foreign

Affairs," at the Harvard Russian Research Center conference on the Ukraine, October 11 ... He lectured on "Soviet Nationality Policy under Gorbachev," at the Columbia University Harriman Institute, October 18, and he spoke on human rights and dissent in the USSR, at the University of Cincinnati law school, November 8 ... DONALD GRAVES, division chief, spoke on Soviet domestic politics, at the Brookings Institution conference on U.S. Government Operations, October 10 ... He also spoke to the Cornell Club, at the George Washington University Marvin Center, on the Gorbachev leadership, November 6 ... KAREN PUSCHEL, analyst, spoke to the Essex County Women's Club, in Tappahannock, Va., and students and faculty at the University of Richmond, November 12 ... SIDNEY PLOSS, analyst, spoke on "The Gorbachev Leadership" at a colloquium at George Washington University, November 19.

GEORGE S. HARRIS traveled to Ankara, Dakar and Nouakchott, for consultations with the U.S. embassies, November 15-26 ... He chaired a conference of academic experts on Iran, November 8 ... Deputy director RON LORTON and Iran analyst STEPHEN R. GRUMMON, who organized the conference, also attended ... Arab-Israel Division chief GARY DIETRICH and Mr. Grummon attended the annual meeting of the Middle East Studies Association, in New Orleans, November 23-25 ... WAYNE WHITE, analyst for Iraq and Syria, visited Jordan, Syria and England, for consultations with U.S. embassies, November 6-December 4 ... Arabian Peninsula analyst WILLIAM JORDAN spoke to media representatives and a number of local civic, college and university groups, in Helena and Bozeman, Mont., about the Arab-Israeli situation

and U.S. policy in the Middle East, November 19-24 ... India analyst WALTER ANDERSEN met with South Asian scholars at the Woodrow Wilson Center, October 30, to discuss problems and prospects of research in the United States.

Office of Analysis for Western Europe: F. HERBERT CAPPS, deputy director, lectured on Nordic security problems, to the western Europe area studies course at the Foreign Service Institute, October 15, and to military attaches assigned to the Nordic countries, on political factors in security decision-making, December 4 ... ALAN MAKOVSKY, analyst, spoke on "U.S.-Turkish Relations," on a panel with Turkish Ambassador SUKRU ELEKDAY and consul general UGAR ZIYAL, at a symposium sponsored by the Institute of World Affairs, in Milwaukee, November 9 ... KATHERINE WILKENS, analyst, attended the Modern Greek Studies Association conference at Ohio State University, November 7-10 ... BOWMAN MILLER, chief, Division for Northern and Central Europe, lectured on West German security thinking at the American University "Washington Semester Program," October 30, and lectured to the western Europe area studies course at the Foreign Service Institute, October 15. □

Inter-American Affairs

P. PETER SARROS, director, regional political programs, gave a speech on U.S. policy toward Nicaragua, at the University of North Carolina, November 12, and a presentation on Central America, to 500 students and faculty members at Gilford College, Greensboro, N.C., November 13 ... On November 25 he spoke be-



KINGSTON, Jamaica—At retirement party for personnel officer Katherine M. White, she

is greeted by deputy chief of mission J. Todd Stewart.



LIMA, Peru—Ambassador David Jordan presents Meritorious Honor Award to Leon M. Johnson for his performance during a three-month assignment here as acting administrative officer.

fore the Houston Rotary Club, on Central American policy, and on December 1-4, attended the special Organization of American States general assembly, at Cartagena, Colombia.

The acting director of the Office of Andean Affairs, J. PHILLIP McLEAN, traveled to Lima, December 11-14 . . . Peru country officer HEATHER HODGES visited Peru on an orientation trip, December 2-11 . . . Venezuela country officer LINDA PFEIFLE went to Miami, November 19-20, to serve as a notetaker for bilaterals, during the Caribbean and Central American Action annual conference . . . The country officer for Ecuador, GERALD McCULLOCH, gave a briefing on Ecuador to police of Nassau County, N.Y., November 6.

On November 5 HAROLD EISNER became director of Caribbean affairs . . . The annual Caribbean and Central American conference was held in Miami, November 19-22. In addition to U.S. ambassadors to the Caribbean region, the following attended from the Department: Deputy assistant secretaries RICHARD HOLWILL and PAUL TAYLOR, Mr. Eisner, Jamaican desk officer ROBERT BLOHM, and the Eastern Caribbean desk officer, MICHAEL KIRBY . . . Desk officer WALTER ANDRUSYSZYN traveled to

Grenada and Martinique on consultations, the week of November 25 . . . The deputy assistant secretary for the Caribbean, RICHARD HOLWILL, also traveled to Bridgetown, November 22, for consultations, and also visited Dominica, St Lucia and Martinique.

JAMES CASON, Guatemala desk officer, traveled to San Francisco in November, to participate in a panel discussion on Guatemalan elections, at the World Affairs Council . . . CARL GETTINGER, El Salvador desk officer, traveled to New York, November 14, to speak at the annual dinner of the law firm Patterson, Belknap, Webb & Tyler. The speech focused on the investigation into the 1980 murder of four U.S. churchwomen in El Salvador. □

International Communications and Information Policy

DIANA LADY DOUGAN, U.S. coordinator and director for international communications and information policy, attended the special session of the Organization for Economic

Cooperation and Development, in Paris, November 18-20. She chaired a panel on future cooperation in international telecommunications. Accompanying her were LUCY HUMMER, director, Office of Planning and Analysis; DOREEN MCGIRR, same office; and CHARLES LOVERIDGE, director, Office of External Relations . . . Ms. Hummer headed a U.S. delegation to a special session on information policy, November 21-22 . . . Ms. McGirr attended this meeting as well . . . Ms. Dougan remained in Paris, November 21, to hold discussions with French officials on telecommunications policy issues.

RUSH TAYLOR JR., deputy director for international communications and information policy, and RON DAVIDSON, Office of Technical Standards and Development, represented the Department at the initial meeting of the 21-nation advisory board for the Centre for Communications Development, in Geneva, November 19-23 . . . Mr. Taylor met with the International Telecommunication Union secretary general, RICHARD BUTLER, to review communications issues.

ALLEN OVERMYER, Office of External Relations, attended the China-U.S. telecommunications conference in Beijing, October 26-November 6. Sponsored by BellSouth and China Tech, the conference was the first large-scale effort by representatives of U.S. telecommunications and related industries to enter the Chinese market . . . Mr. Overmyer also conducted discussions with the Chinese government and attended a conference in Tokyo, November 12-15, on "Telecommunications, Information and Inter-Dependent Economies," sponsored by the Japan Institute for International Affairs. □

International Narcotics Matters

NANCY REAGAN sponsored another first ladies' conference on drug abuse, October 21, at the United Nations. Twenty-nine first ladies joined Mrs. Reagan and MRS. PEREZ de CUELLAR, wife of the secretary general of the United Nations, for a morning session and luncheon. First ladies from around the world participated in the conference, which included presentations from the assistant secretary of state for international narcotics matters, JON R. THOMAS; Dr. CARLTON TURNER, deputy assistant to the President for drug abuse policy; and representatives of parents' groups and the rehabilitation community. The participants also heard reports from the first ladies of Portugal and Malaysia about developments in their countries



LIMA, Peru—Ambassador David C. Jordan, left, presents public affairs officer Guy Farmer a Superior Honor Award for his work on anti-narcotics and election night programming. (Photo by Maria Luisa Galvez)

since the first conference in April. Bureau staff participating included deputy assistant secretary ANN WROBLESKI and the special assistant for public affairs, CATHERINE SHAW.

Mr. Thomas and Ms. Wroblewski traveled to Colombia, October 13-17, to confer with embassy and high-level Colombian government officials on U.S.-Colombian narcotics control efforts. In addition, on October 17, Mr. Thomas delivered an address at the Inter-American Press Association convention in Cartagena . . . Deputy assistant secretary MARK DION made an orientation trip to Asia, November 9-26, with consultations in Ankara, Islamabad, New Delhi, Bangkok and Rangoon . . . Program officer CAROLEEN WILLIAMS joined him for the stops in Turkey and India; both officers were members of Under Secretary W. ALLEN WALLIS' delegation to the Joint U.S.-Pakistan Economic Commission talks in Islamabad . . . Ms. Wroblewski traveled to Ottawa, December 3-7, to participate in a training exercise on counter-terrorism . . . Americas Division chief JAMES J. GORMLEY was in Bogota, November 3-8, for a Drug Enforcement Administration regional meeting . . . Program officer MARY JEANNE MARTZ made her initial consultation trip to Peru, Bolivia and Brazil, November 10-30.

Visitors to the bureau included the Mexican deputy attorney general the commander of the na-

tional police, from Ecuador; EDUARDO VETERE, UN Fund for Drug Abuse Control, Vienna, Austria; the commander of the British garrison in Belize; and the Spanish commissioner of drugs-designate, MIGUEL SOLANS SOTERAS.

W. KENNETH THOMPSON, until recently acting special adviser to the Secretary for public diplomacy, has joined the bureau as deputy director of the Program Office, replacing WILLIAM F. BEACHNER, who takes up his new duties as deputy director of the UN Fund for Drug Abuse Commission in Vienna . . . Program officer JOHN McLAUGHLIN traveled to Georgia, North Carolina, Pennsylvania and Belize, to develop an aviation eradication system for narcotics control . . . Program officer RONALD MERRIOTT visited Panama and Belize, to develop an aviation eradication system. □

International Organization Affairs

JAMES A. WILLIAMS, acting director, Office of UN Political and Multilateral Affairs, traveled to New York, December 2-4, for consultations on the General Assembly . . . GILBERT D. KULICK, deputy director, had traveled

to New York, October 31-November 1, for the same purpose . . . NEAL A. WALDROP, UN political and institutional affairs officer, served on the U.S. delegation for the Sixth Committee for the General Assembly, November 12-22 . . . ALEXANDER LIEBOWITZ, officer-in-charge, European and arms control and outer space affairs, and ROBERT LUACES served on the U.S. delegation to the First Committee for the General Assembly, November 4-December 6 . . . ERNEST C. GRIGG, officer-in-charge of UN political and institutional affairs, accompanied MAUREEN REAGAN as part of the U.S. delegation to Zaire to commemorate the 20th anniversary of President SESE SEKO MOBUTU, November 21-25.

STEVEN A. CANDY, political officer, traveled to Cartagena, Colombia, as part of the U.S. delegation to the Organization of American States meeting, December 4-11 . . . BRENDA OUTLAW, Office of UN Political and Multilateral Affairs, served on the secretarial support staff at the General Assembly, November 10-22 . . . F. GRAY HANDLEY, Office of Technical Specialized Agencies, served on the U.S. delegation to the General Assembly, as temporary adviser on international drug control, November 8-19, in New York . . . DAVID L. SCHIELE, Office of Technical Specialized Agencies, was head of delegation to the 13th extraordinary session of the Council of the International Maritime Organization, and alternate head of delegation to its 14th assembly, November 8-22, in London . . . WILLIAM R. FALKNER, deputy director, Office of Specialized Agencies, served on the U.S. delegation to the 231st governing body of the International Labor Organization, in Geneva, November 4-15 . . . HARRY GLAZER, chief, Economic Development Division, Office of International Development, visited New York, December 3-4, for consultations with senior officials of the UN Development Program . . . EDWARD M. MALLOY, deputy director, Office of International Development, delivered an address, "Food and Agriculture Organization Code of Conduct on the Distribution and Use of Pesticides," November 14, to an international symposium sponsored by the National Agricultural Chemicals Association's International Registration Committee.

People: FRANCES ARCHIE has transferred from the Bureau of Intelligence and Research to the Office of International Development . . . E. RUTH KENNEDY has been assigned to the Office of Administrative Services . . . ANN STANFORD, Office of UN Women's Programs, has transferred to the Board of Examiners . . . ROBERT A. MACKAY has transferred from the Office of UN Political and Multilateral Affairs to the Foreign Service Institute . . . BERNARD J.

NEW YORK—At swearing-in of U.S. delegates to the 40th UN General Assembly, from left: *Selwa Roosevelt*, chief of protocol; *Joseph Verner Reed*, representative on the Economic and Social Council; *Herbert S. Okun*, deputy U.S. permanent representative; *Adele Langston Rogers*; General *Robinson Risner*; *Hugh Montgomery*, alternative representative for special political affairs; (partially concealed) *Jaime de Pinies* (Spain), president of the General Assembly; *Vernon A. Walters*, permanent representative; (holding bible) former Secretary of State *William Rogers*.



MAXWELL has retired from the Office of UN Documents and Reference . . . CHERYL PEADE has resigned from the Office of UN Budgetary Presentation and Payments. □

Management

Office of the Under Secretary

Under Secretary RONALD I. SPIERS testified before the International Operations Subcommittee of the House Committee on Foreign Affairs, November 13, on implementation of the overseas security program recommended by the Secretary's Advisory Panel on Overseas Security . . . On November 14, he met informally with students of the mid-level course, as part of their series of weekly lectures by senior Department officials . . . The under secretary, accompanied by his executive assistant, MARY RYAN, and American republics area executive director LOU SCHWARTZ, traveled to Mexico City, November 17-19. The focus of their visit was general management concerns, with emphasis on health considerations and a review of the aftermath of the earthquake. □

Equal Employment Opportunity and Civil Rights Office

Deputy assistant secretary CLARENCE E. HODGES visited, by invitation, South Africa and Zimbabwe, October 18-November 5, in the interest of improving African attitudes toward America and sharing with South Africa the benefit of America's history in solving race-related problems. The visit was in cooperation with a

USIA program . . . On November 12 the office, in cooperation with USIA, sponsored the first of a series of informational lunch-hour programs, to give employees an opportunity to learn more about countries from which various U.S. racial and ethnic groups originate. The featured nation was the Philippines. KEVIN L. KEARNS of State and JOSE ARMILLA of USIA were the featured speakers. Mr. Hodges was moderator of the program . . . ROBERT TAYLOR attended the Thursday Luncheon Group meeting of December 5, where speaker MARION BOWDEN, assistant staff director, planning and coordination, U.S. Commission on Civil Rights, discussed the congressional intent of the Civil Rights Act of 1964. □

Family Liaison Office

Community liaison office coordinators who visited the Family Liaison Office in November were JOCELYNE GRANER (N'djamena),



NAIROBI, Kenya—At conference of community liaison office coordinators, from left: *Elizabeth Koultab* (Pretoria), *Judith Smith* (Gaborone), *Loretta McManus* (Bangui), *Lucille Snell* (Lusaka), *Mary Louise Bothwell* (Mogadishu), *Virginia Finley* (Dar es Salaam), *Sue Parsons* (Family Liaison Office), *Sandra Jones* (Nairobi), *Elizabeth Podol* (Kinshasa), *Sue Mills* (Harare), *Phyllis Habib* (Family Liaison Office), *Claudine Leifert* (Johannesburg), *Ellen Mooneyham* (Khartoum), *Susan Smith* (Addis Ababa).



ISLAMABAD, Pakistan—Ali Sher Khan, communications supervisor, receives retirement

certificate from Ambassador Dean R. Hinton. Mr. Khan served for about 27 years.

MARJORIE NESS (London) and VIRGINIA FINLEY (Dar es Salaam). □

Office of Foreign Missions

Throughout November, the office chief counsel, RON MLOTEK, negotiated with officials of the Italian government and the District of Columbia, concerning the District's tax lien against property owned by the Italian embassy. A settlement was signed on November 26 . . . The office hosted a meeting with the police chiefs of all jurisdictions in the metropolitan area, December 2 . . . JAMES E. NOLAN JR., director, explained the new Department reciprocity program and its effects on law enforcement's treatment of diplomats . . . RALPH D. CHIOCCO, operations officer, met with the executive board of the Driver License Compact Commission, in Scottsdale, Ariz., November 6-7, to make a formal request for participation with the 50 states in the sharing of driver's license information. □

Medical Services

Dr. ARTHUR ROLLINS consulted in Washington after home leave in California. He returned to New Delhi for his tour after the consultations . . . Taking French language training

prior to a new assignment in Rabat is BEVERLY GREENFIELD, who departed Yaounde in October. Her home leave area is New York . . . Dr. ALFRED HENDERSON dropped into the Washington office while on rest and recreation from his post in Beijing . . . Dr. ELMORE RIGAMER, regional psychiatrist from Vienna, visited the mental health unit while he was in Washington, making a videotape on terrorism . . . Dr. EBEN DUSTIN recently returned from a survey trip to several Caribbean, South and Central American posts. Upon his return, Dr. PAUL GOFF, deputy medical director, left for his survey trip to a number of West African posts. □

Near Eastern and South Asian Affairs

Assistant Secretary RICHARD MURPHY addressed the Business Council of the United Nations, November 6. He discussed the Middle East situation . . . The special assistant for Middle East negotiations, JOSIAH ROSENBLATT, briefed students in American University's Washington Semester Program on the situation November 7 . . . Mr. Murphy addressed the American Jewish Committee's National Executive Council at its annual meeting in Miami, November 9 . . . On

November 12 he addressed Washington Mission Program visitors on the Middle East situation . . . On the next day, he briefed members of the National Jewish Coalition, at the White House . . . Deputy assistant secretary ROSCOE SUDDARTH addressed the general assembly of the Council of Jewish Federations, in Washington, November 14.

On November 10 PHILIP WILCOX, director, Office for Israel and Arab-Israeli Affairs, met with the Jewish Federation of Palm Beach, in Florida. Mr. Murphy and Mr. Wilcox discussed U.S.-Israel relations and the quest for peace . . . RYAN CROCKER, deputy director for Israel and Arab-Israeli affairs, met with students from Georgetown University's International Leadership Foundation, November 8, to discuss U.S.-Israel relations . . . On November 7 DAVID SATTERFIELD, Office for Israel and Arab-Israeli Affairs, met with a Washington Mission Program group from Harrisburg, Pa., to discuss U.S.-Israel relations and the quest for peace . . . On November 12 BARBARA BODINE, Office for Israel and Arab-Israeli Affairs, met with a Washington Mission Program group visiting the Department . . . On November 14 JUDSON BRUNS briefed students visiting the Department from Northern New Jersey Community College . . . KEITH LOKEN, Office for Israel and Arab-Israeli Affairs, met with a Washington Mission Program group visiting the Department from Kansas City, Mo., November 15 . . . Mr. Crocker met with B'nai B'rith's Masada Lodge members in Virginia, November 17, to discuss U.S.-Israel relations.

DAVID GREENLEE, deputy director, Office of Egyptian Affairs, participated in a World Affairs Council Middle East forum in Buffalo, November 19 . . . ROSCOE SUDDARTH met that day with members of the National Council of Jewish Women, in the Department, to discuss U.S.-Israel relations and the quest for peace . . . BRENT HARTLEY met with classical studies students at the University of Maryland, Baltimore, November 20, to discuss Egypt and U.S.-Egyptian relations . . . On November 21 Mr. Satterfield met with a Washington Mission Program group visiting the Department from Detroit . . . Mr. Bruns briefed students from Anne Arundel and Fort Meade Community Colleges, on Middle East policy, November 1 . . . On November 5 BRENT HARTLEY, political officer, Office of Egyptian Affairs, briefed the Lions Club, in Winchester, Va., on Middle East policy . . . Mr. Crocker traveled to Milwaukee, December 10, to address a Rotary luncheon on Middle Eastern issues. He was interviewed on a Milwaukee radio station and met with editors and journalists in a background session.

From December 9-14, the bureau sponsored a conference in Washington for its overseas administrative officers. Twenty-three officers participated in the session, which included four days of briefings by Department officials and two days of offsite management exercises at the Coolfont Center, Berkeley Springs, W. Va. □

Oceans and International Environmental and Scientific Affairs

Assistant Secretary JOHN D. NEGROPONTE chaired the semiannual meeting of the board of governors of the U.S.-Israel Binational Industrial Research and Development Foundation, in Jerusalem, November 13-15 . . . The previous week, he attended the International Energy Agency/Nuclear Energy Agency high-level workshop on nuclear energy, in Paris . . . On November 26 he observed the night launch from Cape Canaveral of the space shuttle Atlantis, carrying the first Mexican astronaut and a Mexican communications satellite.

NANCY OSTRANDER, coordinator of population affairs, traveled to North Carolina, November 5-6, to consult with the Research Triangle Institute, Family Health International and other population research organizations and groups with headquarters in the area.

EDWARD WOLFE, deputy assistant secretary, oceans and fisheries affairs, led the U.S. delegation to the fourth experts meeting on a South Pacific regional environment convention, in Noumea, New Caledonia, November 18-28 . . . CLIFTON METZNER and ALAN KRAUSE, Office of Environment and Health, were members of the delegation . . . LARRY L. SNEAD, director, Office of Fisheries Affairs, met with senior Japanese and Korean government and industry representatives in Tokyo, Seoul and Pusan, October 31-November 5, on developments in U.S. fisheries policy . . . He represented the Department at the 38th annual meeting of the Gulf and Caribbean Fisheries Institute, in Martinique, November 11-15, and was the banquet speaker at the 12th annual meeting of the Alaskan chapter of the American Fisheries Society, in Kodiak, Alaska, November 21 . . . While in Kodiak, he taped a Public Broadcasting Station radio program for Alaska stations . . . RAYMOND V. ARNAUDO, Office of Fisheries Affairs, has been detailed to the International Maritime Organization in London for a year. He intends to study the pollution problem of lost and discarded fishing nets, equipment, gear and debris, and the impact of non-biodegradable plastics on fishing vessels and the environment. He will work on fisheries trade and commercial matters on behalf of the National Marine Fisheries Service, and do research, on Antarctic environmental issues, at the Scott Polar Research Institute in Cambridge.

On November 8-9, deputy assistant secretary RICHARD ELLIOT BENEDICK accompanied FRANK YOUNG, commissioner of the Food and Drug Administration, for discussions in London and Brussels concerning a prospective Organization for Economic Cooperation and Development report on safety and regulations in biotechnology. They met with officials of the European Commission and the British and Dutch governments . . . At a meeting of the National Committee for the U.S. Man and the Biosphere



OCEANS AND INTERNATIONAL ENVIRONMENTAL AND SCIENTIFIC AFFAIRS—Raymond V. Arnaudo, who has been detailed to a study of ocean pollution problems.

Program, at the Department, November 21, Mr. Benedick announced that State had reaffirmed its commitment to the program with increased staff and requested increased program support in fiscal year 1987 . . . THOMAS WILSON, Office of Environment and Health, was a member of the U.S. delegation to the Organization for Economic Cooperation and Development's sixth joint meeting of the Chemicals Group/Management Committee, in Paris, November 25-27 . . . GEORGE A. FURNESS JR., deputy director, Office of Food and Natural Resources, served on the U.S. observer delegation to the first meeting of the conference of the parties to the migratory species convention, in Bonn, Germany, October 21-26, and attended the 13th meeting of the standing committee of the convention on international trade in endangered species of wild fauna and flora, in Lausanne, Switzerland, October 28-November 1 . . . ELIZABETH G. LIVELY joined the staff of the Man and the Biosphere Program secretariat, Office of Food and Natural Resources, on November 12.

OTHO ESKIN, director, Office of Advanced Technology, with RALPH BRAIBANTI and MICHAEL MICHAUD, special assistant for space policy, participated in space station talks with member governments of the European Space Agency, November 26, in Washington . . . WILLIAM LOWELL, deputy director, participated in the 40th session of the UN General Assembly, November 18-28, in New York . . . Mr. Braibanti attended the November 15-16 meeting of the summit technology, growth and employment working Group, in Bonn . . . MARTIN

PROCHNIK, director, Office of Energy Technology Cooperation, was on the U.S. delegation to meetings of the International Energy Agency and the Nuclear Energy Agency, in Paris, October 30-November 5 . . . CHARLES M. NEWSTEAD represented the bureau at the Geneva summit meeting. □

Personnel

New arrivals in the Office of Performance Evaluation are KAY SMITH, incentive awards officer, and DEBORAH SNIPES, personnel assistant . . . The Office of Position and Pay Management has welcomed ANN CARTA and JOSE GARCIA-FRIAS, position classification specialists; JAMES MURPHY, pay management specialist; LIZ LINEBERRY, secretary; and KIM QUARLES, clerk-typist. □

Politico-Military Affairs

Director H. ALLEN HOLMES traveled with PRESIDENT REAGAN's party to Geneva for the summit meetings. He then flew to Jakarta and Canberra . . . Operations coordinator R. RAND BEERS attended a meeting of the U.S.-Pakistan Consultative Group, in Islamabad, November 19-21; he then joined Mr. Holmes in Canberra for further talks with the Australians . . . Deputy assistant secretary THOMAS E. McNAMARA attended change-of-command ceremonies for the U.S. commander-in-chief, Central Command, McDill Air Force Base, and the U.S. commander-in-chief, Atlantic Command, in Norfolk, Va., on November 27 . . . Deputy assistant secretary ROBERT DEAN participated in a USIA-sponsored teleconference broadcast over the Voice of America on November 8. Later in the month he addressed a seminar of Georgetown University students at the Foreign Service Institute.

W. SCOTT BUTCHER, deputy director, Office of International Security Policy, traveled to Cincinnati, November 12-14, for a talk at the Cincinnati Women's Club on U.S. relations with the East Asia/Pacific region from a security perspective, and for an editorial background with the senior editorial staff of the Cincinnati Post . . . WILLIAM H. GUSSMAN, director, Office of Strategic Technology Affairs, traveled to London, Rome, Paris, Bonn, Frankfurt and Tokyo in late November and early December, to work on strategic issues . . . JERRY W. LEACH, deputy director, Office of Strategic Technology Affairs, traveled to Paris, in late October, to attend a meeting on strategic trade issues . . . ALOYSIUS M. O'NEILL, Office of Strategic Technology Affairs, coordinated a three-day conference in Tokyo for more than 100 strategic technology officers . . . RICHARD SLOTT, deputy director, Office of Munitions Control, addressed an export seminar sponsored by General Telephone and Electronics Corp., on November 12, in Washington. On November 20 he spoke

before the National Security Industrial Association, in Washington . . . JOSEPH P. SMALDONE, chief, Arms Licensing Division, briefed American University's Washington Semester Seminar, November 20, on African military issues. He also presented a paper on African-Middle Eastern military relations at the joint annual meeting of the African and Middle Eastern Studies Association, in New Orleans, November 23-26 . . . ROSE MARIE BIANCANIELLO, aircraft licensing officer, attended briefings and discussed licensing procedures on the F16/F15 aircraft programs, on November 15, at Wright-Patterson Air Force Base, O.

People: Additions: JOHN W. BLANEY joined the Office of Strategic Nuclear Policy in mid-November, following a one-year American Political Science Fellowship and a brief stint with the Arms Control and Disarmament Agency. Mr. BLANEY worked on Capitol Hill for Congressman LES ASPIN (D-Wisc.) and Senator PAUL SIMON (D-Ill.). **Departures:** DONALD LYLES, Executive Office, transferred to Consular Affairs on November 8 . . . BRENDA JONES, Office of Public Diplomacy, resigned on November 22 to go to private industry . . . CATHY STANLEY, Office of the Near East and South Asian Affairs, transferred to Bureau of European and Canadian Affairs, November 22 . . . HOMER PHELPS, Office of Theater Military Policy, retired on November 30. □

Public Affairs

Office of the Secretary: Assistant Secretary/Department spokesman BERNARD KALB accompanied SECRETARY SHULTZ to Geneva, November 16, for PRESIDENT REAGAN's meeting with MIKHAIL GORBACHEV, returning to Washington, November 21, through Brussels, Belgium, to brief the NATO allies on the summit meeting . . . On December 1 Mr. Kalb traveled with the Secretary to Grand Cayman, West Indies, en route to the 15th general assembly of the Organization of American States, in Cartagena, Colombia, December 2 . . . Senior deputy assistant secretary GEORGE B. HIGH spoke on Central America to university and community groups, in Lincoln and Kearney, Neb., November 13 and 15 . . . Deputy assistant secretary ROBERT M. SMALLEY discussed Soviet-American relations and arms control, with the 29 Club in New York and the Jacksonville (Fla.) Rotary, in November . . . He spoke on summit and security issues in addresses to the Portland (Me.) Rotary and the Baltimore Council on Foreign Affairs . . . In the Department, Mr. Smalley briefed the Wellesley College alumni group and, on November 14, spoke on the strategic defense initiative to a visiting group of West Germans representing the Sarland Junge Union.

Office of Opinion Analysis and Plans: BERNARD ROSHCO, director, gave the opening talk on "Public Opinion: How to Read Polls," for the mid-level professional development pro-

gram, December 9, at the Foreign Service Institute . . . ALVIN RICHMAN, senior public opinion analyst, gave a talk on "American Attitudes Toward the Soviet Union on the Eve of the Geneva Meeting," on October 31, at the opening session of the Wye Woods Seminar, sponsored by the Foreign Press Center.

Office of Public Communication: Writer-editor CYNTHIA SABOE attended a three-day course, "Editorial Planning for Printing and Production," at the Government Printing Office, December 9-11 . . . Secretary-typist CYNTHIA KRUCELYAK attended the career development seminar, September 24-30, sponsored by the Foreign Service Institute . . . Public affairs specialist IRENE NOVAK attended a seminar on executive-congressional Relations, October 7-11, and a symposium, December 4, on "Authoritarian Regimes in Transition: Argentina and Brazil," both sponsored by the Foreign Service Institute . . . Public affairs specialist CHERYL GROSS attended the School of Area Studies course on Africa and sub-Sahara, December 2-13 . . . Clerk-typist ORNELLA CAVALLIO attended the career development seminar at the Foreign Service Institute, November 19-22; her co-worker, clerk-typist MIRINDA LANE, completed the 24-hour "Fundamentals of Speech" course, also at the institute, October 6-November 11 . . . Joining the Correspondence Management Division in November were supervisory writer-editor DONNA (DUSTY) KREISBERG and writer-editor CHRISTINA A. MacDONALD . . . Writer-editor DIANA A. McCAFFREY attended the intelligence and foreign policy seminar offered by the School of Professional Studies at the Foreign Service Institute, November 18-22.

Office of Press Relations: DEBBIE CAVIN completed a two-month assignment to the National Security Council on the Geneva summit.

Office of Public Programs: An overflow audience of 550 attended the Department's first regional foreign policy conference in San Antonio, November 21. Regional programs officer MICHAEL GUIGNARD served as conference manager, and was assisted by regional programs officer MARJORIE WEISSKÖHL, who had just returned to the office after participating in the week-long Canada area studies course . . . Regional programs officer MONICA JANZER attended the executive performance seminar, December 2-6, in Hedgenville, W.Va. □

Refugee Programs

A panel of Americans appointed by the Secretary to review the Indochinese refugee situation in Southeast Asia, headed by ROBERT D. RAY, former governor of Iowa, completed its assessment trip in November. The panel, consisting of IRENA N. KIRKLAND, former Senator GALE W. MCGEE (D-Wyo.), JONATHAN MOORE and former Deputy Attorney General EDWARD C. SCHMULTS, visited Hong Kong, Bangkok, Hanoi, Kuala Lumpur, Jakarta, Singapore and Geneva, November 6-27.

JAMES N. PURCELL JR., director of the bureau, represented the Department at the Council on Religion and International Affairs' presentation of the Carnegie Award for humanitarian service to POUL HARTLING, the UN high commissioner for refugees, in New York . . . Mr. Purcell participated in the symposium on refugees sponsored by the Office of Compassionate Ministries, Church of the Nazarene, in Kansas City . . . From December 1 to December 16, he was in Sydney to participate in the East Asia regional consular conferences, and in Canberra to represent the Department at the meetings of the consultative group on Indochinese refugees, attended by representatives of Australia, Canada, and the UN refugee agency . . . From Australia, Mr. Purcell proceeded to Thailand, to examine the refugee situation and U.S. programs in that country . . . On November 22 Mr. Purcell met with WALTER McLEAN, Canadian minister of state for immigration, to exchange views on Canadian and U.S. refugee admission policies and programs. Mr. McLean was accompanied by JOSEPH BISSETT, executive director for immigration of the Canadian employment and immigration department; PAUL HEINBERKER, minister political; WILLIAM LUNDY, counselor and consul; JAMES ALLEN, special assistant to Mr. McLean; and DENNISON MOORE, special adviser. Joining in the discussions on the bureau were ROBERT L. FUNSETH, senior deputy assistant secretary; CAROL P. HECKLINGER, director, Office of Refugee Admissions and Processing; and KAREN E. MARTIN, refugee affairs officer.

Acting director Funseth and other bureau staff members conducted a day-long consultation with OLE VOLFFING, external relations director for the UN refugee agency, to discuss its general program funding for 1986 and 1987. Specific programs examined included the antiriparian program in Southeast Asia; the Lao screening program in Thailand; the Orderly Departure Program in Vietnam; and the Africa special appeal and Ethiopian repatriation and rehabilitation . . . Mr. Funseth hosted a luncheon in Mr. Volffing's honor, attended by UN and Department of State officers.

On December 6 HASSAN ATTIAH, Sudanese commissioner for refugees, who is in the United States on an international visitors grant sponsored by USIA, was in the Department for daylong discussions of the Sudanese refugee situation. Mr. Funseth hosted a luncheon in Mr. Attiah's honor, attended by Department officials interested in the Sudanese refugee situation. JAMES D. McHALE, program officer, USIA, attended . . . NORMAN W. RUNKLES, controller, was a member of the U.S. delegation to the 52nd session of the Council of the Intergovernmental Committee for Migration, in Geneva, the week of November 18. Mr. Runkles participated in meetings of the subcommittees on transportation and budget and finance . . . BRUCE K. SASSER, director, Office of Policy and Program Coordination, accompanied Mr. Purcell on his trip to Canberra, to participate in

meetings of the consultative group on Indochinese refugees, and to Sydney, to participate in the East Asia regional consular conferences ... Mr. Sasser represented the bureau at the North Asia regional consular conference in Seoul ... MARTHA A. FUNK, presidential management intern, attended the internship orientation seminar in Williamsburg, Va ... JAMES P. KELLEY, director, international organizations, participated in the UN General Assembly's Third Committee deliberations on the UN refugee agency ... JOHN R. RATIGAN, director, Office of Asian Refugee Assistance, attended the UN Border Relief Organization donors meeting in New York.

MARGARET J. McKELVEY, refugee officer, Office of African Refugee Assistance, addressed a Cornell graduate seminar on refugee aid and development in Africa, in Ithaca, N.Y. ... DEBORAH M. ODELL, refugee officer, attended the African studies association annual meeting in New Orleans ... JOHN A. BUCHE, director, Office of European, Near Eastern and Latin American Refugee Assistance, visited UN Relief and Works Agency field installations in Tel Aviv, Amman and Damascus, and consulted with UN refugee officials in Geneva ... DONALD M. KRUMM, director, Office of Emergency Operations, inspected the UN refugee management training program in Madison, Wisc. ... SHEPPIE G. ABRAMOWITZ traveled to Nairobi, Mogadishu and Djibouti, to assess refugee programs in the field and specifically the work of American private voluntary agencies at UN-sponsored refugee sites ... ANN MORGAN, director, Office of Refugee Training, monitored the English-as-a-second-language and cultural orientation program in Manila, and participated in meetings with Inter-Action, in New York ... CAROL P. HECKLINGER, director, Office of Refugee Admissions and Processing, attended a meeting with Inter-Action to discuss worldwide refugee guidelines ... KENNETH SHIVERS, refugee officer, traveled to New York to attend a conference ... DOUGLAS R. HUNTER, director, Office of Reception and Placement, and THERESA L. RUSCH and ANITA L. BOTTI, refugee officers, attended a national voluntary agencies meeting in New York. ■

Shipping panel schedules public session

The Shipping Coordinating Committee's Subcommittee on Safety of Life at Sea will conduct an open meeting at 9:30 a.m., January 23, in Room 2415 of U.S. Coast Guard headquarters, 2100 Second Street S.W.

The purpose is to finalize preparations for the 52nd session of the Maritime Safety Committee, scheduled for January 27-February 5, in London. Members of the public may attend up



SANTO DOMINGO, Dominican Republic—Ambassador Lowell C. Kilday, left, presents Meritorious Honor Awards to budget and fiscal officer Anthony C. Yrizarry and his wife, community liaison officer Mercedes Yrizarry.

PESHAWAR, Pakistan—John T. McCarthy, right, deputy chief of mission, presents \$750,000 U.S. contribution to Francois Zen Reffinen, left, International Committee of Red Cross.



to the seating capacity of the room.

For information contact C.P. Yoest, (202) 426-2280. □

Interdepartmental seminar is set for Jan. 13-24

The Foreign Affairs Interdepartmental Seminar will be held at the For-

eign Service Institute, January 13-24. It will include sessions on the foreign policy process, historical trends and geographic issues.

Other sessions are planned for March 10-21, May 19-30 and September 15-26. For information, call 235-8776. □

Letters to the Editor

—(Continued from Page 1)

course, a U.S. embassy located in the eastern part of the city (where East German government offices are situated), but it remains our embassy to the German Democratic Republic, not in the German Democratic Republic.

I realize this lesson in Berlin "theology" is not easy to follow (or swallow, for some!), but it does matter a great deal to at least 2 million people living here in this rather exposed spot in central Europe.

Sincerely,
KENNETH J. PITTERLE

Another challenge on searches

MUSCAT, OMAN

DEAR SIR:

I think the case against inspection of parcels and bags carried by State Department employees is eloquently stated by Colleen Sussman in her letter to the editor in October. There clearly should be a distinction made between employees and non-employees. The reasoning advanced by Ms. Sussman is far more persuasive than the weak replies she has received from the Bureau of Administration and Security. I hope the whole question will be re-examined at a higher level.

CHARLES O. CECIL
Deputy chief of mission

Role of communicators

WASHINGTON

DEAR SIR:

I read with interest Robert Cohoes' fine article, "Earthquake," in the November issue. It provided a splendid scenario of how the embassy staffers in Mexico responded following the earthquake. However, there was a complete lack of information about the vital role that embassy communications and communicators played!

I'm sure from my past experience and knowledge that among the 20 U.S. employees inside the embassy when the quake hit there were communicators on duty! The role of maintaining and restoring damaged voice, radio, telegraph and data links between the consulates and the Department was not in-

Transfer Tremors by ebp

I was almost transferred to the UNITED STATES but, when they gave USUNtil the close of business to accept or not, there wasn't enough time.

I was almost transferred to ST. JOHNS but, as it was not the type of post I would WANT I GUAranteed the Bureau of Personnel that I wouldn't go.

I was almost transferred to NAIROBI, but I wasn't sure I could get my bro-KEN YAmaha motorbike repaired there.

cluded, so I'm wondering just how the embassy functioned?

Instead, one was told how Ambassador Gavin learned from a fellow airline passenger and immediately returned to his duty post. I feel without communications the important disaster coordination which saved so many lives and restored vital services would never have been accomplished.

As a retired Foreign Service communicator, who is still very much involved in national security and emergency preparedness, I await a future article by the administrative counselor about how his communications staff responded that fateful day.

Sincerely,
GRAHAM R. LOBB

The embassy in Mexico replies: Mr. Lobb is of course correct in that embassy communications personnel were critical in many aspects of our work following the earthquakes, and they performed in a splendid manner. Our brief mention of a number of administrative functions comprised only one sentence and perhaps did not give as full credit as we might have liked to every single person, but these support functions are done quietly and without fanfare, and yet we all recognize and appreciate the fine efforts of all these personnel.

'Unightly and dangerous'

WASHINGTON

DEAR SIR:

Several thousand employees and some visitors entering the Department through the D and 22nd Street entrance must pass the newspaper and magazine stand to the right of the lobby. This stand is an unsightly and dangerous mess. The hall is narrowed by the newspapers stacked in uneven piles on

the floor and by carts holding still more newspapers. Bookstands further restrict passage. Partitions divide this limited area to allow access to the employment office.

At almost any time of day, the marble wall beyond the stand is used as a garbage dump by the stand employees. The detritus of candy wrappers, boxes and torn newsprint is sometimes piled three feet high.

I understand that the Department can do little about this situation because these stands are under the control of the General Services Administration. Surely we should have enough pride in ourselves and in the Department to insist on a change. If nothing else, the fire marshals should be concerned about this dangerous hazard to the free flow of passage.

Sincerely,
EDWARD E. KELLER
Office of Program Inspector General

Thai teacher



Khun Prasert Crupiti, left, with Indonesian instructor Andang Poeraatmadja.

ROSSLYN, VA.

DEAR SIR:

Khun Prasert Crupiti has retired after 29 years teaching Thai at the Foreign Service Institute. We are seeking photos of former students for an album. Please note your name and dates of training. Send to SA-15-Thai, FSI Rosslyn, before March 1.

Sincerely,
BEATRICE CAMP

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PARIS, France—Word-processing students at Regional Administrative Management Center, from left, sitting: Bonnie Turrell, Riyadh; Irene Ait Benali, Algiers; Anna Maria

Bustamante, Bangui; Felicity Fernandes, Dar es Salaam; Virginia (Ginger) Ventresca, Moscow. Standing: David Bennett, staff; Monjurul Chowdhury, Dhakha; Michael Strahberger,

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Obituaries

William R. Vance, 51, a communications program officer assigned to Islamabad since 1983, died at St. Luke-Roosevelt Hospital, New York, on November 20.



Mr. Vance

Joining State in 1965, he was a communications and records assistant in Amman and Taipei, a communications and records officer in Tehran, Freetown, Bucharest and Tunis, and a communications program officer in Toronto.

Mr. Vance was born in Los Angeles. He served in the Army, 1951-52, and the Air Force, 1952-62. Survivors include his wife and a daughter. □

Lisa M. Sanders, 26, a clerk in the transportation operations branch, Office of Supply, Transportation and Procurement, since 1980, died on November 15.



Ms. Sanders

Joining State in 1977, Ms. Sanders served in the Office of the Deputy Under Secretary for Management, in the Retirement Division, and in the Executive Office of the Department's Bureau of Consular Affairs.

Ms. Sanders was born in Washington. Survivors include her husband, a son, her mother, two brothers and a sister. □

Marianne Lehr Adams, 52, a linguist and former head of the testing unit at the Foreign Service Institute, died of leukemia on September 25 at the University of Maryland Hospital in Baltimore.

Her 23-year career at State included work in French, Spanish, Vietnamese and Hebrew. She retired in

1984.

Ms. Adams was born in Germany. A graduate of Cornell, she earned a master's at Middlebury College in Madrid. Survivors include her husband, a son and a sister. The family suggests contributions to the Leukemia Society. □

William F. Keough, 55, former head of the American schools in Tehran and Islamabad and one of the 52 Americans held hostage in Tehran for 444 days, died of "Lou Gehrig's disease" at his home on November 27.



Mr. Keough

Mr. Keough became head of the school in Tehran in 1978. When it was closed after the fall of the shah, he was reassigned to the school in Pakistan. At the time of the embassy takeover in Tehran, on November 4, 1979, he was at the embassy collecting student records. After his release, he was employed by the U.S. Department of Education.

Born in Waltham, Mass., Mr. Keough was graduated from Boston College. He was a schoolteacher and administrator for 20 years, and was a superintendent of schools in Massachusetts, Vermont and New York. Survivors include his wife, two daughters, a son, a brother and his mother. □

Charles Joseph Little, 82, a Foreign Service officer who retired in 1962 after an assignment to Rome as first secretary, died on July 26, STATE learned recently.

Mr. Little was born in Illinois. A graduate of Yale, he earned a law degree at Harvard and was a member of the New York bar. He was an associate at a law firm from 1930 until joining the Service as an economic analyst in 1943. Mr. Little served in that capacity in Oran, Algiers and Paris. Other assignments were to Brussels and Kabul as first secretary and consular officer.

From 1956-59, he was an international economist in the Department.

There are no known survivors. □

Richard B. Andrews, 64, a consular officer who retired in 1978 after serving in Frankfurt for two years, died of a heart attack on November 13.



Mr. Andrews

His career began in 1946 with an assignment to Tangiers. Subsequent assignments were to Tunis, Valletta, Stuttgart, Hamburg and Singapore, where he was general services officer and consul. He was second secretary and administrative officer in Kingston, administrative officer in Port of Spain, and first secretary and consular officer in San Salvador.

Mr. Andrews was born in S. Wayne, Wisc. From 1942-43, he served in the Army. Survivors include his wife, a daughter, a son and two grandchildren. □

Harold G. Kissick, 74, who retired in 1962 after an assignment to Ankara as counselor for administration, died of "Lou Gehrig's disease" on September 10 at his home in Staunton, Va.

Joining the Department in 1931, Mr. Kissick had assignments in Washington that included assistant to the director of personnel, assistant chief of the budget branch and director of the Division of International Conferences. He was deputy executive secretary for the Japanese peace conference.

Mr. Kissick was born in Chillicothe, Mo. A member of District of Columbia Bar Association, he earned a law degree at the Washington College of Law. Survivors include his wife, two sons, a daughter and four grandchildren. □

Jack L. Tech, 49, science counselor at the embassy in Moscow, 1971-74, died of heart failure on Sep-

tember 8.

Before joining State, Mr. Tech was a physicist at the National Bureau of Standards. He was an astronomer at the Smithsonian Astrophysical Observatory, 1964-65, and worked at the University of Leningrad under a U.S.-USSR scientific cultural exchange program, 1965-66. Returning to Standards in 1974, he served as chief of the Radiometric Physics Division before resigning 10 years later.

Mr. Tech was born in Calumet, Okla. He earned a bachelor's, master's and Ph.D. at Harvard. Survivors include his mother and a sister. □

Walter Ramberg, 81, who served in Rome as a science officer from 1959 until he retired in 1970, died of a stroke on October 22 at his home in Sparks, Md.

A native of Italy, his service there included instrumental roles in the initiation of the 1967 U.S.-Italy agreement for scientific cooperation, and the agreement on space research cooperation in 1970.

Mr. Ramberg was graduated from Cornell, and earned a doctorate from the Technische Hochschule in Germany. From 1931-59, he was employed by the National Bureau of Standards, where he was a physicist and chief of the Mechanical Engineering Division. For his research on aircraft, he received the Engineering Sciences Award of the Washington Academy of Sciences in 1942, and the Templin Award from the American Society for Testing and Materials in 1957.

Survivors include two daughters, a son, a brother, a sister and seven grandchildren. □

John W. Sipes, 66, director of the Office of Munitions Control from 1966 until he retired in 1974, died on November 15.

Mr. Sipes was deputy director of the office, 1962-66. Other assignments during his 29-year career included security counselor for the Board of Passport Appeals, 1953-59, and special assistant to the administrator of the

Bureau of Security and Consular Affairs, 1959-62.

A native of Washington and a member of the District of Columbia bar, Mr. Sipes was graduated from George Washington University and earned his law degree at Georgetown University. He served in the Navy, 1942-45. Survivors include his wife and two sons. □

Melville E. Osborne, 67, a Foreign Service officer who was assistant director of the Office of Consular Affairs for two years before retiring in 1968, died on November 6.

Beginning his career in 1945, he served as a clerk in Paris, as administrative officer in Guatemala, as commercial officer in Mexico City, as economic officer in Rio de Janeiro and as chief of the political section in La Paz. From 1959-61, he was officer-in-charge of Mexican affairs.

Mr. Osborne was born in Maine. He earned a bachelor's and master's at Boston University and a Ph.D. at Syracuse University. There are no known survivors. □

Barbara Trott Valliere, wife of retired Foreign Service officer Raymond A. Valliere, died of a heart attack on November 2 in Brunswick, Me. She had multiple sclerosis for the past 15 years. Besides her husband, she leaves a son, three daughters, seven grandchildren and three sisters. □

Benjamin F. Goodridge, 89, who was an auditor on the NATO staff in Paris from 1954 until he retired in 1962, died on June 18.

Serving in Paris during most of his 35-year career, he was appointed administrative assistant in 1946, financial officer in 1948, accountant in 1949, chief of the field branch for the Economic Cooperation Administration in 1952, and chief of the fiscal division for the U.S. regional organizations in 1954. Other assignments were to Bucharest and San Jose as a clerk.

A native of New York, Mr. Goodridge attended New York Univer-

sity. From 1917-19, he served in the Army. Survivors include two sons. ■

In memoriam*

*A time of joy, the holiday season
But, with its coming, we remember
Those fateful days early last December
When tragedy struck them for no
reason.*

*Just innocent travelers, homeward
bound,
Their loved ones awaiting the familiar
calls
Of voices forever silenced. The news
appalls
Friends and colleagues the world
around.*

*Disbelieving, we watched the remains
return,
Yet more coffins in star-spangled wraps
Days later descending to the sound of
taps;
While men with folded flags to grieving
widows turn.*

*O Prince of Peace, heed this our
prayer:
That Chuck and Bill now rest with
Thee,
That their slayers walk no longer free;
And protect us voyagers in the air.*

—FRED KALHAMMER

*Charles Hegna and William Stanford were AID Foreign Service auditors killed by terrorists after their plane was diverted to Tehran. □

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Library Booklist

Germany

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- BENTLEY, Raymond. *Technological Change in the German Democratic Republic*. Boulder, CO, Westview, 1984. 296p. T26.G42B46
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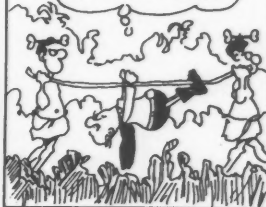
SUPERCRAAT'S BEEN
WASHED UP ON AN
ISLAND....



WASHED UP
IS RIGHT!



I HOPE THIS IS JUST
THEIR WAY OF LETTING
ME DRIP-DRY...



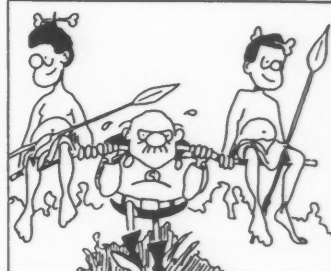
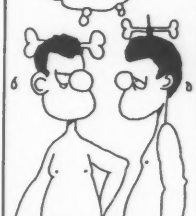
OK GUYS, PUT
ME DOWN...



I
MEAN
IT!



HMMM...



WHOA, HERE'S VILLAGE!



YOU MEET
CHIEF!



JUST IN TIME
FOR THE
SACRIFICE.



ME? A SIMPLE
BUREAUCRAT?
SORRY, I DON'T
MAKE
SACRIFICES.



THIS ONE YOU
WILL.



TO THE ROUND
SKY
GOD!



ROUND SKY
GOD?

COULD
IT
BE...?



THE APPETITE OF
THE "LITTLE GOD"
IS MIGHTY...



MORE PALM
WINE!



THROW HIM
TO THE
GODS!



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