

# State

The Newsletter

United States Department of State

December 1986

## SEASON'S GREETINGS



Los Angeles



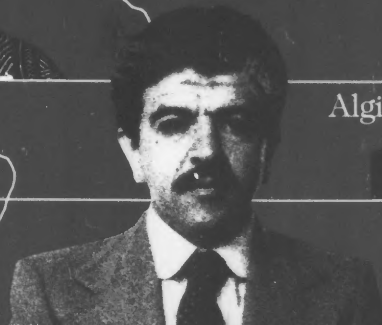
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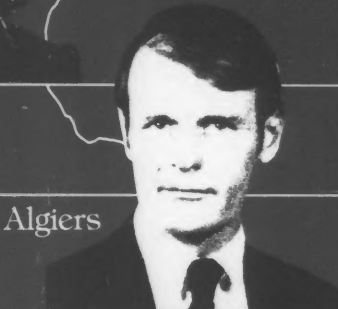
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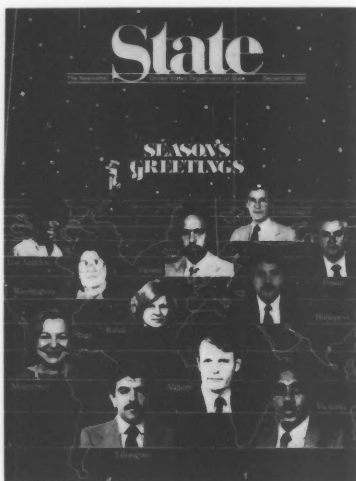
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Budapest



Victoria



**THE COVER**—The very best of the season to all of us, from all of us, in this great big family called State—consisting of the Foreign Service and the Civil Service, spread across our own country and some 250 posts over the globe. Your colleagues who wish you well include, in *Los Angeles* at the passport agency, ANITA K. WILLIAMS; in the embassy at *Vienna*, Austria, communicator DEAN S. ROBINSON; in *Copenhagen*, Denmark, administrative officer LAWRENCE M. GROSSMAN; at the consulate in *Pusan*, Korea, principal officer CARLOS K. QUINONES; in *Washington* at the Bureau of Public Affairs, program officer IRMA R. LOTFABADI; in *Rabat*, Morocco, secretary BARBARA E. KEITH; in *Budapest*, Hungary, regional security officer MICHAEL A. VIGGIANO; in *Monterrey*, Mexico, consular officer RUTH S. MATTHEWS; in *Lilongwe*, Malawi, economic/commercial officer LUIS E. ACOSTA; in *Algiers*, Algeria, deputy chief of mission CHARLES H. BRAYSHAW; in *Victoria*, Seychelles, Ambassador IRVIN HICKS; and from somewhere in the vicinity of the *North Pole*, taking leave in the area after the Reykjavik summit, STATE'S own SUPERCRAAT (disguised as Santa Claus). (The photos are adapted from Department ID photos, selected at random by the editors with the help of personnel lists.)

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## Letters to the Editor

### Aftershock

SANTA MONICA, CALIF.

DEAR SIR:

I refer to "Life in the Foreign Service, On being a consular officer: 5 shocks are what she felt," by Joyce Anne Smith Banerjee (STATE, August-September). I was elated to read this article and to think that finally some of my own personal feelings as a consular officer for so many years have been presented in such a vivid manner. Not only is her article to be praised, but I am confident that many of us have our own stories to add.

For example, I served in 12 Foreign Service posts prior to retirement, and some diplomatic missions either refused or neglected to admit that consular officers were present among the gods who counted themselves in other more "vital" sections of the establishment. On the other hand, depending upon the management of the post, consular officers were given all due respect and titles. But not to be forgotten, even at the less favorable posts, the consular officer had to make the effort to be noticed, whether socially or officially on the job.

Of all Foreign Service officers, the consular officer is probably the most worldly and skillful. This is especially true in decision-making. As illustrated in the article, most of the time the officer is master of a three-ring circus. The juggling acts, the clowns, the barkers are all there doing their thing while you somehow must manage to end the day with a plus. And how many times did I hear that one must not take these things "personally." Easier said than done when human life is involved, whether in dungeon-like jail conditions, death or by pressure from embassy officials who expect miracles on limited resources.

I found it rather ironic and amusing to read another category of "shock" as that long-forgotten case appearing—

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STATE magazine (ISSN 0441-7629) (formerly the Department of State NEWSLETTER) is published by the U.S. Department of State, 2201 C Street N.W., Washington, D.C. 20520, to acquaint its officers and employees, at home and abroad, with developments of interest that may affect operations or personnel.

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.

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) 647-2019, -1648 and -1743.

Although primarily intended for internal communications, STATE is available to the public through the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Second-class postage paid at Washington, D.C., and additional mailing offices. POSTMASTER: Send address changes to PA/OAP, Room 5815A, Department of State, Washington, D.C. 20520. □



At this joyful season, we wish all  
the members of the State Dept. family a  
holiday season filled with health and happiness.

Nancy & Ronald Reagan





To each and everyone of you, and your families  
at home and abroad, we wish you a most  
happy holiday time and a great New Year  
O'Bea and Gene Shultz

# 'People Management'

## Team that toured U.S. corporations makes recommendations

Department's Management Council acts on study

BY JIM OVERLY AND KERRY WIENER

*Mr. Overly is in the European bureau's Office of Security and Political Affairs. Mr. Wiener is on the director general's Policy and Coordination Staff. The views they express are their own, not necessarily management's.*

**R**EADERS will recall that earlier this year a team of three Foreign Service officers (Arthur Woodruff and the authors) visited the headquarters of 17 top corporations across the country, to determine whether any of the techniques by which the private sector develops managerial skills and prepares future leaders could be adapted for use at State ("Managing People at State: Searching for Answers in Private Industry," STATE, April).

As career officers, we had approached our study with a certain amount of skepticism. Public and private sector organizations, of course, exist for different purposes and operate in different environments. Obviously, State isn't driven by the need to maximize profits or to increase its market share. It operates within constraints which protect the rights of employees (e.g., agreed labor-management procedures, the Privacy Act), but which also impose limits on managerial freedom—freedom that's taken for granted by corporate management in its dealings with professional staff. We were familiar with the current corporate prescriptions for managerial success as popularized by the book "In Search of Excellence" and other works. We also knew that a company can receive high marks for managerial practice, yet fail in the marketplace.

Beyond realizing that the transferability of company techniques might be limited by basic and obvious Government/corporate differences, we were aware that many earlier recommendations to improve human resource management at State, also based in part on studies of private sector manage-



Mr. Overly

Mr. Wiener

ment practices, had never been implemented. Thus, we didn't set out to create a corporate-practice overlay to impose on State, nor did we presume to embark on a mission of reform. Instead, initially we saw our task as simply to report on what a number of successful companies do to prepare their future executives.

The more we saw, though, the more it seemed there were a number of common corporate characteristics and practices that had something to offer the Department. The most striking of the corporate characteristics we observed was the "people orientation" of the firms. Those companies had decided that the most effective way to maximize profits and achieve company objectives (equivalent to "program management" in our jargon) is, systematically, to identify and develop managers and leaders who can generate high productivity and loyalty among employees—"people management."

The firms appear to have achieved considerable success in institutionalizing that idea. The result seems to be a comprehensive and rational management development system in each firm, a system which seeks to leave as little to chance as possible. In essence, corporations stress the ability to "manage down" through the effective development and use of people.

### Managing 'up' and 'down'

The term "managing down" provides an interesting point of departure.

Most readers would agree that Foreign Service administrative and consular officers get a great deal more experience managing people, and get it earlier in their careers, than do the political and economic officers who assume a preponderance of senior foreign policy-making positions. But all Foreign Service officers tend to develop skill in "managing up." That is, we officers at the middle levels get our "psychic rewards" when a senior officer, the Secretary or the President signs his name to a document we've drafted, or endorses a course of action we've developed. Our attention is directed at the levels above us, not the ones below.

The officer, regardless of cone, who gets the visible senior position is likely to be one who has demonstrated a high degree of functional skill. Many would argue that this is as it should be; the Department won't see a decline in the need for senior officers who perform their principal functions well. Functional skills among private sector executives is important, too, but the firms have found that more than functional skill is needed.

Private sector leaders, like their Department counterparts, arise from functional specializations such as engineering, marketing, finance and other pursuits. But before they're allowed to assume positions of leadership, they're placed in managerial positions to allow them to develop and test skills they'll need at the top. We heard over and over from the firms we visited: "No one gets to the top of this company without showing that he or she can manage people."

Why is there this strong emphasis among the highly-rated firms on the ability to manage people? What the firms were talking about wasn't management development from just the business management point of view. For the companies, management development programs are designed to meet both short-term company needs for



**MANAGEMENT COUNCIL**—At November 7 meeting, clockwise, from left: *William A. Eaton*, aide to the under secretary; *John Sprott*, Foreign Service Institute; *Joseph Linneman*, Office of the Comptroller; *Robert*

*E. Lamb*, assistant secretary for diplomatic security; *Willard A. DeFree*, director, Office of Management Operations; *Ronald I. Spiers*, under secretary for management; *Donald J. Bouchard*, assistant secretary for administration;

*Mary Ryan*, executive assistant to Mr. Spiers; *George S. Vest*, director general of the Foreign Service and director of personnel; *Fred Chapin*, Office of Policy and Program Review. (Photo by Robert E. Kaiser)

day-to-day management and the long-term need of the company to develop its corporate leaders. Business history

in this country shows why corporate leadership is important. As the authors of "In Search of Excellence" point out,

none of the top 25 firms on the "Fortune 500" list at the turn of the century is in that position now.

**Key distinction**

Our first corporate host, a professional human resources manager, made a distinction between management and leadership: good management achieves short-term gains, while good leadership achieves long-term gains (and successful overall management). He defined leadership as "the ability to set objectives, the confidence to delegate the responsibility for their accomplishment, and the ability to orchestrate an environment for their successful accomplishment."

The corporations we visited seek to instill in their professional employees a belief that they are seen as an important corporate resource, and that "the system" is geared to facilitate their full development, good for them and good for the company. Employees see tangible evidence that someone up the ladder cares about their careers: an invitation is made to make a presentation to a group of division executives, a dinner party is scheduled with a visiting corporate executive, a challenging assignment is orchestrated to test different skills. Personalized career development isn't applied rarely; it's systematic and ongoing. It's the corporate means of insuring that, to the extent possible, people are brought along, not overlooked or left to their own devices.

This scrutiny in companies, while enhancing perceptions that "if I do my stuff and do it well, I'll be rewarded," has its downside. Those examined and found wanting are counseled that their careers will be capped or terminated unless they take remedial steps. The private-sector approach to career and leadership development is largely paternalistic and disciplined; while the desires and preferences (assignment level, type, location, training, etc.) of up-and-coming managers are considered, they're not controlling. However, this less-than-democratic environment seems to be accepted by developing managers, who sense that an assignment they perceive to be bad either fits into a new vision of corporate needs and thus is career enhancing or, if it's clearly a dog of a job that just needs to

be done, the follow-on assignment will be a reward.

The private-sector experience is that careers molded according to vague perceptions, self-promotion and chance will less frequently produce top-quality executives than a planned and orderly management development program conceived and executed for the good of the company and the employee.

**Contrast**

The Department's approach to overall career development in the Foreign Service contrasts strikingly with that of the corporations we visited. The Foreign Service has, of course, the open assignments system, which on paper is a complete and self-contained assignment process. But the formal system is pulled in two different directions—it must meet the needs of the Foreign Service, and at the same time provide meaningful careers to the officers in it.

Thus, no matter how complete the formal personnel and assignment system is designed to be, Foreign Service officers sometimes perceive it to be overly restrictive, unprotective and unsystematically rewarding. As a result, some officers are mistrustful of the system and this has led to lamentations about the deterioration of service discipline.

On the other hand, situations such as that of a few years ago when a significant number of deputy-chief-of-mission failures occurred, has led management to doubt whether the system can produce good people to meet its needs. As is to be expected, a system which is perceived to be not doing the job it's designed to do will be supplanted or manipulated.

**'Corridor' evaluations**

Existing side-by-side with the formal system, then, is a complex informal personnel system dependent upon one's "corridor reputation," which in the last decade has assumed a greater and greater role in the assignments process. We two believe that most Foreign Service officers past the point of tenure are well aware of the crucial na-

ture of the informal side of the system, and also that the informal process appears haphazard and subject to chance.

As we completed our survey of the companies, it became clear to us that the Department's informal system accomplishes much of what the companies have made systematic in their management development programs and practices, and that we should focus our recommendations on the informal system, making it more consistent with and complementary to the formal system. We believe that the total system, while doing its job, is not doing it as well as it should. The question is how it should be changed, the better to meet both the needs of the Department and Foreign Service and provide rewarding careers for its professional employees.

In our report to the director general, George S. Vest, and the Management Council of the Department, headed by Under Secretary Ronald I. Spiers, we made 29 recommendations, most of which apply to both the formal and informal systems. The 29 fell into several categories—succession planning, linking assignments to career development, performance appraisal and evaluation of potential, and providing managers with the tools they need to manage people more effectively.

Since space doesn't permit a thorough discussion of each recommendation here, we present the categories and a few of the recommendations we believe to be the most crucial. Mr. Spiers has approved our request that our complete report be circulated more widely in Washington and overseas, after the council has completed its initial evaluation of the recommendations.

**Succession planning**

A firm begins its succession planning (the method for selecting potential replacements for executive positions) by first defining what the company stands for, usually in a statement of values. Although such statements of values often sound like motherhood and apple pie, all the firms find them useful as a statement of what the company's leadership is supposed to stand



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for.

Secondly, firms analyze their top positions to determine what qualities—personal, functional and managerial—are needed in the executives that fill them. Next, during annual or more frequent personnel reviews involving every corporate executive from the chief executive officer on down, firms prepare lists of executives thought capable of filling positions at a particular level and who are presently one or two levels below the position. This process is repeated for subsequent levels.

The Department follows similar processes in drawing up lists of potential nominees for chief-of-mission and deputy-chief-of-mission positions. Senior managers are pleased at the development and subsequent refinement of the deputy chief of mission process. Our team recommended that the Department establish a working group to study how an expanded succession planning system could be applied to the Department. The management Council approved that recommendation.

A crucial part of succession planning is the involvement of senior and line managers, in conjunction with the central personnel system, in evaluating up-and-coming executives. We in the Department spend a good deal of time doing this sort of tracking and evaluation, but we do it sporadically, using an ever-changing cast of characters: selection boards, assignment panels, personnel counselors, unofficial mentors, etc.

Almost every Department employee is aware of the importance of his or her "corridor reputation," but many may not realize how extensive this informal information system really is. One of the most important reasons for an extensive informal system, of course, is simple: the required openness and safeguards for the individual built into our present evaluation system effectively discourage candid evaluations. Formal or informal discussions of individuals in hallways, offices, lunchrooms and other places provide that candor, but at a cost to both the Department and its employees.

Our team believes that a major fault of the corridor reputation process is that information is gathered on individuals unsystematically, often based on hearsay, and often passed on only among people who know each other, not necessarily to the people who need to know. In other words, the results of the Department's present system aren't available to senior managers on a consistent basis, and there's no central mechanism to drive the process according to agreed criteria for keeping the books, or to ensure that useful evaluative judgments are implemented in the assignments process.

There are two possible remedies—make the formal evaluation process more inclusive, or the informal process more systematic. The management development programs of firms attempt to do both, but concentrate on the latter. Thus, we recommend the implementation of systematic discussions between central managers and bureau leaders, and better tracking of the strengths and weaknesses of individuals by the central personnel system.

#### **Assignments and careers**

No matter on what means we may agree to improve the way the Department manages its people, we recognize that, in the adoption of any changes, the Department must protect its expertise in foreign policy. The good functional or area specialist will be just as important in the future as in the past. However, whether we're talking about developing functional specialists or more broadly based managers, we believe the system must do a better job of linking assignments to career development if it's to produce the leadership at the top that most agree we need.

As the firms have found they can, we believe the Department can accomplish that objective by institutionalizing greater involvement of line managers in shaping the careers of subordinates, and strengthening the role of the central personnel system in career development and planning.

Companies also face the problem of developing functional specialists and

more broadly based corporate managers. As you might expect, a corporate division often wants to hold on to its good people and transfer its "turkeys" somewhere else. In recognizing this, the corporate structure has to ensure that promising candidates for corporate positions get the breadth of job experiences and training needed.

A division may, therefore, be given large latitude in developing its functional specialists, but is required both to produce top quality talent for transfer to other divisions, and to accept top quality talent from other company divisions. To accomplish this, the corporate leadership acts in partnership with the central personnel system. The corporation provides the discipline and the incentives (rewarding division managers who do the best job of producing both the functional specialists and the candidates for executive positions), and the human resources managers keep the books, insuring that the career development needs of each rising executive get personalized consideration.

We recommended that geographic and functional bureaus, central management and the central personnel system adopt a similar system in the Department. This recommendation proved among the most controversial so far. The Management Council concluded that a more immediate priority was to strengthen the existing assignment and career development system.

We also recommended that rating officers be required to comment on bid lists of subordinates in their bidding telegrams, to ensure that at least some assignments being bid will fit recommendations on suitable assignments as reported in the employee efficiency report. Officers would still be permitted to bid on any open assignment for which they're qualified. This recommendation was approved by the Management Council with some changes: comments would be encouraged (not required) from reviewing officers (not rating officers) on the initial bid list submitted by an employee. Adoption, of course, will depend on negotiations with the employee associations.

#### Tools for managers

Corporations use both discipline and incentives to encourage good management of people. As executives rise in corporations, the way they manage assumes a larger and larger part of their performance evaluations. Considered, for example, are how well a manager uses the company's incentive program, or how many promising young executives are produced for consideration as corporate executives.

We made a number of recommendations pertaining to the Department's utilization of its incentive and suggestion systems, and suggested in our discussion before the Management Council that the Department ought to take a look at the U.S. Office of Personnel Management's report on its "China Lake" experiment, where, among other things, supervisors of Civil Service personnel in two California laboratories were given authority to link performance to pay. The council asked for a more detailed examination of some aspects of those recommendations.

#### Performance appraisal

A large amount of our attention during our visits to the corporations was given to aspects of the performance appraisal process. Nearly a third of our recommendations pertain to that subject.

As we reported in the April article, firms tend to separate work performance appraisal from evaluation of an individual's potential. The former is usually shared with the employee, and is linked more to increases in pay than to promotion. The latter is almost always a confidential process, and is linked to assignments and promotions. Existing legislation, agreements with the employee associations, and probably the changes since the '70s in Foreign Service traditions and culture would prevent State from going as far as companies can in this regard.

We hasten to point out, however, that the firms are just as concerned about effective performance and potential appraisal as we are. They spend a great deal of time and effort in this regard. There are associations of profes-

sional human resources managers who constantly propose and consider improvements in evaluation techniques. We believe there are a number of ideas in use now in the private sector from which the Department could benefit.

Since the Management Council hasn't yet considered the recommendations pertaining to performance appraisal, we obviously can't report on the consideration given specific recommendations. However, very briefly, we have proposed the use of different forms for different levels of employees, increasing the weight given to appraisal of management ability according to grade level, and consideration of a comprehensive scaled rating system to replace much (but not necessarily all) of our present narrative form.

We also recommended studies be done of (a) the possibility of incorporating self-rating in the evaluation process; (b) a system to include evaluation comments by colleagues; (c) greater recognition of employees who accept underbid assignments when asked to do so in the interests of the Department; (d) the possibility of subordinate ratings of a superior's management ability; (e) the feasibility of staggering due dates for efficiency reports; (f) whether reviewing statements at both one and two levels above the rating officer should be required; and (g) mandatory training for all officers in performance appraisal techniques. To say the least, the authors expect a lively discussion of these recommendations in the Management Council.

#### Recruitment policy

We described in April the close attention paid by firms to their recruiting practices. In companies, participation in recruitment is required of officials at the mid-level. The Management Council accepted our recommendation that Foreign Service recruiting should more widely involve mid-level officers who would spend short periods of time in Board of Examiners duties. The council has charged the Bureau of Personnel to come up with a plan for implementation.

With Arthur Woodruff, we're

grateful to the Department for the opportunity to see how the private sector develops its managers, and for the serious considerations given our recommendations by the Management Council. It's long been recognized that the Department needs to improve the way it develops managerial and leadership skills. In 1976, for example, a task force headed by Richard D. Vine spent 100 days looking at the broad topic of professional development for the Foreign Service, including training, recruiting for skills vs. in-service development, and developing executive talent. The opening paragraph of the Vine report's executive summary is revealing:

"The verdict seems virtually unanimous: the Department fails to produce a sufficient number of senior officers who combine all of the substantive, conceptual and leadership abilities needed for its executive positions. Every major study since the 1954 Wriston report has noted this failing, and concluded that, until it is remedied, the Department will not be effective in discharging its full mandate in foreign affairs. Despite repeated, remarkably similar, but generally unapplied prescriptions over the past 22 years, most observers believe that the problem still remains to be attacked effectively."

#### Conclusion

Our team believes that the Department can and must do a better job of realizing the potential of its people by paying more attention to career and management development. We believe that the competition among Washington agencies for larger and larger portions of the traditional foreign policy turf will only increase, at the same time that the Department is faced with new or intensified foreign policy challenges, such as terrorism, scientific and technological advances, a more interactive world economy, more political and economic refugees, and narcotics. We believe that the private sector offers much that can be adapted to the Department's needs, to build on Department management practices in effect today. ■



## Enforcement

### It's 'do-it-yourself' for State on making criminal arrests

New law confers authority on Department security officers

**D**ICK GAWTHROP, a special agent in the Bureau of Diplomatic Security's Miami field office, personally arrested a man in New Orleans on charges of passport fraud last July 16. It was the first such arrest ever made by a Department agent. In fact, two days earlier, he would have been unable to do it because Department agents didn't have arrest authority, even though they were required to investigate passport fraud. But on July 15 a law that was passed the previous year went into effect. It gives State's agents not only authority to make arrests but also to carry firearms during criminal investigations, which had also been prohibited.

"Before this new law, we had to investigate cases, show probable cause, go to the U.S. attorney's office and then find law enforcement officials from other Government agencies to make our arrests," says Clark Dittmer, director of the bureau's Office of Investigations. "That system was also potentially dangerous because we couldn't carry weapons. We often work against fugitives, smugglers and other criminals who use passport fraud to avoid detection at the borders. They're often involved in heavy criminal activity. We would have to be not too aggressive, for our own safety."

Since July 15, Department agents have arrested approximately 30 persons on charges of passport fraud, and have, in some cases, uncovered other criminal activity in the process. Describing the case he worked on that resulted in that first arrest, Mr. Gawthrop says: "The New Orleans passport agency contacted our office and said that people were calling in to inquire about an 'International Construction Co.' They wanted to know if it would be appropriate for them to send their passports to the 'company' in response to newspaper ads for construction jobs in Saudi Arabia. Our investigation revealed that the 'company' didn't exist, and that the



Dick Gawthrop



Clark Dittmer, right, director of the Office of Investigations, and Bill Chambers, chief of the Passport Fraud Branch.

man we eventually arrested had 'hired' over 100 applicants, charging them \$54 each for a visa and identification cards. He then either took their passports or asked that they mail the passports to a post office box in Houston. We also learned that his purpose was to sell the U.S. passports in the Mideast, where they're worth about \$2,500 to \$3,000 each. When we arrested him, we found 144 passports, and 135 belonged to U.S. citizens. We believe we got all the passports back before any could be sold."

Mr. Gawthrop also worked on a case that involved a woman who applied for a passport with a phony birth certificate. "When she came to pick up her passport, we arrested her," he says. "Without that arrest authority, we might have watched her just walk

away. But we took her to a correctional institution and, when she was searched by officials there, they found \$250,000 in \$100 bills stuffed in her underwear. One of the bills was counterfeit, so other agencies are now also interested in the case. Probably 90% of our cases uncover other serious crimes."

Frank Straub and Mike Dinert, who are agents in the New York field office, uncovered a case that involved a ring of European criminals. "Blank travelers checks were stolen in Europe while they were en route to a bank," says Mr. Straub. "The people who were caught trying to cash them, in Zurich, had passports with their true pictures, but different names. The police in Zurich notified the State Department, and the case was assigned to us in New York because the passports were issued here."

One arrest was made by U.S. marshals on July 1, a second by Mr. Dinert on July 17. "A confidential informer led us to some real bad guys who were altering the passports," says Mr. Straub. "We established a team of agents from the New York and Philadelphia field offices, and got help from the New York Police Department. A language specialist from this enforcement team went undercover and was introduced to the bad guys by the informer. Eventually, the undercover agent was provided with a passport, for money. Then the group that provided the passport attempted to deliver more passports. We arrested two members of the group and, in the process, found equipment for producing fraudulent passports and making counterfeit money."

The Bureau of Diplomatic Security is now the only Federal organization with special statutory authority to investigate passport fraud. The bureau says it expects its effectiveness in handling such cases to increase under the new authority.

—DONNA GIGLIOTTI ■

## News Highlights

### Embassy London gets 'dish' antenna

Embassy London has installed a satellite "dish" antenna aimed at increasing the speed, reliability and security of communication between London and Washington.

"It's just 12 feet in diameter," says Robert Ribera, deputy assistant secre-



With the new antenna, from left: the company's Iain Vallance, Robert Ribera and Ambassador Charles H. Price II.

tary for communications. "We can use it on the roof and get a lot of communications capacity, cost-effectively. Smaller antennas have been emerging in satellite technology. Earlier, direct communication by satellite was impractical because you needed enormous antennas. You couldn't put them on top of buildings because of their size; you'd have to put them on the ground somewhere near the embassy.

Nancy Reagan, the President's wife, inaugurated the new system by placing the first official call from London to the Department's Operations Center. She also presented a commemorative plaque to Donald J. Bouchard, assistant secretary for administration.

Satellite transmissions from

London to Washington used to travel a circuitous route, Mr. Ribera says. Beginning in the embassy, information usually was transmitted through the city by underground circuit to a central switching center, then to another switching center, then on to a satellite earth station, which would make the connection with the satellite. But the new antenna allows the embassy to communicate with the satellite directly. "We don't have to use underground lines outside the embassy and there's no dependence on the local labor force," Mr. Ribera says. "So, in addition to improving our communications capability, we've also minimized the opportunities for interference and made our system more secure."

He points out that the antenna provides greater capacity for transmitting phone calls and cables. "The system increases the number of circuits available for telephone use, so when you pick up the phone, you should be able to complete your call instead of waiting for operators to call you back when they've made the connection for you," he says. "And the post will be able to send cables faster and in greater quantities.

*Nancy Reagan makes the call. With her are Ambassador Charles H. Price II, left, and the assistant secretary for administration, Donald J. Bouchard.*



The transmission of data from computer to computer, too, is also faster and more reliable. The service can be tailored to the needs of a post. You can divide the system's capabilities any way you choose. For example, we could give a post a much greater secure voice capability, if we give them just a small increase in cable transmission capacity. The system also includes a secure video conferencing feature. We feel that video conferencing is the thing of the future."

Mr. Ribera adds: "What we've done in London is reflective of where technology is going in integrating the transmission of voice, data and imagery over one system. Several other European posts soon will have direct access to London's system for telephone calls. For example, Vienna would be able to access the London system instead of using the public switched network it now uses."

London was chosen to be the Department's first direct satellite link because of its large volume of cable traffic and because of the presence of many other U.S. Government agencies that would benefit, Mr. Ribera says. The second embassy satellite link is being installed in Geneva and is expected to be operable at year's end. □

## 'I go where needed,' Ambassador Perkins says



Lucy Chien-mei Liu Perkins holds bible as husband Edward Perkins is sworn in. Secretary Shultz and J.H.A. Beukes, ambassador of

South Africa, are on right. Protocol chief Selwa Roosevelt is on left. (Photo by Robert E. Kaiser)

"I accepted this assignment as a Foreign Service officer who took an oath to go where needed, when needed," said Edward J. Perkins as he was sworn in, November 3, as the new U.S. ambassador to South Africa, succeeding Herman W. Nickel.

The career diplomat was termed a "pro" by Secretary Shultz at the oath-taking ceremony in the Benjamin Franklin Room. "His next assignment requires courage and moral strength," the Secretary said. "Our diplomacy there is conducted in a minefield. It will take a man of Ed Perkins' strength to keep U.S. diplomacy aimed resolutely at its goals when so many will be trying to twist our arm, warp our message or manipulate our efforts."

Mr. Perkins, who had been ambassador to Liberia, added: "I accepted this assignment as the ambassador of the United States, as the ambassador of all Americans, and not as the ambassador of an American minority. I believe President Reagan chose me for this challenging assignment on this basis: That I am a Foreign Service officer who by training and experience can help him pursue American objectives in South Africa, and that as a black American, as a member of a minority that was long oppressed, I might have a special empathy for both the minority and the majority in South Africa...."

"Our country, too, contains minorities. We understand the anguish of South Africa's minorities over the prospect that their rights might be trampled on by an uncaring majority, and that their identity might be jeopardized. At the same time, our history and our values cause us to be deeply in sympathy with the aspirations of South Africa's majority for justice and the right to be represented by their government." □

### Higher per diem rates are in effect

New per diem rates for federal workers on official travel have gone into effect, raising the \$75 per day cap set in 1981 to a maximum of \$126 per day. The rates are part of new travel regulations published by the U.S. General Services Administration.

There are 397 U.S. localities identified in the regulations where maximum daily rates vary from \$55 for Lawrence, Kan., to \$126 for New York City. The per diem for lodging and meals for communities not listed is \$50. The regulations feature a "lodgings-plus" system, which no longer requires travelers to itemize all expense items on their travel vouchers. Lodging costs, supported by receipts, will be paid up to set limits; a flat daily payment for meals and incidental ex-

penses requires no receipts. In 31 of the cities listed the flat rate for meals is \$33; for all other places it is \$25. For example, in the Washington metropolitan area—where the maximum per diem is \$112—a flat rate of \$33 is for meals and incidental expenses, with up to \$79 of the balance available to cover actual lodging costs. □

### Outside group will study minority matters at State

The Department has contracted with a professional organization experienced in equal employment opportunity matters to determine appropriate recruitment goals, as well as sex and minority representation rates, for Foreign Service and Civil Service personnel categories. The study will be undertaken by Coffey, Zimmerman & Associates, Inc. It will analyze the best recruitment sources for the Department's occupational groups, and what the sex and minority makeup of those sources is. It will make recommendations for recruitment programs.

Equal employment opportunity regulations require federal agencies, the Department management pointed out, to analyze their work forces to determine their representativeness in terms of minorities and women, and to measure the effectiveness of their recruitment and employment programs. Based on past experience, management said it has felt that the general labor force throughout the country is not an acceptable comparison standard for State because of the specialized nature of the Department's work. The study, then, is intended to determine what elements within the national labor force would constitute the most relevant recruiting pool for the Department, and to identify the sexual and racial composition of that part of the labor force.

The data and guidance developed during this study are expected to facilitate establishing equal employment and recruitment targets for the Department, and to provide standards to measure progress toward achieving Secretary Shultz's announced goal of a "fully representative" workforce. ■

# Appointments

## Career ambassador: Deane R. Hinton

President Reagan has nominated Deane Roesch Hinton, ambassador to Pakistan since 1983, for the personal rank of career ambassador. Mr. Hinton



Mr. Hinton was the only person recommended for the highest rank in the Foreign Service by the senior selection board that met last summer. The nomination requires Senate confirmation. Only four other active officers hold the rank—Arthur A. Hartman, Thomas R. Pickering, Ronald I. Spiers and Richard W. Murphy.

Mr. Hinton joined the Service in 1946 and was assigned as political officer in Damascus. From 1949 to 1951 he was principal officer in Mombasa. He then took economic studies at the Fletcher School of Law and Diplomacy and at Harvard. Mr. Hinton later drew assignments as financial officer, Paris, 1952-55; intelligence research officer, Bureau of Intelligence and Research, 1955-58; chief, overseas development and finance section, U.S. mission to the European Communities, Brussels, 1958-61; and student at the National War College, 1961-62. Following his studies, he became chief, Commodity Programming Division, Bureau of Economic and Business Affairs, 1962-63.

Mr. Hinton later was director, Office of Atlantic Political-Economic Affairs, Bureau of European Affairs, 1963-67; on detail to AID as director, AID mission and counselor for economic affairs in Guatemala, 1967-69, and Santiago, 1969-71; assistant executive director, then deputy executive director, Council on International Economic Policy, on detail to the White House, 1971-74; ambassador to Zaire, 1974-75; senior adviser to the under secretary for economic affairs, 1975-76; U.S. representative to the European Communities, with the rank of ambassador, Brussels, 1976-79; and

assistant secretary for economic and business affairs, 1979-81. He was appointed a career member of the Senior Foreign Service, class of career minister, in 1981. From 1981 to 1983 he was ambassador to El Salvador.

Mr. Hinton was born in Ft. Missoula, Mont., on March 12, 1923. He received a bachelor's from the University of Chicago in 1943 and later took graduate studies at the Fletcher School of Law and Diplomacy and at Harvard. His foreign languages are French and Spanish. From 1943 to 1945 he was a second lieutenant in the Army. He won the Department's Superior Honor Award in 1967. He is a member of the Council on Foreign Relations, the Royal Society of Asian Affairs and the American Foreign Service Association. He is married to Patricia Lopez Hinton. They have 11 children—six sons, Christopher, Joe, Pedro, Guillermo, Juan and Sebastian, and five daughters, Deborah, Joanna, Veronica, Miren and Maria. □

## Raphel is named as envoy to Pakistan

President Reagan has nominated Arnold Lewis Raphel, a minister-counselor in the Senior Foreign Service, as ambassador to Pakistan. If confirmed by the Senate, he would succeed Deane Roesch Hinton.



Mr. Raphel

Mr. Raphel has been senior deputy assistant secretary in the Bureau of Near Eastern and South Asian Affairs since 1984. Before that, he was the senior deputy assistant secretary in the Bureau of Politico-Military Affairs, 1982-84. He joined the Foreign Service in 1966. After taking Persian language training at the Foreign Service Institute, he was assigned as vice consul in Isfahan, Iran, where he served until 1969. From 1969 to 1971 he was political officer in Tehran. He returned to Washington in 1972 to be-

## People at State

President Reagan has accorded the personal ranks of ambassador to Robert H. Frowick and Samuel G. Wise Jr. in their capacities as deputy chiefs of the U.S. delegation to the Conference on Security and Cooperation in Europe follow-up meeting in Vienna ... Robert O. Homme is the new director of the Office of Canadian Affairs, Bureau of European and Canadian Affairs ... Nancy Beck and Laura Jehl are new press officers in the Office of Press Relations, Bureau of Public Affairs ... Joyce Gunn is regional director of the New Orleans Passport Agency. □

come watch officer in the Department's Operation Center. He later held assignments as staff assistant to the assistant secretary for Near Eastern and South Asian affairs, 1972-73; special assistant to the under secretary for political affairs, 1973-75; as a member of the Policy Planning Staff, 1975-78; and as senior special assistant to the Secretary, 1979-81.

Mr. Raphel was born in Troy, N.Y., on March 16, 1943. He received a bachelor's from Hamilton College in 1964 and a master's from the Maxwell School of Syracuse University, in 1966. His foreign languages are Urdu, French and Persian. He has won the Department's Superior Honor Award twice in 1981 and 1984. He has a daughter, Stephanie Joyce. ■

## New legal panel

The Department is establishing an Advisory Committee on International Law (to be distinguished from the Secretary's Advisory Committee on Private International Law) to obtain the views of members of the legal profession on issues of international law. The committee will be appointed by the legal adviser of the Department. For information contact Ted A. Borek, (202) 647-1320 or George Taft, (202) 653-9852. □



## Honors and Awards

### Vienna's W. Harrison wins \$5,000 communicator award

William G. Harrison of the delegation staff in Vienna for the mutual and balanced force reduction talks has been named winner of the Thomas Morrison Communicator Award, an honor that carries with it a \$5,000 cash prize. Mr. Harrison entered the Foreign Service in 1976 and has also served in Tel Aviv, Bangui and Libreville.

He was one of 25 persons nominated for the award. The others were Larry Addington, Monrovia; James Balsitis, Alexandria; Anthony Bart, Pretoria; Patrick Bentz, Nairobi; Jimmy Lee Bevis, Contonou; Jimmie Ray Black, Praia; Lynn Doughty, Kigali; Harvey Eidenberg, Abu Dhabi; Edward Fitzgerald and George Hamic, Gaborone; Richard J. Getz and James Jensen, Office of Communications; Rudolph Jojola, Ouagadougou; David H. Johnson, Havana; Robert N. Mansfield, La Paz; William B. Mills Jr., Suva; Francis E. Morgan, Dar es Salaam; David C. Neuser, Bridgetown; Rudolph Szabados, Beirut; Robert R. Walker, Kuala Lumpur; Floyd L. Wilson, Bonn; George D. Windle, Frankfurt; Thomas J. Zuraw, Nassau; and Fred Vinson, Maputo.

Mr. Harrison was cited for "providing an improved communications capability" for the delegation during a time when message traffic had doubled. "Add to that the fact that the two-person communications unit was called on to provide temporary-duty support to other posts a dozen times, and you have an idea of the challenge Mr. Harrison faced," his nomination said. It added: "He took the time to look for, and always found, ways to get the job done better—often at a saving. For example, given that this communications program unit has been understaffed, he undertook to implement a staggered shift and split workweek to minimize overtime."

The nomination credited Mr. Harrison with a number of ways in which he "moved this post into a new age of communications," among them "bringing the classified Wang into all



Mr. Harrison

offices." It continued: "During the Secretary's visit to Helsinki in 1985, for example, virtually every piece of the classified Wang system was damaged in transit due to rough handling. Through heroic cannibalizing of the wreckage, Mr. Harrison, on temporary duty, was able to piece together the required number of working systems."

The award selection committee was headed by Robert C. Ribera, deputy assistant secretary for communications. Other members were Jack Jenkins, executive director, Bureau of Administration, and James P. Kelley, chief of the communicator unit in the Office of Foreign Service Career Development and Assignments. The award is named for the first communicator in the Foreign Service. □

### Grover again heads courier group

Jack Grover, a former regional supervisor, was re-elected president of the U.S. Diplomatic Courier Association at its 23rd annual meeting in Arlington, Va. Other officers: Walter M. K. Miller, vice president; Richard

E. Thompson, treasurer; Betty S. Daymont, secretary; Henry F. Daymont, Louis C. Hebert and John M. Powell, liaison officers; Mark S. Ashley, editor, "The Roadbag"; and Mr. Grover, historian and special projects officer.

Ernest O. Hohman, head of the Washington regional office, was selected as the 1986 recipient of the Alda and Weldon Brown Award for "significant contributions to the Diplomatic Courier Service." A former president of the association, he has served in Washington, Frankfurt, Manila, Panama and Bangkok. The late Nathaniel Ragsdale, who had served in Mexico City and other posts, was elected to the Diplomatic Courier Hall of Fame. The posthumous award was accepted by his sister, Queen Ragsdale.

The couriers unveiled a memorial plaque honoring the late Miguel Cruz, a Foreign Service national employee in Mexico City who had aided diplomatic couriers transiting that capital from 1946 to 1981. The plaque, to be displayed in the embassy lobby in Mexico, reads: "In honoring the memory of our particular friend and colleague, Miguel Cruz, we honor all of our Foreign Service national colleagues, who live and die in the service of the United States."

Jose Aprigio de Carvalho, another Foreign Service national, was awarded a plaque for "dedication and special skills which, for 20 years, have assured the rapid and secure transit of U.S. diplomatic couriers and their pouches through Rio de Janeiro."

Robert C. Rivera, deputy assistant secretary for communications, was named an honorary member of the association. Others honored included Elijah Parker, courier expeditor and driver, who received an award for "unfailing help and friendship, 1951-85"; Guy Boute, a founder of the association, an etched metal map showing the travels he had taken as a diplomatic courier; and Dwight Anderson, a courier supervisor, who was presented a memento marking his many years in the service. □

HONORS AND AWARDS



**MONTERREY, Mexico**—At awards ceremony in consular section, from left: *Carmen Barbosa, Juani Garza, Ruth S. Matthews, Ma. Elena Ibarra, Martin G. Heflin, Ana Catalina Villarreal, Ana Maria Botello, Cristina Garcia.*



**MANAGUA, Nicaragua**—Ambassador *Harry E. Bergold Jr.* presents Meritorious Honor Award to general services officer *James L. Williams.*

**ABIDJAN, Ivory Coast**—*David A. Howe*, acting officer-in-charge, Engineering Services Center, left, receives Meritorious Honor Award and cash award from Ambassador *Robert H. Miller.* ■



## Life in the Department

### And this Foreign Service secretary stayed home

But she had the time of her life—on the Haiti task force

BY MELANIE AUDETTE

**B**ECAUSE Foreign Service secretaries are usually assigned abroad on their first tour, I was surprised to learn that I was to serve my initial stint in Washington, in the Inter-American Bureau's Office of Caribbean Affairs. Being a neophyte to Government service, I didn't realize at the time that I'd soon have an excellent opportunity to see firsthand how foreign policy decisions are made. My assignment was to the Dominican Republic and Haiti desks. I didn't realize how quickly the job would go far beyond the routine.

Just as I was beginning to familiarize myself with the workings of the Department, events were developing rapidly in Haiti: After nearly 30 years of harsh dictatorial rule, the Duvalier regime was crumbling. Secretary Shultz ordered a working group established in the Operations Center to monitor the situation. The speed with which the task force was formed was incredible. Lou Schwartz's Executive Office in Inter-American Affairs worked closely with the Operations Center to coordinate the group. This was my first exposure to the "Op Center" (what I like to think of as the sensory organ of the Department), and it proved fascinating. The communications facilities were, to me, a maze of buttons and switches. Television screens and computers seemed to dominate the room. I was a bit overwhelmed at first. I observed watch officer Laurie Tracy and her colleagues, and their job intrigued me as I found them privy to the latest news from all over the world. They struck me as the types who could handle anything, but more importantly,

handle anything quickly.

Volunteers came not only from the inter-American bureau but from throughout the Department. Many of us hadn't worked together before, and a considerable number of us had never even met. But teamwork characterized the Haiti working group from the outset.

#### Beth brings brood

Among the volunteers were new Foreign Service officers from the A-100 class, who spent long hours gaining experience for their upcoming tours. Beth Shelton, the wife of Haiti desk officer Mike Shelton, was in the A-100 course at the time. She not only

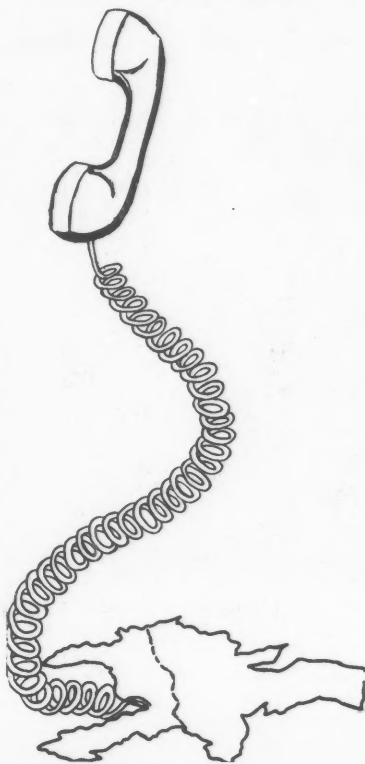
worked on the task force herself, but recruited some of her A-100 colleagues to help us out. What an opportunity it was for these new officers to learn crisis management from experienced masters. Of course, I was a first-timer myself, and I found myself in good hands as the pace quickened. Sheila Logan, Claudia Breese and other experienced secretaries were there to show me the ropes. They were veterans of task forces such as the Jonestown mass suicide, the Grenada rescue mission and the Mexico earthquake. They had the routine worked down almost to a science.

One thing that surprised at least this newcomer was our "Suey call." Let me explain. To facilitate quick communication, the working group had established an open telephone line from the Op Center to the embassy in Port-au-Prince. When we needed to get the attention of the officers on the island, we would place the handset of our telephone near an extension speaker, so as to produce a piercing screech in Port-au-Prince. However, at times even this sound didn't attract attention as quickly as we impatient working-groupers would have liked. But fortunately, we did have an officer on duty with a wonderful voice experienced in . . . hog calling? That person produced a surefire attention-getter with a long and loud "Suuueeeey!!!" I never asked those working at the embassy what they thought of that. Come to think of it, it was probably better that I didn't.

With more than 6,000 American citizens residing in Haiti, the citizens' services experts of the Bureau of Consular Affairs played a vital role on the task force. Telephone calls from worried friends and relatives came in nonstop, around the clock. The names of American citizens who had registered with the embassy were passed on to the relatives. The consular officers' display of caring, patience and understanding appeared admirable to me.



Ms. Audette



(Sketch by Melanie Audette)

**What's a navy for?**

The task force midnight shift will remember with mixed feelings, however, a few calls that were particularly hard to deal with. Special kudos should be given Bill Edmonds for dealing so diplomatically and patiently with one distraught caller who couldn't or wouldn't be calmed. If I recall correctly, she wanted the U.S. Navy sent in to evacuate a member of her family. Fortunately, the rest of the callers were more reasonable, if no less concerned.

Press officers from Public Affairs and our own bureau press office also faced a challenge: Not only did rapid developments force last-minute changes for press briefings, but calls from persistent journalists wanting up-to-the-minute information on the situation, as well as a basic education on Haiti, were continuous. I keep in my mind the image of bureau press officer Kate Marshall, bent over the word processor, determined on getting a report in on time for the daily press briefing. I had answered journalists' calls in the office and had quickly learned that dealing with press people can be sticky business. What amazed me was their persistence and their roundabout ways of getting information. They would make calls throughout the Department, trying to pick up information piece by piece. For instance, they might make a statement of their own sound as fact to see if the caller confirmed or denied the information. I saw immediately that the best way to deal with these callers was to let someone experienced speak to them. Greg Lagana's smooth handling of calls from fast-talking journalists was quite impressive. What really was thrilling for me was to turn on the 11 o'clock news and hear, almost word-for-word, the information that had been given out to journalists throughout the day.

**Snap, crackle...**

During the 11 days that the task force was in operation, excitement and tension rose so high at times it was as if a crackle of electricity ran through our rooms. The ringing phones made

the atmosphere frenetic. But especially impressive were the secure voice telephone lines, which stumped a few of us at first—they were too simple. Though this telephone apparatus itself looks complex, it's really quite simple to operate. I remember several times when the phone rang that an officer would look around helplessly. "Just pick it up," was the reply given the questioning look. As to our skills were tested as we were called upon to take shorthand over the open telephone line from the embassy and to type as Assistant Secretary Elliott Abrams and Caribbean office director Hal Eisner dictated.

I'll be the first to admit that I don't know everything that transpired during those tense days and nights. Mr. Abrams and the deputy assistant secretary for Caribbean affairs, Dick Holwill, would rush in and out of meetings with Department principals and with high-level officials from other agencies, and keep in contact with Ambassador Clayton McManaway and his staff at Embassy Port-au-Prince. But it was interesting to observe the different leadership styles. Mike Shelton, my immediate boss, was everywhere at once, it seemed. He put in more man-hours than any of us and received a Superior Honor Award for his efforts. Mr. Holwill seemed always to have all under control. When I think of "calm, cool and collected," I think of him. Mr. Abrams seemed all-knowable; he always got straight to the point. He whooshed in and out with an air of power and authority that demanded respect.

This was my first opportunity to see not only him in action, but also his secretary, Karen Smith de Ruiz. It was obvious to me as soon as she and Mr. Abrams walked in that Ms. de Ruiz was as efficient and effective and as *quick* as they come. She summed up what was going on in a flash. It was obvious that, to her, task force operations were "old hat." She would enter and set up shop for her boss quicker than seemed possible. Mr. Abrams would yell "Karen!" and blurt out in-

structions of one sort or another. Then, with the help of preparation she'd done beforehand and quick references she'd made for herself, she would manage to be always one step ahead of the game.

One day the task force received an early-morning visit from Secretary Shultz, who wanted a direct briefing from task force members. I was terribly disappointed because, of all times for me to be absent from the room, it was when the Secretary made his call. Our knowing of his personal interest, though, helped make the long hours worthwhile for all of us.

**Worth It all**

Everyone was in his shirtsleeves by the time the task force work was completed. There was no question about it: we had worked—and worked hard. That the transition in Haiti was a smooth one and that relatively few lives were lost proved gratifying for those of us who gave our time and effort to the task force. We were fortunate to take part in events that brought Haiti a step closer to democracy.

I learned from the Haiti Working Group the truth of the saying that crises bring people together. I'd been told before joining the Foreign Service that it's a tightly-knit group, but I was happy to learn from experience how the Department's work causes Civil Service as well as Foreign Service employees to work closely to achieve U.S. foreign policy goals. The friendships I made with both Foreign Service and Civil Service colleagues during that brief, yet critical period will last a lifetime. I was a bit sad when the group disbanded. Although I've continued to be involved in Haiti's future back at the desk (handling hundreds of phone calls and the follow-up work), the end of the working group meant a parting of the ways with friends I wouldn't soon work with again in such a tempestuous, intense—yet fascinating—atmosphere.

A first-tour assignment may not have seemed as exotic as a foreign post at the beginning but, for me, it resulted in a most rewarding experience on the Haiti Working Group. ■

## From the White House

### Reagan asks U.S. employees to help fight drugs

'Your rights as citizens' will be protected, he says

**P**RESIDENT REAGAN directed on October 4 that the following memorandum from him be sent to all Government employees. At State, it was accompanied by a message from Secretary Shultz to members of the Foreign Service and Civil Service.

The President wrote: "As you know, I recently approved several new initiatives with an overriding goal of a drug-free America. This is no easy task, requiring as it does the commitment and support of all Americans. I am asking you, as citizens, parents, friends, and colleagues, to take a leading role.

"As members of the nation's largest workforce, you can continue to set an example for other American workers. I know an overwhelming majority of federal employees have never had trouble with illegal drugs, but our goal is a safe and drug-free workplace for all employees and the American public. Certainly the issue of drug testing has caused some concern, but I want to assure you that my executive order contains provisions to ensure that any testing program will be fair and will protect your rights as citizens.

"Our intention is not to punish users of illegal drugs, but to help rehabilitate them. When you see colleagues or friends struggling with a drug problem, encourage them to seek help from your employee assistance program or from some other organization or person skilled in drug counseling and treatment. Together we can send a message that illegal drug use in every office, shop, and laboratory simply will not be tolerated. The combined efforts of all of us will make it easier for federal as well as private-sector employees to "just say no."

"Your efforts to increase public awareness and prevention of drug abuse are also crucial. Illegal drug use is not a "victimless crime," nor is it glamorous or a matter of personal choice. Drug abuse victimizes everyone in pro-



Secretary Shultz and President Reagan in the Oval Office. With them is national security ad-

viser John M. Poindexter. (White House photo)

ductive time lost, lives shattered and families and communities torn apart. We must send this message beyond the workplace to friends and neighbors and especially to our young people.

"I have called upon you many times in the past, and your support and dedication have already helped us achieve so much. Now I am asking you to get personally involved in ridding our offices, schools, homes and communities of drugs and making them better places to live and work. I know I can count on your personal help."

The Secretary wrote: "As you know, the President has launched a major campaign against drug abuse in America. One major goal of that campaign is that Government workplaces be drug-free. Accordingly, the President has issued an executive order directing every federal agency to estab-

lish a plan to ensure that federal employees and workplaces are, in fact, drug-free.

"As part of that effort, the President has issued a personal statement to all of us as executive branch employees, outlining his views on the seriousness of the drug abuse problem in America, and stressing the importance of eliminating drug abuse in the federal government. I fully subscribe to his statement, which is attached for your attention.

"The Department of State is working now to develop a plan that will ensure a drug-free workplace, and that will also respect the constitutional rights of all of us as citizens. I will be communicating with you again to outline the features of our plan as it is established." ■

## 'Americana Project'

### New Treaty Room is completed on 7th floor

\$2.2 million price tag is picked up by private donors

**T**HREE LARGE reception rooms on the seventh floor, outside the offices of Secretary Shultz and Deputy Secretary John C. Whitehead, have been redesigned into a seven-room suite featuring a new Treaty Room, diplomatic library and portrait gallery. The 18th-century-style suite will be used for treaty-signing ceremonies, swearings-in of Department officials, small receptions and other events.

Completion of the rooms is the latest development in the "Americana Project," aimed at remodeling and refurbishing the Diplomatic Reception Rooms. Designed by architect Allan Greenberg of New Haven, Conn., who also redesigned Mr. Shultz's offices in 1984, the Treaty Room and its antechambers cost \$2.2 million. All the funds were contributed by civic and business leaders and foundations.

The Tobacco Heritage Committee, whose members include the chief executives of seven tobacco firms, pledged \$1.2 million. The donors are Frank E. Resnik, Philip Morris, U.S.A.; Louis F. Bantle, United States Tobacco Co.; J. Robert Ave, Lorillard, Inc.; Gerald H. Long, R.J. Reynolds Tobacco Co.; R.P. Pritchard, Brown & Williamson Tobacco Corp.; Thomas C. Hays, American Tobacco Co.; and K. v. R. Dey Jr., Liggett & Myers Tobacco Co. In making the pledges, the committee said: "We find it most appropriate that the Secretary of State is able to receive his visitors and that agreements between the United States and other nations may be signed amidst decorative details and memorabilia of the commodity which has major significance and importance in the diplomatic, commercial and agricultural history of our country."

#### Room will be functional

Clement E. Conger, curator of the Department's Diplomatic Reception Rooms and chairman of the Fine Arts Committee, pointed out that for the



Views of the new Treaty Room suite. (Diplomatic Reception Rooms photos by Richard Cheek)

first time in many decades State has an "appropriate" treaty room in the Department building. Years ago, major treaties and other international agree-

ments were signed in the Treaty Room in the old State, War and Navy Building. Recent treaties have been signed in one of the reception rooms in the Secretary's outer office, or overseas. The United States concludes some 350 treaties and other agreements each year;





West elevator hall, Treaty Room suite.



Oil portraits of Alexander M. Haig Jr., left, and Edmund S. Muskie are the latest in the



Department's collection. (*Diplomatic Reception Rooms photos*)

many are expected to be signed in the new suite.

The Treaty Room, the east entrance hall, east reception hall and both antechambers are furnished in American Chippendale. Furnishings of the west hall, reception room and entrance hall are in the federal period. The blue color in the Treaty Room is a variation

of that in the Thomas Jefferson State Reception Room on the eighth floor. The elliptical shape was inspired by rooms in great 18th and early 19th-century houses and public buildings, including the Blue Room in the White House.

The 172-foot-long suite features 12 paired Corinthian columns, which

include a gilded Great Seal of the United States. (The Secretary of State has been custodian of the Great Seal since 1789). The seal is also on the Corinthian columns in Mr. Shultz's formal office.

"Following the precedent set by Benjamin Henry Latrobe of using American agricultural crops in designs for the U.S. Capitol," Mr. Conger pointed out, "tobacco leaves, flowers and seed pods have been used at the base of panels in the Treaty Room, and at the bases of the door architraves of the east and west antechambers which adjoin the room."

Elevator halls at either end of the suite have been redesigned as part of the project. The doors have bronze grilles.

#### Portraits of Secretaries

Twenty-eight oil portraits of former Secretaries of State are on the walls. The north wall of the Treaty Room, for example, has portraits of Thomas Jefferson, the first Secretary of State, by Caroline L. Ormes Ransom, after Rembrandt Peale; James Madison, by Charles Bird King, completed in 1826; and John Quincy Adams, also by Charles Bird King, 1826. The latter two artworks were painted in Washington. They have descended in the family of the Marquis de Lafayette. Both oil portraits are gifts of Mr. and Mrs. David S. Ingalls.

Oil portraits of former Secretaries Alexander M. Haig Jr., by Peter E. Egeli, and Edmund S. Muskie, by Roy Gates Perham, were recently unveiled.

Bookcases line the curved walls. They were inspired, Mr. Greenberg said, by Sir Christopher Wren's transept window architraves in St. Paul's Cathedral in London. The cabinets contain books from the Secretary of State's Library, which has been endowed by Mr. Shultz—a permanent collection on American diplomatic history, the practice of diplomacy in the Department and the Foreign Service, and memoirs. Several volumes have been autographed by the authors during visits to the Department.

**Inspired by Michelangelo**

Mr. Greenberg delved into classical designs. For example, the pattern on the floor in the Treaty Room was inspired by Michelangelo's floor at the Piazza del Campidoglio in Rome, once the forecourt of the old Roman Senate. The wood in the floor is lightly-stained ebony, mahogany and maple. The bases of the three principal rooms are of green marble from the Greek island of Tinos. Squares of Pentellic marble—the same cream-color marble used in the Parthenon on the Acropolis of Athens—have been set with octagons of green marble from Tinos in the two elevator halls.

The designs are related to those in the recently completed offices of the Secretary, as well as in the Diplomatic Reception Rooms on the eighth floor.

"Both the offices of the Secretary and the new Treaty Room grow out of design themes and ideals inspired by ancient Rome, the Renaissance in Italy and England and, most importantly, colonial and federal America," Mr. Greenberg said. "They are, however, a response to 20th-century functional requirements, aesthetics and our sense of continuity of endeavor with the past. They provide a classical architectural setting for modern diplomacy."

**Treaty Room furnishings**

Among the furnishings in the Treaty Room is an English two-tier, 28-light cut-glass chandelier in the style of Robert Adam, circa 1800, the gift of Mr. and Mrs. Joseph Bryan; and a rare Hepplewhite writing table in mahogany, with satinwood inlay, circa 1790-1800, the gift of the Robert J. Kleberg Jr. and Helen C. Kleberg Foundation.

Also on display are several ceremonial Indian peace pipes and pipe bowls, tobacco jars, and peace medals of the administrations of Washington, Monroe and John Quincy Adams. The 1793 Washington peace medal, in silver, has the Great Seal on the reverse side. It shows the President with an Indian who is puffing a peace pipe.

The east entrance hall has a

Pennsylvania Chippendale cherry high chest of drawers, or highboy, circa 1775-1790, the gift of Olcott Smith; a tall case clock labeled by Simon Willard, circa 1800, the gift of John T. Bent; and a Chippendale mahogany cardtable labeled by John Shaw, 1790, which was descended in the family of Dr. Samuel Washington, brother of George Washington. It is the gift of Mrs. Augustine Todd. The east reception hall has a Philadelphia Chippendale mahogany pie crust tilt-top tea table, circa 1770, the gift of Henrietta B. Bachman; and a Massachusetts mahogany block front chest of drawers, circa 1770, from the bequest of Ellen von Obelitz.

**Niagara Falls**

The east antechamber contains a Chinese Chippendale console table, circa 1760, the gift of Mrs. Oveta Culp Hobby; and the painting, "Niagara Falls," by Ferdinand Richardt, 1856, the gift of the Gulf Oil Corp. On view in the west antechamber are four maps from "Theatrum Orbis Terrarum, Atlas Novus," by William Johannes Blaeu, Amsterdam, 1650, from a collection of maps donated by Raymond Sagov.

The Wunsch Americana Foundation, Inc., gave a Hepplewhite secretary desk and bookcase, New York, circa 1790, which is on view in the west reception hall. Mr. and Mrs. Bernard Doyle donated a Hepplewhite mahogany and satinwood inlaid serpentine chest of drawers, circa 1790-1800. A pair of Hepplewhite serpentine front inlaid card tables, Philadelphia, circa 1790-1800, is the gift of Mr. and Mrs. Samuel Schwartz. Mr. and Mrs. C.A. Grasselli II donated Hepplewhite chairs, English, circa 1770-1780; and Mr. and Mrs. Joseph H. Hennage gave a serpentine front Hepplewhite mahogany inlaid chest of drawers, circa 1790.

The west entrance hall has a mahogany bust of Benjamin Franklin, circa 1760-1780, also the gift of Mr. and Mrs. Hennage; a Hepplewhite mahogany chest of drawers, by John Phelps, Concord, 1800, the gift of Tesoro Petroleum Corp., San Antonio;

Dr. Robert V. West Jr., chairman; and a map of the mid-Atlantic states by Lewis Evans, published by Laurie and Whittle, London, 1794, from a plate engraved in 1755, the gift of Margaret Anne Smith. The rooms contain other examples of decorative arts.

**New phase for project**

The Department's Fine Arts Committee is seeking \$1.85 million for the next phase of the Americana Project—remodeling and renovation of the seven-room suite of offices of the deputy secretary, also on the seventh floor. In addition, the committee is seeking \$1.5 million for acquisitions to the permanent collection. One-third of the collection is on loan. The committee hopes that over the years the loans will become gifts, or will be replaced with permanent items.

"The principal goal of the Americana Project," the curator explained, "is to build a permanent collection of the finest quality American period furniture, paintings and decorative arts of the 18th and 19th centuries for the Diplomatic Reception Rooms. Donors can perform a genuine public service by helping us present to the world a cultured and dignified view of superb American architecture, craftsmanship and American art."

Contributions are tax-deductible. Inquiries should be addressed to Mr. Conger in Room 8213, Department of State, Washington, D.C. 20520, telephone (202) 647-1990.

—BARNETT B. LESTER ■



At a luncheon for the newly-formed Friends of Art and Preservation in Embassies, from left: *Buffie Cafritz, Judith Terra, Ambassador Daniel J. Terra, Lovida Coleman, Ambassador Maxwell M. Rabb.*



# Foreign Service Families

## Overseas schools office expands services

The Office of Overseas Schools has undertaken a major relocation of its library and media resources. These materials now occupy two rooms in State Annex 6, at 1700 North Lynn Street in Rosslyn. They are intended to provide a comfortable environment for persons who want to do research on schools without being interrupted by office activity.

A primary reason for this reorganization was the completion of the first annual summary school information study. With the addition to the office files of detailed information from 492 schools normally attended by Government dependents throughout the world, a need developed to make this information readily available to U.S. employees and their families. This material is on microfiche and hard copy. In addition, a supplementary library of materials such as yearbooks, newsletters and school profiles is organized for reference. The combination of this up-to-date field data, the reference materials and the firsthand knowledge of the regional education officers in the Office of Overseas Schools represents the broadest data base on overseas schooling ever available at State, the office said.

As employees enter the bidding cycle, the office receives numerous inquiries from parents who place education among their top priorities. While current information on the 175 American-sponsored overseas schools assisted through the Overseas Schools Consolidated Program has always been available, this year the office will provide families with a much larger range of schooling options.

The newly-reorganized space includes a room with the microfiche reader/printer, where parents will be able to review the information forms from as many schools as they like and copy any pages they wish to keep for reference. The office is in the process of requesting schools with video cassette recordings of their campuses, programs and special activities to forward

a copy for the media center, in order to further expand families' knowledge of what their options are. In addition, a separate reading room provides employees an opportunity to review supplementary material which is arranged by region and post. Information on private boarding schools also is available in the office reference library.

Visitors will be welcomed by appointment or on a walk-in basis. A resource person is available Monday through Thursday to provide assistance. For information or an appointment, contact Monica Greeley, 235-9600. The office is in Room 234 at the annex.

In addition to the resources at the Office of Overseas Schools, every embassy and consulate has been provided with a copy of the full microfiche packet in order that employees at post might review the material as they participate in the bidding cycle. In the Washington area, copies of the microfiche are available at the Foreign Service Lounge, the Family Liaison Office, the Overseas Briefing Center, bureau post management offices and the personnel offices of AID, USIA and other agencies.

The Office of Overseas Schools will distribute information forms to the field next month, for completion by March 1. Revisions based on this year's experience will be incorporated. The final product is expected to be ready for use in early summer. □

## Schools advisory panel to meet December 17

The Overseas Schools Advisory Council will hold its executive committee meeting on Wednesday, December 17, at 9:30 a.m. in Conference Room 1107. Scheduled for discussion are results of surveys and reports concerning schools fund raising drives and activities of regional school associations; programs of educational assistance; recommendations regarding projects submitted by regional associations for 1987; efforts in securing contributions; communications with U.S. corporations and foundations; and election of

chairman and vice chairman.

Members of the public desiring to attend the meeting should call Joyce Bruce, (703) 235-9600, prior to December 17. The public may participate in discussions. □

## Scholarships for high school grads

The American Foreign Service Association, in cooperation with the Association of American Foreign Service Women, is offering scholarships for the 1987-88 academic year. Merit awards, based on academic work, will be given to graduating high school students. Full-time students taking undergraduate work in the United States may apply for financial aid grants.

Eligible to apply are students whose parents have served or are serving abroad for the agencies covered by the Foreign Service Act. Applications should be sent to American Foreign Service Association Scholarship Programs, 2101 E Street N.W., Washington, D.C. 20037. Telephone (202) 338-4046. The deadline is February 15. □

## Reminder: take leave

Employees and supervisors were reminded in a recent Department Notice that consideration should be given to the scheduling and use of annual leave which may otherwise be forfeited. The leave year ends January 3. Both management and employees have responsibility, the notice said. ■



"He can't take that bird to New York, but I have an idea: Let's take the bird and leave him here."

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## Ask Dr. Dustin

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### A rundown on the medical program

Here's what's covered, what isn't

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BY DR. EBEN H. DUSTIN  
*Medical director*

**I**HAVE BEEN getting many questions regarding the medical program of the Department. So I'd like to explain the extent of medical coverage provided by my office, and the functions and responsibilities of its various units. Let me begin with Section 904 of the Foreign Service Act of 1980. It provides the Secretary with authority to establish a health care program for members of the Foreign Service and other eligible employees, as well as members of their families.

Based on this authority, my office provides medical services and health care to American citizen employees and their dependents stationed overseas. Agencies involved include State, AID, USIA, the Departments of Commerce and Agriculture, and 33 other agencies. State also has authority to provide access to overseas health facilities to AID and other contractors, and other nonofficial patients, when this doesn't put an "unreasonable" burden on those facilities, when alternative adequate medical facilities are unavailable, and when the chief of mission indicates that such services are in the interest of the U.S. Government. So my office has responsibility for overseeing the health care of about 40,000 person living overseas, and for providing examinations to approximately 60,000 employees and their dependents.

#### Letters of authorization

A so-called letter of authorization (FS-569) is issued to guarantee payment for authorized medical care in a hospital, or for treatment directly related to that hospitalization. This covers illnesses, injuries or medical conditions occurring overseas, or related to overseas service, that require hospitalization. If the hospitalization occurs overseas, the post is the issuing authority. If the care is to be undertaken in

the United States, my office issues it.

The FS-569 may be issued only to eligible personnel (and dependents), of the agencies with agreements to be covered by the Department's health care program, who have valid medical clearances. Employees must be aware that hospitalization, evacuation and medical care benefits, other than limited health unit usage, can't be provided for dependent parents of Foreign Service personnel, children over age 21, visiting children of divorced Foreign Service employees, Foreign Service national employees, AID contract employees, Fulbright scholars or other American exchange students, teachers at American international schools, or tourists—including American citizens, county, state and other federal employees and retirees. These individuals or their sponsors living overseas should be sure to purchase one of the commercial health insurance/medical evacuation policies that are now readily available.

New dependents (spouses, children, adopted children) are immediately eligible for care under the medical program, but coverage is limited to 90 days (3 FAM 685.1). During that interval, the new dependent must undergo a complete physical to receive a medical clearance.

#### Covered expenses

When hospitalization occurs during a tour overseas or for a problem acquired overseas, the FS-569 is issued for expenses not covered by health insurance. If equivalent care is provided at home in lieu of hospitalization, an FS-569 may also be issued. For example, if the regional medical officer or embassy nurse determines that local hospital facilities are inadequate, a person may be provided equivalent care, including nursing at home and expenses.

Expenses for outpatient care directly related to a period of hospitalization may be claimed, but only for a pe-

riod of one year from the date an expense was incurred by the Government (3 FAM 685.2A).

After one year, the employee and/or insurance carrier assume full responsibility for any additional medical charges. Application for a waiver and subsequent extension of the one-year period may be made by the employee. The waiver may be granted by my office, based on written submissions by the employee that the medical condition clearly was caused or aggravated by the assignment abroad. A waiver may also be granted to extend benefits beyond a year, if the employee can prove that financial hardship or inequity would occur if the guaranteed government payment weren't to continue (3 FAM 685.2d).

#### Not covered

Coverage isn't provided for illness or injury occurring in the United States, even if on home leave or rest-and-recreation orders. For this reason, all personnel are encouraged to buy health insurance.

Cosmetic or prosthetic surgery (plastic surgery) isn't covered unless it's related to a previously authorized hospitalization. Dental care won't be covered unless the patient is hospitalized and requires general anesthesia. Fertility evaluations and treatment for infertility aren't covered.

Employees of State and other agencies participate in the Federal Employees Health Benefits Program and choose the health care plan they desire. The Department's health care program supplements this coverage.

#### Payment procedures

For problems covered under the Department's program, the Department will pay whatever the employee's health insurance carrier doesn't cover. For those assigned and treated overseas, payment procedures are outlined in 4 FAM 437.1 through 437.9-3. The

medical officer or administrative officer should be consulted before you file a claim. As to problems acquired overseas but treated in the United States, before billing the Department directly, you should send your claim to the health insurance carrier. After the claim is processed by the carrier, the unpaid balance may be paid by the Department. Before leaving the care of the attending physician(s) or hospital, the patient or parent/guardian must sign a release form permitting reports of medical care carried out to be sent to Medical Director, Department of State. Forward bills promptly, with documentation of the insurance carrier's payment, to the Office of Medical Services, M/MED/CLM, Rm 2909 NS, Department of State, Washington, D.C. 20520. Telephone (202) 647-3606. After audit and vouchering, payment will be made by a U.S. Treasury check. I'll continue this discussion next month. □



RIO DE JANEIRO, Brazil—Principal officer Alfonso Arenales presents Commendation Certificate to Frieda H. Jardim, on her retirement after more than 26 years of service as a registered nurse at the consulate general.

#### Alcohol Awareness Program

### **'My daughter shouted... as the car veered'**

BY A FOREIGN SERVICE WIFE

When I was overseas last year, a dentist told me: "Now you should go home and have yourself a stiff drink, after all the work I've done on that poor tooth today." When I told him I couldn't because I was an alcoholic, he exclaimed: "A nice lady like you? I don't believe it!" But "nice ladies" like me *can* be alcoholic, and we come in

all shapes and sizes.

Alcohol became a serious problem in our family while we were serving at a tropical post. The gin-and-tonics I drank like water, because of the heat, became a chronic habit. After work I came home, had a couple of drinks, slept it off and was able to greet my husband and share a cocktail with him before dinner was served—with wine and after-dinner liqueurs. The live-in maid and gardener did all the work about the home, including cooking and child care, so there was much more leisure than in the United States or at posts in some other parts of the world.

For the most part, I don't think my drinking too much was apparent except in the family. I was careful at the embassy parties, because I respected the position my husband held and I respected the position we were in as representatives of the United States abroad. The expression, "street angel, house devil" fit, though, and my family learned to stay clear of my erratic rages and crying jags by avoiding me and leading their own lives.

One night, while I was driving two 12-year olds to a Scout meeting, my daughter shouted "MOM!" as the car veered to the wrong side of the road. At Weight Watchers, the other women teased when, during a quiz, I knew immediately how many calories in an ounce of Scotch. I was very thin because I often drank my "meals."

Back in the States, where I was without maids and with full responsibility for the house and all the children, my alcoholism worsened. Depressed during what we now call "re-entry," I taught school during the day, came home via the liquor store, managed to prepare supper as I drank from the bottle stashed under the kitchen sink or under the mattress, then went to bed and passed out. My husband's sad voice saying to the children: "Mother's not joining us for dinner tonight?" still echoes. I was often angry, and one time slapped my daughter irrationally, telling her to stay home on Saturday night. She was graduated high in her class, a member of the National Honor

Society, and I was drunk at her graduation. She went to college as far away from home as she could.

I did manage to stop drinking for one year during this time. I was "dry" but not "sober," and knew nothing of the fellowship of Alcoholics Anonymous. One of our children was having serious difficulties. As for me, I visited a psychiatrist for depression. He agreed that I could resume "social drinking." I could have my "social rights" back, was the way he put it. Within a few weeks, I was drinking even more than before, and this continued for more than three years.

Wanting to "pass" a routine State Department physical, I decided to stop drinking for Lent, but was only able to stay at a bottle of wine a day instead of the whiskey. At the physical, I had to honestly answer the question: "Do you think you drink too much?" I knew, of course, that I did. I was not cleared for overseas duty. I felt very badly to hold back my husband's promising career. The Office of Medical Services referred me to the Department's Alcohol Awareness Program. It was strongly suggested that I begin to attend AA meetings in the Department and at home. I never lasted more than nine weeks before taking a drink again, but each time I went back, the AA members greeted me warmly and nonjudgmentally.

The next spring I was called to help a friend hospitalized with alcoholic hepatitis. I visited her every day, horrified by her serious condition. She was trembling and hallucinating. She did recover, so I flew home; I had a couple of pints with me on the plane. As the plane approached Dulles, I made a decision that my life truly had become unmanageable. The last bottle went into the magazine pouch in front of the seat. There was my husband waiting for me. I made a decision and asked him to go with me to an AA meeting that night and, since that time almost 10 years ago, I have been able to manage my life and problems without escaping to oblivion with the crutch of alcohol.

I have continued attending AA meetings overseas and in the United States, following as well as I can the 12 steps of the program, with gratitude for my return to a happy family life. My best friend recently completed her first year of recovery in AA, and sharing with her what I have received has meant a great deal to me.

The "Serenity Prayer" ("God grant me the serenity to accept the things I cannot change, the courage to change the things I can, and the wisdom to know the difference") sums up the way things are now. It's one day at a time.

*If you think you have a problem with alcohol, get in touch with the Alcohol Awareness Program, Department of State, 647-1843 or 647-8804. Regulations require that all contacts with the program be handled on the basis of medical confidentiality.* □

## Seafood is good for you, Harvard doctor says

BY DR. ALEXANDER LEAF  
Chairman, Department of  
Preventive Medicine

Why are we hearing so much about fish oil? Evidence is rapidly mounting that fish oil in the diet can help prevent hardening of the arteries and, therefore, heart attacks. This story began in the early 1970s with a study of the Eskimos living in Greenland. Danish researchers found that about 40% of the calories in the Eskimo diet came from animal fat. This is a high level—comparable to the amount consumed by urban Danes or Americans. Yet, at any given age the Eskimos have a much lower rate of heart attacks than would be expected from such a high fat intake. A reasonable guess would have been that Eskimos simply are genetically resistant to heart attacks. But those few who move to Denmark and shift to the local diet appear to be as prone to heart disease as native Danes, so that's probably not the explanation.

As the research progressed, another trait provided a clue to the mys-

tery of the Eskimos' resistance to arterial disease: a peculiar tendency to bruise easily. The reason for this proved to be that their platelets are less sticky than is typical of Americans or Europeans. This finding suggested that the arteries of Greenland Eskimos are being protected by something that alters the way their platelets function.

And this explanation makes sense. We now know that platelets help to initiate so-called hardening of the arteries or atherosclerosis. The process begins with a bit of microscopic damage to the inner lining of the artery, usually caused by rapid, turbulent flow of blood near a bend or fork in the artery. Ideally the injured spot would just repair and the problem would just go away. But in many people the damaged inner surface of the artery attracts platelets, which stick to the injured surface and then release chemical signals. These, in turn, stimulate muscle cells in the artery wall to duplicate themselves and also attract circulating white blood cells to collect at the site of injury. The proliferating muscle cells and white blood cells begin to accumulate abnormal deposits of cholesterol and become even bulkier. In this process, a once healthy area of artery wall is turned into a fatty plaque. The artery is narrowed as a result and blood flow is reduced.

With this background in mind, the researchers surmised that the Eskimos were doing something to protect themselves from their own platelets. That "something" appears to be eating a type of oil that comes mainly from marine sources—fish, seal, walrus and whale.

All of the oils we eat are made up of subunits known as fatty acids. It has long been recognized that the proportion of saturated to unsaturated fatty acids in the diet makes a difference to the way the body controls the level of blood fat. Eating saturated fatty acids (which predominate in red meat and dairy products) leads to high cholesterol in the blood and a high proportion of that cholesterol is the low density lipid (LDL). Eating unsaturated fatty acids (which come from various vege-

table or seeds) encourages the body to lower the level of cholesterol in the blood. Fish oils are unsaturated, like vegetable oils, but they have one major structural difference that influences how the body responds to them.

### How does fish oil work?

Oils taken in the diet find their way into the membranes of many of the body's cells, including platelets. When the content of fish oil in a platelet's membrane becomes high, there is a change in the way the platelet functions.

A platelet draws on the reservoir of fatty acids carried in its membranes to produce chemicals used to signal both other platelets and cells in the artery lining. These chemicals, known as prostaglandins, play a crucial role in the clotting of blood. One in particular, thromboxane, makes platelets sticky and it encourages them to aggregate at sites where the cells lining artery walls are damaged. This action of thromboxane is one of the earliest events in the complex sequence known as atherosclerosis.

Our bodies can't make thromboxane "from scratch." We have to get the raw material from arachidonic acid (or AA) in our diets. Grains and seeds are, ultimately, the main sources of this substance. Fish oils provide a very similar but crucially different material, eicosapentaenoic acid, or EPA, which cannot be readily converted into thromboxane. Essentially, by getting in the way of AA, the EPA reduces the production of thromboxane and thus makes the platelets less sticky.

In itself, this effect would probably be sufficient to limit the ability of the platelets to initiate a clot. But the EPA in fish oil has yet another effect. It is also accumulated in the cells lining artery walls. These cells normally produce a chemical signal of their own, but one that inhibits platelets from clotting. EPA is readily converted into this material, prostacyclin.

Thus, fish oils work in two ways, tilting the balance of signals so that the



stickiness of platelets is diminished. The importance of eating fish oil may be that it acts at such an early stage to inhibit the process of atherosclerosis.

#### Is that the whole story?

No, it really isn't. So far, studies with fish oil, or EPA, have indicated that it has a variety of beneficial effects, although the influence on platelets may be one of the most critical. Increasing fish oil in the diet leads to a lowering of the cholesterol (of the unfavorable LDL type) and it reduces blood pressure as well. In individuals with a hereditary tendency to very high levels of triglyceride in the blood, fish oil leads to a dramatic reduction of the level of this form of blood fat.

In a way, the fish oil story seems almost too good to be true. Not only does this type of oil favor the health of the arteries, but it also appears to act against inflammation, and so it may prove useful in a class of diseases, such as arthritis, in which the inflammation gets out of hand.

The basis of this effect may be very similar to the action of the platelets. Again, the EPA in fish oil, by competing with the AA in vegetable oil, alters production of the chemical messengers. In this case, the compounds that are affected are called leukotrienes, which promote inflammation and some immune processes. Animal studies suggest that EPA can improve at least some illnesses that result from excessive inflammatory or immune reactions. The success of animal experiments has led to clinical trials of EPA in arthritis, psoriasis, lupus, nephritis and even some cancers in which leukotrienes are thought to play an important role. Because current treatment for these common diseases is generally inadequate, trials of fish oil are generating a lot of interest.

As usual, one has to say at the outset that much more research and development are needed before firm conclusions can be drawn. The beneficial effects of fish oils are probably increased by reducing the amounts of other fats in the diet. Nevertheless, on

the basis of a study conducted in the Netherlands (and widely publicized last summer) it seems that eating fish, even just a couple of times a week, can lead to a significant reduction in the risk of heart attack.

But I think we should put the subject in perspective. Our understanding of artery disease is still limited and the major approach to preventing it is through lowering blood cholesterol levels. Now, however, we are discovering that there are several key points in the process by which arteries become narrowed. We will probably find ways to intervene at each of these points and thus follow the total risk of developing heart disease and strokes. Reducing dietary fat, cutting out cigarettes, and getting adequate exercise are still important; these measures lower cholesterol and shift it into the HDL form. Eating fish oil, which seems to work mainly at an early stage of the process, may well make an independent contribution to the health of the heart and blood vessels. It should be remembered, all the same, that the point of reducing saturated fats and total dietary fats is not only to protect from cardiovascular disease but also to avoid cancers of the bowel and breast.

#### Are some fish better than others?

The types of fish that are richest in EPA are those that live in deep, cold waters: salmon, mackerel, bluefish, herring, menhaden. These are the fish that carry fat in their muscles and under the skin. Other fish with similar habitat, such as cod, tend to have rather dry flesh and store oil in their livers. Thus, cod meat is not a very good source of EPA but cod liver oil is. Cod liver oil is also high in vitamin A and D which can be toxic if taken in large quantities. So it's not a good idea to start taking large amounts of cod liver oil—at least not in the amount greater than 1-2 tablespoons a day—to obtain EPA; one may get too much vitamin A and D at the same time. It is unlikely that EPA itself will produce serious side effects unless taken in very large quantities.

Shellfish also have EPA in them,

and the good news is that they are not, as once believed, high in cholesterol. An error in the measurement method incorrectly led food chemists to identify a different (and harmless) substance as cholesterol. On the whole, I think it prudent for people to consume fish, instead of red meat at least twice a week. I am not taking supplements of EPA and am inclined to think it's premature to do so until we know how much is needed to achieve benefits and whether EPA can be simply added to a usual Western diet or whether it is necessary to reduce the intake of other fats. In this country, a great deal of fish oil is produced from menhaden—some 100,000 tons. However, it cannot be sold as food because it is not on the "generally recognized as safe" (GRAS) list. So the menhaden oil is exported to Europe, where it is partially hydrogenated, making it similar to ordinary vegetable oil. Then it is made into margarine and other substances. A certain amount of fish oil is marketed in the U.S. in capsule form. But it exists in kind of a regulatory limbo—not listed as a drug, in that no therapeutic claims are made for it and not sold as food.

If fish oil proves to be as beneficial as now appears the case, there would be several ways to maintain an adequate supply. Our current production of menhaden oil could be consumed in its natural form instead of being converted into margarine. There may also be other abundant fish species that aren't much favored for cooking but could supply oil.

Ultimately, though, the source of this oil isn't fish but the microscopic plants of the sea or plankton. The Greenland Eskimos don't get their EPA from fish so much as from whale, seal and other large sea mammals, which have in turn eaten fish, and the fish have obtained their supply from plants. In the long run, the most practical way to develop a supply of this oil may be to short-circuit this process and extract it directly from plankton, or to synthesize it.

(From the Harvard Medical Health Letter, via the Foreign Service Medical Bulletin) ■

# Disciplined Writing and Career Development

## You can't evade responsibility

Not even if you're the boss

BY MORTIMER D. GOLDSTEIN

**T**HIS IS THE 20th and concluding installment of this series. It's more an essay on one facet of executive administration than another chapter on the technique of writing, but that should surprise no one who's ridden my hobby horse over the past 20-odd months. It's essentially a personal statement, reflecting almost entirely my on-the-job experiences, without research into expert doctrine.



Mr. Goldstein

The first article reported on an informal survey of the views of 10 retired senior officers on the importance and quality of writing in the Department and at overseas posts. Two questions in the survey concerned the ability of supervisors to evaluate the writing of their subordinates and to help them improve their writing skills.

Though the answers were far from uniform, they contained an underlying thread of consensus. In essence, they said that few supervisors now contribute significantly to the improvement of the writing skills of their subordinates. The failure of most supervisors to contribute should concern anyone convinced that skillful writing is essential for superior performance in the arena of foreign policy.

### Leadership

I've so far deliberately avoided the word *manager* in this discussion. It's had the wrong overtones for me ever since I heard a perceptive executive remark: "You manage things; you lead people." I'll withhold my prejudice, however, if you can agree

that a manager is a person who has a duty not only to superiors but also to subordinates. A manager, in the best sense, should be responsible for providing subordinates with information, guidance, constructive criticism, inspiration and a sense of purpose and direction. In short, managers as a class probably have no more important responsibility than to develop the capacities and effectiveness of their staff people.

You can see where I'm taking this argument: (1) Managers are responsible for contributing to the development of the skills needed by their subordinates. (2) Subordinates, to perform most effectively, need well-developed writing skills. (3) Managers are therefore responsible for contributing to the development of the writing skills of their subordinates.

If you accept premises 1 and 2, the conclusion seems inescapable. So, I think, is its corollary: A manager unable to contribute to the development of the writing skills of subordinates, or unwilling to make the effort, is to that extent a poor manager.

### The constructive editor

You, as a good manager, must be a constructive editor. In that role, you should not only perceive errors or weaknesses in the documents you review and see that they're corrected, but also encourage your writers to do better. It goes without saying that, to be successful in those respects, you need to understand what's right and effective, to show by example the kind of writing you expect, and in the editing process to avoid discouraging your writers.

Nothing can be more devastating to the morale of a young writer, or a young anything, than heavy-handed, insensitive treatment by the boss. I saw the effects of that

kind of supervision on an apparently well-trained and experienced economist assigned to my staff when I was in charge of international monetary affairs in the Department. The work he turned in seemed never to show the professional finish that I thought he was capable of producing.

After I observed his work for several months, I called him in to discuss his performance and finally asked: "Are you giving the office the best work you can produce? It seems to me that your papers are usually not as well thought out or as carefully written as I think they could be." His reply was an honest explanation though not an acceptable excuse. He said in essence: "Well, my supervisor for the past four years changed everything I ever wrote. No matter how I tried, I never seemed able to prepare a paper he would approve. The changes were usually not substantive—merely putting the ideas into his



own words. And he never sent back my papers with specific requests for revision or explained his changes. After a couple of years of that, I suppose I gave up. I would do sort of a rough draft and let him fix it up the way he wanted it. He never seemed to mind."

I doubt whether the officer ever fully recovered. He just got by during his tour in monetary affairs.



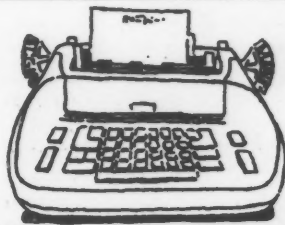
### Methods that seemed to work

Assuming that you can write well enough to serve as a good model and can detect the weaknesses commonly present in bureaucratic writing, you probably can profit from the methods that seemed to work for me.

(1) Make clear to your subordinates that mediocre writing isn't acceptable, that good writing is noted and appreciated, and that it's the responsibility of all officers to work on their writing skills as they would work on any other skills required on the job. If necessary, suggest home study or attendance at a training course.

(2) Never ask for a rough draft. That's an invitation to put superficial thinking on paper in a slipshod manner. After all, someone else is going to smooth it out. If, for some reason, you think it best not to call for a finished paper in approved form, ask for a *clean* draft. I define that as a draft worth presenting higher up as the basis of discussion.

(3) If a paper needs changes, let the writer work them out. Unless just a word or two is off base, explain what should be revised and



why. If you sense that something isn't quite right but can't put your finger on the problem, admit your difficulty and ask the writer to give his paper further thought and come back for a discussion. Don't return a paper with the remark: "This needs tightening up. Work it over." That all-too-common general remark is as frustrating as any instruction can be. Make your comments specific.

(4) Because of time pressures or other special circumstances, you occasionally may have to revise and send forward a paper without consulting its author. When that happens, hand a revised copy to the author, point out the changes, and explain why you had to make them yourself. You're not required to explain your actions to your subordinates, but your willingness to do so can work wonders on morale.

### Paragraphing guidelines

A paragraph is a convenience to the reader, not a grammatical structure like a sentence. Though a one-paragraph chapter would be absurd, it wouldn't be grammatically wrong.

The modern trend toward shorter sentences has been accompanied by a trend toward shorter paragraphs. With that in mind, and considering my own experience, I suggest the following guidelines.

1. In typescript, a paragraph should contain no more than 8 to 10 lines—about 100 words. If a paragraph is too long, split it and link the parts with a word or phrase.

2. A one-sentence paragraph may provide an effective element of emphasis but, except in newspapers,

a succession of extremely short paragraphs probably will seem to be an affectation.

3. A paragraph, like a sentence, should convey a sense of unity. It shouldn't combine unrelated thoughts.

4. A paragraph should ordinarily start with a topic sentence that indicates what the paragraph contains or points to, or should build up to a climax, or both.

5. Strong topic sentences should be the rule in papers written for busy executives. They usually want to know straightaway what they're getting into and don't want to wait for several sentences to find out. □

(5) Take pains to provide adequate instructions when you assign a writing task. More detailed explanations lead to better papers.

(6) Finally, don't change a paper merely to make it conform to your personal stylistic preferences. If what you see is clear, correct and reasonably concise, leave it alone. If you see possibilities for improvements but nothing is materially wrong, approve the paper and explain how improvements might be made in the future.

Though I have good reason to be optimistic about the effectiveness of those methods, they're not trouble-free. Some officers, sensing that the written word subtly projects personality and character, resent and resist intimations that their writing skills aren't first-class. And some don't succeed in grasping the meaning of completed staff work or in developing rigorous habits of thought. Guidance on writing technique won't resolve their special problems.

Special problems aside, I believe that you as a supervisor should be confident that tactful, persistent leadership will usually prove productive. You may need three to six months to convert a so-so writer into a reasonably good one. In the end, however, patient effort should develop the capacities of your staff and let you walk out the front door a good deal earlier than you may have gotten used to.

### The last word

To bring down the curtain, I call on George Orwell again. His "Politics and the English Language" lists six rules for choosing the right word or phrase. The last rule reads: "Break any of these rules sooner than say anything outright barbarous." That injunction applies to all the "rules" that have appeared under the banner of "Disciplined Writing and Career Development."

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by Mortimer D. Goldstein) ■

# Education and Training

## Schedule of courses at Foreign Service Institute

Program	Jan.	Feb.	Mar.	Length of course
<b>Area studies</b>				
Africa, sub-Sahara	26	—	—	2 weeks
East Asia	26	—	—	2 weeks
Latin America	26	—	—	2 weeks
Near East and North Africa	26	—	—	2 weeks
People's Republic of China	—	—	9	2 weeks
South Asia	26	—	—	2 weeks
Southeast Asia	26	—	—	2 weeks
USSR/eastern Europe	26	—	—	2 weeks
Western Europe	26	—	—	2 weeks
<b>Language and advanced area courses</b>				
Afrikaans	—	9	—	24 weeks
Amharic	—	9	—	24 weeks
Arabic (Egyptian and modern standard)	—	9	—	24 weeks
Arabic (formal spoken and modern standard)	—	9	—	24 weeks
Arabic (western and modern standard)	—	9	—	24 weeks
Arabic (formal spoken and modern standard) (advanced, in Tunis)	—	9	—	47 weeks
Bengali	—	9	—	24 weeks
Bulgarian	—	9	—	24 weeks
Burmese	—	9	—	24 weeks
Chinese (Cantonese)	—	9	—	24 weeks
Chinese (standard)	—	9	—	24 weeks
Czech	—	9	—	24 weeks
Danish	—	9	—	24 weeks
Dari (Afghan Persian)	—	9	—	24 weeks
Dutch	—	9	—	24 weeks
Farsi (Iranian Persian)	—	9	—	24 weeks
Finnish	—	9	—	24 weeks
French	12	9	9	20 weeks
German	—	9	—	24 weeks
Greek	—	9	—	24 weeks
Hebrew	—	9	—	24 weeks
Hindi	—	9	—	24 weeks
Hungarian	—	9	—	24 weeks
Icelandic	—	9	—	24 weeks
Indonesian	—	9	—	24 weeks
Italian	—	9	—	24 weeks
Japanese	—	9	—	24 weeks
Japanese (advanced, in Yokohama)	—	9	—	12/15 months
Korean	—	9	—	24 weeks
Korean (advanced, in Seoul)	—	9	—	44 weeks
Lao	—	9	—	24 weeks
Malay	—	9	—	24 weeks
Nepali	—	9	—	24 weeks
Norwegian	—	9	—	24 weeks
Pilipino (Tagalog)	—	9	—	24 weeks
Polish	—	9	—	24 weeks
Portuguese	—	9	—	24 weeks
Romanian	—	9	—	24 weeks
Russian	—	9	—	24 weeks
Serbo-Croatian	—	9	—	24 weeks
Sinhalese	—	5	—	24 weeks
Spanish	12	9	9	20 weeks
Swahili	—	9	—	24 weeks
Swedish	—	9	—	24 weeks
Thai	—	9	—	24 weeks
Turkish	—	9	—	24 weeks
Ukrainian	—	9	—	24 weeks

(Continued on next page)

## Volume on Germany, Austria is ready

The Department has released "Foreign Relations of the United States 1952-1954, Volume VII, Germany and Austria." This volume documents the efforts of the United States to achieve the elements of a peace settlement in central Europe, in the face of continuing Soviet policy to perpetuate the division of Europe between East and West, a Department news release said.

It added: "The most important element in this diplomatic effort was the establishment of a viable, democratic West Germany that would take its place with the other nations of western Europe. American, British and French officials began negotiations with West German leaders in 1951 in order to work out a 'contractual agreement' to define relations with the new Federal Republic of Germany in the absence of a peace treaty. Disagreements between France and the other three countries over the measures to guarantee against a resurgence of German militarism were at the foundation of troubled negotiations in early 1952. All of these problems were eventually resolved at a meeting of the Western foreign ministers at Bonn in May 1952, and the 'contractual agreements' were signed on May 26. Although overshadowed by the subsequent vote of the French parliament against the planned European Defense Community, designed as a framework for a West German defense contribution, the proposed treaty arrangements with the Federal Republic were a major step toward a strong, independent West Germany and its entry into the NATO partnership."

Foreign Relations, 1952-1954, Volume VII comprises 1,997 pages of previously classified foreign affairs records. It was prepared in the Office of the Historian, Bureau of Public Affairs. This official record is based upon the files of the White House, the Department of State and other Government agencies.

Copies (Department of State Publication Nos. 9469 and 9470, GPO Stock No. 044-000-02142-1) may be purchased for \$38 (domestic paid) 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.

The Office of the Historian has prepared a summary of the volume. For information, contact John P. Glennon (202) 663-1144 or Charles S. Sampson (202) 663-1134. □

## Volume on China is released

The Department has released "Foreign Relations of the United States, 1955-1957, Volume III, China." This volume contains documents on U.S. policy toward China from August 1955 through December 1957, the period of the first ambassadorial talks between the United States and the People's Republic of China.

"The talks, held in Geneva," according to a Department news release, reestablished the diplo-

matic contact broken in 1949 and opened a crack in the frozen hostility which separated the two countries. Secretary of State John Foster Dulles approached the talks as an aspect of his efforts to contain what he saw as the menace of mainland China. His immediate objective was to obtain the release of Americans imprisoned in China, and his larger intent was to defuse the threat to Taiwan and the offshore islands. The American negotiator, Ambassador U. Alexis Johnson took his lead from Mr. Dulles and insisted throughout the talks that Chinese compliance with these basic U.S. objectives was an essential prerequisite to any consideration of further normalizing relations between the two countries. The focal point of the talks, from the American perspective, was the discussion of a proposed agreement on a mutual renunciation of force. The Chinese viewed the talks as an opportunity to win *de facto* recognition from the United States, and they pushed steadily for agreements on such issues as the relaxation of trade restrictions and the exchange of journalists which would imply closer relations. In the end, the Geneva talks produced no agreement beyond an initial understanding on the exchange of prisoners. A gap of perception and intent, as well as hostility, separated Washington and Beijing; it would not be overcome for another 15 years.

"The volume also deals with U.S. relations with the Chinese Nationalists on Taiwan. The Nationalists were greatly disturbed by the ambassadorial talks, in spite of Washington's efforts to reassure them. Relations suffered a rude shock in May 1957, when rioters in Taipei attacked the U.S. embassy after a U.S. Army court martial acquitted a sergeant who had killed a Chinese national. Nevertheless, the relationship remained close. Such U.S. leaders as Secretary Dulles and Vice President Nixon visited Taiwan, and U.S. military and economic aid continued at a high level."

Volume II, which documents U.S. policy in the Taiwan Strait crisis from January through July 1955, was released recently. Copies of volume III (Department of State Publication No. 9451 (GPO Stock No. 044-000-02137-4) may be purchased for \$21 (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. □

## Principal officers book is published

The Department has released the publication "Principal Officers of the Department of State and United States Chiefs of Mission, 1778-1986." It is a revised and expanded edition of "United States Chiefs of Mission," a standard reference work first published in 1973, updated in 1975 and 1982. A news release said:

—(Continued from preceding page)

Program	Jan.	Feb.	Mar.	Length of course
Urdu	—	9	—	24 weeks
Vietnamese	—	9	—	24 weeks
<b>Familiarization and short-term (FAST) courses</b>				
Arabic, Egyptian	—	9	—	6 weeks
Arabic, formal spoken (replaces Gulf, Hijazi and Levantine)	—	9	—	6 weeks
Bengali	—	9	—	6 weeks
Chinese	—	9	—	6 weeks
French (metropolitan)	12	9	9	10 weeks
French (sub-Saharan)	12	9	9	10 weeks
German	—	9	—	10 weeks
Hindi	—	9	—	6 weeks
Icelandic	—	9	—	6 weeks
Italian	—	9	—	10 weeks
Japanese	—	9	—	6 weeks
Portuguese (L.A.)	—	9	—	10 weeks
Portuguese (European)	7	—	—	10 weeks
Russian	—	9	—	6 weeks
Spanish	12	9	9	10 weeks
Thai	—	9	—	6 weeks
<b>Early-morning language classes</b>				
Arabic (formal spoken)	—	23	—	17 weeks
Chinese (standard)	—	23	—	17 weeks
French	—	23	—	17 weeks
German	—	23	—	17 weeks
Italian	—	23	—	17 weeks
Japanese	—	23	—	17 weeks
Portuguese	—	23	—	17 weeks
Russian	—	23	—	17 weeks
Spanish	—	23	—	17 weeks
<b>Overseas Briefing Center</b>				
Amer. stud., cross-cult. adaptation: Log./FS life	12	—	23	10 days
Employment planning for the mobile Foreign Service spouse	6	—	—	4 days
English-teaching seminar	—	9	—	5 days
Going overseas (Wed. evening, singles/couples)	28	—	18	1 day
Going overseas (Sat., for families)	—	—	14	1 day
Reg., allowances and finances	—	25	—	3 days
<b>Administrative training</b>				
Budget and financial management	5	2	2	28 days
General services operations	40 days	(7 weeks)**	—	—
Personnel management training	5	17	—	25 days
*Coping with violence abroad	5,20	2,17	2,16	1 day
<small>*No longer available on a walk-in basis. Advance registration required. ** Weekly enrollment. Previous registration required. After the basic 25-day course, officers going to Financial Management Center posts will be given six days training on the Financial Management System and six days on the U.S. disbursing officer's functions. Previous registration for these adjunct courses is required.</small>				
<b>Consular training</b>				
ConGenRoslyn basic consular course	Pre-registration required for:			
Consular functional intensive	Continuous enrollment:			26 days
Consular orientation program	5	—	—	5 weeks
Immigration law and visa operations	Continuous enrollment:			6 days
Nationality law and consular procedure	*Correspondence course			
Overseas citizens services	*Correspondence course			
Passport examiners	*Correspondence course			
<small>*See Airgram A-680 (dated 7/17/84)</small>				
<b>Economic and commercial training</b>				
Applied economics for foreign affairs	26	—	—	6 weeks
Orientation to overseas economic function	—	9	—	2 weeks

—(Continued on next page)

EDUCATION AND TRAINING



—(Continued from preceding page)

Program	Jan.	Feb.	Mar.	Length of course
<b>Executive development</b>				
Supervisory studies seminar	—	10	—	3 days
<b>Information resources management</b>				
Information systems operations tm. program	—	—	9	4 weeks
Washington tradecraft	20	—	16	2 weeks
<b>Political training</b>				
Foreign affairs interdepartmental seminar	12	—	16	2 weeks
Political functional intensive	5	—	—	4 weeks
Political tradecraft	5	—	16	3 weeks
<b>Orientation</b>				
Orientation for Foreign Service officers	—	2	—	9 weeks
Orientation for Foreign Service personnel	20	—	30	1 week
Orientation for Department officers	20	—	30	2 days
Department clerical orientation	12	23	—	7 days
<b>Secretarial briefings</b>				
1st-time ambassador's sec. brief. (FS sec's.)				Sch. arranged by appt. 4-8 hours
Washington assignment (for FS secretaries)				Ind. or group by appt.
Refresher onward assignments (for FS sec's.)				Ind. or group by appt.
Upward assignments (for GS secretaries)				Ind. or group by appt.
<b>Communications courses</b>				
English and comm. skills (Section II)	—	3	—	40 hours
Effective writing for government	12	—	—	24 hours
Advanced writing for government	—	16	—	22 hours
Effective speaking and listening skills	12	—	—	24 hours
<b>Secretarial courses (for FS and Civil Svc.)</b>				
Career development seminar, Section I	—	17	—	5 days
Foreign Service secretarial training	—	9	—	8 days
<b>Equal opportunity seminar</b>				
Management seminar on EEO for exec. and supvr.	23	—	20	1 day
<b>Skills development courses</b>				
Managing words (Wang word-processing tm.)	Schedule arranged			8-40 hours
<b>Communications workshops</b>				
Correspondence formats	Schedule arranged			4-8 hours
OCR telegram preparation workshop	Schedule arranged			4 hours
Art of machine transcription	Schedule arranged			4-8 hours
Telephone techniques	Schedule arranged			4 hours
Preparation of travel vouchers	Schedule arranged			4 hours
Time and attendance workshop	Schedule arranged			4 hours
Proofreading	Schedule arranged			4 hours
Notetaking for managers	Schedule arranged			24 hours ■

**SENIOR SEMINAR**—Members of the 29th session, which began September 2 and continues June 11, seated, first row, left to right: James Purcell, Theresa Tull, Aurelia Brazeal, Jimmie Stone. Standing, second row: Ralph Jones, Eugene Daniel, Norman Singer, Ralph Laurrello, Larry Strawderman, George Griffin, John McLaughlin, Paul Blayney, Thomas McNamara. Third row: Wesley Egan, David Shinn, Lawrence Arena, David Overton, James Campbell, Jim Freeman, John Todd Stewart, Gerald de Santillana, Conrad DeLateur. Fourth row: David Hilty, David Dill, Leonard Shurtleff, Michael Canning. (Photo by Lloyd McKenzie)

—(Continued from preceding page)

"The publication presents the authoritative record of the tenure of principal American foreign affairs officials throughout the nation's history. The record includes the state of residence, career status, and dates of appointment, of entry on duty, and of termination of appointment. An index of all persons listed in the main text contains full name, dates of birth and death, and a chronological list of each position mentioned in the text. The edition covers appointments through April 30, 1986.

"Part I, Principal Officers of the Department of State," has been completely revised and expanded over previous editions. In addition to officers commissioned by the President, chiefs of bureaus who were designated by the Secretary of State and who hold ranks equivalent to an assistant secretary of state have been included. All individuals with the personal rank of career ambassador are included in a separate list that ends this section.

"Part II, United States Chiefs of Mission," includes all U.S. ambassadors, ministers (including those commissioned as sole ministers by the Continental Congress), ministers resident, chargé d'affaires, chargé d'affaires pro tempore and diplomatic agents. It also includes those commissioners who were accredited to foreign governments and served as heads of American legations." ■

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# Diplo-Croctic No. 39

BY RICHARD McDONOUGH  
Guest contributor from Thailand

## DIRECTIONS

To solve this puzzle, write the words that you can guess from the definitions in the numbered blanks provided, and then transfer the letters to the corresponding numbered squares in the diagram. Working back and forth, a quotation will appear in the diagram reading left to right. When all the words have been filled in, the author and title of the book from which the quote was taken will appear as the first letter of each word reading down. The solution will be published in next month's STATE magazine. (This puzzle is the creation of Carol Becker, Department of State Historical Office. The "Diplo-Croctic No. 38" appeared in the October issue; the solution was in the November STATE.)

11	2D	3V	4H	5F	6M	7N	8C	9O		10K	11J		12E	13F	14S	15A	16G	17J	
18V	19L	20W		21T	22E	23F		24H	25K	26Q	27O		28P	29U	30C	31I	32J	33K	
34B	35E	36V	37H	38S		39K	40P	41O		42B	43G	44O	45S	46P		47A	48P	49G	50R
51L	52S	53W	54P		55N	56V		57K	58Q		59L	60G	61C	62B	63T	64P	65K		66N
67I	68G		69R	70C		71A	72M	73K	74T		75R	76F	77V	78W		79B	80S	81L	82P
	83I	84R	85N	86T	87U	88B	89O	90W	91A	92L	93E		94J	95Q	96T		97U	98C	99N
100B		101S	102O	103P	104H		105K	106L		107J	108O	109L	110P	111N		112T	113Q	114U	115K
116V	117A	118S	119P	120D	121N	122J		123F	124H	125G		126P	127O	128A	129J	130R	131M	132D	
133E	134U	135T		136F	137M		138L	139H	140I	141N	142O	143U	144F		145S	146P	147W		148C
149O	150O	151B	152H		153W	154D	155M	156O		157I	158L	159R	160W	161O	162U		163P	164C	165S
166M	167O		168G	169C	170U		171W	172I	173A	174Q	175C	176P	177E	178O		179Q	180P	181J	182B
183R		184V	185G	186U	187F	188A	189H	190D		191M	192J	193H	194E	195P	196O				

DEFINITIONS	WORDS	DEFINITIONS	WORDS
A. Large watchdogs	173 117 15 128 188 47 71 91	N. Form of granite	111 141 66 55 99 7 121 85
B. S. African moray eels	100 79 82 34 182 42 88 151	O. Goatsuckers	102 127 9 156 27 44 150 161 167
C. Disproportion (medical)	164 8 61 30 175 96 169 148 70	P. Former U.S. Secretary of State (full name)	195 103 119 40 48 180 110 128 163 178 64 82 28 146 46 54
D. Whippings	89 154 120 149 2 178 190 132	Q. Ill-tempered woman	28 179 56 108 95 142 113 174 41 196
E. English town in Suffolk	22 12 93 133 177 194 35	R. Oregon crab apple	84 75 68 130 183 50 159
F. Allayed; mitigated	13 187 23 76 123 144 5 136	S. Unmindful; unaware	45 145 118 52 165 80 101 14 38
G. Roundworm family	49 16 60 168 68 185 125 43	T. 'Tis an old maxim in the _____ that flattery's the food of fools' (Swift)	83 86 21 96 135 74 112
H. Undistinguished person	124 139 24 152 189 37 193 4 104	U. Naked; undisguised	186 143 162 134 87 29 97 114 170
I. Town on Lake Ladoga	157 1 172 31 67 140 83	V. Flashily vulgar	77 36 18 56 116 3 184
J. Hubbubs	192 181 129 17 11 32 107 94 122	W. Of rare interest	160 78 53 147 153 20 90 171
K. Basalt glass	39 57 115 10 33 73 65 105 25		
L. African language of Khoisan group	109 19 51 81 59 138 92 106 158		
M. In the usual place	166 6 131 137 191 72 155		

## Post of the Month: Baghdad

**T**HIS U.S. EMBASSY is in the capital of Iraq, the nation at the head of the Persian Gulf, between Saudi Arabia and Turkey. The Foreign Service people there are featured as part of STATE's continuing series.



The chancery.



Ambassador *David G. Newton*.



Public affairs officer *Jim Bullock* visits the Leaning Minaret of Mosul with his wife's parents, *Mr. and Mrs. Hoeveler*.



Political officer *Daniel Goodspeed* at an archeological site in northern Iraq.



*Jill Johnson in the driver's seat.*



Visiting Ctesiphon, site of the one of world's largest free-standing brick arches, are Jill and Bruce Johnson, their son Eric and Rebecca Phillips.



Visiting the ancient ruins of Hatra, in Northern Iraq, are Adele and Adam Wooton and Gina Abercrombie-Winstanley, right.



Visiting ruins of the walled city of Babylon are Larry Panasuk and Brian Lepak. Shirley Panasuk, Jean Wilford, Pauline Slavik,

POST OF THE MONTH: BAGHDAD



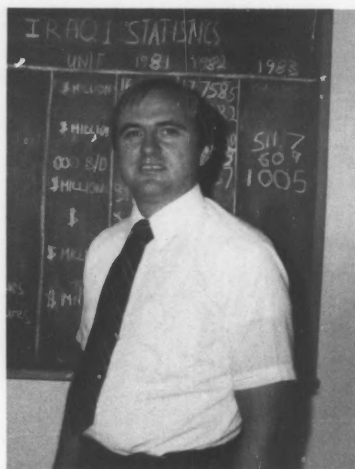
Bread delivery, Baghdad style.



Deputy chief of mission *Ted Kattouf* and wife *Jeannie*, in front of the Ishtar Gate of Babylon, south of Baghdad.



*Shirley Panasuk* and a friend.



Economic officer *Steve Kennedy*.



*Deborah Jones* at construction site on the embassy grounds.





*Dean and Dorothy Storm at the Lion of Babylon.*



*Patricia Deel with merchants in an outdoor market.*



*Peggy Romine at an arts and crafts fair.*



*The beach at Lake Tharthar, west of Baghdad.*



*Fatima and Alexander Goodspeed at the marbled entrance to the Iraqi Martyrs' Monument. ■*

## Personnel: Civil Service

### Promotions

#### GG-6

**Amselem, Carmen M.**, U.S. Mission to the United Nations

#### GG-9

**Werlang, Marisa**, Foreign Service Institute

#### GG-11

**Aranha, Maria Z.P.**, Foreign Service Institute

#### GM-13

**Gunn, Joyce**, Passport Agency, New Orleans

**Starrett, Stephanie D. D.**, Bureau of Personnel, Office of Foreign Service Career Development and Assignments

#### GM-14

**Feeny, James I.**, Bureau of Administration

**Handley Jr., Frank G.**, International Organization Affairs

**Krantz, Emily K.**, Refugee Programs

#### GM-15

**Condon, Richard S.**, Intelligence and Research, Office of the Executive Director

**Hunter, Douglas R.**, Refugee Programs

**Molnar, Maria D. P.**, Bureau of Administration

**Walpole, Robert D.**, Intelligence and Research

**Watzman, Sanford**, Office of the Director General of the Foreign Service and Director of Personnel, Public Affairs

#### GS-3

**Borum, Henrietta E.**, Passport Agency, Boston

**Grant, Roslyn M.**, Passport Agency, Northeast Passport Processing Center

**McColum, Daniel C.**, Passport Agency, Stamford

**Quintana, Nina**, Passport Agency, Northeast Processing Center

**Spadaccini, Elise T.**, Diplomatic Security

#### GS-4

**Balthasar, Lucille A.**, Financial Operations

**Barnes, Sherone D.**, Bureau of Personnel

**Carter, Lisa C.**, Classification/Declassification Center

**Cunningham, Jeannine L.**, Office of the Comptroller

**Dobbs, Michael**, Overseas Citizens Service

**Ecker, Richard M.**, Financial Operations

**Edwards, Leonard H.**, Financial Operations

**Flynn, Keith F.**, Office of Supply, Transportation and Procurement

**Johnson, Sarah L.**, Office of Fiscal Operations

**Lofty, Tamiko E.**, International Organization Affairs

**Shrobisz, Margott L.**, Office of Fiscal Operations

**Williams, Clifton T.**, Financial Operations

**Young, Tamara E.**, International Organization Affairs

#### GS-5

**Abood, Diane L.**, European and Canadian Affairs

**Barnes, Sylvia L.**, Bureau of Personnel, Office of Management

**Chandler, Gregory A.**, Inter-American Affairs

**Davis, Lisa T.**, Diplomatic Security

**Davis, Monica A.**, Diplomatic Security

**Dodds, Carol A.**, Diplomatic Security

**Egbert, Melissa A.**, Intelligence and Research

**Green, Gregory A.**, Financial Operations

**Harley, Desmond D.**, International Organization Affairs

**Hawkins, Gwendolyn**, Foreign Affairs Data Processing Center

**Jermay, Jeannette L.**, Passport Agency, San Francisco

**Johnson, Ardelia**, Office of Communications

**Marsh, Rebecca K.**, Medical Services

**Podeiko, Janet**, Passport Agency, Boston

**Prescott, Sylvia E.**, Office of

the Comptroller

**Rhodes, Walter**, Bureau of Personnel, Employment Division

**Smith, Harriet L.**, European and Canadian Affairs

**Teufel, Hugo**, Office of Supply, Transportation and Procurement

#### GS-6

**Bailey, Jerlene**, Office of Communications

**Cannetti, Domenica M. G.**, Intelligence and Research

**Corris, Virginia D.**, Intelligence and Research

**Dauids, Deborah L.**, Office of Supply, Transportation and Procurement

**Eagar, Judith F.**, Legislative and Intergovernmental Affairs

**Greene, Terry L.**, Financial Operations

**Grimes, Jacques T.**, Executive Secretariat, Operations Center

**Lupo, Hiroko**, Financial Operations

**Mitchell, Pamela L.**, Bureau of Personnel, Office of Management

**Moten, Lorna T.**, Office of the Secretary

**Moye, Rose A.**, Office of Supply, Transportation and Procurement

**Munger, Lillian N.**, Economic and Business Affairs

**Toberlin, Loretta A.**, Bureau of Personnel, Office of

Civil Service Career Development and Assignments

**Wilhelm, Deborah C.**, Bureau of Administration

#### GS-7

**Anderson, Roger W.**, Financial Operations

**Barnes, Linda**, Passport Agency, Philadelphia

**Cavallo, Ornella S.**, Public Affairs

**Chick, Jeannie H.**, Inter-American Affairs

**Colbert, Sharon E.**, Financial Operations

**Cook, Richelle M.**, Office of the Under Secretary for Management

**Davis, Georganna M.**, Politico-Military Affairs

**Ford, Felicia C.**, Foreign Affairs Information Management Center

**Fox, Vancella R.**, Executive Secretariat, Information Management Section

**Gibbs, Christiane S.**, Diplomatic Security

**Grimes, Anna M.**, Diplomatic Security

**Gvozdas, Kathleen D.**, Office of Communications

**Harrison, Diane**, Office of Supply, Transportation and Procurement

**Hester, Frances J.**, Diplomatic Security

**Jackson Jr., Blaine C.**, Bureau of Personnel, Retirement Division

**Johnson, Charlene M.**, Foreign Service Institute

**Johnson, Sheila D.**, Foreign Affairs Data Processing Center

**Kennedy, Loretta G.**, Office of Communications

**Love, Carolyn A.**, Politico-Military Affairs

**MacDonald, Christina M.**, Public Affairs

**Morin, Marilyn J.**, Intelligence and Research

**Peters, Sylvia F.**, European and Canadian Affairs

**Peterson, Geraldine H.**, Bureau of Administration

**Smith, Donnalyn**, Refugee Programs

**Tracy, Mary**, Bureau of Personnel

**Walker, Sandra J.**, Financial Operations

**Williams, Lorraine**, Refugee Programs

**Womack, Ernestine**, Foreign Affairs Information Management Center

#### GS-8

**Blaha, Marian E.**, Office of the Assistant Legal Adviser, Nuclear Affairs

**Dixon, James**, Foreign Affairs Data Processing Center

**Mathews, Monie J.**, Office of Communications

**Reed, Monica P.**, International Organization Affairs

- Stanley, Cathy J.**, European and Canadian Affairs
- Uhrich, Dorothy W.**, Office of Management Operations
- GS-6**
- Davidson, Natalie M.**, Foreign Affairs Information Management Center
- Faulk, Carole J.**, Office of the Under Secretary for Management
- Hartle, Robin L.**, Executive Secretariat
- Koniuszkow, Elizabeth**, Office of the Comptroller
- Mickens, Henrietta D.**, Policy Planning Staff
- Ruffin, Delois L.**, Foreign Affairs Information Management Center
- Straub, Jacqueline A.**, Public Affairs
- GS-10**
- Bladen Sr., Melvin D.**, Office of Communications
- Earl Jr., Robert E.**, Office of Communications
- Flournoy, Arthur W.**, Office of Communications
- Jackson, Henry A.**, Office of Communications
- Kulesza, Stephen G.**, Office of Communications
- Smith, Ora B.**, Office of Policy Program and Review
- Workman Jr., Clarence E.**, Office of Communications
- GS-11**
- Billingsley, Julia A.**, Economic and Business Affairs
- Hinson, William J.**, Financial Operations
- Kuhn, Eleanore H.**, Economic and Business Affairs
- Lewis, Vincent B.**, Office of Facilities Management and Administrative Services
- Padilla, Joan D.**, Office of Facilities Management and Administrative Services
- Wilkins, Katherine A.**, Intelligence and Research
- GS-12**
- Balton, David A.**, Office of the Assistant Legal Adviser, International Claims
- Burnham, Eliza**, Bureau of Administration
- Carothers, J. Thomas**, Office of the Assistant Legal Adviser, Inter-American Affairs
- Clarizio, Lynda M.**, Office of the Assistant Legal Adviser, African Affairs
- Cunningham, Carolyn R.**, Bureau of Personnel, Employment Division
- Harris, Robert K.**, Office of the Assistant Legal Adviser, Special Functional Problems
- Jackson, Carol J.**, Financial Operations
- Pollard, Nathaniel**, Office of the Comptroller
- Reynolds, Mary J.**, Office of the Legal Adviser, Office of the Executive Director
- Stack, Nancy B.**, Information Systems Office
- Wienckowski, Wanda H.**, Bureau of Personnel, Employment Division
- GS-13**
- Kupfer, Linda E.**, Oceans and International Environmental and Scientific Affairs, Office of Cooperative Science and Technology Programs
- Simon, Steven N.**, Politico-Military Affairs
- GS-14**
- Airy-Eggertsen, Ann S.**, Office of Foreign Buildings
- Neher, Susan E.**, Office of the Deputy Assistant Secretary for Information Systems
- Retherford Jr., Robert M.**, Office of Foreign Buildings
- WS-5**
- Duncan, Thomas E.**, Diplomatic Security □
- Appointments**
- Aftandilian, Gregory L.**, Intelligence and Research
- Arnold, Bruce G.**, Economic and Business Affairs
- Babcock, Margaret L.**, Foreign Service Institute
- Benson, Jeannette A.**, Office of Facilities Management and Administrative Services
- Bishop, Robyn A.**, Bureau of Administration, Personnel Management Division
- Black, Jackie R.**, Praia
- Bleha, C. Thomas**, Classification/Declassification Center
- Booth, Sherry L.**, European and Canadian Affairs
- Bowden, Ellen E.**, Office of Fiscal Operations
- Bowling, Michele J.**, International Organization Affairs
- Boyd, David J.**, Information Systems Office, Systems Design and Programming Division
- Brooke, Pamela A.**, Consular Affairs
- Brown, Gladys J.**, Inter-American Affairs
- Brown, Jacqueline**, Diplomatic Security
- Butler, Joseph T.**, Financial Operations
- Byers, Mary**, African Affairs
- Cagan, Debra L.**, Intelligence and Research
- Cole-Misch, Sara A.**, International Narcotics Matters
- Crank, Lydia**, Visa Services
- Cromley, Laura L.**, Bureau of Administration, Personnel Management Division
- De Annutis, Patricia K.**, Diplomatic Security
- Dillon, Leo I.**, Intelligence and Research
- Dunham, Keely S.**, Office of Fiscal Operations
- Echeverria, Eloise**, Inter-American Affairs
- Einhorn, Robert J.**, Policy Planning Staff
- Exum, Anita E.**, Refugee Programs
- Fei, Rosemary E.**, Office of the Legal Adviser
- Fisk, Daniel W.**, Inter-American Affairs
- Fultz, Florence G.**, Passport Agency, Passport Field Coordination Staff
- Glenn, Ella M.**, Executive Secretariat
- Graham, David R.**, Office of Facilities Management and Administrative Services
- Gugliotta, Carmelo**, Office of Facilities Management and Administrative Services
- Harmata, Adrian J.**, Intelligence and Research
- Hartley, Douglas G.**, Classification/Declassification Center
- Hartung, Kenneth A.**, Classification/Declassification Center
- Hawkins, Ardenia R.**, East Asian and Pacific Affairs
- Holly, Sean M.**, Classification/Declassification Center
- Howard, Norita E.**, Office of the Comptroller, Pre-Assignment Center
- Hughes, Richard A.**, Foreign Service Institute
- Hughes, Sherry A.**, Bureau of Personnel, Pre-Assignment Center
- Jacobson, Roberta A.**, Intelligence and Research
- Jakub, Michael A.**, Office of the Secretary
- Johnson, Andrea M.**, Office of the Legal Adviser
- Kay Jr., Andrew R.**, Classification/Declassification Center
- Keiter, Samuel C.**, Economic and Business Affairs
- Kenchelian, Mark L.**, Office of the Legal Adviser
- Kendall, Darlene J.**, Bureau of Personnel, Pre-Assignment Center
- Keohane, Sarah E.**, Office of the Deputy Secretary
- Kovar, Jeffrey D.**, Office of the Legal Adviser
- Kuchno, Chester H.**, Office of Supply, Transportation and Procurement
- Lawrence, David E.**, U.S. Mission to the United Nations
- Lee, Cheryl T.**, Office of Communications
- Lum, Linda L. C.**, Foreign Service Institute
- McCullen Sr., Larry W.**, Bureau of Personnel, Employment Division
- McDermott, Dennis M.**, Bissau
- McMillin, Ellen K.**, Melbourne
- McPhail, Donald L.**, Office of Communications
- McSweeney, Edward**, Oceans and International Environmental and Scientific

PERSONNEL: CIVIL SERVICE

Affairs  
**Mercer Jr., Daniel R.**, Paris  
**Mobley, Willie J.**, Office of Facilities Management and Administrative Services  
**Moen, Harlan G.**, Classification/Declassification Center  
**Moore, Belinda I.**, Office of the Under Secretary for Management  
**Moton, Evelyn A.**, Office of Facilities Management and Administrative Services  
**Mueller, Patricia M.**, Santo Domingo  
**Mullican, Denise V.**, Intelligence and Research  
**Noto, John L.**, U.S. Mission to the United Nations  
**O'Loughlin, Neal**, Public Affairs  
**Osborne, Jannie M.**, Politico-Military Affairs  
**Pimenov, Ninel Z.**, Foreign Service Institute  
**Proctor, Pamela C.**, European and Canadian Affairs  
**Randolph, Robert I.**, Classification/Declassification Center  
**Ratner, Steven R.**, Office of the Legal Adviser  
**Richter Jr., Walter**, Bureau of Personnel, Pre-Assignment Center  
**Rowan, Kathleen A.**, Diplomatic Security  
**Russell, Mary J.**, African Affairs  
**Sablik, Mirek**, Foreign Service Institute  
**Scott, Teresa D.**, Foreign Affairs Data Processing Center  
**Seay, Ricky E.**, London  
**Smith, Anetha P.**, Diplomatic Security  
**Sommerfeld, Dennis A.**, Foreign Service Institute  
**Spat, Temy T.**, Cairo  
**Stalpers, Judith**, Foreign Service Institute  
**Strand, Robert R.**, Classification/Declassification Center  
**Strom, Sandra L.**, Stuttgart  
**Thomas, Veronica M.**, Office of Communications  
**Trang, Truman**, Visa Services  
**Valentine, Victoria N.**, Office

of the Assistant Legal Adviser, Economic and Business Affairs  
**Wackerman, Charles S.**, Bureau of Personnel, Office of Management  
**Walker, Howard L.**, Office of the Comptroller, Pre-Assignment Center  
**Wallace, William O.**, Office of Equal Employment Opportunity and Civil Rights  
**West, Walter G.**, Inter-American Affairs  
**Williams, Ernestine**, Diplomatic Security  
**Winner, Andrew C.**, Politico-Military Affairs  
**Woolfley, H. L. Dufour**, Classification/Declassification Center  
**Wormley, Johnetta I.**, Near Eastern and South Asian Affairs  
**Wythe, Evelyn A.**, African Affairs □

**Reassignments**

**Adams, Barbara A.**, Office of the Under Secretary for Management to Office of Protocol  
**Balakit, Florencia D.**, Office of Supply, Transportation and Procurement, Purchasing Branch to Office of Supply, Transportation and Procurement, Contract Branch  
**Boudreau, Paul E.**, Foreign Affairs Information Management Center to Executive Secretariat  
**Brawner, Barbara D.**, Visa Services to International Organization Affairs  
**Brown, Carol A.**, Intelligence and Research to Bureau of Personnel, Office of Civil Service Career Development and Assignments  
**Burr, Jeannette M.**, Inter-American Affairs to Office of Management Operations  
**Cavallaro, Marie E.**, U.S. Mission to the United Nations, Personnel Section to U.S. Mission to the United Nations, Budget and Fiscal Section

**Coleman, Ellen A.**, Diplomatic Security, Case Control and Processing Branch to Diplomatic Security, Applicant Branch  
**Cook, Richelle M.**, Office of the Comptroller to Office of Foreign Buildings  
**Curry, Michael R.**, Bureau of Administration to Executive Secretariat, Operations Center  
**Dious Jr., Robert A.**, Bureau of Personnel, Office of Management, Records Management, Regulations, and Research Division to Bureau of Personnel, Office of Performance Evaluation  
**Duncan, Darryl M.**, Bureau of Personnel, Pre-Assignment Center to Politico-Military Affairs  
**Duncan, Evan M.**, Public Affairs, Office of the Historian to Public Affairs, Policy Studies Division  
**Duncan, Thomas E.**, Office of Communications to Bureau of Administration, Personnel Management Division  
**Gerakas, Evans**, Public Affairs, Office of the Historian to Public Affairs, Operations Staff  
**Hanson, Christine**, International Narcotics Matters to Information Systems Office  
**Harrington Jr., John M.**, Foreign Service Institute to Inter-American Affairs  
**Harrison, Dawn D.**, Overseas Citizen Services to Diplomatic Security  
**Hatchimonji, Ruth M.**, Bureau of Administration, Personnel Management Division, to Office of Communications  
**Henderson, Lee**, Inter-American Affairs to Diplomatic Security  
**Hertzberg, David A.**, Office of Management Operations to Intelligence and Research  
**Hostie, John F.**, Intelligence and Research, Division for Southern Europe to Intelligence and Research, Division for Northern and Cen-

tral Europe  
**Hunter, Douglas R.**, Refugee Programs, Office of Reception and Placement to Refugee Programs, Office of Policy and Program Coordination  
**Hunter, Sharon**, Office of Fiscal Operations to Office of Communications  
**Johnson, Virginia L.**, Inter-American Affairs to Office of Protocol  
**Kelly, Jane D.**, European and Canadian Affairs, Office of Executive Director to European and Canadian Affairs, Office of Security and Political Affairs  
**Lolnes, Dean M.**, Office of Communications to Foreign Affairs Data Processing Center  
**Mangum, Trilla W.**, Politico-Military Affairs to Office of the Assistant Legal Adviser, Oceans, Environment and Scientific Affairs  
**Markin, Darrel S.**, European and Canadian Affairs, Office of Soviet Union Affairs to European and Canadian Affairs, Office of Central Europe  
**McCarron, Bernadette M.**, Geneva Negotiation Team to U.S. Delegation Conference on Security and Cooperation in Europe  
**McCloughan, Peggy G.**, Economic and Business Affairs to Intelligence and Research  
**McKee, Kendra L.**, Diplomatic Security to Bureau of Administration  
**Miller, Alexandra G.**, Office of Protocol to Office of the Secretary  
**Monroe, Frederick F.**, Intelligence and Research, Arms and Technology Division to Intelligence and Research, Office of Politico-Military Analysis  
**Nodzon, Robert J.**, Information Systems Office, Systems Design and Programming Division to Bureau of Administration  
**Purcell Jr., James N.**, Refugee



- Programs to Office of the Director General of the Foreign Service and Director of Personnel
- Roberts Jr., Kenneth E.**, Intelligence and Research, Long Range Assessments Staff to Intelligence and Research, Commissioned Research Division
- Rojas, Anita L.**, Bureau of Personnel, Office of Civil Service Career Development and Assignments to Office of Supply, Transportation and Procurement
- Rudd, Cheryl L.**, Bureau of International Communications and Information Policy to Economic and Business Affairs, Office of the Executive Director
- Rudd, Neil C.**, Foreign Affairs Information Management Center to Bureau of Administration
- Sanford Jr., William F.**, Public Affairs, Associate Historian for Western Hemisphere and Europe to Public Affairs, Operations Staff
- Schwartz, Runa M.**, Foreign Service Institute to Intelligence and Research
- Scott, Charles H.**, Office of Communications, Inter-agency Affairs Staff to Office of Communications, Office of Resource Management
- Thompson, Kristin D.**, Foreign Service Institute to Bureau of Personnel, Office of Civil Service Career Development and Assignments
- Tolbert, Colette N.**, Inter-American Affairs to Politico-Military Affairs
- Walkin, Karolina**, Near Eastern and South Asian Affairs to Executive Secretariat, Operations Center
- Weatherspoon, Kenneth R.**, Passport Agency, Northeast Passport Processing Center to Passport Agency, New York
- Wells, Sherrill B.**, Public Affairs, Associate Historian for Western Hemisphere and Europe to Public Affairs, Operations Staff
- Wilkins, Katherine A.**, Bureau of Personnel to Intelligence and Research
- Williams, Paula A.**, Diplomatic Security to Medical Services
- Wolf, Carole A.**, Office of the Secretary to East Asian and Pacific Affairs
- Woronka, Theodore**, Office of the Under Secretary for Management to Office of the Comptroller □
- ### Resignations
- Andrews, Nicholas G.**, Classification/Declassification Center
- Beach, Dana E.**, Passport Agency, Passport Field Coordination Staff
- Binswanger, Monique A.**, Foreign Service Institute
- Bloxton, Trina K.**, East Asian and Pacific Affairs
- Booth, Karen N.**, Overseas Citizens Service
- Brewin, Roger C.**, Classification/Declassification Center
- Britton, Charlston**, Passport Agency, New Orleans
- Cantrell, Timothy C.**, Foreign Affairs Information Management Center
- Coleman, Brenda L.**, Foreign Affairs Information Management Center
- Cook, Raphael L.**, Foreign Affairs Information Management Center
- Curtis, Pamela R.**, Diplomatic Security
- Daniels, Janet T.**, Office of Supply, Transportation and Procurement
- Dean, Joan M.**, Intelligence and Research
- Douglas, Gisele T.**, Passport Agency, Miami
- Dyson, Renette N.**, Passport Agency, New Orleans
- Encarnacion, Omar G.**, Bureau of Personnel, Office of Management
- Evon, Pamela R.**, Foreign Affairs Information Management Center
- Fletcher, Laverne**, Office of the Under Secretary for Security Assistance, Science and Technology
- Funk, Martha A.**, Refugee Programs
- Galatz, Karen M.**, Office of the Secretary
- Galvan, Maria D. C.**, Bureau of Personnel, Office of Management
- Gazzara, Margaret R.**, Passport Agency, Boston
- Gibbs, Dreana D.**, Passport Agency, New York
- Gibson, Charlene**, Passport Agency, Passport Field Coordination Staff
- Grant, Jay R.**, Office of Supply, Transportation and Procurement
- Hall, Jonathan E.**, Foreign Affairs Information Management Center
- Hansen, Glenda M.**, Melbourne
- Harris, Ivy L.**, U.S. Mission to the United Nations
- Hendricks, Cassandra O.**, Passport Agency, Chicago
- Hester, Jennifer M.**, Passport Agency, New York
- Johnson, Erika L.**, Foreign Affairs Information Management Center
- Jose, Robert W.**, Consular Affairs
- Kalb, Bernard**, Public Affairs
- Killette, Lisa M.**, Bureau of Personnel, Office of Foreign Service Nationals
- King, John F.**, Classification/Declassification Center
- Kochanski, Kimberly A.**, Office of Supply, Transportation and Procurement
- Lamb, Leroy**, Office of Supply, Transportation and Procurement
- Legg, Frances B.**, Legislative and Intergovernmental Affairs
- Mattson, Laurel V.**, Office of Supply, Transportation and Procurement
- McCraw, Paul J.**, Overseas Citizen Services
- McDonald, John K.**, Office of Supply, Transportation and Procurement
- Mills, Michael L.**, Office of Communications
- Mills, Vanessa M.**, Office of Supply, Transportation and Procurement
- Milne, Kathleen B.**, Office of the Secretary
- Moore, Holly T.**, Bureau of International Communications and Information Policy
- Nowak-Dalsimer, Marilyn**, Diplomatic Security
- Pancheo, Eugenia**, Office of Supply, Transportation and Procurement
- Pearl, Alan**, Passport Agency, Northeast Passport Processing Center
- Rallo, James**, Office of Supply, Transportation and Procurement
- Rallo, Robert F.**, Office of Supply, Transportation and Procurement
- Reed, Crystal A.**, Office of Fiscal Operations
- Relph Jr., James F.**, Classification/Declassification Center
- Rollins, Robert S.**, Office of Supply, Transportation and Procurement
- Rush, Pamela S.**, Visa Services
- Ryding, Karin C.**, Foreign Service Institute
- Santos, Vincent D.**, Passport Agency, Northeast Passport Processing Center
- Sasser, Bruce K.**, Refugee Programs
- Smith, Mattie D.**, Foreign Affairs Information Management Center
- Smith, Suzanne B.**, Bureau of Personnel
- Spence, Joy D.**, Bureau of Personnel, Office of Foreign Service Career Development and Assignments
- Spicer, Ross P.**, Office of Supply, Transportation and Procurement
- Squire, Christopher A.**, Classification/Declassification Center
- Stofferahn, James E.**, Politico-Military Affairs
- Stubblefield, Faylenn H.**, Passport Agency, Houston
- Thibault, Suzanne E.**, Foreign Affairs Information Management Center
- Thomas, Theresa N.**, Passport



SEVENTH FLOOR—  
Chauffer Dragon (Charley  
Djurdjevic, right, is congratu-

lated by W. Allen Wallis,  
under secretary for economic

affairs, on receiving a  
\$630 cash award for his

performance. (Photo by Walter  
J. Booze)

Agency, Automated Rec-  
ords Branch  
**Tillman Jr., William H.**, Bu-  
reau of Personnel, Pre-  
Assignment Center  
**Tolson, Kristin A.**, Bureau of  
Administration  
**Turner, Joyce M.**, Passport  
Agency, San Francisco  
**Warnecki, Mark C.**, Office of

Supply, Transportation and  
Procurement  
**Weaver, John W.**, Foreign Af-  
fairs Information Manage-  
ment Center  
**Wiater, Kevin C.**, Passport  
Agency, Boston  
**Wilson, Joseph H.**, Foreign  
Affairs Information Man-  
agement Center

**Wolfe, Frank J.**, Passport  
Agency, Manual Records  
Branch  
**Wonder, Edward F.**, Office of  
the Secretary □

#### Retirements

**Griffin, Jean M.**, Passport  
Agency, Miami  
**Kasrai, Joyce A.**, Office of

Management Operations  
**Sarris, Louis G.**, Intelligence  
and Research  
**Shlanta, Willow D.**, Foreign  
Service Institute  
**Watkins, William O.**, Finan-  
cial Operations  
**Wootton, Herbert A.**, U.S.  
Mission to the United  
Nations ■

# Personnel: Foreign Service

## Appointments

- Adams, Charles H.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Adams, Philip B.**, Intelligence and Research
- Andrews, Marie E.**, Sofia
- Barnard, Thomas A.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Baskey, Jocelyn**, Cairo
- Beardsley, Mary A.**, Jeddah
- Becker, Priscilla, C.**, Ottawa
- Benevento, Frank C.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Beroud, Marc A.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Bohnert, Anne V.**, Dhahran
- Boulware, Nora J.**, Ouagadougou
- Bower, Joan I.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Bowers, Leroy M.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Brown, Bonnie L.**, Johannesburg
- Brown, Phillip C.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Calder, Christine**, Cairo
- Callahan, Jackie L.**, Quito
- Carlson, Jennifer W.**, Kathmandu
- Carmack, Maryann S.**, Lagos
- Caton, Peter L.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Caudill, Janice L.**, Warsaw
- Christiano, Francis J.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Cloud, Mary E.**, Warsaw
- Cole, Karin G.**, Vienna
- Corcoran, Lynda I. H.**, Jakarta
- Crawford, Nace B.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Croteau, Angelika U.**, London
- Curtis, Francine**, Bureau of Personnel, Pre-Assignment Specialist Training
- D'Angelo, Vanda**, London
- Daspit, Dana**, Harare
- Davis, Anita C.**, Warsaw
- Denman, Hien N.**, Jakarta
- Deutsch, Christine S.**, Paris
- Dickmeyer, Heather B.**, Sao Paulo
- DiGiovanni, Mark J.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Dooley, Matthew J.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Doss, Nancy J.**, Frankfurt
- Downward, John H.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Duke, Chantal S.**, Santiago
- Duncan, Terri L.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Durnell, Kevin W.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Eisler, Mary K.**, Manila
- Elbert, Coleen A.**, Ankara
- Eustis, Mitsuko**, Lome
- Fassberger, Karen E.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Ford, Janelle M.**, Mogadishu
- Fortney, Edward E.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Fournier, Raymond J.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Frazeo, Aileen**, Monrovia
- Freeman, Patrick T.**, Bureau of Personnel, Pre-Assignment Specialist Training
- French, Michael D.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Fuerlinger, E. Harriet D.**, Ottawa
- Furtado, Keiko**, Monrovia
- Gaines, George D.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Garcia, Marc A.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Gerth, Gabrielle E.**, Warsaw
- Giddings, Stephanie L.**, Nairobi
- Golden, Dovie L.**, Lome
- Gordon, Tamra E.**, Maseru
- Graham, Shelly D.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Greenfield, Phillis O.**, Dhaka
- Gross, Carol**, Cairo
- Guido-O'Grady, Deborah L.**, Madras
- Gullion, W. Guthrie**, Ottawa
- Hahn, Jo Ross**, Asuncion
- Hall, Mei Lian M.**, Abidjan
- Hargraves, Peter S.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Hatcher, Mindy F.**, Ciudad Juarez
- Hayes, Susan M.**, Cairo
- Haynes, Noel S.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Hedges, Luella M.**, Abidjan
- High, Judith S.**, Bucharest
- Hobgood, Betty V.**, Bangui
- Hornblow, Caroline B.**, Krakow
- Hughs, Mary C.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Humes, Patrick D.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Isaac, Paul C.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Jackson, Valerie R.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Jarrell, Vera L.**, Cairo
- Johnson, Carol A.**, Mbabane
- Jones, Christa M.**, Vienna
- Joria, Victoria L.**, Warsaw
- Joyner, Roger S.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Karney, Janice E.**, London
- Kauffman, John M.**, Dar es Salaam
- Kellinger, Mark A.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Kelly, Wynetta M.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Kelsey, Vera M.**, Singapore
- Kist, Tamara P.**, Brussels
- Kuhlman, Kay R.**, Brussels
- La Sor, Carol A.**, Bangui
- Lackmann, Margareta E.**, Vienna
- Lampkins, Maria C.**, Mogadishu
- Lanier, Jackie B.**, Nairobi
- Leahy, John G.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Lee, Doyle R.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Lessard, Rene J.**, Paris
- Likowski, Maria O.**, Sanaa
- Litschauer, Virginia L.**, Yaounde
- Lizzi, Bruce J.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Lord, Christopher D.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Lyman, Princeton**, Lagos
- Lynch, Bradley C.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Mack, Bettie F.**, Paris
- Mahn, Patricia**, Monrovia
- Maholchic, Lee H.**, Paris
- Marrs Jr., Reese E.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Mastriano, Wayne T.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Mather, John C.**, Hong Kong
- Matthews, Alice F.**, Nairobi
- McGhee, Patrick D.**, Bureau of Personnel, Pre-Assignment Specialist Training
- McAleer, Brenda M.**, Oslo
- McFadyen, Linda P.**, Bangkok
- McInturff, Richard L.**, Bureau of Personnel, Pre-Assignment Specialist Training
- McLaughlin, Janice**, Cairo
- McMindes, Florence E.**, St. Johns
- Meade, Frances M.**, Riyadh
- Mendez, Robert**, Bureau of Personnel, Pre-Assignment Specialist Training
- Mertz, Mary M.**, Bureau of Personnel, Pre-Assignment Specialist Training
- Meszaros, Michael**, Bureau of Personnel, Pre-Assignment Specialist Training
- Metz, Janet Z.**, Bureau of Personnel, Pre-Assignment Specialist Training

PERSONNEL: FOREIGN SERVICE

**Michaud, Patricia S.**, Bonn  
**Mike, Antoinette**, Monrovia  
**Miller, Rebecca G.**, Yaounde  
**Moats, Nancy A.**, Monrovia  
**Monk, Rose M.**, Nassau  
**Moorhouse, Micheline**, Paris  
**Moreno, Edgar P.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Moretti, John S.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Myers, Jon R.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Neher, Daniel E.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Nicholson, Claudia D.**, Manila  
**Norrell, Yolanda**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Nubourn, Solomon**, Lagos  
**O'Donahue, Ellen**, Guangzhou  
**Ochab, Debra L.**, Sofia  
**Parker, Ingegerd S. M.**, Bonn  
**Parkinson, Donna C.**, Rome  
**Pasco, Purificacion S.**, Havana  
**Paul, Christopher J.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Perdue, Christine R.**, Quito  
**Peterson, Carla**, Cairo  
**Peterson, Maria G.**, Tegucigalpa  
**Piazza, Paula**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Plymale, Sandra G.**, Mogadishu  
**Poche, Diane F.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Profant, Alene M.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Puzio, Alan G.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Quiram, Douglas P.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Rasari, Villame**, Paris  
**Rawson, Sandra M.**, Mogadishu  
**Ray, Myouk W.**, Shenyang  
**Remington, Charles D.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Riley, Timothy J.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Rogers, Rebecca L.**, Hamilton  
**Rooney, John F.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Root, John J.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Russell, Wanda J.**, Sofia  
**Schlaikjer, Imoi L.**, Guangzhou  
**Smith, Barbara J.**, New Delhi  
**St. Onge, Christopher**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Swanson, Suzanne**, Manila  
**Swinehart, Keith A.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Szczesniak, Walter M.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Taylor, John C.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Thein, Barry S.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Thomas, Jeffrey A.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Thomas, Scott R.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Tisland, Connie**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Trudeau, Maria C.**, Buenos Aires  
**Tucker, Ellen D.**, Brazzaville  
**Tynes, Elvira N.**, Antananarivo  
**Tyson, Sydnee L.**, Managua  
**Urbanski, Sandra K.**, Vienna  
**Valle, Michael F.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Van Ommen, Delores A.**, Cairo  
**Van Treeck, Douglas G.**, Intelligence and Research  
**Vancio, William J.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Viscal, Jorge**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Warner, Rita M.**, Bujumbura  
**Weaver, Judith A.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Weber, Jane B.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**White, William**, Monrovia  
**Wiederhold Jr., Dennis G.**, Jakarta  
**Wigle, Marilyn C.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Wildner, Shirley**, Cairo  
**Wilson, Donna L.**, Santo Domingo  
**Wisecarver Jr., Charles D.**, Jakarta  
**Wright, Narma A.**, Chiang Mai  
**Wyatt, Mercedes A.**, Tegucigalpa  
**Yip, Sau Ching**, Tijuana  
**Yoon Chol, John**, Dar es Salaam  
**Young, Michael L.**, Bureau of Personnel, Pre-Assignment Specialist Training  
**Zamora, Susan G.**, Bamako  
**Zvinakis, Ann T.**, Colombo □

**Transfers**

**Allsbury, Thomas C.**, Foreign Service Institute to Diplomatic Security  
**Andrews, Mary E.**, European and Canadian Affairs to International Organization Affairs  
**Anto, Phillip L.**, Honduras to Economic and Business Affairs  
**Avizenis, Algis**, Austria to Intelligence and Research  
**Barnes, Shirley E.**, Egypt to Dakar  
**Barreyro, Hector P.**, Thailand to Kingston  
**Bauer, Kevin W.**, Lebanon to Rio de Janeiro  
**Beckner, Michael W.**, Diplomatic Security, Counterintelligence Staff to Diplomatic Security, Residential Security Division  
**Belgard, Leonard H.**, Switzerland to European and Canadian Affairs  
**Bennett, John D.**, Chad to Lubumbashi  
**Bessey, Karen G.**, Abidjan to Office of Communications  
**Betts Jr., Lucelous**, Kuwait to Lagos  
**Blanchard, Philip C.**, Office of Communications to Bureau of Administration  
**Blystone, James J.**, Diplomatic Security to Near Eastern and South Asian Affairs  
**Bodde Jr., William**, Germany to European and Canadian Affairs  
**Bogdan, Kenneth R.**, Malawi to African Affairs  
**Boissonnault, Donald B.**, Syria to Berlin  
**Bolinski, Joseph J.**, Near Eastern and South Asian Affairs to Medical Services  
**Bollmann, Elizabeth B.**, Economic and Business Affairs, Developing Countries and Trade Organization Division to Economic and Business Affairs, Office of East-West Trade  
**Border, Philip A.**, Chile to San Jose  
**Botts, Eric C.**, Dominican Republic to Seoul  
**Bradford, Jean D.**, Ghana to Jeddah  
**Bradshaw, Alvin R.**, Togo to Panama  
**Brainard, Alfred P.**, Switzerland to European and Canadian Affairs  
**Brown, Claudia A.**, Office of Supply, Transportation and Procurement, Traffic Management Branch to Office of Supply, Transportation and Procurement, Management Support Branch  
**Brown, Herbert R.**, Mexico to Bamako  
**Brown, William C.**, Office of Communications to Bonn  
**Browne, Edward S.**, Singapore to Beijing  
**Browne, Lilla L.**, Singapore to Beijing  
**Brumbaugh, Paula J.**, El Salvador to Jerusalem  
**Bruno, James L.**, Thailand to Office of Management Operations  
**Buchanan, Glen K.**, Haiti to Office of Communications  
**Burchyns, Stephen P.**, United



- Arab Republic to Diplomatic Security
- Callahan, James P.**, Consular Affairs to Inter-American Affairs
- Camp, George H.**, United Kingdom to Office of Communications
- Carpenter Jr., Harlow J.**, China to Medical Services
- Carver, Margaret A.**, Swaziland to African Affairs
- Castell, Jeffrey W.**, India to Bombay
- Cavanaugh, Carey E.**, Germany to European and Canadian Affairs
- Cerra, Ronald L.**, Spain to European and Canadian Affairs
- Chambers, Robert G.**, Brazil to Beijing
- Chard, Kenneth W.**, Foreign Service Institute, University Training to Office of the Secretary
- Cheng, Mark D.**, Hong Kong to East Asian and Pacific Affairs
- Chicola, Phillip T.**, Guatemala to Intelligence and Research
- Cleveland, Donald R.**, Papua New Guinea to Inter-American Affairs
- Coffey, Steven J.**, Politico-Military Affairs to Office of Under Secretary for Political Affairs
- Coffman, Robert W.**, Somalia to Seoul
- Colvin, Margaret E.**, Foreign Service Institute to International Organization Affairs
- Comiskey, Thomas J.**, Diplomatic Security, New York Field Office to Vatican
- Corcoran, Patricia W.**, Honduras to National Security Council Staff
- Couey, Gary**, Economic and Business Affairs to Rangoon
- Coviello, Cheryl**, Foreign Service Institute, Language Training to Montevideo
- Cox, Lynne R.**, The Gambia to African Affairs
- Craig, John B.**, Bureau of Personnel to Near Eastern and South Asian Affairs
- Dattel, Marion A.**, Austria to Kuala Lumpur
- Davis, Stephanie F.**, African Affairs to Foreign Service Institute, Language Training
- Dawkins, Stephen P.**, Haiti to Inter-American Affairs
- Dayner, Bernard W.**, Romania to Office of Communications
- DeBlanc, Michael G.**, Philippines to East Asian and Pacific Affairs
- Delaney, Thomas P.**, Costa Rica to Office of Communications
- Dell, Christopher W.**, Politico-Military Affairs to European and Canadian Affairs
- Dietrich, Margaret L.**, Saudi Arabia to Bonn
- Dionne, Gary A.**, Liberia to Dakar
- Dougherty Jr., Bernard J.**, Diplomatic Security, Investigations Division to Beirut
- Edmondson, Robert D.**, Kenya to Office of Communications
- Eifert, John R.**, Diplomatic Security, Deputy Assistant Secretary for Operations to Diplomatic Security, Office for Diplomatic Courier Service
- Elsa, Sharon L.**, European and Canadian Affairs to Antananarivo
- Englehart, Phyllis J.**, United Kingdom to Mombasa
- Esquivel, Frank C.**, Portugal to Maputo
- Farler, Rex A.**, Morocco to Medical Services
- Feely, Billy D.**, Thailand to Moscow
- Fergin, Judith R.**, Liberia to African Affairs
- Fields, Odie N.**, Colombia to Tijuana
- Flaten, Robert A.**, Israel to Foreign Service Institute
- Fleming, Carla M.**, Spain to Office of Communications
- Franco, Judith A.**, Israel to Lisbon
- French, Carl L.**, Brazil to Office of Communications
- Gallagher, Michael J.**, Nepal to Bonn
- Gannon, Matthew K.**, Syria to Near Eastern and South Asian Affairs
- Gerlach, Bryce M.**, Near Eastern and South Asian Affairs to Office of Foreign Buildings
- Gieseke, John M.**, Sierra Leone to African Affairs
- Goff, Ralph F.**, European and Canadian Affairs to Moscow
- Gradasoff, Lana I.**, European and Canadian Affairs to Paris
- Graham, Hilton L.**, Brazil to Accra
- Grasty, Kenneth J.**, Mexico to Consular Affairs
- Greeley, Helen M.**, Mexico to Georgetown
- Greenfield, Lafayette M.**, Nigeria to Banjul
- Gregory, Thomas L.**, South Africa to Kinshasa
- Grierson, John R.**, Bahrain to Near Eastern and South Asian Affairs
- Griffin, George G. B.**, Department of Commerce to Foreign Service Institute
- Griffin, William J.**, Diplomatic Security, Washington Field Office to Diplomatic Security, Secretary's Detail Division
- Grossman, Marc I.**, Near Eastern and South Asian Affairs to Office of the Deputy Secretary
- Gurvin, George E.**, South Africa to Cairo
- Hafer, Robert L.**, Bureau of Personnel, Pre-Assignment Specialist Training to Diplomatic Security, Training Center
- Hafner, Charles L.**, Australia to Rangoon
- Haigh, Patricia A.**, Economic and Business Affairs to Inter-American Affairs
- Hanisch, Gerald L.**, Uganda to Mbabane
- Harris, Mark S.**, Greece to Kaduna
- Hartwick, Douglas A.**, Foreign Service Institute, University Training to New Delhi
- Harwood, Douglas J.**, Foreign Service Institute, Language Training to Mexico
- Heavey, Kim C.**, Diplomatic Security, Washington Field Office to Diplomatic Security, Secretary's Detail Division
- Hebert, Louis C.**, East Asian and Pacific Affairs to European and Canadian Affairs
- Henderson, Alfred R.**, China to Medical Services
- Heniffin, David E.**, Mexico to Inter-American Affairs
- Hoepfl, Craig A.**, Yugoslavia to European and Canadian Affairs
- Hoh, Christopher J.**, Peru to International Organization Affairs
- Holmes, Linda M.**, Chile to Dhaka
- Holtzapfel, Larry A.**, Zaire to African Affairs
- Homme, Robert O.**, European and Canadian Affairs, European Community and Atlantic Political-Economic Affairs to European and Canadian Affairs, Office of Canadian Affairs
- Honnold, Michael J.**, Thailand to Economic and Business Affairs
- Hubac, Lydia M.**, European and Canadian Affairs to Rome
- Hull, Edmund J.**, Egypt to London
- Hurley, Paul F.**, Paraguay to Madrid
- Hurwitz, Edward**, Afghanistan to Leningrad
- Ingram, Michael F.**, Togo to Office of Communications
- James, Eric K.**, Singapore to East Asian and Pacific Affairs
- Jensen, Jon C.**, Turkey to Bangkok
- Johns, Bernard**, Bureau of Personnel to Politico-Military Affairs
- Johnson, Guy C.**, Japan to Mexico
- Johnson, John R.**, Bureau of Personnel, Pre-Assignment Specialist Training to Office of Fiscal Operations
- Johnson, Lois L.**, Philippines to Nairobi
- Jones Jr., Harlowe E.**, United

PERSONNEL: FOREIGN SERVICE

Kingdom to Office of Communications  
**Jones, Janice L.**, Ireland to Georgetown  
**Junior, Lewis D.**, Netherlands to European and Canadian Affairs  
**Kane, John V.**, Diplomatic Security, Washington Field Office to Diplomatic Security, Secretary's Detail Division  
**Karis, Nancy M.**, Sierra Leone to Office of Communications  
**Karnap, Karla D.**, Liberia to African Affairs  
**Katsoulos, Athena**, European and Canadian Affairs to Paris  
**Katz, David J.**, Iceland to Kabul  
**Kemp, David I.**, Jamaica to Bureau of International Communications and Information Policy  
**Kenney, Kristie A.**, European and Canadian Affairs to Buenos Aires  
**Klenzle, Don R.**, Israel to Near Eastern and South Asian Affairs  
**Kincade, David H.**, Canada to Office of Communications  
**King, Maria-Jesus**, Spain to Family Liaison Office  
**Kircher, Robert J.**, Cyprus to Managua  
**Kompa, Marianne**, European and Canadian Affairs, Office of the Executive Director to European and Canadian Affairs, Office of Canadian Affairs  
**Koza, Josef J.**, Japan to East Asian and Pacific Affairs  
**Kressler, Bruce E.**, Japan to East Asian and Pacific Affairs  
**Kroll, Hilda C.**, Portugal to Beijing  
**Kubiske, Lisa J.**, Executive Secretariat, Operations Center to Secretariat Staff  
**Kuhn, William S.**, Junior Officer Corps to Antananarivo  
**Kuligowski, Michael N.**, Nigeria to Seoul  
**Labastida-Jeffrey, Beatrice**, Nepal to Moscow  
**Lanz, Sara D.**, Burkina Faso to African Affairs  
**Larkin, Lynne A.**, Foreign Service Institute, Language Training to Prague  
**Leiker, Martha E.**, Cameroon to African Affairs  
**Lemb, Margery**, European and Canadian Affairs, Western Europe to Foreign Service Institute, Language Training  
**Lev, Reuben**, International Organization Affairs to Office of the Director General of the Foreign Service and Director of Personnel  
**Lewis, James A.**, Nicaragua to National Security Council Staff  
**Lima Jr., Vincent C.**, Office of Communications to Pretoria  
**Lindsey, Kevin A.**, Near Eastern and South Asian Affairs to Baghdad  
**Lino, Marisa R.**, Foreign Service Institute, Language Training to Damascus  
**Long, Patrick B.**, Pakistan to Office of Communications  
**Lonnquest, David T.**, Morocco to New Delhi  
**Lonnquist, Gary M.**, Moscow to European and Canadian Affairs  
**Luftman, Eric W.**, Guyana to Tel Aviv  
**Lundy, Walter A.**, Bureau of Personnel, Office of Foreign Service Career Development and Assignments to African Affairs  
**Macablo, Nemesia J.**, Peru to Manila  
**Maher, William J.**, Guatemala to Riyadh  
**Malac, Deborah R.**, Foreign Service Institute, Language Training to Bangkok  
**Malott, John R.**, Office of Under Secretary for Economic Affairs to Osaka-Kobe  
**Marsden Jr., Willard E.**, Diplomatic Security to Athens  
**Maslanka, Elleen T.**, Austria to Oslo  
**McCall, Megan M.**, European and Canadian Affairs to Foreign Service Institute, Language Training  
**McCullough, John P.**, France to European and Canadian Affairs  
**McCumber Jr., Murrell C.**, Germany to Sanaa  
**Mertz, William J.**, European and Canadian Affairs to Foreign Service Institute, Language Training  
**Milburn, Edward M.**, Guyana to Genoa  
**Mills Jr., William B.**, Fiji to Bureau of Personnel, Office of Foreign Service Career Development and Assignments  
**Montrowl, Gary**, European and Canadian Affairs to Foreign Service Institute, Language Training  
**Moore, Charles G.**, Poland to Islamabad  
**Morrison, Langdon G.**, Soviet Union to European and Canadian Affairs  
**Mosley, Fanny S.**, African Affairs to Office of the Secretary  
**Moyer, Larry D.**, Qatar to Office of Communications  
**Mull, Stephen D.**, Poland to Pretoria  
**Murphy, Thomas F.**, Turkey to Port-au-Prince  
**Natirboff, Murat**, Soviet Union to European and Canadian Affairs  
**Natoli, Jolene C.**, India to Bangkok  
**Neighbour, Hugh M.**, United Kingdom to Canberra  
**Nemeth, Winkle W.**, Bahrain to Near Eastern and South Asian Affairs  
**Nichols, Sharon D.**, Brazil to Jakarta  
**O'Brien, Geraldine H.**, Executive Secretariat to London  
**O'Grady, Daniel J.**, South Africa to Madras  
**Padovano, Constance J.**, Benin to U.S. Mission to the United Nations  
**Papendorp, J. Theodore**, Bureau of Personnel, Board of Examiners to Office of the Director General of the Foreign Service and Director of Personnel  
**Paulson Jr., Michael S.**, International Organization Affairs to Intelligence and Research  
**Peale, Samuel R.**, Saudi Arabia to Medical Services  
**Pedrick, Arlin K.**, European and Canadian Affairs to Moscow  
**Perkins, Anthony C.**, Uruguay to Visa Services  
**Peterson, Isis M.**, Germany to Bangkok  
**Phipps, Russell G.**, Austria to European and Canadian Affairs  
**Pingree, Michael M.**, Thailand to Vientiane  
**Pipal, Suella**, India to Intelligence and Research  
**Pitts, John L.**, Inter-American Affairs to European and Canadian Affairs  
**Pixley, Burnett Q.**, Medical Services to Under Secretary for Management  
**Platt, E. Alan**, Sudan to African Affairs  
**Potter, Marian I.**, Germany to Toronto  
**Pratt, Genevieve J.**, Somalia to Tunis  
**Radosh, Katherine M.**, Haiti to Tokyo  
**Rahn, John R.**, Bureau of Personnel, Pre-Assignment Specialist Training to Diplomatic Security  
**Raicht, Lawrence R.**, Canada to Bureau of Personnel  
**Reed, Rickey J. C.**, Korea to Suva  
**Richardson, Gary A.**, France to European and Canadian Affairs  
**Reigg, Nicholas H.**, Intelligence and Research to Economic and Business Affairs  
**Rizik, Philip J.**, U.S. Mission to the United Nations to Bureau of Personnel  
**Rudolph, William A.**, Germany to Diplomatic Security  
**Russell, Louis P.**, Saudi Arabia to Accra  
**Rustmann Jr., Frederick W.**, Ethiopia to African Affairs  
**Salazar, Maximiliano A.**, Diplomatic Security to Caracas  
**Salisbury, William R.**, European and Canadian Affairs, Central Europe to European and Canadian Affairs,



ISLAMABAD, Pakistan—At political section awards ceremony, from left: *James F. Moriarty, Imtiazul Haq, Ambassador Deane R. Hinton, Amanullah Khan, John Wolf.*

- |                                                                                           |                                                                                                                                             |                                                                                   |                                                                                                                            |
|-------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| Northern Europe                                                                           | Training to Diplomatic Security, Secretary's Detail Division                                                                                | Military Affairs to Foreign Service Institute, Language Training                  | <b>Valli, Moosa A.</b> , South Africa to Genoa                                                                             |
| <b>Sandrolini, Christopher J.</b> , Dominican Republic to New Delhi                       | <b>Skud, Timothy E.</b> , Germany to European and Canadian Affairs                                                                          | <b>Taylor, Larry W.</b> , Grenada to Office of Communications                     | <b>Van Meter, Joseph L.</b> , Philippines to Office of Communications                                                      |
| <b>Saturni, Fabio M.</b> , Intelligence and Research to Overseas Citizen Services         | <b>Smith Jr., James D.</b> , Zaire to African Affairs                                                                                       | <b>Thomas-Greenfield, Linda</b> , Nigeria to Banjul                               | <b>Van Treeck, Maria-Elena T.</b> , India to Politico-Military Affairs                                                     |
| <b>Seale, Jamie L.</b> , Mali to New Delhi                                                | <b>Smith, Adrian R.</b> , Inter-American Affairs to Panama                                                                                  | <b>Thomas, Alvin C.</b> , Luxembourg to Moscow                                    | <b>Vargas Jr., Felix C.</b> , El Salvador to Bonn                                                                          |
| <b>Segal, Jack D.</b> , Intelligence and Research to European and Canadian Affairs        | <b>Smith, Timothy W.</b> , Trinidad and Tobago to Bonn                                                                                      | <b>Thomas, Mary J.</b> , Foreign Service Institute, Language Training to Prague   | <b>Vazquez, Edward</b> , Italy to Colombo                                                                                  |
| <b>Senko, Michael J.</b> , Saipan to Intelligence and Research                            | <b>Snyder, Gerald E.</b> , Office of Foreign Buildings to Bureau of Administration                                                          | <b>Thompson, Katharine</b> , Norway to European and Canadian Affairs              | <b>Vertefeulle, Jeanne R.</b> , Gabon to Africa                                                                            |
| <b>Shelton, Elizabeth T.</b> , Junior Officer Corps to Mexico                             | <b>Stammerman, Kenneth A.</b> , Foreign Service Institute, Economic and Commercial Training to Foreign Service Institute, Language Training | <b>Thornton, Corinne S.</b> , Belgium to European and Canadian Affairs            | <b>Wagner, Connie A.</b> , Hong Kong to Bujumbura                                                                          |
| <b>Silves, Larry A.</b> , Swaziland to Rangoon                                            | <b>Stein Jr., John J.</b> , Diplomatic Security to Managua                                                                                  | <b>Tohonou, Judith D.</b> , France to Kinshasa                                    | <b>Walsh, James P.</b> , Spain to Montevideo                                                                               |
| <b>Simons Jr., Thomas W.</b> , Foreign Service Institute to European and Canadian Affairs | <b>Stein, Jerry A.</b> , Medical Services to Economic and Business Affairs                                                                  | <b>Tomseth, Victor L.</b> , Sri Lanka to East Asian and Pacific Affairs           | <b>Weber, Arnold R.</b> , Yugoslavia to Santo Domingo                                                                      |
| <b>Simpson, Stewart A.</b> , Inter-American Affairs to Georgetown                         | <b>Tadie, Eugene P.</b> , Politico-                                                                                                         | <b>Tyznik, Walter E.</b> , Italy to Havana                                        | <b>Wenick, Martin A.</b> , European and Canadian Affairs, Northern Europe to European and Canadian Affairs, Eastern Europe |
| <b>Sincavage, Justine M.</b> , Bureau of Personnel, Pre-Assignment Specialist             |                                                                                                                                             | <b>Uncu, Lucy P.</b> , Intelligence and Research to European and Canadian Affairs | <b>Whatley, David L.</b> , Diplomatic Security, Washington Field Office to Diplomatic Security                             |

**PERSONNEL: FOREIGN SERVICE**

rity, Secretary's Detail Division  
**Whitney, Phil A.**, Diplomatic Security to Nairobi  
**Williams, Phyllis D.**, European and Canadian Affairs to Lisbon  
**Wilson, David A.**, Burma to East Asian and Pacific Affairs  
**Withers II, John L.**, Netherlands to East Asian and Pacific Affairs  
**Wojnicki, Edward L.**, El Salvador to Office of Communications  
**Wolf, John C.**, Diplomatic Security, Technology Operations Division to Diplomatic Security, Deputy Assistant Secretary for Operations  
**Womer, Paul D.**, European and Canadian Affairs to Foreign Service Institute, Language Training  
**Wu, Bernard B.**, East Asian and Pacific Affairs to Wellington  
**Yarvin, Herbert**, Economic and Business Affairs, Of-

Office of Energy Consumer-Country Affairs to European Affairs, Office of the Executive Director □

**Resignations**

**Alexander, Michael D.**, Diplomatic Security  
**Appleby, Beverly L.**, Dakar  
**Braddock, Susan J.**, Bureau of Personnel  
**Brent, Lila S.**, Abu Dhabi  
**Britt, Francine**, Beijing  
**Colden, Faith**, Monrovia  
**Cooper, Susan J.**, Diplomatic Security  
**Devine, Daniel C.**, Vienna  
**Dorr, Young S.**, London  
**Dunbar, Judith L.**, Bangkok  
**Fernandes, Lori L.**, Quito  
**Jackson, Kim M. T.**, Bamako  
**Kansas, Patricia J.**, Ankara  
**Kelly, Wynetta M.**, Rome  
**Knotts, Margaret M.**, Athens  
**Konrath, Stella M.**, Harare  
**Lewis, Kimberley A.**, London  
**Manduzio, Debra A.**, Bonn  
**Marquez, Awilda R.**, Bureau of Personnel  
**Ness, Donald R.**, Genoa

**Olson, Faye A.**, Port-of-Spain  
**Pettinga, Frank L.**, Santo Domingo  
**Powers III, Raymond**, Ouagadougou  
**Rush, Mary P.**, Monrovia  
**Shu, Wen-Yi**, Beijing  
**Symington, Susan M.**, Georgetown  
**Wilson Jr., Emmett N.**, Medical Services  
**Wolf, Barbara A.**, Monrovia □

**Retirements**

**Alvarez, Raymond J.**, Economic and Business Affairs  
**Black, Donald P.**, Oceans and International Environmental and Scientific Affairs, Office of Environmental and Health Affairs  
**Bleha, C. Thomas**, Legislative and Intergovernmental Affairs  
**Clower, Loyce D.**, Rangoon  
**Frost, Peter F.**, International Organization Affairs  
**Gim, Wever**, Guangzhou  
**Hirshorn, M. Bruce**, Office of Assistant Legal Adviser, Special Functional

Problems  
**Holton, David C.**, Bureau of Personnel  
**Keiter, Samuel C.**, Economic and Business Affairs  
**Kiney, Jeanne M.**, Medical Services  
**Lorimer, Matthew T.**, Kingston  
**Mathews, Carl B.**, Office of Communications  
**Moen, Harlan G.**, Politico-Military Affairs  
**Newlin, William V. P.**, Nice  
**Polik, William**, Accra  
**Prickett, Russell O.**, Bureau of Personnel, Board of Examiners  
**Reiser, Richard A.**, Athens  
**Sartorius, James**, International Organization Affairs  
**Tueller, Blaine C.**, Office of the Director General of the Foreign Service and Director of Personnel  
**Ward, Catherine E.**, Beijing  
**Welch, Mary E.**, Bridgetown  
**Wilgis Jr., Herbert E.**, Barcelona  
**Woolfey, H. L. Dufour**, Refugee Programs □

ISLAMABAD, Pakistan—*Ehsan Ahmad*, embassy cashier, right, receives retirement certificate from *John T. McCarthy*, chargé d'affaires.





## Bureau of Personnel publishes '86 Foreign Service promotion statistics

The Bureau of Personnel has prepared the following statistical summary of promotions granted on the basis of recommendations by the 1986 selection boards. The data show the number of members eligible and reviewed for promotion, the number promoted and the rate of promotion (percentage of those eligible who were promoted). Additionally, the data give the average time-in-class and length of service of employees eligible for promotion and those promoted. The data have little significance for competition groups with relatively small numbers of very limited promotional

opportunities.

The data are organized mainly by class and primary skill code (i.e., functional field for generalists and occupational category for specialists). Multifunctional promotions of generalists in classes 02 and 03 are shown in a separate line under the functional promotions, for these groups. A summary explanation of the groups at each level is provided below; detailed information may be obtained from the 1986 selection board precepts.

<i>Competition groups</i>	<i>Number eligible</i>	<i>Number promoted</i>	<i>% eligibles promoted</i>	<i>Average time-in-class of eligibles</i>	<i>Average time-in-class of promotees</i>	<i>Average length of service of eligibles</i>	<i>Average length of service of promotees</i>
<b>Career minister to career ambassador</b>							
Classwide	28	1	3.6	5.3	10.3	29.3	39.5
<b>TOTAL</b>	<b>28</b>	<b>1</b>	<b>3.6</b>	<b>5.3</b>	<b>10.3</b>	<b>29.3</b>	<b>39.5</b>
<b>Minister counselor to career minister</b>							
Admin. generalist	32	0	0.0	4.6	0.0	21.4	0.0
Consular	13	1	7.7	4.5	3.5	27.2	22.6
Economic	62	0	0.0	5.5	0.0	25.3	0.0
Political	149	4	2.7	5.6	7.7	26.3	27.8
Labor officers	3	0	0.0	2.1	0.0	26.0	0.0
Psychiatrist	1	0	0.0	3.4	0.0	8.7	0.0
Medical officers	16	0	0.0	7.6	0.0	15.3	0.0
Science officers	1	0	0.0	9.8	0.0	9.8	0.0
<b>TOTALS</b>	<b>277</b>	<b>5</b>	<b>1.8</b>	<b>5.5</b>	<b>6.8</b>	<b>24.8</b>	<b>26.8</b>
<b>Counselor to minister counselor</b>							
Admin. generalist	45	6	13.3	4.1	5.6	20.2	19.5
Consular	20	1	5.0	3.2	4.3	22.7	22.7
Economic	69	9	13.0	4.6	4.5	24.3	23.1
Political	113	29	25.7	4.2	4.7	24.3	24.0
Labor officers	10	1	10.0	2.6	3.4	23.1	24.4
<b>TOTALS</b>	<b>257</b>	<b>46</b>	<b>17.9</b>	<b>4.2</b>	<b>4.7</b>	<b>23.4</b>	<b>23.2</b>
<b>Generalist class 01 to counselor</b>							
Admin. generalist	106	8	7.5	5.4	4.6	19.6	14.7
Consular	63	8	12.7	4.9	3.6	21.8	16.2
Economic	149	14	9.4	5.5	5.1	20.4	17.4
Political	216	32	14.8	5.4	5.8	21.1	20.2
Labor officers	5	1	20.0	4.7	9.0	23.9	23.5
<b>TOTALS</b>	<b>539</b>	<b>63</b>	<b>11.7</b>	<b>5.3</b>	<b>5.3</b>	<b>20.7</b>	<b>18.4</b>
<b>Generalist class 02 to class 01</b>							
Admin. generalist	144	21	14.6	3.8	4.8	13.3	15.3
Consular	169	26	15.4	3.7	5.2	15.2	15.7
Economic	170	26	15.3	4.5	4.0	13.0	11.7
Political	254	39	15.4	4.7	5.4	14.1	15.2
<b>TOTALS</b>	<b>737</b>	<b>112</b>	<b>15.2</b>	<b>4.2</b>	<b>4.9</b>	<b>13.9</b>	<b>14.5</b>
Multifunctional	245	31	12.7	4.7	5.3	14.6	14.6
<b>Generalist class 03 to class 02</b>							
Admin. generalist	167	34	20.4	3.5	4.6	9.4	11.2
Consular	201	41	20.4	3.7	4.0	10.6	9.6
Economic	123	25	20.3	3.5	4.0	8.2	9.2
Political	207	41	19.8	3.9	5.8	8.2	10.5
<b>TOTALS</b>	<b>698</b>	<b>141</b>	<b>20.2</b>	<b>3.7</b>	<b>4.7</b>	<b>9.2</b>	<b>10.2</b>
Multifunctional	312	27	8.7	3.4	5.4	8.4	10.2

**PERSONNEL: FOREIGN SERVICE**

**Generalist FO class 04 to class 03**

Admin. generalist	67	37	55.2	3.4	3.1	6.3	5.8
Consular	87	47	54.0	3.3	3.1	5.3	5.4
Economic	56	27	48.2	2.9	2.9	4.9	4.7
Political	102	47	46.1	2.7	2.7	4.5	4.3
<b>TOTALS</b>	<b>312</b>	<b>158</b>	<b>50.6</b>	<b>3.1</b>	<b>3.0</b>	<b>5.2</b>	<b>5.1</b>

**Generalist FP class 04 to class 03**

Admin. generalist	1	1	100.0	2.8	2.8	12.2	12.2
Consular	4	1	25.0	8.9	4.4	22.4	23.0
<b>TOTALS</b>	<b>5</b>	<b>2</b>	<b>40.0</b>	<b>7.7</b>	<b>3.6</b>	<b>20.4</b>	<b>17.6</b>

**Specialist counselor to minister counselor**

Communica. spec.	2	0	0.0	4.4	0.0	20.6	0.0
Psychiatrist	3	0	0.0	4.1	0.0	6.8	0.0
Security off.	6	0	0.0	4.1	0.0	16.1	0.0
Audit qual. inspec.	2	0	0.0	6.3	0.0	6.3	0.0
Constr. Engr.	1	0	0.0	8.1	0.0	23.2	0.0
Medical officers	10	0	0.0	3.8	0.0	7.6	0.0
Science officers	9	0	0.0	7.4	0.0	13.8	0.0
Narcotics	2	0	0.0	11.5	0.0	11.5	0.0
<b>TOTALS</b>	<b>35</b>	<b>0</b>	<b>0.0</b>	<b>5.5</b>	<b>0.0</b>	<b>11.9</b>	<b>0.0</b>

**Specialist 01 to counselor**

Communica. spec.	11	0	0.0	5.2	0.0	24.8	0.0
Communica. elec.	1	0	0.0	8.1	0.0	19.4	0.0
Security off.	22	3	13.6	5.7	5.1	15.9	14.5
Security engineer	3	1	33.3	5.1	2.4	18.1	11.8
Audit qual. inspec.	3	0	0.0	4.7	0.0	7.3	0.0
Constr. engr.	7	0	0.0	8.8	0.0	9.4	0.0
Medical officers	1	1	100.0	4.6	4.6	4.6	4.6
Nursing	1	0	0.0	11.9	0.0	24.6	0.0
Science officers	7	0	0.0	3.3	0.0	15.5	0.0
Narcotics	1	0	0.0	7.5	0.0	14.7	0.0
<b>TOTALS</b>	<b>57</b>	<b>5</b>	<b>8.8</b>	<b>5.8</b>	<b>4.4</b>	<b>16.4</b>	<b>12.0</b>

**Specialist 02 to 01**

Finance	21	2	9.5	3.2	4.9	16.4	8.7
Personnel	13	2	15.4	3.9	6.2	21.1	23.9
General services	29	1	3.4	4.1	4.4	13.9	22.5
Communica. spec.	17	4	23.5	3.7	3.1	23.0	21.4
Communica. elec.	8	1	12.5	5.1	3.4	18.6	18.7
Diplomatic cour.	4	0	0.0	4.9	0.0	26.8	0.0
Security off.	67	6	9.0	5.3	4.9	12.7	11.5
Security engineer	32	2	6.3	6.4	6.4	12.7	11.2
Audit qual. inspec.	7	2	28.6	4.8	3.6	5.4	4.5
Constr. eng.	1	0	0.0	1.4	0.0	1.4	0.0
Nursing	5	1	20.0	10.4	11.9	20.6	20.3
Science officers	2	0	0.0	2.4	0.0	10.3	0.0
Narcotics	1	0	0.0	9.1	0.0	9.1	0.0
<b>TOTALS</b>	<b>207</b>	<b>21</b>	<b>10.1</b>	<b>4.9</b>	<b>5.0</b>	<b>15.0</b>	<b>14.9</b>

**Specialist 03 to 02**

Finance	27	8	29.6	2.9	3.3	13.2	10.4
Personnel	14	6	42.9	2.2	1.9	15.1	18.9
General services	39	1	2.6	4.8	11.0	15.0	14.7
Communica. spec.	36	11	30.6	4.5	3.9	22.0	20.9
Communica. elec.	41	2	4.9	3.8	4.9	13.5	21.3
Diplomatic cour.	5	0	0.0	6.5	0.0	19.8	0.0
Security off.	145	23	15.9	4.4	4.9	9.1	9.2
Security engineer	5	2	40.0	2.0	1.9	4.1	4.4

Audit qual. inspec.	11	4	36.4	1.8	2.1	1.8	2.1
Medical tech.	5	0	0.0	3.4	0.0	12.1	0.0
Nursing	17	2	11.8	6.2	7.6	12.2	13.6
Secretaries	2	0	0.0	13.6	0.0	28.5	0.0
<b>TOTALS</b>	<b>347</b>	<b>59</b>	<b>17.0</b>	<b>4.2</b>	<b>4.1</b>	<b>12.3</b>	<b>12.6</b>

#### Specialist 04 to 03

Finance	3	1	33.3	1.8	1.8	6.2	11.6
Personnel	9	4	44.4	1.4	1.3	11.8	8.6
General services	26	3	11.5	3.3	4.1	10.0	9.5
Communica spec.	99	18	18.2	6.0	6.9	20.4	18.6
Communica. elec	53	6	11.3	4.6	5.3	8.0	7.8
Diplomatic cour.	24	1	4.2	11.2	11.0	22.4	19.7
Security off.	14	7	50.0	2.8	2.6	5.0	5.1
Security engineer	13	7	53.8	1.4	0.9	1.9	0.9
Audit qual. inspec.	1	0	0.0	0.8	0.0	0.8	0.0
Constr. engr.	6	3	50.0	1.6	2.3	1.6	2.3
Medical tech.	5	1	20.0	4.6	6.0	9.2	6.0
Nursing	8	2	25.0	2.7	2.2	4.5	3.8
Secretaries	65	3	4.6	6.9	11.5	23.6	29.7
<b>TOTALS</b>	<b>326</b>	<b>56</b>	<b>17.2</b>	<b>5.4</b>	<b>4.7</b>	<b>15.6</b>	<b>11.2</b>

#### Specialist 05 to 04

Communica. spec.	240	32	13.3	4.6	6.0	14.3	15.5
Diplomatic cour.	26	0	0.0	8.3	0.0	17.4	0.0
Secretaries	182	11	6.0	4.5	7.5	17.0	17.8
<b>Totals</b>	<b>448</b>	<b>43</b>	<b>9.6</b>	<b>4.7</b>	<b>6.4</b>	<b>15.6</b>	<b>16.1</b>

#### Specialist 06 to 05

Communica. spec.	131	53	40.5	1.6	2.1	6.8	7.2
Secretaries	275	29	10.5	4.2	7.4	11.8	14.2
<b>TOTALS</b>	<b>406</b>	<b>82</b>	<b>20.2</b>	<b>3.3</b>	<b>4.0</b>	<b>10.2</b>	<b>9.7</b>

#### Specialist 07 to 06

Communica. spec.	47	34	72.3	0.8	0.7	2.7	2.8
Secretaries	255	53	20.8	3.0	3.2	5.5	5.3
<b>TOTALS</b>	<b>302</b>	<b>87</b>	<b>28.8</b>	<b>2.7</b>	<b>2.2</b>	<b>5.1</b>	<b>4.3</b>

#### Specialist 08 to 07

Secretaries	187	76	40.6	1.9	1.5	1.9	1.6
<b>TOTALS</b>	<b>187</b>	<b>76</b>	<b>40.6</b>	<b>1.9</b>	<b>1.5</b>	<b>1.9</b>	<b>1.6</b>



COPENHAGEN, Denmark—At Nordic chiefs of mission meeting, from left: *Tom Hanson*, political officer, Moscow; *C. Miller Crouch*, USIA; *Ambassador Robert D. Stuart*

(Norway); *Ambassador Rockwell A. Schnabel* (Finland); *James Wilkinson*, deputy assistant secretary, Bureau of European and Canadian Affairs; *Ambassador L. Nicholas Ruwe*

(Iceland); *Ambassador Gregory J. Newell* (Sweden); *James Ford Cooper*, director, Office of Northern European Affairs.

# Bureau Notes

## The Seventh Floor

### Office of the Secretary

On October 15 SECRETARY SHULTZ traveled to New York, to participate in media interviews. Accompanying him were M. CHARLES HILL, executive assistant to the Secretary; PATRICK F. KENNEDY, executive director, Executive Secretariat; GLYN DAVIES, special assistant to the Secretary; JACKIE MACUK, personal secretary to the Secretary; and the Department's spokesman, CHARLES REDMAN. On October 16 the Secretary traveled to El Salvador, to make a firsthand assessment of the damage caused by the sudden earthquake; he consulted with the leaders of the Salvadoran government and with U.S. Embassy personnel. Traveling with him were B. LYNN PASCOE, deputy executive secretary; Mr. Kennedy; KEITH EDDINS, special assistant to the Secretary; personal assistants to the Secretary M. JOYCE NESMITH and ELIZABETH GASTON; DAN FRIEDHEIM and MAURA HARTY, staff officers, Secretariat Staff; DEBORAH GODFREY and BONITA BENDER, secretarial assistants, Secretariat Staff. The Secretary traveled to Los Angeles and San Francisco, October 31–November 2. While in Los Angeles, he attended a World Affairs Council luncheon. In San Francisco, he attended the Commonwealth Club and World Affairs Council dinner. Accompanying him were Mr. Kennedy; Mr. Redman; DEBORAH GRAZE, special assistant to the Secretary; and Ms. Macuk.

On November 3 Mr. Shultz addressed the Locust Club in Philadelphia, and accepted its Achievement Award. Accompanying him were Mr. Hill; Mr. Kennedy; Ms. Davies; Mr. Redman and Ms. Macuk. Mr. Shultz traveled to Vienna, Austria, November 4, to deliver the opening address for the United States at the third followup meeting of the Vienna Conference on Security and Cooperation in Europe. Following the meeting he stopped in Paris, for consultation with French government officials. Advancing the Secretary's trip and accompanying him were Mr. Hill; B. Lynn Pascoe; Mr. Kennedy; JAMES TIMBIE, special adviser to the deputy secretary; Mr. Eddins; Ms. Graze; LORA SIMKUS, Ms. Gaston, Ms. Nesmith and Ms. Bender. Also traveling with the Secretary's party were GWEN CLARE, deputy director, Secretariat Staff; Secretariat Staff officer MARY HAINES; secretarial assistants JOY OLSON and CINDY TRODDEN; and JANET ANDRES, deputy director of the Operations Center. Other Department officials accompanying Mr. Shultz included Ambassadors PAUL NITZE, L. PAUL BREMER and ED ROWNEY; Assistant Secretary ROZANNE RIDGWAY and Mr. Redman. □

### Office of the Deputy Secretary

SARAH KOEHANE has joined the staff of the deputy secretary, as a staff assistant. She most recently was affiliated with Goldman, Sachs & Co., New York and London, where she was in

the mergers and acquisitions department. □

### Under Secretary for Political Affairs

Under Secretary MICHAEL H. ARMACOST addressed the Third World Studies Conference, in Omaha, on "U.S. Policy Toward the Third World," October 17. On October 18 he spoke on "U.S. Foreign Policy Achievements and Challenges," at the regional foreign policy conference cosponsored by the University of Utah, Brigham Young University and the Department of State, in Salt Lake City. Accompanying him was special assistant GERRIT GONG. Mr. Armacost participated in the Bureau of East Asian and Pacific Affairs chiefs of mission conference, in Honolulu, October 26–27. He was accompanied by his executive assistant, CHRISTOPHER ROSS, and special assistant DAVID KENNEY. From Honolulu, Mr. Armacost proceeded to Central America, for consultations with host country officials and U.S. ambassadors in Panama City, San Jose, Tegucigalpa, Guatemala City and San Salvador, October 27–November 1. Traveling with him were Mr. Ross; special assistant WILLIAM WOOD; the assistant secretary for intelligence and research, MORTON ABRAMOWITZ, and Central America country director RICHARD MELTON. Gerrit Gong departed the under secretary's staff, for an assignment to the American embassy in Beijing, as special assistant to Ambassador WINSTON LORD. □

### Under Secretary for Economic Affairs

Under Secretary W. ALLEN WALLIS spoke before the Luxembourg Society for International Affairs, October 8. He then led the U.S. delegation to the October 9–10 meeting of the executive committee in special session of the Organization for Economic Cooperation and Development, in Paris. As the President's personal representative for the economic summit, Mr. Wallis attended the first preparatory meeting for the 1987 Venice summit, in Sicily, October 11–12. Special assistant ERIC MELBY accompanied him on these trips. On October 29 Mr. Wallis cochaired the U.S. delegation, with Treasury Assistant Secretary DAVID MULFORD, to the first meeting of the U.S.-Japan structural dialogue, in Washington. Mr. Wallis led the U.S. delegation to the U.S.-Japan economic subcommittee consultations, a plenary and the energy working group, October 30–31. Special assistants JACK CRODDY and Mr. Melby participated. Mr. Croddy attended the October 14 U.S.-Japan economic agenda conference, in Washington. □

### Policy Planning Staff

On October 15 director RICHARD SOLOMON addressed the nongovernmental organization conference in the Department. On October 16 he addressed the International Business Council, at Washington's International Club. Principal deputy director NELSON LEDSKY met

in London, for policy discussions with United Kingdom policy planners. From October 5–9 Mr. Ledsky, accompanied by JOHN VAN OUDERNAREN, were the U.S. official delegates to the Atlantic policy advisory group conference, in Bad Herrenalb, Germany. Deputy director RICHARD KAUZLARICH presented an address at Boston College, October 4, on Indian economic issues. On October 29 he addressed the Hubert Humphrey fellows, on Capitol Hill. Deputy director KENNETH BLEAKLEY addressed the Detroit Rotary Club, October 15. He cochaired the U.S.-Bolivian task force on narcotics interdiction and eradication in Bolivia, October 20–25. He gave addresses at Catholic University and the Diplomatic Academy and the National War College of Chile, on U.S. global policy, in Santiago, October 29–30. MARK WALL, member of the planning staff, participated in an international banking seminar, at the International Management and Development institute, New York, October 8. The planning staff welcomed two new members, ROBERT EINHORN, from the Arms Control and Disarmament Agency, October 13, and KAREN GALATZ, formerly a White House fellow in the Office of the Secretary. □

### Office of Protocol

Protocol chief SELWA ROOSEVELT escorted the chancellor of the Federal Republic of Germany and his wife during their official visit to Washington. Deputy chief TIMOTHY TOWELL accompanied the party to Chicago. Private visits to Washington were made by the president of the Congo, PRINCE RANIER of Monaco, the prime ministers of Sudan, Dominica and Jamaica, the vice president of the Philippines, the deputy prime ministers of Egypt and Italy, and the foreign ministers of Burma, the Netherlands, Oman and Zaire. Assigned to these visits were assistant chief CATHERINE MURDOCK, LINDA MYSLIWIY, PATRICK DALY, JULIE ANDREWS, MARY MASSERINI, REBECCA BERNIER, MARYELLEN VANDIVIER, TINA MORRIS, JAMES PAYNE and RANDY BAUMGARDNER.

Acting assistant chief PAMELA GARDNER, assisted by KRIS DAWLEY, APRIL GUICE, GEORGIA BOOTH and KIM MIDDLETON, coordinated the luncheons hosted by the Secretary in New York honoring the foreign ministers of the Gulf Cooperation Council and the Organization of African Unity; the luncheon hosted by the Secretary and Mrs. Shultz for the chancellor of the Federal Republic of Germany and his wife; the luncheon hosted by the Secretary for the new American ambassador to South Africa; the reception hosted by Under Secretary MICHAEL ARMACOST and two events hosted by Mrs. Shultz. Assisting at the luncheon for the Federal Republic of Germany were assistant chief CHARLES ANGULO, RANDY BAUMGARDNER, LOUISE BENNETT, CHENOBIA CALHOUN, JAYN MONTIETH, SALLIE CALIBOURN, Mr. Daly,



GEORGETTE GARNER, IRENE HARRISON, VIRGINIA JOHNSON, MARIA SOTIROPOULOS, BRENDA WEINFELD and GAIL ROBERTSON.

Mrs. Roosevelt presided at the swearing in ceremonies of Ambassador-at-large L. PAUL BREMER, and U.S. Ambassadors CHARLES PILLIOD to Mexico and DONALD PETERSON to Tanzania ... Mr. Towell presided at the swearing-in ceremonies of U.S. Ambassadors EVERETT BIERMAN to Papua New Guinea, WALTER STADLER to Benin, THEODORE GILDRED to Argentina, DAVID KORN to Togo, PAUL RUSSO to Barbados and DAVID FIELDS to the Central African Republic ... He also was guest speaker at a luncheon for the White House fellows ... Mr. Angulo was the presiding officer at the swearing-in ceremonies of U.S. Ambassadors EVERETT BRIGGS to Honduras, ALEXANDER WATSON to Peru and RONALD PALMER to Mauritius ... SAMUEL CASTLEMAN coordinated and traveled with the members of the U.S. delegation to the funeral of the president of Mozambique ... Ms. Johnson and BARBARA JAMES ADAMS have joined the administrative section as administrative officer and program specialist, respectively ... IRENE HARRISON has completed her short tour and has moved on to administrative training ... SHIRLEY STEWART received a cash award for outstanding performance. □

## Administration

### Office of Communications

The deputy assistant secretary for communications, ROBERT C. RIBERA, addressed the 34th junior officer class of the Foreign Service at the Foreign Service Institute, in October ... During October, Mr. Ribera met with Japan's director of telecommunications and the director of telecommunications for the French foreign ministry, to exchange views ... At the annual dinner of the Diplomatic Courier Association, the Office of Communications accepted two plaques citing JOSE APRIGIO DE CARVALHO, a Foreign Service national employed at the American consulate general in Rio de Janeiro, and MIGUEL CRUZ, a deceased former Foreign Service national employed at the American embassy in Mexico City ... The guest speaker for the Office of Communications monthly meeting in October was the deputy assistant secretary for foreign buildings operations RICHARD N. DERTADIAN. The topic was organization, budget and plans.

The following were in Washington on consultation: EDWARD MELNICK, Seychelles; CHARLES MOORE, Islamabad; DAVID BRONER, Brazzaville; HARVEY A. EIDENBERG, Rome; BRENDA SCARBROUGH, Panama; DAVID FLEMING, Khartoum; ROBERT LACOCK, Bonn; ROBERT HENSELY, Wellington; DIANE PETERSON, Mogadishu; ROBERT REMILLARD, Budapest; PATRICK McLARNEY, Montevideo; WILLIAM B.

MILLS, Washington ... Completing courses in the Communications Training Division during October were LUCELOUS BETTS, Lagos; CHARLES MOORE, Islamabad; DAVID FLEMING, Khartoum; BRENDA SCARBROUGH, Panama; AUDREY ACHENCK, Bonn; JOHN WILLEMS, Kingston; SANDRA REED, Seoul; MELVIN KOLB, Paris; DEBORAH RICCARD, Geneva; CHARLES SHUSTER, London; ALBERT CHILDS, Bangkok; DANIEL FISHER, Washington; DARIES LEWIS, San Jose; JEFFREY ECKERT, Paris; RAY MINNICK, Washington; FRANCES MASTERMAN, Paris; JERRY SCREOSIA, Port Louis; KENNETH HILL, Amman; PAUL DOUMITT, Beijing; WALTER TYZNIK, Havana; PAT SWIERCZEK, Melbourne; CONRAD RIPPE, Washington; LORETTA ROBERTS, Paramaribo; HERMAN BECKMAN, Hong Kong; ROBERT CLAU, Lisbon; ROBERT HENSLEY, Wellington; MICHAEL MONDAY, Rome; MARGARET CARVER, Washington; DIANE RODGERS, Kaduna; MICHAEL ST. CLAIR, Tijuana; DANNY BRANCH, Washington; JACQUELYN TUCKER, Praia; ROBERT LACOCK, Bonn; DIANE PETERSON, Mogadishu; ALBERT PFEIFFER, Guatemala; JOAN DOUMA, Izmir; DOMENICA WALLER, Dhahran; HELEN LAWING, Banjul; GENE GRAVELLE, Manila; SANDRA REED, Seoul; RALPH PALMER, Bonn; JOHN McMILLEN, Washington; EVA DEPPING, Maseru; EDWARD MELNICK, Victoria; KENNETH KNUDSEN, Libreville; THOMAS HETTEL, Lome; POLLY JO SPAHR, Moscow; PATRICK BOLINE, Moscow; PATRICK MEAGHER, Washington; SUSAN SHORE, Rome; THERESA BEDWELL, Damascus; GAYLE GOODWIN, Madrid; REBECCA ROBERTS, Jerusalem; KANIKAR DALY, Gaborone; ERIC LIND, Bangkok; ROGER JURACK, Islamabad; JOELLIS SMITH, London; ELEY JOHNSON, Brussels; RICKLY HARTLINE, Brussels; JAMES LASKOWSKI, Bonn; SIMON GUERERO, Paris; ROSS KLINGER, Stockholm; RICHARD RIGBY, Brussels. □

### Office of Language Services

Language Services dispatched three staff interpreters to the Reykjavik summit, DIMITRY ZARECHNAK from Washington and PETER AFANASENKO and WILLIAM HOPKINS from Geneva ... Several members of the office went to Cleveland for the annual American Translators Association conference. Director HARRY OBST participated in a panel on translations and the federal Government, and he and Mr. Zarechnak gave a joint presentation on high-level interpreting ... CAROL WOLTER and JACQUELINE JARMAN headed the respective interpreting and translating teams for the NATO planning board for ocean shipping meeting, in the Department. Interpreter BARBARA PHILLIPS and translating chief PILAR MOLNAR coordinated the language support for two successive weeks of committee meetings of the Codex Alimentarius, October 20-31, including a night

shift of translators which JACQUELINE NIEMTZOW joined to prepare the final report ... STEPHANIE VAN REIGERSBERG accompanied the Secretary on his one-day visit to El Salvador ... GISELA MARCUSE and Mr. Obst interpreted for the German state visit, and Carol Wolter handled a number of meetings during the private visit of the president of the Congo ... Staff interpreters were on assignment in Rabat and Casablanca, Morocco, and in Arizona, Wisconsin and Alabama ... GABRIELLE PELCZYNSKI resigned as a typist in the Romance section of the Translating Division, to take a job in the private sector. □

### Office of Operations

#### Foreign Affairs Information Management

*Center:* Services available in the Library: Mead Data Central has recently added several new databases ... World Wide Economic and Financial Information synthesizes statistical data on worldwide finance, economics, banking, trade, labor, currency and multinational corporations. Billcast Legislative Forecasts provides a comprehensive listing of public bills pending in Congress, as well as statistical odds for a bill's success in committee and on the floor. The Almanac of American Politics provides political data on governors and mayors, members of Congress and the President.

*Office of Overseas Schools:* The government of Mexico awarded a plaque to the American School Foundation in Mexico City, in appreciation for its work on rebuilding a public elementary school which had been destroyed by the earthquake last year. Superintendent FLOYD TRAVIS accepted the award on behalf of the American School Foundation from the Mexican president ... The dedication of the Benjamin Franklin International School, in Barcelona, Spain, was to be held November 1. □

### Office of Supply, Transportation and Procurement

A regional employees association conference was held in Torrejon, Spain, October 13-17. Attending were deputy assistant secretary for operations JOHN CONDAYAN; director of the Office of Procurement Executive JOHN CONWAY; RAVI SIKAND and his assistants, DONNA VAN DYKE and LIZ WEBER; and director of the Physical Security Division FREDERICK BRANDT. Also in attendance were KATHY SEIDL, Accra; CHRISTINE COULIBUY, Bamako; KENNETH MEIR, Bangkok; CHARLOTTE METZ, Banjul; CLIFFORD KING, Belgrade; ROBERT ERWIN, Bonn; GEORGE ZEGARAC, Dakar; LORENE KAMINSKY and JAMES VANDERPOOL, Dar es Salaam; BRIDGETTE McMILLAN, Djibouti; TOSCANELLI STAMPLEY and GERRY DUVALL, Khartoum; MARILYN WALTON, Kinshasa; KATHLEEN WHITE, Lagos; RITA SHINN, Lusaka; KATIE MOELK, Madrid; CORALIE S. ATKINSON, Monrovia; WILLIAM B. DOYLE and DENISE MATHIEW, Paris; VIRGINIA MORRIS,

## BUREAU NOTES

Prague; RALPH J. VERDU, Warsaw; PATRICIA E. DILEONARDO, Algiers; NABIL KHOURY, Amman; KAREN MILNER, Muscat; AMPARO KUNZE, Nairobi; and DAL S. ASHER, New Delhi. Also attending were representatives from Internal Revenue Service, the Air Force commissary system, Canadian Forces Exchange Services and representatives of companies providing services for commissaries.

The annual despatch agents conference was held in Washington, October 27-31. Those in attendance were Assistant Secretary DONALD J. BOUCHARD, deputy assistant secretary Condayan, JAMES B. LACKEY, GEORGE JENKINS, ELSON NAT GIACOBBI and despatch agents FRANK HEARNE, JULIA G. CHOUPROV, GERALD L. WRITT and PHILIP J. PUOPOLO. Also participating were ROBERT C. MYERS, CHRISTOPHER MAYERS, ALVIN E. BERNSTEIN, ROBERT DICKSON, BENJAMIN BRIDGES, WILLIAM MORAN, JAMES MURPHY and others, as well as representatives from various Department offices.

ROBERT DICKSON and ELIZABETH ELLIOTT visited Bonn and met with WILLIAM A. LEVIS and his staff to review the procurement functions at that office. They also visited Antwerp, to consult with NAT GIACOBBI and his staff. ROBERT DICKSON continued on to London, for consultations with the procurement section of the embassy. □

## African Affairs

**Office of Economic Policy:** Director WALTER A. LUNDY departed, October 25, for a 10-nation trip through West Africa. He was to return November 15. GORDON R. POWERS returned from a visit to Kenya, Côte d'Ivoire (Ivory Coast) and Mauritius, October 6. Deputy director RANDY REED returned on October 20 from a trip to East Africa. SCOTT DANAHER departed November 2 to visit Gambia, Senegal, Botswana, Zimbabwe and the U.S. mission to the UN Agency for Food and Agriculture in Rome, to discuss the locust problem, food assistance and the special self-help program. He was scheduled to return December 6.



**HARARE, Zimbabwe—Cynthia Neely, secretary in the administrative division, left, and Sue Mills, community liaison officer, receive Meritorious Honor Awards from chargé d'affaires Edward Fugit.**

**Office of Regional Affairs:** Political-military adviser GREG BRADFORD visited Paris and Stuttgart, in October, to participate in meetings and discussions about civic action programs, coastal security issues and military assistance programs for Africa. CHARLES SNYDER addressed the African seminar of the Defense Institute for Security Assistance Management class in Dayton, O., October 22, and went on a tour of Sierra Leone, Rwanda and Niger, in early November. Labor adviser RAY PARDON traveled to several posts, including Burkina Faso, Nigeria and South Africa, during November. Deputy director RICHARD TIERNEY attended the annual meeting of the African Studies Association, in Madison, Wis., October 30-November 2. □

## East Asian and Pacific Affairs

Assistant Secretary GASTON SIGUR traveled to Honolulu to take part in a chiefs of mission conference, October 26-29. Also attending from the bureau were deputy assistant secretaries J. STAPLETON ROY and WILLIAM CLARK JR.; JAMES R. LILLEY, ambassador-designate to Korea; special assistant RUST DEMING; special projects director ROBERT L. DOWNEN; executive director DONALD F. RAMAGE; regional affairs director CHARLES SCHMITZ; and secretaries LORETTA HIGHT, RITA GAFFEY and JoANNE McMAHON. Following the conference, Mr. Sigur traveled to Japan, China and Korea for consultations with embassy and host government officials. He was accompanied by Mr. Clark (in Japan and Korea) and Mr. Downen.

Principal deputy assistant secretary JOHN

**ABIDJAN, Ivory Coast—At awards ceremony, left to right: Carol MacLeod, Vincent J. Farley, Adele Kone, William L. Hedges, Michael Kwajo.**

C. MONJO participated in a program at the National War College, October 30, during which he critiqued presentations made by the students. On November 7 he took part in a crisis management workshop at the Foreign Service Institute's Center for the Study of Foreign Affairs. Mr. Roy gave remarks on the opening of the Johns Hopkins-Nanjing University Center for Chinese and American Studies, October 23, at the Chinese embassy in Washington. He attended a luncheon given by the New Zealand ambassador in honor of the New Zealand election watch parliamentary delegation. China Affairs deputy director CHRIS SZYMANSKI spoke, October 8, at American University, on Sino-U.S. relations. Deputy director JOAN PLAISTED traveled to Beijing and Seoul, November 7-26, to participate in the mid-year Joint U.S.-Chinese Commission on Commerce and Trade meetings, and to discuss trade with Chinese officials. G. EUGENE MARTIN, deputy director of political affairs, spoke to the Cumberland Valley foreign policy study group, in Waynesboro, Pa., October 26, on "Whither China?" On November 7 he participated on a panel at the University of Dayton's Center for International Studies' conference on "China Today," speaking on "Modernization and China's Foreign Policy." China Affairs economic officer ROBERT D. GOLDBERG spoke to two Foreign Service Institute area studies classes on U.S.-China trade relations and on "The Future of Hong Kong." He was part of the U.S. delegation on civil aviation talks with China. HANK LEVINE gave a presentation on China policy at the strategic trade officers conference, in West Germany, October 27-31. Political desk officer HOWARD STOFFER and Department of Defense representatives escorted a Chinese military delegation to Natick, Mass., San Antonio, Los Angeles, San Diego, San Francisco, and Honolulu, October 16-25, for briefings and tours of acquisition and logistical facilities. Mr. Goldberg spoke about investments in China, to the Washington International Business Council, November 7. DIANA REINHART joined the China office as staff aide.



**SYDNEY, Australia—Consul general John Dorrance receives Meritorious Honor Award from Ambassador William Lane, right. With them Mrs. Dorrance and Mrs. Lane.**

Indonesia country officer GENE CHRISTY joined the Indonesian military attache, Col. SOEJARDI, for a panel discussion on U.S.-Indonesian military cooperation, before the Indonesian-American League, Oct 12 . . . On October 15 Mr. Christy addressed the export/import committee of the Electronic Industries Association, on conditions in Indonesia and Malaysia. Mr. Christy traveled to Cornell University. October 23, for a presentation on U.S.-Indonesian relations.

Japan Affairs political officer CHARLES COHEN traveled to Japan, October 15-25, for consultations in Tokyo and Osaka-Kobe . . . Economic officer KEVIN MAHER traveled to Japan, October 21-28, for negotiations seeking a voluntary restraint agreement on machine tools exports . . . Deputy director CHARLES KARTMAN and political-military officer TIMBERLAKE FOSTER attended negotiations between the United States and Japan, at the Department of Defense, October 29-31.

JEFFREY MILLINGTON, deputy director, Office of Vietnam, Laos and Cambodia Affairs, participated in a UN-sponsored conference on the Orderly Departure Program, in Geneva, November 3. □

## Economic and Business Affairs

NICK BURAKOW undertook Foreign Service recruitment trips, October 14-16, to Georgetown University, the University of Virginia and Virginia Tech . . . DAVID GOSSACK, Office of International Trade, traveled to the Philippines, October 14-24, to speak at three seminars on the generalized system of preferences. The seminars in Manila, Cebu and Legaspi were attended by 400 Philippine exporters and government trade officials . . . JOHN J. ST. JOHN, director, Office of Business and Export Affairs, represented State at the September 22-26 meeting of the Committee on Consumer Affairs in Paris. He also visited Geneva, for consultations with the U.S. mission there . . . In September BRUCE STRONG visited posts in Africa, to explore possibilities for large Foreign Commercial Service posts to assist small neighboring posts where the Department manages commercial activities . . . GEORGE MIDDLETON visited New York, October 9-10, to consult with trade officials at Chemical Bank, the New York State Department of Commerce and the New York district field office of the Department of Commerce . . . JUDY GARBER traveled to New York, September 25-26, for consultations with the Business Council on International Understanding and the Commerce New York field office . . . OLAF N. OTTO attended the quarterly meeting of the U.S. Council for International Business, in New York, October 1. The council focuses on those programs of international organizations having an impact on U.S. corporations . . . BRUCE ARNOLD has entered on duty in the Office of Planning and Economic Analysis. □



**BELGRADE, Yugoslavia**—Ambassador John D. Scanlan presents Meritorious Honor Award to Craig A. Hoepfl, left, economic officer in this southern European capital.

## European and Canadian Affairs

**Front Office:** Assistant Secretary ROZANNE L. RIDGWAY and deputy assistant secretary THOMAS W. SIMONS JR. accompanied the Secretary to Reykjavik, Iceland, October 9-12, for the President's meetings with Soviet Secretary General MIKHAIL GORBACHEV. They subsequently traveled to Brussels, Belgium, for consultations with NATO allies, October 13 . . . Deputy assistant secretary CHARLIE THOMAS made two trips to Brussels, October 22-25 and 29-31, for consultations and meetings at NATO . . . Deputy assistant secretary JAMES WILKINSON met with a UN under secretary in New York, November 3, on Cyprus-related issues.

**Office of Canadian Affairs:** Deputy assistant secretary JAMES MEDAS and deputy director VICTOR GRAY attended a meeting of the Permanent Joint Board on Defense, in Manitoba, October 14-17 . . . Director ROBERT O. HOMME traveled to Vancouver, Calgary and Ottawa, for consultations, September 26-October 7 . . . WILSON RILEY attended a meeting of the International Joint Commission, in Ottawa, October 7-9 . . . TIMOTHY SKUD, who will be working on the U.S.-Canada free trade negotiations, joined the Office of Canadian Affairs, October 6.

**Office of East European and Yugoslav Affairs:** JOHN R. DAVIS JR., chargé d'affaires in Embassy Warsaw, was in Washington, October 20-24, for consultations . . . Deputy director ROBERT PERITO visited Munich, for consulta-



**IZMIR, Turkey**—Consul general Albert N. Williams presents Meritorious Honor Award to Perihan Soytarhan on her retirement after more than 22 years as the consulate general's cashier and personnel assistant. A cash award was also presented.

tions at Radio Free Europe, September 30, and met with Czech and Hungarian officials during stops in Prague and Budapest, October 1-9 . . . PAUL SCHLAMM, country officer for Romania, traveled to Bucharest and Budapest, September 30-October 8, for consultations and meetings with Romanian and Hungarian officials . . . The economic officer for the southern tier, JOHN L. PITTS, visited Romania, Bulgaria and Yugoslavia, September 27-October 10. While in Romania, he toured the U.S. pavilion at the Plovdiv international fair . . . The office welcomed two new secretaries, TERRI DUNCAN and DIANE ABOOD.



## BUREAU NOTES

**Office of Northern European Affairs:** Ambassador CHARLES PRICE returned to Washington from London, October 27-29, for meetings with the President, the Vice President, the Secretary and cabinet officials . . . United Kingdom desk officer ROBERT JOHNSON traveled to London, Edinburgh and Belfast, on consultations, September 30-October 8.

**Office of European Security and Political Affairs:** Deputy director GEORGE WARD served as the State representative on the U.S. delegation to the NATO nuclear planning group ministerial meeting, in Gleneagles, Scotland, October 21-22 . . . ERIC REHFELD participated in the annual infrastructure conference at Garmisch, Germany, September 30-October 2 . . . JOHN VESSEY, deputy director for defense policy and military/security affairs, represented the Department at the conference of national armaments directors meeting, at NATO, October 21-22 . . . CHRISTOPHER MURRAY attended the senior civil emergency planning committee plenary meeting, in Brussels, October 16-17 . . . Colonel THOMAS STEWARD participated in a NATO seminar on defense economics, in Brussels, September 18-19.

**Office of Soviet Affairs:** Director MARK PARRIS, BRUCE BURTON and NANCY McELDOWNNEY accompanied the Secretary's party to Reykjavik, Iceland, for the President's meeting with Mr. Gorbachev, October 10-12 . . . Deputy director JOHN EVANS represented the bureau at the NATO USSR/East European experts meeting, in Brussels, October 15-17 . . . KAREN PUSCHEL spoke to the Martinsburg Rotary Club, on "Arms Control After Reykjavik," October 23 . . . PRISCILLA GALASSI joined the multilateral section of the Soviet desk, after serving on the U.S. delegation to the Conference on Confidence and Security Building Measures and Disarmament in Europe, in Stockholm . . . BERNADINE JOSELYN joined the office as special assistant to the director and deputy director. □

## Foreign Service Institute

JOHN W. McDONALD spoke to Foreign Service Institute orientation course participants, September 29, on "The Role of State in the



Foreign Policy Process." . . . On September 25 and October 7 he organized and moderated two all-day symposia on "U.S.-Soviet Summitry: Lessons To Be Learned." □

## Human Rights and Humanitarian Affairs

Assistant Secretary RICHARD SCHIFTER traveled to Madrid, to attend the American Association for International Commission of Jurists colloquium . . . He met with governmental officials and representatives of private groups in Turkey, and with governmental officials in Israel . . . LAURA J. DIETRICH, deputy assistant secretary, traveled to Geneva, Switzerland, October 20-November 1, to attend the 25th international conference of the Red Cross. She was accompanied by the head of the delegation, Admiral ELMO ZUMWALT JR., and EDMUND ATKINS, international relations officer, and other State officials. While there, they attended high-level meetings . . . ROGER PILON, director of policy, went to Miami, the week of October 27, to interview some of the 69 recently-arrived Cuban political prisoners . . . His recent speech, "The Systematic Repression of Soviet Jews" (Current Policy No. 878) will be printed in *Vital Speeches of the Day* . . . ROBERT RACKMALES, director, Office of Human Rights, visited Colombia, Peru and Ecuador, October 26-November 6, for consultations with embassies, host government officials and human rights organizations . . . DOUGLAS WAKE, regional human rights officer for Europe, departed, November 1, for Vienna. □

## Intelligence and Research

**Office of the Geographer:** GEORGE J. DEMKO, director, lectured at Pennsylvania State, October 19, on "Geographical Issues in U.S. Foreign Policy"; he received an award as an alumni fellow . . . He lectured at the Washington Geographical Alliance, University of the District of Columbia, October 21, on "Internationalizing the Geographical Curriculum" . . . BILL WOOD and Mr. Demko lectured at the Population Reference Bureau, Washington, October 22, on "Demographic Research in a Foreign Policy Context." . . . Mr. Demko lectured at the applied geography conference at West Point Military Academy, October 24, on "Geography and Foreign Policy . . ." He lectured at Radford University, November 7, on "Geography and International Policy Issues" . . . CHRISTOPHER HEIVLY presented a paper at the North Ameri-

**FOREIGN SERVICE INSTITUTE—Jane A. Sakaue, program assistant in the administrative training unit, receives plaque on her retirement from the Civil Service, from John T. Sprott, deputy director of the institute.**

can Cartographic Information Society meetings, in Philadelphia, October 13-17. The paper was entitled "Mapping the World on Microcomputers . . ." He lectured at West Chester University, October 13, on the "Digital Cartographic Revolution."

**Office of Analysis for Near East and South Asia:** Deputy director RONALD D. LORTON visited the U.S. mission to the United Nations, in New York, for consultations, October 28-30 . . . Arab-Israeli States Division chief GARY D. DIETRICH visited London, Frankfurt, Ankara, Istanbul and Baghdad, for consultations with embassies and consulates, October 3-22 . . . India analyst WALTER ANDERSEN attended the annual meeting of the Middle Atlantic region of the Association of Asian Studies, in Newark, Del., and served as a discussant on a panel on Bangladesh, October 31-November 2 . . . Mr. Andersen attended the annual conference on South Asia at the University of Wisconsin, Madison, where he delivered a paper on "Indian Ocean Security Issues . . ." Analysts CRAIG KARP, JAMES MAXSTADT, JONATHAN KAMIN, ALAN MAKOVSKY and ELIZA VAN HOLLEN attended the annual conference on the Middle East sponsored by the Middle East Institute . . . Senior analyst WAYNE WHITE visited London, Riyadh, Amman, Kuwait, Doha, Manama, Muscat, Sana and Abu Dhabi, for consultations with embassies . . . Libya analyst JUDY BIRD visited London, Paris, Rome, Madrid and Bonn, for consultations with embassies. □

## Inter-American Affairs

**Office of Central American and Panamanian Affairs:** Director RICHARD H. MELTON accompanied Under Secretary MICHAEL H. ARMACOST to five Central American countries, October 28-November 1 . . . El Salvador desk officer JAMES CALLAHAN traveled to El Salvador for an orientation visit, October 4-11 . . . El Salvador desk officer VAL MARTINEZ addressed faculty, students and others at Wayne State University's Center for Peace and Conflict Studies, Detroit, September 21 . . . Panama desk officer VINCENT MAYER traveled to Panama, October 26-31, for an orientation visit . . . Guatemala desk officer JAMES CASON traveled to Guatemala for consultations, the end of September, and addressed a Presbyterian task force on Central America in October . . . Recent arrivals include Honduras desk officer JANET BOZZI, secretary GLADYS BROWN and intern CATHY NOLAN. Departures include secretaries LEE HENDERSON, JANET HARRISON and BARBARA BARRETT.

P. PETER SARROS, director, Office of Regional Political Programs, and Colonel JAMES SIVELLS, senior military adviser, participated in the security assistance/officers conference, at Southcom, Panama, September 14-16, and held consultations in Managua, September 16-18 . . . Mr. Sarros made presentations on Central Ameri-





**INTER-AMERICAN AFFAIRS**—Secretary *Marlene Garcia*, front office, receives a Super

rior Honor Award from Assistant Secretary *Elliott Abrams*.



**GUADALAJARA, Mexico**—Consul general *Irwin Rubenstein*, left, presents certificate of appreciation to *Francisco (Pancho) Lamas*, who retired after 18 years at the consulate general.

can policies at various places in California, October 24-28, including the Universities of Stanford and Santa Clara, the Monterey International Studies Center and the Defense Language Institute; he made media presentations in San Jose and Monterey . . . He addressed the NATO Defense College, in the Department, November 5 . . . Deputy director **RICHARD S. THOMPSON** traveled to the State of Washington, October 6-10. In Spokane, he spoke on Central America to the Kiwanis Club, and gave radio and TV interviews. He met with editorial writers of the *Spokesman Review-Chronicle*. In Pullman, on the campus of Washington State, he addressed a student and faculty audience on U.S. policy in Nicaragua, met with several classes and gave an interview to the *Daily News* . . . **JAMES B. SIVELLS** conducted a seminar on "Policy Considerations Toward Latin America," October 1, at the Defense Institute of Security Assistance Management, Dayton, O. . . He addressed the National Guard public affairs conference, at Leesburg, Va., October 17, regarding diplomatic implications of U.S. military exercises overseas. □

## International Narcotics Matters

Assistant Secretary **ANN WROBLESKI** accompanied Attorney General **EDWIN MEESE** to Puerto Vallarta, Mexico, October 8-10, to attend a regional meeting of ministers of justice and attorneys general. Representatives of 13 countries met to examine the problems of drug trafficking and drug dependency throughout the region . . . On October 14 Ms. Wroblewski, accompanied by program officer **JAMES McHUGH**, traveled to Kingston, Jamaica, for two days of meetings on international narcotics control with the prime minister and other Jamaican government officials, as well as the embassy staff . . . **CAESAR P. BERNAL**, director, Office of Program Management, traveled to Kingston, October 26, to continue technical discussions with the Jamaican government . . . Ms. Wroblewski traveled to New York, October 30-31, to deliver the U.S. intervention on narcotics control to the Third Committee of the UN General Assembly. Program officer **DIANNE GRAHAM** accompanied her.

The Anti-Drug Abuse Act of 1986 was signed into law by the President, in a ceremony at the White House, October 27. **SECRETARY SHULTZ** attended, accompanied by Ms. Wroblewski and **RAYBURN HESSE**, special assistant for policy in the bureau, and the assistant secretary for legislative and intergovernmental affairs, **J. EDWARD FOX** . . . **SUE PATTERSON**, program officer for Latin America, traveled to Bolivia, October 25, to participate in U.S.-Bolivian discussion of a three-year plan for total eradication of coca. □

## International Organization Affairs

Assistant Secretary **ALAN L. KEYES** addressed the Houston Council on Foreign Rela-

tions, on South Africa . . . He coshosted the United Nations Day reception, in the Department's Diplomatic Reception Rooms, and participated in the UN Day concert and dinner . . . Mr. Keyes was the dinner speaker at the International Assembly of Food and Drink Federations and Associations . . . He spoke to the UN International Business Council, on "U.S. Policy Toward International Organization," in New York . . . He was the luncheon speaker at the Department's executive-diplomat seminar, and the dinner speaker at the Jewish Institute for National Security Affairs . . . He addressed the International Association of Jewish Lawyers and Jurists, on "Evolving U.S. Policy Toward the United Nations: An Assessment of Present and Future Dangers."

**ANTONIO GAYOSO**, director, Office of International Development, served as alternate representative at the meeting of the Food and Agriculture Organization's Committee on Food Aid Policies and Programs, in Rome, October 20-31 . . . **DONALD C. ELLSON**, deputy director, traveled to Rome to take part in the 90th session of the Food and Agriculture Organization's council meeting, as alternate representative, November 17-28 . . . **GILBERT D. KULICK**, deputy director, Office of UN Political and Multilateral Affairs, traveled to New York, November 1-3, for consultations at the UN General Assembly . . . **LOIS AROIAN**, political officer in the office, traveled to New York, for consultations at the UN General Assembly, October 28-29 . . . **DAVID EITTINGER**, also a political officer in the office, was to travel to New York, November 20-24, for UN General Assembly Sixth Committee work.

**STEPHEN CROMWELL** and **MILDRED ZYVOLOSKI** served as administrative officer and conference documents officer, respectively, on the hostship of the Food and Agriculture Organization/World Health Organization Codex Alimentarius Commission—22nd session of the Committee on Food Hygiene, October 20-24 . . . **CAROLYN HESKIN** and **CAROLE MEDEIROS** served as administrative officer and conference documents officer, respectively, on the hostship of the Food and Agriculture Organization/World Health Organization Codex Alimentarius—first session of the Committee on Residues of Veterinary Drugs in Foods, October 27-31 . . . **PAT COYLE**, **LEO MASCIANA** and **TERI MILLER** assisted on the conferences . . . Ms. Heskin served as administrative officer at the 16th general assembly of the Organization of American States, in Guatemala City, November 10-15 . . . **DALE LEACH**, Office of UN System Budgets, and **ROB MERRIGAN**, Office of Technical Specialized Agencies, were members of the U.S. delegation which attended the second session of the Industrial Development Board of the UN Industrial Development Organization, which met, October 13-23, in Vienna, Austria . . . **GEORGE SALVATIERRA**, Office of UN System Budgets, traveled to Montreal, as a member of the U.S. delegation to the 26th general assembly of the International Civil Aviation Organization, Septem-

## BUREAU NOTES

ber 23–October 10 . . . NEIL A. BOYER, director for health and transportation programs, served on the U.S. delegation to the meeting of the World Health Organization's program committee, in Geneva, October 25–28 . . . F. GRAY HANDLEY, same directorate, was an adviser on narcotics control issues, to the U.S. delegation to the UN General Assembly, in New York, October 31–November 5 . . . TONY ALLITTO, the same directorate, headed the U.S. delegation to the meeting of the council of the International Maritime Organization, in London, November 10–14.

**People:** MARGARET COLVIN was reassigned from the Foreign Service Institute to the Office of International Development Assistance . . . CHRISTOPHER HOH was transferred from Lima to the Office of the Assistant Secretary . . . TAMIKO LOFTY was reassigned from the Bureau of Consular Affairs to the Office of International Economic Policy . . . LEO MASCIANA was reassigned from the Foreign Affairs Information Management Center to the Office of International Conference Administration . . . MONICA REED was reassigned from the Office of the Counselor of the Department to the Office of International Economic Policy . . . JAMES PAIGE, Office of International Conference Administration, has transferred to Jeddah . . . BARBARA BRAUNER was reassigned from the Bureau of Consular Affairs to the Reference and Information Systems Staff . . . MICHELE BOWLING is newly appointed to the Office of International Development Assistance . . . J. JEAN HURT retired from the Office of UN System Recruitment . . . KIM WATSON resigned from the Office of UN Political Affairs. □

### Legal Adviser's Office

MARY V. MOCHARY, deputy legal adviser, traveled to London, to participate in mutual legal assistance treaty negotiations . . . ANDRE M. SURENA, assistant legal adviser for law enforcement and intelligence, traveled to London and Zurich, also to participate in such negotiations . . . DAVID P. STEWART, assistant legal adviser for international claims and investment disputes, traveled to Honolulu, to attend an annual meeting of the Washington State Bar Association and participate in panel discussions . . . STEPHEN McCAFFREY, consultant for the legal adviser, traveled to Washington from New York, for consultations . . . LUCY REED, attorney-adviser for international claims and investment disputes, traveled to The Hague, Netherlands, to participate in a hearing of five cases brought by Iran Air against the United States before the International Court of Justice . . . ALAN SIMON, general attorney for international claims and investment disputes, traveled to The Hague, to conduct detailed examinations of dual national claims filed with the International Court of Justice . . . The following attorney-advisers traveled for the Office of the Legal Adviser on recruitment matters: JOSE ALVAREZ

attorney-adviser for economic, business and communication affairs, and KENNETH VANDELDE, attorney-adviser for inter-American affairs, to New York and Columbia Universities.

**People:** The office welcomed new employees ANDREA JOHNSON, who joined the international claims and investment disputes unit, and JANET HARRIS, who joined the inter-American affairs office. □

### Management

#### Office of the Under Secretary

Under Secretary RONALD I. SPIERS addressed a luncheon group of the National Council on World Affairs Organizations, October 15, focusing on the problems to U.S. foreign policy of insufficient resources. The full text has been published by the Bureau of Public Affairs as "Current Policy No. 877." From October 29–November 6, Mr. Spiers, accompanied by his executive assistant, MARY A. RYAN, and inter-American Affairs executive director EUGENE SCASSA, traveled to Montevideo to attend the Southern Cone chiefs of mission conference . . . Following their visit to Montevideo, the group traveled to Buenos Aires, Rio de Janeiro and Brasilia, to discuss management, security and foreign buildings issues with State and host government officials . . . THOMAS C. WESTON has joined the staff as special assistant for legislative affairs, replacing ROSCOE STAREK, who has become a deputy assistant secretary in the Bureau of Diplomatic Security. □

#### Office of Foreign Missions

RICHARD MASSEY, property operations officer, and ROBERT KNAPP, contracts officer, traveled, October 13–17, to Beijing, Shanghai, Guangzhou and Hong Kong, to discuss property and general reciprocity issues with embassy and consular personnel. □

### Near Eastern and South Asian Affairs

On October 17, Assistant Secretary RICHARD MURPHY gave the banquet address at the Middle East Institute's 40th annual conference. He discussed the U.S. commitment to peace efforts . . . On October 7 he discussed regional issues with the Washington Institute on Foreign Affairs, at the Cosmos Club . . . On October 17 deputy assistant secretary ROSCOE SUDDARTH discussed peace efforts and U.S.-Arab political relations, at the American-Arab Affairs Council conference in Houston . . . Deputy assistant secretary ROBERT PECK discussed U.S.-India economic and political relations, at a conference in Washington, October 6, sponsored by India International, Inc. . . . Deputy assistant secretary MICHAEL USSERY discussed U.S.-Libya relations, at a meeting with members of the

Mid-America Arab Chamber of Commerce, October 23, in Chicago . . . The deputy for Middle East negotiations, WILLIAM KIRBY, discussed peace efforts and Middle East policy issues, with Columbia University's international fellows, October 9 . . . MICHAEL AUSTRIAN, bureau public affairs adviser, traveled to Seattle, September 22, where he met with members of the Seattle Committee on Foreign Relations, to discuss regional issues.

Jordan desk officer THOMAS DOWLING and Ambassador RICHARD VIETS met with Jordanian college students visiting Washington under the auspices of Georgetown University's International Leadership Fund. They discussed U.S. Middle East policy and peace efforts . . . PHIL WILCOX spoke at a ceremony in Philadelphia, October 16, in honor of JONATHAN NETANYAHU, the Israeli soldier who was killed leading the rescue of hijacked hostages at Entebbe in 1976 . . . From September 29–October 9 Mr. Wilcox visited Israel for consultations . . . RYAN CROCKER traveled to Minneapolis-St. Paul, August 27–28, for a speaking engagement and media interviews on U.S. policy in the Middle East . . . DAVID SATTERFIELD, political-military officer, traveled to Detroit, October 14, to address the Zionist Organization of America, on U.S. policy in the Middle East.

HERBERT G. HAGERTY, director for Pakistan, Afghanistan and Bangladesh affairs, delivered a paper on U.S.-Pakistan economic relations to an Asia Foundation-sponsored seminar in Islamabad . . . During this October 7–November 6 South Asia trip, he consulted at Embassies Islamabad, Dhaka and New Delhi, and at Consulates Karachi and Lahore . . . Afghanistan country officer DESIREE A. MILIKAN briefed the UN under secretary general for political affairs, DIEGO CORDOVES, September 11, on the U.S.-Soviet experts talks on Afghanistan, held earlier that month in Moscow . . . On October 29 TED ANDREWS, Afghanistan desk officer, and LISA PIASCIK, Iranian desk officer, met with Model United Nations participants at St. Stephen's School in Alexandria, Va. The students will represent Iran and Afghanistan at the University of Virginia's upcoming model United Nations.



**DHAKA, Bangladesh—Ambassador Howard B. Schaffer, left, presents certificate to Aminuddin Duary, senior driver, retiring after more than 30 years.**

**People:** The following have assumed new duties in the bureau: RON SCHLICHER and MARK SCHELAND, staff aides to the assistant secretary; ART BERGER, public affairs adviser, and KEN DURKIN, public affairs officer; JIM BLYSTONE, deputy executive director; LARRY BAER, post management officer; BILL CHAPMAN, chief budget officer; THEO COLEY and ELLEN ENGELS, budget officers; DEBRA LAWS, secretary; FRANK KERBER, economic officer, Office of Jordan, Lebanon and Syrian Affairs; JOHN CRAIG, office director, BARBARA BODINE, deputy office director, and KATHRYN KOCH, political-economic officer, Office of Arabian Peninsula Affairs; CHARLES PATTERSON, JOHN HOLZMAN and JIM BIGUS, Office of Israel and Arab-Israel Affairs, replacing BARBARA BODINE, TIM HAUSER and KEITH LOKEN; GENE GRIFFITHS, staff director, and CHARLES (PAT) KENNEDY, energy/technology adviser, Office of Economic Affairs; DAN KURTZER, deputy director, and JOHN NORRIS, economic officer, Office of Egyptian Affairs; MICHAEL J. METRINKO, deputy director, replacing PETER LYDON, and LISA PIASCIAK, Iranian desk officer, replacing DONALD ROBERTS, Office of Northern Gulf Affairs; MARK LINTON, deputy director, replacing JIM LAROCCO, Office of Pakistan, Afghanistan and Bangladesh Affairs; NORMAN HASTINGS, deputy political-military affairs adviser, replacing JOHN BARGERON; DON KIENZLE, labor and social affairs adviser replacing SEAN HOLLY, Office of Regional Affairs ... MAURICE EALUM, principal officer from Kabul; ROLAND P. CHANDLER, administrative officer assigned to Beirut; DOUGLAS WATSON, administrative officer from Islamabad; DOUGLAS FRANK, personnel officer from Cairo; and WILLARD WYNNE, administrative officer, Doha, were in the bureau for consultations. □

## Oceans and International Environmental and Scientific Affairs

Assistant Secretary JOHN D. NEGROPONTE led the U.S. delegation to the eighth round of maritime boundary talks with the Soviet Union, October 8-10, in Washington. R. TUCKER SCULLY, Office of Polar Affairs, participated in the talks ... Mr. Negroponte attended the 10th annual conference of the London dumping convention, October 13-17, serving as head of the U.S. delegation. He was assisted by ALAN KRAUSE, Office of Environment and Health ... On October 22-23 he traveled to Canada with ANTHONY CALIO, administrator of the National Oceanic and Atmospheric Administration, for discussions with Canadian officials ... During October 28-31 Mr. Negroponte chaired the U.S. delegation in discussions with Soviet representatives, regarding a bilateral agreement on civil space cooperation ... MICHAEL A. G. MICHAUD, director, Office of Advanced Technology, participated in these talks ... On October 30 Mr. Negroponte presided over a meeting of the bureau's advisory committee ... Principal deputy assistant secretary RICHARD J. SMITH headed the U.S. delegation in talks with the Soviet Union on law of the sea issues, October 14-16 ... He traveled to Dublin, Ireland, to negotiate a bilateral joint venture agreement with the Irish government, under the Commerce Department's International Partners for the Commercialization of Technology Program ... On October 30 he represented the Department at a meeting of the Outer Continental Shelf Policy Committee, in Norfolk, Va.

NANCY OSTRANDER, coordinator of population affairs, traveled in China, Hong

Kong, Bangladesh and India, September 21-October 10. She met with embassy and host government officials, to review and discuss population projects and policies in these areas ... On October 14 RICHARD ELLIOT BENEDICK, deputy assistant secretary for environment, health and natural resources, chaired a public meeting at the Department, on the forthcoming international negotiations on protection of the ozone layer. The meeting, attended by representatives of industry, environmental organizations, the press and Government agencies, featured presentations by the Environmental Protection Agency on the state of the science and possible options for international action to control emissions of ozone-destroying chemicals ... On October 15-16 Mr. Benedick participated in a meeting and panel discussion on global climate change and public policy, organized by retired Ambassador HARLAN CLEVELAND, at the National Center for Atmospheric Research, in Boulder, Colo ... On October 20 he addressed the United Nations International Business Council, in New York, on international environmental issues.

JACK FITZGERALD attended the semi-annual meeting of the International Joint Commission, in Ottawa, October 7-9, and a meeting of environment officials on October 28, also in Ottawa ... EDMUND M. PARSONS, director, Office of Ecology and Natural Resources, visited projects of the International Boundary and Water Commission along the U.S.-Mexico border October 20-30, from Laredo, Tex., to San Diego ... ROGER E. SOLES, executive director, U.S. Man and the Biosphere Program, traveled to Denver, October 9-10, to meet with directorate scientists on grazing lands, to develop a symposium on the conversion of tropical forests to pasture land in Latin America ... He also served as an observer delegate, along with SAMUEL B. MCKEE, chairman of the program, to the ninth International Coordinating Council meeting of the program, in Paris, October 20-25. □

## Political-Military Affairs

On October 1 director H. ALLEN HOLMES addressed members of the fall Capstone course. He focused on the bureau's interaction with the Pentagon, especially in crisis situations ... On October 15 and the next morning, he was in London, as head of the U.S. delegation for U.S.-United Kingdom political-military talks ... He then traveled to Brussels, to chair the NATO special consultative group meeting, October 16 ... On October 21-22 he hosted the U.S.-Australian politico-military talks in Washington, as head of the U.S. delegation ... On October 28 he addressed students of the National War College, on the political uses of military force.

From October 20-24, deputy assistant secretary JOHN HAWES cochaired an interagency team visiting several European capitals to brief allies on U.S. nuclear testing policy ... Deputy assistant secretary G. PHILIP HUGHES led the U.S. delegation to Paris for the October 13-16



COLOMBO, Sri Lanka—*Rasheeda M. Didi*, U.S. consular agent in Malé, Maldives, re-

ceives Meritorious Honor Award and cash award from Ambassador *James W. Spain*.



LONDON, United Kingdom—Robert F. Dorr, consular officer, goes on orientation flight in

plane used by Strategic Air Command to refuel other aircraft in flight.

coordinating committee meeting, on the China international military list. He was accompanied by ANDRES D. ONATE, Office of Strategic Technology Affairs . . . Mr. Hughes addressed the strategic trade officers conference in Berchtesgaden, West Germany, October 27–31. He was accompanied by JERRY W. LEACH . . . JOHN VANDEKAMP, Office of International Security Policy, visited Haiti, October 19–26, to brief the government and armed forces on the results of a defense requirements survey . . . MARK MOHR, Office of Theater Military Policy, served as State adviser on the intermediate-range nuclear force delegation, in Geneva, for the sixth round of the nuclear and space talks, starting September 18 . . . BENJAMIN TUA, Office of Theater Military Policy, was serving as State representative during bilateral discussions with the Soviet Union on a chemical weapons treaty, in New York, October 28–November 14 . . . RONALD BARTEK, Office of Theater Military Policy, represented the Department at the meeting of the NATO High Level Group, in Brussels, October 2 . . . JAMES HAMILTON, Office of

Strategic Nuclear Policy, was the State representative to the Standing Consultative Commission's 32nd session, which met in Geneva, October 1–November 13 . . . GERALD STACY, Office of Strategic Nuclear Policy, represented the bureau during round 6 of the nuclear and space talks, in Geneva.

**People: Arrivals:** ANDREW WINNER joined the Office of Security Analysis, as a presidential management intern . . . GEORGANNA DAVIS transferred from the Office of Munitions Control to the Office of Security Assistance and Sales, as secretary . . . COLLETTE TOLBERT joined the Office of Theater Military Policy as secretary . . . DARRYL M. DUNCAN joined the Office of Munitions Control as clerk-typist . . . JANNIE OSBORN joined the Office of Strategic Technology Affairs, as secretary. **Departures:** Commander STANLEY WEEKS, U.S. Navy, Office of Theater Military Policy, has returned to the Department of Defense . . . DONNA PETRICH, Office of Conference on Confidence and Security Building Measures and Disarmament in Europe, transferred to Jamaica. □

## Public Affairs

**Office of the Assistant Secretary:** BERNARD KALB, then assistant secretary for public affairs and Department spokesman, accompanied the Secretary to New York, September 22–October 3, for the UN General Assembly session . . . CHARLES E. REDMAN, assistant secretary-designate and spokesman, traveled with the Secretary to Reykjavik, Iceland, October 9, for the President's meetings with Soviet General Secretary MIKHAIL GORBACHEV, and then on to Brussels, October 12, where the Secretary briefed the allies on the President's meeting . . . Mr. Redman visited San Salvador, October 16, with the Secretary, where he met with President NAPOLEON DUARTE and viewed the effects of the earthquake . . . On October 31 Mr. Redman accompanied the Secretary to Los Angeles, where Mr. Shultz addressed the World Affairs Council and met with the Los Angeles Times editorial board, and then to San Francisco, for a meeting with regional media executives and a dinner address to the Commonwealth Club . . . On November 3 the Secretary traveled to Philadelphia, accompanied by Mr. Redman, for a speech before the Locust Club . . . Deputy assistant secretary ROBERT M. SMALLEY addressed the San Diego Rotary and lectured twice at the University of San Diego, October 9–10, on U.S.-Soviet arms control issues . . . He spoke on similar issues in Arlington and Dallas, September 25–26 . . . He briefed visiting North Atlantic parliamentarians in the Department, September 16, and moderated the business executives conference, September 16; the World Affairs Council of Northern California, September 29; and the nongovernmental organization conference, October 15.

**Office of Public Programs:** The Secretary's coordinator, JANICE SETTLE, and regional programs officer FRANK FINVER advanced the Secretary's speech at the National Press Club, October 17 . . . Regional programs officer EILEEN McCORMICK, assisted by regional programs officer NANCY STONE, served as conference manager at a regional foreign policy conference in Salt Lake City, October 18 . . . The under secretary for political affairs, MICHAEL ARMACOST, delivered the luncheon keynote address. DAVID DUNFORD, KEITH McCORMICK and KENNETH SKOUG headed panel sessions . . . Ms. Settle and regional programs officer MONICA JANZER advanced the Secretary's luncheon speech before the Los Angeles World Affairs Council, October 31, and regional programs chief JO ANN COLLINGE and Ms. McCormick advanced his appearance that evening before the Commonwealth Club in San Francisco . . . On November 3 Ms. Settle and Mr. Finver advanced the Secretary's speech to the Locust Club of Philadelphia, where he received the club's annual achievement award . . . On October 8 the Media Principals Division organized a briefing for World Press Institute fellows, a group of 13 foreign journalists participating in a





**PUBLIC AFFAIRS**—Luigi R. Einaudi, Bureau of Inter-American Affairs, presents Superior Honor Award to Colleen A. Sussman, Public Affairs' Office of Public Communications, for her production of publications dealing with Latin America.

work-study program in the United States, sponsored by Macalester College ... Media liaison officer MARY KENNEDY served as coordinator ... Acting Secretary Armacost delivered closing remarks at the annual conference for nongovernmental organization leaders, in the Department, October 15. Approximately 300 representatives of veterans, womens, religious, business, farm, labor, black, Hispanic and eastern European ethnic groups attended the daylong meeting, which featured plenary and workshop sessions.

**Office of Press Relations:** NANCY BECK was promoted from information assistant to press officer ... DEBORAH HERMAN received a cash award for her work organizing photo opportunities for the Secretary during the UN General Assembly meeting in New York ... LAURA JEHL, a recipient of the John Gardner fellowship, which provides support for outstanding Berkeley graduates to do one year of public serv-

ice, joined the staff on October 20, as a press officer ... On November 3 MICHAEL O'CONNOR joined the staff, for a month's bridge assignment before beginning training.

**Office of Public Communications:** HAROLD HEILSNIS, chief, attended the management-of-time course at the Office of Personnel Management, October 27-30 ... DONNA KREISBERG, deputy chief, and CHRIS MacDONALD, writer-editor, attended the Foreign Service Institute's course on national security and arms control, November 3-7. □

## Refugee Programs

JONATHAN MOORE, U.S. coordinator for refugee affairs, and ROBERT L. FUNSETH, acting bureau director, headed a delegation to the annual executive committee meeting of the Office of the UN High Commissioner for Refugees, in Geneva, October 6-13. FRANCES D. COOK, deputy assistant secretary for international refugee assistance, led the delegation to the protection and administration subcommittee meetings which took place prior to the plenary. Also participating were JAMES P. KELLEY, director, Office for International Refugee Organizations,

and CATHERINE W. BROWN, from the Department's Legal Office ... Mr. Moore also led a delegation participating in informal consultations on Indochinese refugees, in Geneva, October 11. The meeting was hosted by the Japanese permanent representative to the United Nations, and included delegations from Canada, Australia, and the UN refugee office, as well as Japan. Also participating were BRUCE K. SASSER and DAVID G. WHITTLESEY, Office of Planning and Policy Coordination, and JOHN CAMPBELL, from the U.S. mission in Geneva. RICHARD NORTON, deputy assistant commissioner, Immigration and Naturalization Service, attended as an observer ... Mr. Moore and Mr. Funseth met with UN Relief and Works Agency commissioner general and his deputy as well as other members of the headquarters staff, to discuss the agency's improved financial health ... Mr. Funseth, accompanied by THOMAS P. DOUBLEDAY JR. and DOUGLAS R. HUNTER, headed the U.S. delegation to the annual consultative meetings of the UN refugee office, on the Orderly Departure Program from Vietnam. PHO BA LONG served as a language interpreter for the U.S. delegation ... Mr. Funseth met with KEN WOODHOUSE, the Hong Kong principal assistant secretary for security, to review refugee-related issues in Hong Kong ... JOHN R. RATIGAN, director, Office of Asian Refugee Assistance, attended the meeting.

Frances Cook attended the African American Institute annual awards dinner, in New York, in honor of President QUETTJ MASIRE of Botswana and HARRY BELAFONTE ... She had a luncheon meeting with OMAN BAKHET, chief of the UN refugee technical support services unit, Geneva office, and JOACHIM HENKEL, officer-in-charge, Washington office. Accompanying her were Mr. Kelley and DONALD M. KRUMM, director, Office of Emergency Operations ... RICHARD D. ENGLISH, deputy assistant secretary for refugee admissions, representing the U.S. Government, delivered a presidential message at a testimonial honoring JAN PAPANEK, president of the American Fund for Czechoslovak Refugees, in New York, on the occasion of his 90th birthday ... Mr. Ratigan traveled to Geneva and London, to attend the Pakistan/Somalia donors consultative meeting, and to meet with UN refugee and Intergovernmental Committee of the Red Cross officials ... Mr. Krumm traveled to Khartoum, Nairobi and Lilongwe, to provide backup assistance to the refugee coordinator in Sudan, and to assess potential refugee emergencies in Malawi ... RICHARD J. REDMOND, director, Office of European, Near Eastern and Latin American Refugee Assistance, attended a meeting at the United Nations in New York ... PAULA R. LYNCH, refugee officer, discussed refugee processing issues with the Interaction Working Group ... FRANCES R. CULPEPPER, refugee officer, Office of Asian Refugee Assistance, consulted with refugee officials on protection and assistance issues, to determine refugee camp conditions in southeast Asia. ■

# Letters to the Editor

—(Continued from Page 1)

usually out of context—on some unsympathetic and ill-informed supervisor's desk. I long ago learned to be careful of the notes left in old cases which can return to haunt you.

How well put Ms. Banerjee's fourth "shock" appears in this article. Recognition and rewards are just not part of the consular officer's laundry list. How often over the years—yes, how often—were/are these officers passed over for promotion they so truly deserve. Mid-level officers have managed some of the largest worldwide functions without even a thanks, while others have successfully handled the most delicate cases without the slightest acknowledgement or recognition from the front office, let alone the immediate supervisor. Peoples' lives have been changed by decisions made by consular officers; other unfortunates have been saved from long terms of imprisonment; some owe their very lives to negotiating skills of the officer performing special consular services (or welfare/whereabout, or American citizen services as now known.) To borrow a phrase, never have so many done so much for so little.

Ms. Banerjee's eloquence is best illustrated in her final remarks under the fifth "shock"—that consular work is exhilarating. One *does* get the sense of accomplishment, and deep within each officer he/she knows that, with his/her effort, life is just that much more tolerable for so many unfortunates. How often after dealing with local foreign officials have I mentioned that the consular officer was really the only "true" diplomat. Think about it.

Even after having experienced other "cones" or "tracks," some of us, for our own reasons, actually chose to become full-time professional consular officers. Surely, in this decision alone one could recognize a very special individual. But rewards are saved for other occasions. Meanwhile, consular officers know in their own hearts that theirs is a terrific job which must continue to remain unheralded except on opportunities such as Ms. Banerjee's

## Transfer Tremors ..... by ebp

I was transferred to FRANCE; someone up there was being NICE to me. I was transferred to THE GAMBIA; I left right after the summer travel BAN (JULY only) was lifted.

I was transferred to INDIA; it was the fulfillment of a dream, A DRAStic change from the posts where I'd served. □

## No more 'Tremors'

ESTES PARK, COLO.

DEAR WHITEY:

Your letter requesting more "Transfer Tremors" arrived just as I was leaving on vacation, hence the delay in replying.

I've spent considerable time in trying to come up with new TT's but to no avail. After six and one-half years I

have reluctantly concluded that it is time to retire the series.

Even after a while SO THOUGHTful an editor as you must realize it is time TO GO. It's been fun.

Sincerely,  
EDWARD B. POHL (ebp)  
FSO (retired) □

article.

Sincerely yours,  
DONALD R. TPENBLAY  
FSO (retired) □

## 'Stately prose'

ARLINGTON, VA.

DEAR SIR:

As a kind of counterpoint to Mortimer Goldstein's "Disciplined Writing," I suggest a feature on our drafting, not as it should be, but as it is. Hopefully, we can all still laugh at ourselves. The new feature might be titled "Stately Prose." A wealth of material from the field would be virtually assured. herewith, a few random items to kick it off:

*Shhh!, or Ms. Malaprop:* "M is currently preparing a memorandum and a letter to OMB requesting that an executive order be issued . . . This would make the recommendation a *mute* issue." (Emphasis added.)—From Form DS 1075 B, "Appraisal of Employee Suggestion."

*Con brio:* "Mr. X is a superb general services officer. He is untiring and resourceful in his approach to management. He is the kind of officer who, when he encounters a problem, is never content to remain on his derriere; he looks into it."—From efficiency report narrative comments.

*Muddling through:* "The women and minorities we have brought on board in many cases are doing well,

and have advanced from the junior to the middle ranks along with their white colleagues hired at the same time." (Emphases added.)—From statement submitted by the director general of the Foreign Service to the International Operations Subcommittee of the House Foreign Affairs Committee, last September 17.

Sincerely,  
JOHN O. GRIMES □

## 'Administrative fat'

ARLINGTON, VA.

DEAR SIR:

STATE (August-September) announced the closing of five Foreign Service posts: Rotterdam, Seville, Trieste, Winnipeg and Bremen. There have also been indications (Under Secretary Ronald Spiers' Foreign Service Day address) that this is "nothing compared to what may lie ahead."

These closings—done or planned in the name of financial necessity—would pass more easily were the organizational carcass clean of administrative fat. Presumably each of the posts cited served some legitimate public purpose. But what public purpose is served by the Department's failure to recover from employees the shipping cost of items (e.g., automobiles) sold for a profit abroad after having been transported to post at U.S. Government expense? Why does the Department not convert to official use the frequent-flier

*Digression sur ce que quand deux grands Princes s'entre-voient pour cuider appaiser differends, telle veue est plus dommageable que profitable.*

CHAP. VIII.



Rand' folie est à deux grands Princes, qui sont comme esgaux en puissance, de s'entre-voir, sinó qu'ils fussent en grád' ieunesse: qui est le téps qu'ils n'ót autres pésees qu'à leurs plaisirs, mais depuis le téps que l'enuie leur est venue d'accroistre les vns sur les autres, encores qu'il n'y

bonuses available to personnel (inspectors, regional officers, escort/interpreters, etc.) who travel regularly at U.S. Government expense? And why does the Department continue to pay the full spectrum of dependent allowances to Foreign Service spouses employed abroad who are not "dependent" in any meaningful sense of the word? The questions are legion.

There may come a time when, for reasons of economy, there really will be no alternative to the closing of posts. Meanwhile, one may wonder at management's priorities.

Sincerely,  
JOHN O. GRIMES,  
FSO (retired) □

**Grammar groupie**

MOBILE, ALA.

DEAR SIR:

Larry R. Brooks of Amman (Letters to the editor, August-September) has supplied the typical defense against accusations of imperfect grammar. As so many cub reporters have said to their editors, Mr. Brooks is now contending: It ain't how I say it, it's what I say that's important.

How gauche! A good piece of writing is not a cryptogram the reader must laboriously decipher.

Grammatical inaccuracies slow the reader's pace and raise subconscious resistance to the writer's message. Mr. Brooks' letter, for instance, uses the phrase "sadly to say." That's inaccurate and distracts the reader from the letter's theme. (You and I know it should be

"sad to say," adjective rather than adverb, but to explain just why would take up more space than warranted.) Far worse are these Brooksonian rationalizations:

(1) Composition is the use of language and has very little to do with the niceties of grammar, and (2) whether one uses "who" or "whom" changes not in the least iota the basic meaning of the sentence.

Balderdash!

A fellow Foreign Service information officer editor in Manila once protested to me, after I had blue-penciled his copy, that the niceties of grammar were irrelevant to the effective use of English. I told him, as I would now tell Mr. Brooks, that the niceties of grammar are the English language. This language, any language, is a seasoned set of rules that has evolved through usage during the centuries. The grammatical rules scorned by Mr. Brooks provide the discipline, the framework, which transforms a mere vocabulary into a language.

One who spends more time denouncing than studying these rules may think he is a good writer, but his grammatical booboos inevitably distract too many of his readers from the messages he may be seeking to convey. There were words aplenty at the Tower of Babel, but they lacked the ability to transmit knowledge and concepts because they lacked consensual acceptance of the rules for stringing them together sensibly.

Sincerely,  
RICHARD PATRICK WILSON □

**Spirit of Picquigny**

WASHINGTON

DEAR SIR:

It occurred to me that you might want to run something different in STATE, and I have prepared the attached translation. Although a medievalist might quibble over a word here or there, I think I have captured the flavor.

Let me just add that Philippe de Commines (1447-1511) is acknowledged as the first truly modern historian, and had a very long and distinguished career in the service of, first, the Duke of Burgundy Charles the Bold, then Kings Louis XI and Charles VIII. An excerpt from Chapter VIII, Book II, of his memoirs follows:

"Being a digression as to why when two great Princes meet to find a way to resolve their differences such a meeting does more harm than good . . . I was present at the meeting held at Picquigny, near the town of Amiens, between our King (Louis XI) and King Edward of England . . . Little of what was promised there was actually kept . . . It is true that never again did they war against one another (of course the sea kept them apart) but there never was great friendship between them. In conclusion it seems to me that great Princes should never meet if they wish to remain friends, as I have said, and here are some of the things that cause trouble: their aides cannot refrain from talking about what has transpired . . ."

Sincerely,  
ALEC TOUMAYAN  
Senior interpreter  
Office of Language Services ■

## Obituaries

**H. Freeman Matthews, 87**, a career ambassador and career minister who served as ambassador to Sweden, 1947-50; to the Netherlands, 1953-57; and to Austria, 1957-62, died at his home in Washington on October 19.



Mr. Matthews

Mr. Matthews was deputy under secretary of state, 1950-53. During World War II, he was assigned to London as counselor and senior political adviser to General Dwight D. Eisenhower during the U.S. invasion of French North Africa.

Beginning his career in 1923, Mr. Matthews served as third secretary in Budapest and Bogota, and as first secretary in Havana, Paris, Madrid and Vichy. In Washington, he was assistant chief of the Division of Latin American Affairs, 1930-33, and director of European affairs, 1943-45. He was the Department's representative on the Combined Chiefs of Staff in 1945. After retiring in 1962, he worked for six years as a member of the Central Intelligence Agency's Board of National Estimates and received the Intelligence Medal of Merit. In 1972 he was the recipient of the American Foreign Service Association's Foreign Service Cup.

Mr. Matthews was born in Baltimore. He earned a bachelor's and master's at Princeton and attended L'Ecole Libre des Sciences Politiques, 1922-23. During 1918 he was in the Navy Reserves. Survivors include his wife, two sons and seven grandchildren. □

**Guzin Jean Metya, 59**, senior Turkish language and culture instructor at the Foreign Service Institute, died of cancer at Northern Virginia Doctors Hospital on November 5.

Raised and educated in Istanbul, Ms. Metya worked there as an English teacher, newspaper correspondent and typist and translator at the U.S. consu-

### Secretary Shultz eulogizes Ambassador Matthews

*On learning of the death of Ambassador Matthews, Secretary Shultz issued the following statement:*

"We have just lost one of our most distinguished and senior diplomats with the death of H. Freeman Matthews Sr. Ambassador Matthews had a career in the Foreign Service near to unique. At his passing he was the last surviving member of that very small and distinguished group of the first of our career ambassadors.

"Ambassador Matthews retired from the Foreign Service in 1962. Starting his service in 1923 in Budapest, he served in several posts including Paris at the outbreak of World War II, moving with our embassy to Vichy during the occupation of France.

late, 1951-55. Joining the institute in 1970, she was a language instructor and administrator of two computer systems.

Survivors include a daughter and a son. □

**Joan E. Gregory, 48**, a Foreign Service secretary assigned to Sofia in 1985, died of an aneurysm while on leave in Chicago on October 11.



Ms. Gregory was born in Providence, R.I. From 1956-60, she served in the Navy. She worked in Illinois as a secretary for three years before joining the Foreign Service in 1978. Her assignments were to Wellington, 1978-81; Suva, 1981-83; and Stuttgart, 1983-85. Survivors include a son, a brother, two sisters and her mother. □

**Spencer Phenix, 95**, an international law judge who served under Secretaries Kellogg and Dulles, died on October 15 at the Peabody Home in Franklin, N.H.

In 1941, he moved to London as counselor and after the war returned to Europe as the Department's representative to the Combined Civil Affairs Commission. Subsequently, he assumed responsibilities as ambassador to Sweden, the Netherlands and then Austria. He also served in senior Department positions as assistant secretary and deputy under secretary in 1950.

"While his many postings are impressive, his high intellectual and professional skills were models to all. Many of our present Foreign Service leaders were greatly inspired by his leadership and devotion to the highest standards of our Service and our nation." □

Employed by State, 1922-28, Mr. Phenix helped draft the 1928 Kellogg-Briand Pact during his assignments as assistant to the under secretary and consultant to the Secretary. He worked for a banking company for 10 years, then returned to the Government as chief of the trade and commerce branch for the Army in Germany. In 1948 he was appointed director of the financial division of the Economic Cooperation Administration in Athens. After serving as vice president-treasurer of the National Committee for a Free Europe, he was asked by Secretary Rusk to represent the United States on the Mixed Arbitral Commission, the Arbitral Tribunal and the Mixed Commission in Bonn.

Mr. Phenix was born in New Britain, Conn. He was graduated from Harvard and earned a law degree at George Washington University. In 1918 he served in the Army. Survivors include two daughters, a son, eight grandchildren and four great-grandchildren. □

**Rollin S. Atwood, 83**, a retired Foreign Service officer who was regional director of Latin American operations, 1956-61, died on October 7.

Joining the Service in 1942, Mr.



Atwood was assigned to Quito as an economic analyst. Serving the remainder of his 20-year career in Washington, he was assistant chief of the Division of Functional Intelligence, officer-in-charge of the Division of River Plate Affairs, director of the Office of North and West Coast Affairs, and director of the Office of South American Affairs. He was detailed to the International Cooperation Administration as regional director for Latin American operations, 1955-56, and to the Inter-American Bank as chief of special operations, 1961-62.

Born in Illinois, Mr. Atwood was graduated from the University of

Chicago and earned a master's and Ph.D. at Clark. He attended the University of Manchester in England, 1926-27. From 1928-42, he was employed by the University of Florida as a professor of economics and geography, director of the Institute of Inter-American Affairs and chairman of the social sciences and geography divisions. Survivors include his wife. □

**Susan M. Hoefler**, 32, the daughter of Foreign Service employee Marjorie Hoefler and retired Foreign Service employee Charles Hoefler, died in a traffic accident in Guadalajara on August 16. An employee of the Drug

Enforcement Administration since 1973, she was assigned to Guadalajara as a secretary.

Ms. Hoefler had accompanied her parents on assignments to Germany and Mexico. Born in Anchorage, Alaska, she was graduated from the American School in Mexico City in 1971. Besides her parents, she leaves a daughter, two sisters and a brother. □

**Gabriele M. Richardt**, 56, a Foreign Service national employee in Munich for over 30 years, died on September 13. She was assigned to the federal benefits unit. Survivors include a son and daughter. ■

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### Part II: Life, history, foreign relations

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- CHRISTOPHER, ROBERT C. *The Japanese Mind: the Goliath Explained.* New York, Linden Press/Simon and Schuster, 1983. 352p. DS821.C587
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- COURDY, JEAN CLAUDE. *The Japanese: Everyday Life in the Land of the Rising Sun.* New York, Harper & Row, 1984. 269p. DS830.C6913
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- BUCKLEY, ROGER. *Occupation Diplomacy: Britain, the United States, and Japan, 1945-1952.* New York, Cambridge Univ. Press, 1982. 294p. DS889.15.B8
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- HOYT, EDWIN P. *The Kamikazes.* New York, Arbor House, 1983. 333p. D792.J3H69
- HUBER, THOMAS M. *The Revolutionary Origins of Modern Japan.* Stanford, CA, Stanford Univ. Press, 1981. 260p. DS894.79.Y349C4637
- IRIYE, AKIRA. *Power and Culture: the Japanese-American War, 1941-1945.* Cambridge, MA, Harvard Univ. Press, 1981. 304p. D769.1.I74
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- MIYOSHI, MASAO. *As We Saw Them: The First Japanese Embassy to the United States (1860).* Berkeley, Univ. of California Press, 1979. 232p. DS849.U6M57
- REISCHAUER, EDWIN O. *My Life Between Japan and America.* New York, Harper & Row, 1986. 416p. (On order)
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- SPECTOR, RONALD H. *Eagle Against the Sun: the American War with Japan.* New York, Free Press, 1985. 589p. D767.S69
- STEPHAN, JOHN J. *Hawaii Under the Rising Sun: Japan's Plans for Conquest After Pearl Harbor.* Honolulu, Univ. of Hawaii Press, 1984. 228p. D767.92.S835
- WARNER, DENIS ASHTON and PEGGY WARNER. *The Sacred Warriors: Japan's Suicide Legions.* New York, Van Nostrand Reinhold, 1982. 370p. D792.J3W37
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CHRISTMAS"



I WONDER IF SANTA  
IS UP  
THERE?



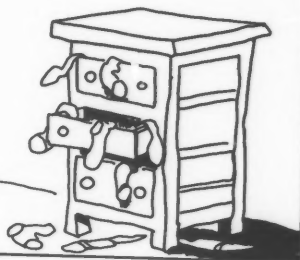
**PLOP!**



HÖ HO HO



I THINK I'LL  
CHECK OUT  
MY XMAS  
STOCKING



... AND THE STOCKING IDEA  
WAS LEFT FOR NEXT  
YEAR...



FINALLY

CHRISTMAS  
MORNING!  
PRESENTS!

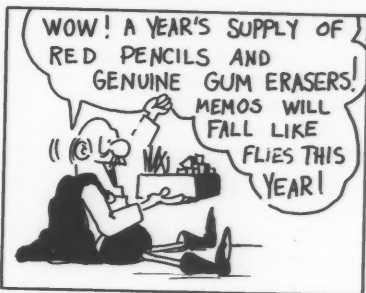


LET'S SEE  
WHAT I GOT  
BOONDOGGIE!

WAKE  
ME AT  
NEW YEAR'S



WOW! A YEAR'S SUPPLY OF  
RED PENCILS AND  
GENUINE GUM ERASERS!  
MEMOS WILL  
FALL LIKE  
FLIES THIS  
YEAR!



KNIT HAT, MITTENS, AND ....  
WHAT'S  
THIS?



CONGRATULATIONS! YOU ARE NOW  
THE PROUD OWNER OF THE  
FINEST ANTI-TANK WEAPON ANY  
BUREAUCRAT COULD  
WANT: THE "TOW  
MISSILE"!



MISTLETOE! I  
ORDERED MISTLETOE!  
NOT TOW MISSILES

MAYBE CAP  
WANTS IT.



SHEESH!



WHAT'S THIS! I CAN'T BELIEVE  
IT! IN THIS AGE OF COMPUTERS  
AND COPY MACHINES, SOMEONE  
REMEMBERED A TRUE OLD-  
FASHION XMAS  
PRESENT!  
THESE MUST  
BE ANTIQUES!



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SETS AT  
THAT!



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