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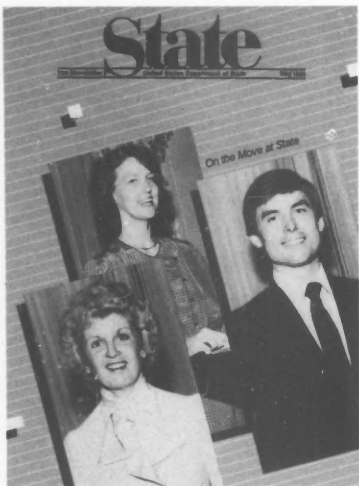
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On the Move at State



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THE COVER—Here are three graduates of the Department's new Functional Specialization Program. *Ronna Sharp Pazdral*, center, who delivered the keynote address at the graduation ceremony, is heading for Bucharest as a general services officer. *Eydie Gaskins* will be a general services officer in Tokyo and *Robert W. Jose* will join the Bureau of Consular Affairs. The latter two, writing for *STATE*, give their personal evaluations of the program, starting on Page 19. (Photos by *Ann Thomas*)



Letters to the Editor

War of words

BLOOMINGTON, IND.

DEAR SIR:

Steven Hardesty's article in the March issue reminds me of the time fellow members of the country team objected to my report that the host country was "beefing up" its poultry production. Granting that the term was inappropriate, I still think it was more graceful than the obvious substitute—"fowling up."

Yours truly,
BASIL WENTWORTH
FSO (retired) □

Now, now, boys!

BRUSSELS, BELGIUM

DEAR SIR:

Ironically, the author of "Disciplined Writing and Career Development" (STATE, March) doesn't write as well as he thinks he does, to use his own words.

Mr. Goldstein writes: "When I committed myself to write this column. . ." He thus confuses the infinitive ("to write") with the prepositional phrase ("to writing"), which the verb "commit" requires: "When I committed myself to writing this column. . ." The word "to" can appear in an infinitive, but can also serve as a preposition with a gerund (noun form of a verb). Perhaps a better way to say the same thing would be "when I undertook to write, etc." Heaven help us all.

Sincerely,
JOHN M. EVANS
Political officer
U.S. mission to NATO

Mr. Goldstein replies: "The use of the infinitive is correct. A different grammatical construction would be needed if "committed" were used in a different sense. e.g., "committed to writing," meaning "consigned to paper" rather than "promised to write." □

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

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In the Department

Step by step thru the travel order process, after assignment

How the papers for you, your family and household effects are generated

BY DOROTHY HARTLAND

The author is a personnel technician in the inter-American division of the Office of Foreign Service Career Development and Assignments.

THE PANEL meets. Your assignment is made. Your career counselor calls or cables to tell you where you'll be going, and advises that your assignments officer will be sending out a personnel assignment message, which in personnel jargon is known as a TM-1. (It used to be called a travel message.)



Ms. Hartland

The next question you face is: "Now that I've got my assignment, how do I get my orders?"

An article in the January issue of STATE (Page 36) discussed operation of the bidding portion of the open assignment system. This article looks at the process by which the decision of the panel is translated into the transfer orders you need to get on with the business of moving yourself, your family and your household effects to your next post.

Start here

The process of getting your orders issued begins when the assignments officer sits down at his/her data processing console and enters the information about you and your assignment into a standard format programmed into the computer's memory. The resulting electronically-produced message, your TM-1 constitutes the Department's formal notification of the assignment decision to you and the posts concerned.

It contains basic information about you and your family (number of dependents), the tour of duty established

for your assignment (three years, two rest and recuperation periods, or whatever it may be) and conditions at the post of your assignment (furnished or unfurnished quarters, through Government or private lease). The TM-1 also reminds you of your responsibility to obtain medical clearances, and of the Department's requirement that you attend the seminar on coping with violence abroad, if you had not attended it since January 1982, and also the dates that training is scheduled.

Another paragraph will remind you of the home leave requirement, whether you are assigned post to post or back to the United States. A TM-1 might also review the procedure for extending or curtailing the tour of duty at your new post of assignment, and might address the question of leave without pay if you are identified as part of a tandem. It should be noted here that the Department, in speaking of "onward assignments," is directing attention more to assignments abroad, with only occasional references to assignments back to the United States.

Next: 2 'TM-2s'

Two responses generally are produced in answer to the TM-1. The first is a TM-2 from the gaining post stating "status of quarters," and the second an entirely different TM-2 from you, the employee, detailing your proposed itinerary. The post's TM-2 will provide status of quarters information, and often supplies additional information regarding a wide range of post living conditions and possible restrictions on privately-owned vehicles. It might also request certain personnel forms in advance of your arrival. It's nice to know, too, that your post will provide you with a lawn mower, perhaps, or air conditioners or large kitchen appliances. You should read your post TM-2 very carefully because often it will contain instructions to make your entry in

that country more comfortable.

Although some posts will provide a two-page TM-2 many posts do not respond to the TM-1 and provide no information at all. In such cases you must assume that quarters information has been correctly stated in the TM-1, that the post welcomes your assignment and that there are no particular instructions to be followed in preparing to transfer to that post. However, you should read the post report and contact your new post's administrative officer or personnel officer on any questions you have concerning the post. While in Washington on consultations, you should check with the post management people and also schedule a visit to the Overseas Briefing Center at the Foreign Service Institute.

Now a review

Your employee TM-2 is carefully reviewed by your assignments officer. He or she may take exception to, for instance, the amount of home leave you have proposed, or remind you that the Department will not pay for "indirect" home leave travel. The employee TM-2 can open negotiations on the timing of your arrival at your new post and, if you have any problems with the timing, now is the time to come forward and express your concern.

You may request specific training in your TM-2 but it is the assignments officer, in consultation with the career development officer and the bureau, who will determine what training, if any, will be scheduled. The TM-2 provides the assignments officer with valuable information, particularly the telephone numbers you can be reached at while on home leave, but that officer does not depend on or wait for the employee TM-2 before initiating his or her part of the travel order.

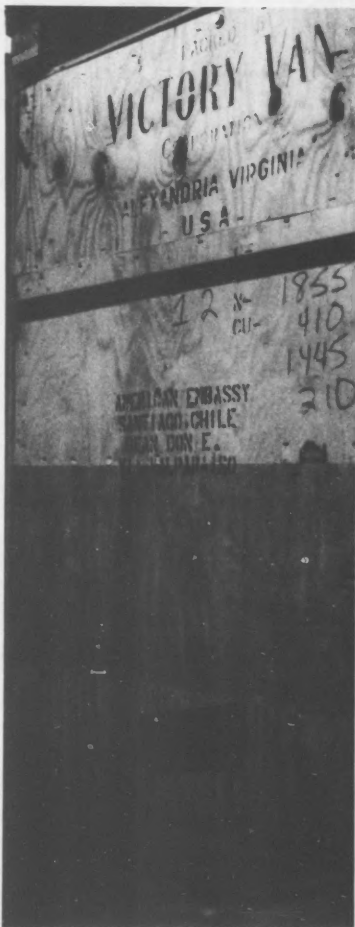
The assignments officer has already spent many hours negotiating your assignment with your career de-

velopment officer and the bureau, as well as at the panel. In producing the automated TM-1, the assignments officer has already provided the electronic system with the information to be transformed into your TM-4. It is now just a matter of pressing a different computer button to send the embryo TM-4 on to its first stop, the Bureau of Personnel's title and rank office. Here, as appropriate, a diplomatic/consular title will be added to your TM-4, in accordance with your grade and commissioning and the position to which you are assigned.

It goes back

From this office, your TM-4 is routed electronically back to the originating office—to the personnel technician's computer in-basket. The technician calls up your TM-4 on the computer screen, opens your so-called tech file and goes to work. All the information input of the assignments officer is checked carefully and verified. Additional data are added. The months you have spent at post are added, household-effects storage books are consulted, the number of your dependents is checked, the home leave point of record is added, and consultation days and Foreign Service Institute training days are added. Dependents on a separate maintenance allowance are duly noted.

The TM-4 will give you specific directions, based on whether you will be on "post-to-post" orders or assigned back the United States. Your assignments officer or the technician will have added a commercial address to the computer screen if you are coming from either university training or a Special Domestic Assignment Program assignment, or if you are newly appointed to the Foreign Service from a point outside of Washington. In these cases, the TM-4 (as well as the TM-1) will reach you via Western Union.



More benefits

Within the last year, a great deal has happened to increase the benefits of the Foreign Service employee, and you will find several advantages unknown to you on your last assignment. Orders are processed 90 days in advance of an employee's transfer eligibility date, instead of the old 60-day practice. Dependents are now routinely authorized travel to Washington, with per diem,

for the periods of your consultations in the Department. Your household-effects weight allowances have been significantly increased and are, across the board, far more equitable. All employees are given a total allowance of 18,000 pounds and a limited allowance of 7,200 pounds, regardless of family size. And, further, if you are assigned back to the Department, the home service transfer allowance has been increased, and will offer funds for an additional month in temporary quarters if needed. All these increased benefits and the option to obtain an advance on your pay for employees assigned overseas will help make your transfer easier for you.

Your TM-4 is now ready to be routed to the Office of the Comptroller, where it receives the fiscal data. This is the next-to-last stop on the electronic route.

Here, again, every piece of information in the travel order is scrutinized before it finally passes on to the Bureau of Personnel for printing.

Elapsed time

This whole TM-4 process can be accomplished, once the panel action has been completed, in less than one working day. It can be done this quickly in an emergency, but this is not the norm. The average travel order will take considerably longer, particularly so in the late spring when the many "summer cycle" TM-4s are electronically queued up for processing.

Now you have your orders, and now you know what is involved in their processing. The next step is to read the TM-4 carefully, to be certain you understand what has been authorized for you and your family. Unless otherwise stated, the authority is valid for 12 months, for both you and your dependents.

Bon voyage and good luck on your new assignment! ■

Life in the Foreign Service

In Santiago, things get a bit shaky

But who's nervous?

There was an earthquake on March 3 in this South American capital. Four members of the U.S. embassy family there responded to a request by STATE that someone down there tell what it was like.

BY MARION NORRIS
Secretary to deputy chief of mission

IT WAS ALMOST 8 p.m.—a slow, pleasant Sunday, a languorous day. For some, there was a catch-up hour or two at the embassy; for others, maybe church or the end of a late Sunday luncheon, but certainly time to sit in the waning sunshine and wonder if fall ever was coming to Chile.

My half-dozen guests were

Marion Norris in the security office, asking "This is security?"

chatting in the warm dusk on the veranda of my sixth-floor apartment, sipping their drinks, as I gave a last stir to the clam-chowder which was the first course for dinner.

Suddenly, I was aware of unusual movement. As I stood there in my kitchen the chowder simply wouldn't stay where it belonged and then I became aware of more violent movement as the walls of the apartment groaned and appeared to move from side to side. At the same time there was a sound not unlike that of a subway roar.

Then, of course, there was pandemonium. I staggered through the dining room to my guests, who were just beginning to grasp the situation. I remember bidding silent farewell to the Lalique crystal and Italian china on the lovingly-set table. One of the women in

the group, a long-time resident in Chile, finally ordered: "Stand in the doorway!" She shoved a couple of us towards the entrance of the apartment, where we stood, swayed, prayed and waited.

It was like forever. Then it stopped—with a small, silent shudder. □

BY CARMEN FRIEDMANN
Community liaison officer

MY HUSBAND Gene and I were invited to Marion's for dinner that evening, but we were delayed because our 12-year-old daughter, Jenny, had just arrived from a week-end at a mountain resort community near here. I dressed and began to prepare her dinner as she bathed.



Then it started. I recognized it, having had many tours in earthquake countries. With the first movement and rattle of windowpanes, I ran across the house to where Jenny was just emerging, white-faced, from the tub of water that was sloshing over the floor. There are glass skylights in our bathroom, which could fall during a quake, so I quietly picked Jenny up by the shoulders and placed her in the wide doorway leading to her bedroom. By this time Gene (the public affairs officer at the embassy) had joined us. We sandwiched Jenny, wet, cold and terrified, between us, as the roar of the quake and the rattle of sliding doors made our English cocker spaniel and Siamese cat run through the house in fear and incomprehension.

It appeared to end. But other experiences had taught us to expect more of

the same. Gene thought the back yard would be a safer. We went there, only to see that the swimming pool had emptied itself. We ventured inside again. Gene got through to the embassy, called members of his staff and ascertained they were well.

Then I remembered Marion. Perhaps she was alone in her sixth-floor apartment, her telephone out of order. I got in the car, saw many families standing outside their houses in the street, and drove the six blocks to the apartment building. Almost everyone was standing in the grass outside—but not Marion. I walked up the stairs to her floor and found her and one female guest (the quake-experienced one) standing near the doorway. The others had left, to check on their homes and families.

As I walked up to them I said:

In the administrative section: Eva Telles with two of her children, Marcia and Sabrina, and

Kristin Gonzalez. Jenny Friedmann is in center and Monica Telles is on right.



“Come on, there’s going to be aftershocks. You won’t want to stay here.” But Marion was furious. Her clam chowder was spoiled, and now she insisted on taking the rest of dinner, in a hamper, with us so we could enjoy it elsewhere by candlelight, electric power being gone by now.

A second quake came, and lasted several seconds after which we quickly left the building and drove to what looked like a solid and safe house. We slept that night on mattresses in the only area without windows, after a not-inelegant candlelit dinner in the living room, much to Marion’s delight.

A fire was reported at the Binational Center, so Gene had to go downtown and investigate it as well as the damage suffered at the embassy building. I hated to see him go, since we had had repeated strong shocks after the first quake. All I remember of the rest of the night was Jenny, her arms around me, saying: “Mommy, please don’t go to sleep.” □

BY EVA TELLES

Wife of communications officer

IN ANOTHER section of Santiago, I was alone with my three daughters—13, 11 and 7. My husband Herminio, was on consultation in the States.

While I was on the telephone with my parents in New Mexico, the place began to shake. Instinctively, I knew it was a quake. I feigned calm and told my dad:

“I’m hanging up now, I think we’re having an earthquake.”

By the time I got to the girls, two of them were in near-hysterics. I knew if I was to get them out of the house safely I’d have to pretend a great deal. I led them out to the back yard, where we spent the night, feeling the aftershocks.

It didn’t occur to me to call for help or to contact anyone in the embassy. No one could call, since our telephones had stopped functioning. Much later, the Craig Andersons’ teen-aged son, Adrian, came on his bike to check and see if we were all right. □

BY IRENA MICKLE
Wife of defense attache

MY THIRTEEN-YEAR OLD son, Richard, and I were alone when the shaking began. We were in the TV room, rewinding a tape. We waited some moments, then decided it wasn't going to stop.

It wasn't easy going down our free-standing wood and wrought-iron staircase which, by that time, appeared



Irena Mickle, afterward, at the embassy.

to be flopping about. I sent Richard out the door to the garden, then turned to encourage Max, our aged basset hound, to come down the waving stairs. Max was certain we were playing a great new game; with posterior raised and tail wagging, he started to hop merrily from side to side. I couldn't believe this.

Finally, at my stern admonitions, he proceeded to try running down the stairs, only to tumble most of the way. We ran out to join Richard when I, suddenly, idiotically, did the very thing we are warned against in case of fire, flood or quake. I went back in to the house! I had remembered a valuable Chinese screen, now in danger of being shattered. In retrospect, I realize that in the time I took to fold and lay down the screen, I could have lost my life.

Richard wisely remained clear of

the house. After being for what seemed an eternity with no electricity and no phones, we felt relieved to welcome colleagues in the Chilean navy who came to check on our welfare. They crawled over the 10-foot electrically-controlled gate, finding us well, and then crawled over to get home.

Later that evening, Charley Bunce and Calvin Jones from my husband Bill's office also stopped in. Richard and I spent the night on the floor of the living room, without much sleep. ■



Embassy nurse Lisa Bell, bandaging up the cracks.



Betty Matthews, wife of the deputy chief of mission, beneath her bedroom ceiling.

Appointments

2 named for assistant secretary slots



Mr. McMinn



Mr. Negroponte

President Reagan has announced his intention to nominate two assistant secretaries of state. His nominations would require Senate confirmation. The two are:

—*Economic and business affairs*—Douglas W. McMinn, director of international economic affairs, National Security Council, to succeed Richard T. McCormack. (The President has nominated Mr. McCormack as U.S. representative to the Organization of American States, with the rank of ambassador.)

—*Oceans and international environmental and scientific affairs*—John D. Negroponte, currently ambassador to Honduras, to replace James L. Malone.

Following are biographical sketches of the two.

Economic bureau

Douglas W. McMinn has been the principal adviser to the President's national security affairs adviser, for trade policy and North-South economic relations. He was designated by the President to assist in policy preparations for the 1984 London economic summit. He was redesignated to perform the same functions in preparing for the 1985 economic summit in Bonn.

Mr. McMinn began his Government service in 1975 in the Office of the Assistant Secretary for International Affairs, Treasury Department, where he was an economist responsible for East-West economic policy. After leaving Treasury in 1977, he was special

assistant to the deputy in the Office of the President's Special Trade Representative. His responsibilities included all aspects of U.S. trade policy, but centered on the Tokyo round of multilateral negotiations.

In 1979 Mr. McMinn became deputy chief of mission, Office of the U.S. Trade Representative, Geneva. He served as deputy U.S. representative to the General Agreement on Tariffs and Trade. From 1981 to 1982 he was at the Commerce Department, where his responsibilities covered matters affecting U.S. international trade and commercial policies.

Mr. McMinn was born in Salt Lake City, Utah, on July 18, 1947. He received a bachelor's from Gustavus Adolphus College, St. Peter, Minn., in 1969, majoring in history and political science. While fulfilling his military service obligation, he attended Johns Hopkins University, graduating with a master's in liberal arts in 1972. He also attended the university's School of Advanced International Studies, receiving a master's in international affairs in 1975 and specializing in international economics. At the latter school he was named a Mellon fellow.

Mr. McMinn has traveled widely throughout the world and speaks Russian and French. He is married to Jan McMinn. He has three children. □

Oceans bureau

John Dimitri Negroponte joined the Foreign Service in 1960. He served in Hong Kong as consular officer, 1960-61, and commercial officer, 1961-63. Returning to Washington, he became administrative assistant in the Bureau of African Affairs, 1963. After taking Vietnamese language training at the Foreign Service Institute, 1963-64, he was assigned as political officer in Saigon, 1964-68. He had a role in the Paris peace talks on Vietnam, 1968-69. He then attended Stanford University, 1969-70. Following his studies, he became a member of the staff of the National Security Council, serving until 1973.

Mr. Negroponte then took Spanish

language training at the Foreign Service Institute. He later received assignments as counselor for political affairs, Quito, 1973-75; consul general, Thessaloniki, 1975-77; and deputy assistant secretary for oceans and fisheries affairs, with the rank of ambassador, 1977-79. The following year he was named deputy assistant secretary for East Asian and Pacific affairs. He became ambassador to Honduras in 1981. He is a minister-counselor in the Senior Foreign Service.

Mr. Negroponte was born in London on July 21, 1939. He received a bachelor's from Yale in 1960. His foreign languages are French, Spanish and Vietnamese. He won the Department's Superior Honor Award in 1975. □

President Reagan names 6 for ambassadorial posts

President Reagan, as of mid-April, had announced his intention to nominate six new ambassadors. The nominations require Senate confirmation. The six, in alphabetical order by post, are:

—*Colombia*—Charles A. Gillespie Jr., deputy assistant secretary for the Caribbean, Bureau of Inter-American Affairs, to succeed Lewis Arthur Tamba.

—*Dominican Republic*—Lowell C. Kilday, deputy assistant secretary, Bureau of Inter-American Affairs, to succeed Robert Anderson.

—*Ecuador*—Fernando Enrique Rondon, director, Office of Andean Affairs, Bureau of Inter-American Affairs, to replace Samuel Friedlander Hart.

—*Israel*—Thomas R. Pickering, ambassador to El Salvador, to succeed Samuel W. Lewis.

—*Switzerland*—Faith Ryan Whittlesey, assistant to the President for public liaison, to replace John Davis Lodge.

—*Trinidad and Tobago*—Sheldon J. Krysz, executive assistant to the under secretary for management, to succeed Melvin Herbert Evans.

Following are biographical

sketches of the persons chosen by the President.



Mr. Gillespie



Mr. Kilday

Colombia

Charles A. Gillespie Jr. has been deputy assistant secretary for the Caribbean, Bureau of Inter-American Affairs, since 1983. He joined the Foreign Service in 1965, and was assigned as regional security officer at the embassy in Manila. From 1966 to 1968 he held a similar position in Brussels. He then became administrative officer at the U.S. mission to NATO, Brussels, serving until 1970.

Mr. Gillespie returned to Washington in 1970 to become special assistant in the Bureau of Administration. After two years in that post, he was assigned as general services officer in Mexico City. In 1975 he was detailed to Syracuse University's Maxwell School of Citizenship and Public Administration. Mr. Gillespie then drew assignments as administrative officer, Managua, 1976-78; associate director, Office of Management Operations, 1978-80; and on detail to the National War College, 1980-81. In 1981 he became executive assistant, Bureau of Inter-American Affairs. His current assignment began two years later.

Mr. Gillespie was born in Long Beach, Calif., on March 22, 1935. He received a bachelor's from the University of California in 1958. He also attended California State University, 1963-64, and Maxwell School of Citizenship and Public Administration, Syracuse University, 1975-76. From 1958 to 1962 he was an officer in the Army. He won the Department's Meri-

torious Honor Award twice—in 1974 and 1975. He has also won the Superior Honor Award twice—in 1983 and 1984. His foreign languages are Spanish, French and German.

Mr. Gillespie is married to Vivian Havens Gillespie. They have a son, Charles A., and a daughter, Kristin H. □

Dominican Republic

Lowell C. Kilday has been in the inter-American affairs post since 1983. He joined the Foreign Service in 1957 and was assigned as consular officer in Havana. From 1960 to 1961 he was cultural exchange officer, Bureau of Educational and Cultural Affairs. He later drew assignments as staff assistant, Bureau of Inter-American Affairs, 1961; and political officer, Recife, 1961-64; Rio de Janeiro, 1964-66; and Santo Domingo, 1966-67.

He returned to Washington to become Ecuador desk officer, serving until 1968. He was senior watch officer in the Operations Center, 1968-70. Following studies at the Foreign Service Institute, 1970-71, he became agency director, Bureau of International Organization Affairs. In recent years Mr. Kilday has served as province senior adviser, Civil Operations and Revolutionary Development Support, Viet Nam, 1971-73; student at the National War College, 1973-74; deputy director, Office of Central American Affairs, 1974-76; deputy chief of mission, San Jose, 1976-79; and director, Office of Brazilian Affairs, 1980-83. He became deputy assistant secretary for South America in the latter year.

Mr. Kilday was born in New Hope, Wisc., on February 20, 1931. He received a bachelor's from the University of Wisconsin in 1956. From 1951 to 1952 he served in Korea with the Army infantry. His foreign languages are Spanish, Portuguese and German.

Mr. Kilday is married to Gerda Dreher Kilday. They have five sons—William, Daniel, John, Marcus and Thomas—and a daughter, Analisa. □



Mr. Rondon



Mr. Pickering

Ecuador

Fernando Enrique Rondon has been a minister-counselor in the Senior Foreign Service since 1983. He joined the Service in 1961 and, the following year, was assigned as vice consul in Tehran. After taking French language training at the Foreign Service Institute, 1964-65, he took Arabic language training in Tangier, 1965-66. Following his studies, he was appointed principal officer in Constantine, Algeria.

Mr. Rondon later held assignments as consular officer, Algiers, 1967-68, and political officer, Antananarivo, 1968-70. He then was detailed to the National Security Council at the White House, 1970-73. He was political officer, Lima, 1973-75; a student at the National War College, 1975-76; alternate director, Office of East Coast Affairs at State, 1976-78; and deputy chief of mission, Tegucigalpa, 1978-80.

Mr. Rondon was named ambassador to Madagascar in 1980, where he served until 1983. In 1982 he also was named U.S. envoy to the Republic of Comoros, resident in Antananarivo. Since 1983 he has been director of the Office of Andean Affairs.

Mr. Rondon was born on May 6, 1936, in Los Angeles. He received a bachelor's from the University of California, at Berkeley, in 1960, and later took senior training at the National War College. His foreign languages are Spanish, French, Arabic and Persian. He is a member of Phi Beta Kappa. Mr. Rondon won the Department's Meritorious Honor Award in 1974 and

its Superior Honor Award in 1980.

He is a member of the American Foreign Service Association; the National War College Alumni Association; Worldlife, USA, National Wildlife Federation; Lambda Chi Alfa fraternity, and the board of visitors, Duke University Primate Center. He is married to Marian Hand Rondon. They have two sons, F. Mark and Lawrence, and a daughter, Susan. □

Israel

Thomas R. Pickering holds the personal rank of career ambassador—highest in the Senior Foreign Service. He joined the Service in 1959 and was assigned as an intelligence research specialist in the Department. From 1961 to 1964 he was detailed to the Arms Control and Disarmament Agency, where he worked on the nuclear test ban treaty, as a political officer in Geneva.

Mr. Pickering returned to Washington in 1964 to take Swahili language training at the Foreign Service Institute. Following his studies, he was assigned as principal officer in Zanzibar. He became deputy chief of mission, Dar es Salaam, in 1967, serving until 1969. He returned to Washington to become deputy director, Bureau of Politico-Military Affairs. From 1973 to 1974 he was special assistant to the Secretary and executive secretary of the Department.

Mr. Pickering was appointed ambassador to Jordan in 1974. After four years at that post, he was named assistant secretary for oceans and international environmental and scientific affairs. In 1981 he was appointed a career member of the Senior Foreign Service, class of career minister. He also was named ambassador to Nigeria. Two years later he became ambassador to El Salvador. Last September President Reagan nominated him for the career ambassador rank.

Mr. Pickering was born in Orange, N.J., on November 5, 1931. He received a bachelor's in 1953 from Bowdoin College, cum laude, with high honors in history. He was a mem-

ber of Phi Beta Kappa. He received a master's from the Fletcher School of Law and Diplomacy, Tufts University, in 1954, where he won a Fulbright scholarship to the University of Melbourne, in Australia. He obtained a second master's from that university in 1956. From 1956 to 1959 he served as a lieutenant in the Navy.

Last year Mr. Pickering won the Distinguished Presidential Award. He received an honorary doctorate-in-laws from Bowdoin. He is a member of the International Institute of Strategic Studies and the Council on Foreign Relations. His foreign languages are French, Spanish, Swahili and Arabic.

Mr. Pickering is married to Alice Jean Stover Pickering. They have a son, Timothy, and a daughter, Margaret. □



Ms. Whittlesey



Mr. Kryz

Switzerland

Faith Ryan Whittlesey has been assistant to the President, for public liaison, since 1983. Before her appointment to the White House, she was ambassador to Switzerland, 1981-83.

Ms. Whittlesey began her public service career as a special assistant attorney general in Pennsylvania in 1964. The following year she became law clerk to Judge Francis L. Van Dusen of U.S. District Court, Eastern District of Pennsylvania. From 1967 to 1970 she was special assistant attorney general, Department of Public Welfare and, from 1970 to 1972, she was assistant U.S. attorney for the Eastern District.

Ms. Whittlesey was a member of the Pennsylvania House of Representatives, 1972-76, serving on the committees on judiciary, consumer protection,

education, health and welfare, and urban affairs. She was a member of the Delaware County Council, Media, Pa., 1976-81. She was elected the council's chairman in 1977. She also was the council's vice chairman, 1976 and 1978-81. She served as chairman, Southeastern Pennsylvania Transportation Authority Management Study Committee, 1976-78; Delaware County Council representative to the Delaware County Visitors' Council, 1979-81; and the county's representative to the Delaware Valley Regional Planning Commission, 1980-81.

Earlier in her career, she was a substitute teacher with the Philadelphia school district, 1962-64. From 1980 to 1981 she was an attorney with the Philadelphia law firm of Wolf, Block, Schorr and Solis-Cohen.

Ms. Whittlesey was born in Jersey City, N.J., on February 21, 1939. She received a bachelor's, cum laude, from Wells College in 1960; attended the Academy of International Law at The Hague in 1962; and received a doctorate in law from the University of Pennsylvania Law School in 1963. She has won many honors and awards, including a Ford Foundation grant to attend the Academy of International Law, 1962; the first Swiss-American Association Friendship award, 1983; the Good Citizenship Award of the Women for Greater Philadelphia, 1984; the Outstanding Alumnae Award of Wells College, 1984; and the "McDonald Award for Grace Under Fire," 1985.

She is a member of the Council of American Ambassadors; delegate selection committee, American Council of Young Political Leaders; advisory board, Women for Greater Philadelphia; and Renaissance Women.

Ms. Whittlesey is a widow. She has two sons, Henry Clark and William Weaver, and a daughter, Amy Elizabeth. □

Trinidad and Tobago

Sheldon J. Kryz has been executive assistant to the under secretary for management since 1984. From 1983 to

1984 he was principal deputy director, Office of Management Operations.

Mr. Krys began his career in public service in 1961 as consultant to the director for public affairs, Federal Mediation and Conciliation Service. The following year he became an education and cultural affairs officer with the State Department. From 1965 to 1967 he was a management officer in London. He then became an international relations officer in that capital.

Mr. Krys returned to Washington in 1969 to be assigned as personnel officer in the Bureau of Inter-American Affairs. From 1970 to 1974 he was director of personnel for Latin America. He later drew assignments as administrative counselor, Belgrade, 1974-76; as a student at the National War College, 1976-77; and as a Foreign

Service inspector, 1977-79. From 1979 to 1983 he was executive director, Bureau of Near Eastern and South Asian Affairs.

Before entering Government, Mr. Krys was with radio stations—KRSD, South Dakota, 1955-56; WWDC, Washington, 1957-58; and WGAY, Maryland, 1959. He also was the owner and director of Chris Sheldon Public Relations in Washington, 1959-61.

Mr. Krys was born in New York on June 15, 1934. He received a bachelor's from the University of Maryland in 1955. He was graduated from the National War College in 1977. He has won the Department's Meritorious Honor Award, 1974; Distinguished Honor Award, 1981; and Superior Honor Award, 1983. He received the President's Meritorious Service Award in 1983. He is a member of the City Tavern Club of Washington and the National War College Alumni Association. He speaks French and Serbo-Croatian.

Mr. Krys is married to Doris Marie de Hemtine Krys. They have three daughters—Wendy, Madeleine and Susan. □

Conventional arms talks: Robert Dean Blackwill

President Reagan has announced his intention to appoint Robert Dean Blackwill, a minister-counselor in the Senior Foreign Service, as the new U.S. representative for the mutual-and-balanced-force-reductions arms talks. He would have the rank of ambassador and succeed Maynard W. Glitman.



Mr. Blackwill began his Government career in 1964 as a Peace Corps volunteer in Malawi. He was appointed a Foreign Service officer in 1967 and served as a training officer in the Bureau of Personnel, 1968-69. He was associate watch officer in the Department's Operations Center, 1969-70. He then took Swahili language training at the Foreign Service Institute. Following his studies, he was political officer in Nairobi, serving until 1972. He returned to the Department to become staff officer in the Executive Secretar-

People at State

Ann Worbleski has been named deputy assistant secretary for resource management and administration, Bureau for International Narcotics Matters . . . **Ken Longmyer**, labor officer, Embassy Stockholm, has been assigned to the Carnegie Endowment for International Peace, Washington, for a year's study and research under the Pearson Program.

John E. Reinertson has been assigned to the Atlantic Council as director of its new Office of NATO Information and Liaison.

The council, which is the American member-organization of the Atlantic Treaty Association, is inaugurating a program of high-level visitor exchanges, inter-Parliamentary liaison and public service education "to refocus and revitalize perceptions about the NATO alliance and its significance for the future security of the United States and Europe."

Retired Foreign Service officer **Theodore L. Eliot Jr.** is resigning as dean of the Fletcher School of Law and Diplomacy, Tufts University, to become executive director of the new Center for Asian-Pacific Affairs, Asia Foundation, San Francisco. □



John E. Reinertson, left, and Atlantic Council president **George M. Seignious II**, right, greet NATO secretary general **Lord Carrington** in Washington.

iat, 1972-73.

In recent years Mr. Blackwill was special assistant to the counselor of the Department, 1974; political officer, London, 1975-78; political counselor, Tel Aviv, 1978-79; director, western European affairs, National Security Council staff, 1979-81; and principal deputy assistant secretary for politico-military affairs, 1981. From 1982 to 1983 he was principal deputy assistant secretary for European affairs. Since 1983, he has been on a sabbatical as an associate dean at Harvard.

Mr. Blackwill was born in Kellogg, Id., on August 8, 1939. He received a bachelor's from Wichita State University in 1962. His foreign languages are French and Swahili. □

Drew Lewis: acid rain talks with Canada

President Reagan has announced his intention to appoint former Transportation Secretary Andrew Lindsay (Drew) Lewis Jr. as special U.S. envoy. Mr. Lewis would meet with Canada's special ambassador, former Ontario Prime Minister William G. Davis, to discuss the problem of acid rain.



Mr. Lewis

Mr. Lewis has been board chairman, Warner Amex Cable Communications, since February 1983. He was secretary of transportation, 1981-83. He was deputy chairman, Republican National Committee, 1980-81, and served as deputy director of the Office of the President-Elect.

During his business career, Mr. Lewis was with the firm of Lewis & Associates, financial and management consultants in Plymouth Meeting, Pa., 1974-80; and president and chief executive officer, Snelling & Snelling, Inc., 1970-74. He was president and chief executive officer, Simplex Wire & Cable Co., Boston, 1970-72, and served

as its chairman until 1972.

Mr. Lewis also was assistant to the chairman, National Gypsum Co., Buffalo, 1969-70; vice president for sales and director of American Olean Tile Co., Inc., 1960-68; and foreman, job superintendent, production manager and director, Henkels & McCoy, Inc., Blue Bell, Pa., 1955-60. He is a director of the Campbell Soup Co., Equitable Life Insurance Co. and Smith Kline & Beckman. He is chairman of MTV Networks, Inc.

Mr. Lewis was born in Philadelphia on November 3, 1931. He received a bachelor's from Haverford College in 1953, and a master's in business administration from Harvard in 1955. He did postgraduate work at Massachusetts Institute of Technology in 1968. He is married and has three children. ■

International radio panel to meet

Study Group 8 of the U.S. Organization for the International Radio Consultative Committee will meet, May 15-16, in Conference Room 8A&B, Federal Aviation Administration Build-

Clever names for post newsletters:

Bern Bag (Embassy Bern, in Switzerland).

N'Djamena N'Djottings (Embassy N'Djamena, in Chad).

The Windmill (Embassy The Hague, in Netherlands).

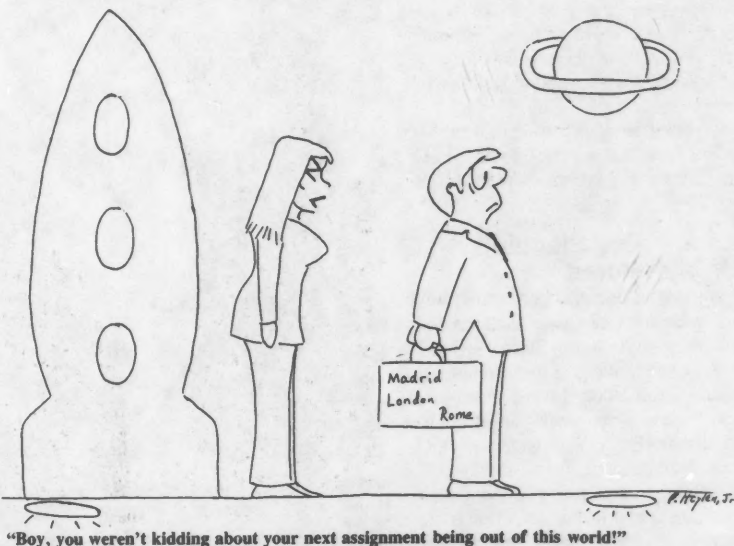
The Northern Light (Embassy Stockholm, in Sweden).

Talking Drum (Embassy Monrovia, in Liberia) and Talking Drums (Embassy Lome, in Togo). □

ing, 800 Independence Avenue S.W. The meeting will begin at 9:30 a.m. on both days.

The group studies matters relating to systems of radiocommunications and radiodetermination for the mobile services. The purpose of the meeting is to review preparations for the international meeting in Geneva in November.

Members of the public may attend the meeting and join in the discussions, subject to the instructions of the chairman. Requests for information should be directed to Richard E. Shrum, State Department, Washington, D.C. 20520; telephone (202) 632-2592. □



News Highlights

Seminar on Canada is introduced

The School of Area Studies at the Foreign Service Institute is introducing a special one-week intensive seminar on Canadian affairs, in recognition of the growing importance of U.S.-Canadian relations. The seminar will be held at the institute, June 3-7.

It is designed to provide background information for personnel assigned to Embassy Ottawa and other posts in Canada, as well as for officers in the Department and other agencies responsible for the broad range of issues in day-to-day relations between the United States and Canada. With a focus on current issues, the seminar will examine both political and economic institutions and issues, social and cultural dynamics, Canadian defense policy and Canada's role in world affairs.

Professor Charles Doran, director of Canadian studies at the School of Advanced International Studies, Johns Hopkins University, will chair the course, with participation of lecturers from Government and academia. The Canada seminar supplements the institute's offerings of two-week regional seminars. Conducted at regular intervals throughout the year, those seminars involve intensive study of cultural, social, political, economic and foreign policy issues for the major regions of the world.

Information about registration for the Canada seminar may be obtained from the registrar, telephone 235-8727. □

State's Policy Planning Staff is restored

The Department's Foreign Policy Planning Council has been redesignated as the Policy Planning Staff, and the structure of the latter has been restored. Secretary Shultz took this action, in accord with the recommendation of council chairman Peter W. Rodman, who continues as head of the new panel.

Philip S. Kaplan is principal deputy director and Marion V. Creekmore Jr. and Robert E. Osgood are deputy

directors.

New staff members are Aaron Miller, for Arab-Israeli matters; Richard Sokolsky, North Africa and southwest Asia; Avis Bohlen, European and arms control issues; and Spencer Warren, speechwriting and other policy issues. □

Iran/Iraq affairs in single office

The Office of Iranian Affairs, Bureau of Near Eastern and South Asian Affairs, has become the Office of Northern Gulf Affairs. It has responsibility for Iraq as well as Iran. □

Commercial reporting

The Foreign Service Commercial

and Economic Reporting Program, Bureau of Administration and Security, has been transferred to the Reporting Division of the Office of Intelligence Coordination, Bureau of Intelligence and Research. □

No bank credit for Libya

Secretary Shultz has determined that the Export-Import Bank should deny applications by Libya, or with respect to Libya, for credit or loan guarantees. In a notice published in the Federal Register on April 9, Mr. Shultz announced that such denial "would clearly and importantly advance U.S. policy in combating international terrorism and would be in the national interest." ■



MUNICH, West Germany—A Meritorious Honor Award is presented to *Hermann Stoeckl* for his reporting and predicting of political events in Bavaria. He has been a political spe-

cialist at the U.S. consulate since 1956. Left to right: *Jack M. Zetkolic*, political/economic officer; consul general *James C. Nelson*; Mr. *Stoeckl*; *Victor S. Gray Jr.*, political officer.

Life in the Foreign Service

Can you guess what this consular officer does?

Hint: His job is for the birds



ED GLOWEN is a consular officer. But for the past year his job has involved not visas but—cheetah hides and crocodile skins. He's on detail to the Bureau of Oceans and International Environmental and Scientific Affairs, serving as the Department's wildlife officer.

It's his job to thwart international shipments of plants and animals that may be in danger of extinction.

"I spend almost all my time on enforcement of the wildlife conservation laws," says Mr. Glowen. "For example, there's a case that involved a captive breeding scheme. An Asian country was sending black palm cockatoos, which is a rare parrot-type bird that's been bred in captivity only on a few occasions, to the United States ostensibly through a third country. The shipper said the birds had been bred in captivity in great numbers. But where was the alleged breeding facility, and had it been inspected? The answer we got was that the facility had never been inspected and, in fact, turned out to be a gas station.

"The investigation revealed that the birds had never entered the country which issued the export documents, but were sent here directly from the country of origin. Documents were then created.

The U.S. Fish and Wildlife Service returned eight cockatoos which had been seized at the port of entry in the States, and I helped coordinate the return with our embassy in that country.

On the retail market here, the birds could be worth over \$8,000 each."

The zoo connection

Mr. Glowen learned about illegal exports of flora and fauna on his last assignment in South America, 1980-83. "I didn't realize when I went there that the country was a central point for illegal shipments of wildlife and wildlife byproducts, particularly lizard hides," he says. "As a consular officer, at the request of the Department of Justice, I investigated some cases. The host government authorities, when the problem was brought to their attention, responded favorably. But unfortunately, the illicit trade in wildlife is extremely lucrative, and we noted recently that the same country had again approved a shipment of birds, namely hyacinth macaws and toucans. When I looked into it, I learned that the local zoo director had asked his government to approve the shipment for the purpose of improving the zoo. That is, he was going to obtain some needed animals in exchange for obtaining the export permit. So the officials, without inquiring into details of the transaction, approved



Black palm cockatoo

(Sketch by Larry Chandler, Visual Services, adapted from "Parrots of the World," illustrated by William T. Cooper, 1977, T.F.H. Publications, Inc.)

the export. The problem was that a bird dealer had invented the scheme, and stood to share approximately \$1 million with the importer, with the zoo getting a few lesser species."

The Foreign Service officer says: "We're trying to stimulate our posts to take an active role in line with the International Environmental Protection Act of 1983. The United States is one of the biggest recipients of illegal shipments because exporters can get the most money for their goods here."

Good cops

Mr. Glowen thinks consular officers have many of the skills needed to recognize suspicious cases. He explains: "They're particularly adept at this because they're trained to spot fraudulent documents and ask questions. Recently, for example, a foreign national was arrested in Las Vegas for exporting cheetah hides to the States. The U.S. prosecutors knew of two potential witnesses in the person's country and needed information from them quickly. So I asked our consular officers there to interview them. I could be confident that they would develop a line of questioning to produce results."

How will the wildlife position affect Mr. Glowen's career? (His assignments since joining the Service in 1967 have included Bonn and the Dominican Republic as a communicator, and San Salvador, Vancouver and Asuncion as a consular officer.) "It's often said that the consular field is too narrow, that we're too specialized," he says. "But sometimes we fuel our own fire. When I first decided to take this job, many of my colleagues looked at me askance. Now most of them feel it was wise and that I'm broadening my horizons. I may be one of a few consular specialists with this type of exposure. Besides, the job is personally rewarding. That counts for a lot."

—DONNA GIGLIOTTI ■

Disciplined Writing and Career Development

When are words clear? No, not when they can be understood

It's when your words cannot be misunderstood

BY MORTIMER D. GOLDSTEIN

YOU MAY THINK of exceptions, but we generally write with a vibrant hope that the reader will examine our ideas seriously and



heed our advice. But that can happen only if the message is read through, understood and dispassionately considered.

So, regardless of how meritorious your thoughts may be, you will fail in your purpose if the reader—

- Finds your message so complex, opaque or tedious that he or she stops reading before the end.
- Though finishing the message, misunderstands it.
- Though finishing and understanding the message, reacts negatively to the quality of its presentation.

The typical senior officer of the Department usually works under persistent pressure and probably experiences at least an average share of human impatience. He or she retains the right of all readers to become resentful when you put an unnecessary burden on his or her time and concentration by composing a disjointed, imprecise or verbose paper. And the senior officer may lose confidence in a paper's general reliability if it is marred by awkward style, illogical organization, careless grammar, obsolete usage, incorrect spelling or mindless punctuation. Or the officer may be annoyed by an unsuitable tone, whether it is pompous, arrogant, apologetic or breezy.

The odds are that the dissatisfied reader, instead of considering a

This is the third installment in the series by Mr. Goldstein, a former member of the Policy Planning Staff who has taught writing at the Foreign Service Institute.

paper with a receptive or neutral attitude, will be hypercritical. He or she may decide not to finish the paper at once but return to it later—often the quiet kiss of death of a busy executive. Or if it is something the officer must read immediately, the officer will do his or her duty but retain a residue of animus for you.

If you, as a practical writer, want to penetrate your reader's mind you must therefore strive to keep the reader attentive and comfortable. The most reliable way to do that is to offer immediate clarity and rapid reading—short, quick comprehension. *Writing for quick comprehension is the first duty of the practical writer.* Writing that cannot be quickly comprehended can scarcely be called good practical writing, whatever literary merits it may have.

"Quick comprehension" is admittedly an abstract concept. You may legitimately ask: "What does it comprise, and how do I achieve it?" The answer is that, to be quickly comprehended, a statement must be marked by clarity, economy, grace and coherence. Other elements may also be relevant, though they are not necessarily in the same league as those four. For example, appropriateness cannot be neglected. That is, writing style needs to fit the circumstances, and the circumstances include the subject matter of a document, the situation of its reader and the position or status of the person who issues or signs it.

Format and appearance are also worth attention; in fact, they some-

times seem to outrank substance. And you cannot forget grammar, and usage according to contemporary standards. (That may become a problem if your superiors are oblivious to the evolution of the language and insist on "rules" of grammar or usage that you have learned are obsolete.) Consistency of typographical style also requires attention.

Now, let us return to *clarity*, the premier quality of good writing. By clarity I mean freedom from ambiguity, from vagueness and from obscurity. You are truly clear not when your words can be understood, but when they cannot be misunderstood. Lucidity is a good synonym, but precision may not be. Much depends on the reader. What is precise to him or her may also be clear but, when you write on technical matters, the more precision you achieve the less clear you may become to the non-technician. So for the ordinary reader, technically precise writing may become a foreign language. What could be more precise to a physicist than Einstein's $E=mc^2$, and what could be less clear to the average person?

You may occasionally face a genuine dilemma. Do you choose to sacrifice precision and deliberately oversimplify in order to maintain some degree of communication with the reader, or do you hold to purity at all costs? Fortunately, the writer with imagination, ingenuity and perseverance will usually find a sensible compromise. But if that nasty choice must be made, the only solution may be to tell the reader all that you think he or she can comprehend, but warn that you are offering a simplified version.

By *economy* I mean conciseness, efficiency and freedom from waste and duplication. And I mean economy from the point of view of

the reader: you should be concerned about saving the reader's time and concentration, not yours. Sometimes the inclusion of a few apparently dispensable words will lubricate the text and allow the reader to comprehend much more quickly than a more concise statement would permit. We shall see examples of that later. In any event, there is no doubt that the more time you spend thinking about your readers, the less strain they will experience in reading.

By *grace* I mean a sense of easy, natural movement; relaxed, unimpeded forward motion; fluidity, if you like. Some writers talk about "traction," or writing that "moves." That simply means that good writing has an inner energy and sense of continuity that helps carry the reader along. We may liken it to the cross-country runner who maintains an easy, even pace and sails over obstacles with no loss of stride or rhythm. Mediocre writing, in contrast, is analogous to slogging through deep mud while wearing oversized Army boots. Is it possible that if we all wrote with skill, the speed-reading schools would go out of business?

By *coherence* I mean constructed with logic, sensibly-organized, so that one idea follows the next in an orderly and understandable way—the opposite of rambling. As one executive remarked to me: "Don't people realize any more what the Greeks told us: that every story should have a beginning, a middle and an end?" Coherence in the broad, organizational sense comes close to cohesion in the narrower, clause-by-clause sense, though they do not always exist together. But the absence of either one can drive a reader up the wall.

We are now ready to consider the techniques you may use to produce good writing as I have just described it. I offer as a foundation six princi-

On typographic style

By typographic style I mean punctuation, capitalization, abbreviations, hyphenation and the other details conscientious editors and printers watch over. Every respectable publishing house uses a set of style standards that it devises or borrows from another reputable publisher, such as the New York Times.

For a variety of reasons, the style standards of book publishers are usually different in some respects from those used for magazines and newspapers. And many professional publications tend to cling to traditional standards discarded by commercial publications.

Given that diversity, what should you do about typographic style? I strongly recommend that, for general writing within the U.S. Government, the style manual of the Government Printing Office be used as the rulebook. It is comprehensive, up-to-date and authoritative.

Don't be surprised, however, if you find evidence that this magazine, including this column, is not on all fours with GPO's guidelines. An individual publication follows the typographic style it finds most suitable for its purposes. □

ples or guidelines: (1) write person-to-person; (2) choose plain, familiar words; (3) rely on the concise, one-idea sentence; (4) waste no words and keep your writing lean; (5) connect your ideas with unmistakable links; and (6) strive to give your writing a feeling of fluid motion.

But before we start on Principle No. 1, you should take a careful look at an often unappreciated aspect of writing that is of pervasive significance: the way to use verbs most effectively. That will be our next topic. ■

NEXT: Passive voice.

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by Mortimer D. Goldstein)

State Department's current publications

Following is a list of current publications released by the Bureau of Public Affairs, of interest to those who wish to follow certain issues closely, or who write and/or give speeches on foreign policy. The publications are available in the Department of State library in Washington and in the post libraries overseas. Free, single copies may be obtained from the Public Information Service, Bureau of Public Affairs, Department of State, Washington, D.C. 20520. Telephone: (202) 632-6576.

Vice President Bush

"U.S. Pledges One-Half of Africa's Food Aid." UN conference on the emergency situation in Africa, Geneva, Switzerland, March 11 (Current Policy No. 673).

Secretary Shultz

"State Department Authorization Request for Fiscal Year 1986-87." Subcommittee on International Operations, House Foreign Affairs Committee, Washington, February 27 (Current Policy No. 668).

"Science and Foreign Policy: The Spirit of Progress." National Academy of Sciences, Washington, March 6 (Current Policy No. 665).

"The Importance of the MX Peacekeeper Missile." Senate Armed Services Committee, February 26 (Current Policy No. 662).

Africa

"U.S. Pledges One-Half of Africa's Food Aid." Vice President Bush, UN Conference on the emergency situation in Africa, Geneva, Switzerland, March 11 (Current Policy No. 673).

"FY 1986 Foreign Assistance Proposals for Africa." Frank Wisner, deputy assistant secretary for African affairs, Subcommittee on Africa, House Foreign Affairs Committee, March 5 (Current Policy No. 672).

"U.S. Policy Toward Namibia." Chester A. Crocker, assistant secretary for African affairs, Subcommittee on Africa, House Foreign Affairs Committee, February 21 (Current Policy No. 663).

Arms control

"Strategic Defense Initiative." Robert C. McFarlane, assistant to the President for national security affairs, Overseas Writers Association, Washington, March 7 (Current Policy No. 670).

"The Importance of the MX Peacekeeper Missile." Secretary Shultz, Senate Armed Services Committee, February 26 (Current Policy No. 662).

"Continuing the Acquisition of the Peacekeeper Missile." President Reagan's message to Congress, March 4, 1984 (Special Report 123).

"Geneva Arms Control Negotiations." March 1985 (Public Information Series).

"The President's Strategic Defense Initiative." March 1985 (Public Information Series). □

Ask Dr. Dustin



Q.

MIDDLE EAST

I have two college-age children who are still my dependents, but they're over age 21. Recently our embassy nurse told me they are no longer eligible for health care under the Department's program. When did you change the regulations?

A.

The regulations haven't been changed. 3 FAM 681.6a(2) states that health care will be provided for "children who are unmarried and under 21 years of age or, regardless of age are incapable of self-support, provided such incapacity existed on the 21st birthday." Even though your son or daughter, at age 21, is still looking to you for help with college tuition, board and room, etc., in the United States, a normal person 21 years old is considered capable of self-support. You should also check your health insurance plan regarding coverage, since most plans will cover your dependent children until their 22nd birthday, if they remain unmarried.

I realize this issue is confusing, as the Department will "travel" your dependents if they are still in school. I suggest that you ask the chief of mission to authorize health room care when these children are visiting you at post. Remember, however, you will be responsible for hospitalization costs and medical evacuation charges in the event of catastrophic illness or injury.

Since medical evacuation costs could prove to be very expensive from your post, you may want to look into a medical insurance plan such as those provided by SOS or World Access that will fly ambulance planes to your post should that be required. Charges are nominal compared with the full cost of an air ambulance or military "medevac" flight. Your children would not be covered under the Department's medical program.

Thus, there would be no way for us to authorize payment for such a

flight. Insurance coverage may be purchased for the short periods your children may be visiting you, or longer should you so wish. Remember also that the return-portion ticket of their education travel could be used for their return to the United States via standard commercial airlines to obtain proper medical care. Ask your administrative officer for the addresses of SOS or World Access.

Q.

WASHINGTON

My doctor recently put me on Inderal, for mild hypertension, and in my case succeeded in substantially slowing down the pulse and only seemingly secondarily lowering the blood pressure to 130/90. While the systolic pressure seems to be acceptable, the diastolic reading should be lower. It seems, however, that the diastolic level is immune and totally unaffected by the medication, as it seldom goes below 90. Can you please explain the way in which Inderal affects the blood pressure? Why is the lower pressure reading unaffected by the medicine, and what are the further steps to be taken to normalize the condition?

A.

I asked one of our cardiology consultants to give an opinion on your question. The following is his reply: "Inderal (propranolol) is a beta blocker which is commonly used for the treatment of blood pressure as well as cardiac problems. Generally it affects both the systolic and diastolic level of pressure and reduces them in ways that are

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

not clearly understood. It reduces the force of contraction of the heart muscle and slows the heart rate, which undoubtedly contributes to this effect. Sometimes, as in your case, systolic and diastolic levels are not equally affected, and the dose of medication is either adjusted upward or a second medication, usually a diuretic, is added to give the desired effect. It is important to continue to avoid excessive salt intake despite the use of medications in most antihypertensives regimes, and the maintenance of normal weight and life-style is also recommended to control blood pressure." I urge you to return to your physician for further advice concerning the continuing treatment of your hypertension.

Q.

WESTERN EUROPE

I received a letter from my father recently saying he had a cancer removed from his lip from pipe smoking. We certainly hear a lot about the dangers of cigarette smoking; why not more about the dangers inherent in pipes?

A.

Thank you so much for bringing this up, as it's an important point to make. Many people give up cigarettes and switch to a pipe or cigars or even chewing tobacco and snuff. All of these products contain carcinogens, and doctors have linked these cigarette substitutes to oral cancer. The risk of other cancers and heart disease is greater in cigarette smokers, compared with pipe and cigar smokers, who usually don't inhale. They are, however, at greater risk for cancers of the lip and mouth.

Chewing tobacco and snuff-dipping have become quite popular among the teenagers, and they should be cautioned of the inherent dangers of these tobacco products. In short, I think it's very prudent to consider tobacco harmful in any form, and I recommend avoiding it entirely. I do hope your father recovers completely and that his tobacco-using days, in all forms, are over.

Q.

WESTERN EUROPE

My husband's earnings statement shows a deduction for "federal hospital insurance" each pay period. What is "federal hospital insurance"? Is it mandatory?

A.

What appears on your husband's earnings statement is the medicare hospital insurance tax which was imposed on all federal employees beginning January 1983. It's a mandatory tax which insures inpatient care in hospitals, skilled nursing facilities and home health services for persons 65 years and older, and for others who meet certain eligibility requirements. This new tax imposed on federal employees was explained in a Department Notice dated January 17, 1983. My administrative officer will send you more information via private communication.

Q.

EASTERN EUROPE

Three months ago I was evacuated to the regional medical center for a reportedly abnormal pap smear. The doctor there did a biopsy and told me to return in three months for a follow-up examination and pap smear. Our embassy nurse asked the regional medical officer for authorization for orders, but he would not authorize them, and I want to know why.

A.

Medical evacuations are authorized only for consultations and medical care that cannot be performed at post and cannot wait until home leave, R&R or other travel. It has been a frequent misconception by physicians who have Foreign Service patients referred to them at regional centers that the patient may travel at will for return medical visits. Many of our nurse practitioners are well-qualified to do pap smears and pelvic examinations. If the nurse at your post isn't trained to do those procedures, it's likely that the regional

medical officer plans to visit and will be able to carry out the required follow-up examination on a timely schedule. There are always, however, extenuating circumstances, and if you think this is possible in your case, please get in touch with your regional medical officer through your embassy nurse. He or she can consult with the attending physician and make the appropriate decision at that time. We don't ordinarily "travel" people medically for routine follow-up examinations unless there is ample medical reason to do so. □

Alcohol Awareness Program

'My AA Program': How one FSO lives without alcohol

This article by a Foreign Service officer, though totally personal, describes experiences that differ little from those of hundreds of other Department and Foreign Service employees who've accepted the reality of their alcoholism and acted on it.

"My name is _____. I am an alcoholic."

This statement is second nature to me now. I've said it at more than 1,000 AA (Alcoholics Anonymous) meetings since being graduated from an alcoholism treatment center. I never had difficulty saying it, but there was a time when I didn't believe it.

I believe it today, and I will not drink today. On this basis, I have managed to stay sober—one day at a time—for some two and one-half years. My sobriety began at the center during a thunderstorm, when an AA visitor, some seven years sober, told the patients his story of recovery. It was the first of many accounts I was to hear, and it remains to this day the most calamitous account I have heard. But that was unimportant. What was important was how he said he maintained his sobriety: "Don't drink. Don't think."

That was his philosophy, and it worked for him. The "don't drink" part was understandable, but the "don't think" part gave me pause until he explained what he meant: do not use old thought patterns, avoid thoughts that

impact negatively on one's emotions. (Later I learned that this kind of thinking is called "stinking thinking" and is to be avoided, as it often precedes a bout with the bottle.)

For me, the best way to avoid "stinking thinking" is to live in the now. Live one day at a time because today is where the action is, where the challenges are. This wholesome concept of time is described in a Sanskrit proverb which appears in AA literature and which reads in part:

For yesterday is but a dream
And tomorrow is only a vision,
but today, well lived,
Makes every yesterday a dream of
happiness
And every tomorrow a vision of hope.
Look well, therefore, to this day.

This conception of time is important to my participation in the AA program and my sustained sobriety.

New habits

Sustained sobriety during the last 30 months has enabled me to replace old habits with new ones, to build a new life-style to replace in part the old. My new life-style is more productive and immeasurably more satisfying.

Progress toward creating a new, alcohol-free life-style is based primarily on incremental treatment of time and problems; that is, I live one day at a time, or one hour at a time, and problems are resolved one small part at a time. Learning to focus my thoughts on one thing at a time helps me treat time and problems incrementally.

Divide (into small parts) and conquer—that's how I do it now! Before facing time and resolving problems by dividing them into small parts, I must be in a proper frame of mind, have the right attitudes. These necessary attitudes are described in AA slogans such as: "Let Go and Let God." "Easy Does It." "One Day at a Time." "Keep it Simple."

Daily regimen

For me, daily minimal AA programming consists of at least one period of prayer and meditation, preferably in the morning, and attending at least one AA meeting, plus—and this is important for

me—reading the barometers. By this I mean assessing my attitude towards the things with which I begin each day. For example, do I view tidying my room as an onerous task? Do showering, shaving, getting dressed or preparing my breakfast seem like big, time-consuming jobs? Do my thoughts wander during my prayers and meditation?

Whenever the answer to any of these questions is yes, then I know that I need either a quiet time to get my thoughts together or an AA meeting or both. Usually both. This system works well for me.

Today I have few problems with my AA program. Progress is often slow but steady. Most of my problems with the program occurred during the first six months, after leaving rehab, and were caused, almost entirely, by my desire to understand why the program worked, to define the substance, mechanics and parameters of the program.

'Take it easy'

All this was based on my fallacious assumption that anything could be analyzed and defined. If the mind could conceive an idea, then that idea could be defined. This may be true. I can't prove it or disprove it. I do know now that there are many ideas, concepts that I cannot define. However, none of this matters because I don't need to understand why the AA program works. It's entirely sufficient for me to know that it does work. I now "take it easy" as I work the AA program. I know it works. It has worked for me for the last 30 months.

I encountered some danger to my sobriety at the beginning of my AA program. In my case, the danger developed slowly, dangerously. And that danger was the inceptive thought that perhaps I really wasn't alcoholic after all, and that, with the proper attitude and discipline (which I now had because of my knowledge of the AA program), I could drink normally. Fortunately, I nipped this idiocy in the bud. I've had no such thoughts since. But I realize they may reappear at anytime. Now, thanks to the AA program and

the insights about alcoholism it's furnished me, I'm better prepared to recognize and deal appropriately with such ideas.

The idea that I might be able to resume drinking occurred during the first 100 or so AA meetings that I attended. I noticed that the experiences of most alcoholics that I encountered were more devastating, more ruinous than mine. In my own mind, perhaps subconsciously at first, I began to emphasize the differences I had observed between me and other alcoholics. For example, my tolerance for alcohol was pretty low to be a true alcoholic; I never binged; I didn't drink in the morning (toward the end of my drinking I did drink in the morning, which fact I somehow overlooked); I didn't drink at official functions; I was never arrested or given a DWI (driving while intoxicated) (though I richly deserved both); I never lost a job, wife, family etc.

All these things are true, but it's curious and dangerous that I remembered—remembered selectively—just these things. I should have remembered then, as I do now, that I also lied about my drinking—I attempted to conceal the fact and extent of it. I couldn't stop drinking on my own. I drank despite the doctor's orders to stop drinking. I drank when I knew I had serious health problems. I drank when I had a bleeding ulcer (which later perforated). I vomited blood. Stools were tarry black. My behavior while intoxicated varied from

obnoxious and irrational to simply insane.

'It's permanent'

Happily, I learned in time to avoid disaster. I learned before a disaster occurred that the bottom line is that I am an alcoholic. I will always be an alcoholic. Nothing I will ever do will ever change this fact. It's permanent.

At present, I'm happy in the AA program which, as I've said, is the basis for my new alcohol-free life-style. In addition to daily meetings and prayer and meditation, the foundations for my growth in the program are a daily minimum of two hours of exercise, usually walking (when the weather is bad I walk up and down the stairs in my home); proper eating habits—three balanced and properly-timed meals a day (I still don't like vegetables very much, but I eat three servings a day anyway); a daily planned program of reading all those books I never could find the time for before I quit drinking; occasionally writing short stories; making myself useful around the house (I'm an amateur carpenter and a good electrician).

But, most importantly, I do not take that first drink.

If you think you have a problem with alcohol, get in touch with the Alcohol Awareness Program, Department of State, Washington, D.C. (202) 632-1843 or 632-8804. Department regulations prescribe that all contacts with the program be handled on a medically-confidential basis. There will be no record of this matter in your personnel file; job security or promotion opportunities will in no way be jeopardized. ■

NEW DELHI, India—Congratulations go to Dr. Edward Etzel, left, from Dr. Austin L. Moede, regional medical officer, for his role, with nurse Dorothy Luketich, in establishing in-patient facility at the embassy.



Education and Training

Schedule of courses at Foreign Service Institute

Program	June	July	Aug.	Length of course
Area studies				
Africa, Sub-Sahara	17	—	12	2 weeks
East Asia	17	—	12	2 weeks
Latin America	17	—	12	2 weeks
Near East and North Africa	17	—	12	2 weeks
South Asia	17	—	12	2 weeks
Southeast Asia	17	—	12	2 weeks
USSR/Eastern Europe	17	—	12	2 weeks
Western Europe	17	—	12	2 weeks
Language and advanced area courses				
Afrikaans	—	—	26	24 weeks
Amharic	—	—	26	24/44 weeks
Arabic (Egyptian)	—	—	26	24/44 weeks
Arabic (modern standard)	—	—	26	24/44 weeks
Arabic (western)	—	—	26	24/44 weeks
Arabic, modern standard (advanced in Tunis)	—	—	5	12/15 mos
Bengali	—	—	26	24/44 weeks
Bulgarian	—	—	26	24/44 weeks
Burmese	—	—	26	24/44 weeks
Chinese (standard)	—	—	26	24/44 weeks
Czech	—	—	26	24/44 weeks
Danish	—	—	26	24 weeks
Dari (Afghan Persian)	—	—	26	24/44 weeks
Dutch	—	—	26	24 weeks
Finnish	—	—	26	24/44 weeks
French	3	1	26	20 weeks
German	—	1	26	20 weeks
Greek	—	—	26	24/44 weeks
Hebrew	—	—	26	24/44 weeks
Hindi	—	—	26	24/44 weeks
Hungarian	—	—	26	24/44 weeks
Indonesian	—	—	26	32 weeks
Italian	—	1	26	20 weeks
Japanese	—	—	26	24/44 weeks
Japanese (advanced, in Yokohama)	—	—	4	12/15 mos
Korean	—	—	26	24/44 weeks
Korean (advanced, in Seoul)	—	—	26	44 weeks
Lao	—	—	26	24/44 weeks
Malay	—	—	26	32 weeks
Norwegian	—	—	26	24 weeks
Pilipino (Tagalog)	—	—	26	24/44 weeks
Polish	—	—	26	24/44 weeks
Portuguese	—	1	26	24 weeks
Romanian	—	—	26	24 weeks
Russian	—	—	26	24/44 weeks
Serbo-Croatian	—	—	26	24/44 weeks
Spanish	3	1	26	20 weeks
Swahili	—	—	26	24 weeks
Swedish	—	—	26	24 weeks
Thai	—	—	26	24/44 weeks
Turkish	—	—	26	24/44 weeks
Urdu	—	—	26	24/44 weeks
Familiarization and short-term (FAST) courses				
Arabic, Egyptian	—	1	—	6 weeks
Arabic, formal spoken	—	1	—	6 weeks
Chinese	—	—	26	6 weeks
French (metrop.)	3	1	26	10 weeks
French (sub-Sah.)	3	1	26	10 weeks
German	—	1	26	10 weeks

(Continued on next page)

'On the move at State'

Career mobility program, as seen by 2 trainees

(See cover photos)

The articles that follow are first-hand reports of the personal experiences of a Foreign Service and a Civil Service participant in the new Functional Specialization Program, which has replaced what used to be known as the Department's excursion tour program.

BY EYDIE GASKINS

IT'S HARD to believe that I've completed my year in the new Functional Specialization Program and that I'm now headed for Tokyo—my first assignment as a general services officer. It seems I applied for the program only yesterday. I saw the program announcement only one week before the deadline for applications. As a Foreign Service staff officer, I welcomed the opportunity to enter budget and fiscal, personnel or general services work, and to earn to skill code change after completing the training and after one year in the new job.

With only a week to the application deadline, I was frantic. I spent many hours in the office on evenings and the weekend to prepare the required Form 171 and other application materials. I had told my friend, Georgienne Bednar, about the program, and she applied for a Civil Service position in it. Together, we persisted and provided each other support. Preparation of the application took as much perseverance as has participation in the program itself. But it paid off; both she and I were selected for the program. I can testify that preparation of a 171 is very important for the screening of applicants. Therefore, I urge my colleagues to put forth the extra time and effort required to prepare a new or revised 171 and accompanying materials.

With my application submitted, I settled back into my normal routine. I was out of the country and had almost forgotten about the application when, several months later, I received word

that I had been selected by a "qualified experts panel" to proceed to the Assessment Center. I was ecstatic, but at the same time anxious. I'd been in Grenada since the rescue mission there, and hadn't seen a newspaper or current events magazine for six weeks. How was I going to pass the orals with no knowledge of what else was going on in the world? I returned to take the orals the final day they were offered, urging myself to relax and do the best I could. From this experience, I thought, I could assess my strengths and weaknesses, reapply next year and return better prepared.

The year begins

No one could have been more surprised than I when I received notification that I ranked among the highest three for my requested position of general services officer. By this time, I had concluded my Washington assignment and was at the Foreign Service Institute in language classes, in preparation for my long-awaited African assignment. So began a complete and sudden change in my Foreign Service career, and my life for the next year.

I caution those entering the program or interested in applying that the requirements are stringent from the very beginning. It's a rigorous, highly competitive selection process, and a rigorous, demanding year of comprehensive training. Of the 127 who applied with me this first time the program was offered, 90 were selected for the Assessment Center. Then 16 final candidates were chosen, nine from the Foreign Service, seven from the Civil Service. The program consists of one year of classroom training and on-the-job rotational assignments in the Department and other U.S. agencies.

"Orientation Day" brought our class together for the first time. From the beginning, we became very close as a group—a camaraderie which continued throughout the year. Because our individual training schedules took us in different directions, we remained in close contact through brown-bag lunch sessions and individually hosted social

—(Continued from preceding page)

Program	June	July	Aug.	Length of course
Italian	—	1	26	10 weeks
Japanese	—	1	—	6 weeks
Portuguese (L.A.)	—	1	26	10 weeks
Portuguese (Eur.)	—	1	26	10 weeks
Spanish (L.A.)	3	1	26	10 weeks
Spanish (Eur.)	3	1	26	10 weeks
Center for the Study of Foreign Affairs				
Refugees—A continuing problem	TBA*	—	—	1 day
Workshop II: Psychology of the U.S. relationship with the Muslim Middle East	11	—	—	1 day
Political psychology and foreign affairs	19	—	—	1 day
Narcotics and U.S. foreign policy	25	—	—	1 day
International communications	—	TBA*	—	1 day
Four years of experience with the new Foreign Service Act: an assessment	—	TBA*	—	1 day
*To be announced				
Overseas Briefing Center				
Family workshop (American studies)	3	8	—	2 weeks
Regulations, allowances and finances	—	1	—	3 days
Community skills seminar	—	—	6	3 days
Going overseas (Sat.)	1,29	27	—	1 day
(Wed. evenings)	—	24	—	1 evening
Regulations, allowances and finances	—	1	—	3 days
Administrative training				
*Administrative CORE	10	1,22	—	3 weeks
General services operations	10	1,22	12	3 weeks
Personnel operations	10	1	12	2 weeks
Budget and financial management	10	1,22	12	6 weeks
**Coping with violence abroad	3,10	1,8,15,	5,12	
	17,24	22,29	19,26	1 day
*Prerequisite before taking GSO, PER and B&F.				
**This course used to be available on a walk-in basis. You must now pre-register.				
Consular training				
ConGen/Roslyn basic consular course	Pre-registration required for Continuous enrollment: 24 days			
Immigration law and visa operations	*Correspondence course			
Nationality law and consular procedure	*Correspondence course			
Overseas citizens services	*Correspondence course			
*See Airgram A-660 (dated 7/17/84).				
Economic and commercial training				
Advanced economic review seminar	—	15	—	5 weeks
Contemporary economic and quantitative analysis	—	15	—	5 weeks
Foreign Service economic/commercial studies	—	—	12	26 weeks
Information systems managers training program	—	8	—	4 weeks
Financial analysis and reporting	—	8	—	2 weeks
Executive development				
*Advanced television workshop	13	—	—	3 days
*Deputy chiefs of mission	9	14	—	10 days
Supervisory studies seminar	2	—	—	5 days
*By invitation only				
Political training				
Negotiation art and skills	24	—	—	1 week
Analytic reporting skills	—	22	—	2 weeks

—(Continued on next page)

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Program	June	July	Aug.	Length of course
Orientation				
Orientation for Foreign Service officers	25	—	20	6½ weeks
Orientation for Department officers	10	—	5	1½ days
Orientation for Foreign Service personnel	10	—	5	1 week
Department clerical orientation	10	—	12	7 days
Foreign Service secretarial training				
Foreign Service secretarial training	—	1	26	5/6 days
Foreign Service secretarial refresher/re-entry	Schedule arranged			Individual
First-time ambassador's secretary's briefing	Schedule arranged			Individual
Communications skills				
Executive EEO Seminar	21	—	—	1 day
Secretarial skills				
Management skills seminar for secretaries	—	To be announced	—	3 days offsite
Clerical skills				
Stenography laboratory (advanced)	Schedule arranged			Individual
Managing words (word processing tm.)	To be arranged			Individual
Department correspondence (telegrams, aigrams, etc.)	To be arranged			Individual
OCR telegram preparation workshop	14	—	—	4 hours
Preparation of travel vouchers	14	—	—	4 hours
Career development workshop, Section II	—	16	—	5 days
Workshops for managers				
Notetaking for managers	Schedule arranged			Individual (upon request) □

activities, at which we shared our training and work experiences. Our cohesiveness as a group remained a very important element to us, individually and collectively, and we formed close personal relationships.

Covering the waterfront

My training began with the administrative operations and general services officer courses. During the year, I also attended courses at the U.S. Office of Personnel Management and the U.S. General Services Administration. At the former, courses included supervisory and personnel management training, career development, employee relations, the federal budget process, stress management, briefing techniques and the like. At the latter, courses were more specifically directed to general services functions. They included the federal procurement process, acquisition regulations, small purchases and the Federal Supply Schedules, space management, and Government contract

administration and negotiations. I also attended a supervisory studies seminar at Harpers Ferry, W.Va. All this provided exposure to both the Foreign Service and Civil Service systems and regulations.

Since I was in the first class to attend these courses, part of my responsibility was to evaluate them for the formulation of future program schedules. Most of the courses were excellent. In all honesty, however, I must admit some did fail to meet their stated objectives or weren't relevant to Foreign Service and overseas operations. Based on assessments from me and my two general services colleagues, these courses have now been dropped.

While some courses were taken by the entire group, the rotational assignments were tailored to meet individual needs as budget and fiscal, personnel or general services specialists. As a general services officer, I worked in my regional bureau, East Asian and Pacific Affairs, a good part of the year,

doing both administrative and post management work. I was acting post management officer for Japan, my on-going post, during absences of the incumbent. I was fortunate to work with people here who supported the program and nurtured my development. The projects and responsibility they assigned me were evidence of their faith in my potential, and I was able to broaden my knowledge of Department regulations, procedures and allowances. Nothing can match this hands-on experience as preparation for an assignment and new functional specialty.

No desk

Other offices I worked in the Department included the Office of Procurement and Contracting, the Office of Transportation and the Foreign Buildings Office, all in the Bureau of Administration and Security. My rotational assignment in Transportation occurred during the busiest time of the year, the summer transfer cycle. It was like being thrown to the wolves, but it was also a terrific learning experience. I counseled and assisted personnel assigned overseas in making arrangements for packing and shipment of their household effects and automobiles. Compounding the normal chaos of the office was the confusion of office reconfiguration and construction. Most of the time I had no desk. Sometimes I interviewed clients standing up or in the overcrowded reception area.

I spent two additional weeks at State's despatch agency in Baltimore, becoming familiar with its operations. The agency handles shipments of furniture, equipment, supplies, household effects, consumables and official and personally-owned vehicles, for all our embassies and personnel abroad. If you picture the agency as being a giant warehouse or customs clearinghouse, you're wrong. Rather, it's an office staff consisting of dedicated people who initiate and process the paperwork for the shipments. Two weeks on the job there would leave you with a genuine appreciation of what our colleagues do for us.

My rotational assignments outside the Department took me into USIA and AID. Familiarization with these agencies' programs and regulations is vital for a general services officer, I believe.

My 10 years' experience in the Foreign Service had provided me a respectable background and knowledge of embassy operations and administrative functions. Nevertheless, I know I'm better prepared now to serve my colleagues as a general services officer, what with the knowledge and training I've gained this past year and the network of valuable contacts I've established.

Commitment needed

I urge my colleagues who may consider entering the program to be prepared to make a strong personal commitment. Only two weeks of annual leave are scheduled during the training year, one of them at Christmas. There are strict guidelines and expectations, including regular written assignments and oral presentations. Many

of the courses require extensive outside reading and preparation at home. Successful completion of the program isn't guaranteed. It's based on performance during the year and fulfillment of course requirements. The supervisors at each rotational assignment prepare an evaluation of performance. At the end of the year, a regular employee evaluation report is prepared. In addition, a skill code change isn't guaranteed. After a year at post, the administrative officer submits a performance evaluation and perhaps a recommendation for a skill code change.

One of the most difficult adjustments to make is to your loss of identity and seniority in the Foreign Service. You're now an "administrative intern." You're constantly moving around to new offices and new environments, week to week and month to month, as well as from course to course. This, together with your nonacceptance as a professional peer, sometimes, in the offices where you're working, can create unexpected pressure and stress. Be that as it may, the

rewards are tremendous if you desire to embark on a new career track in the Foreign Service.

I myself concluded the program with as much enthusiasm as when I had entered. I'm especially proud to be one of the pioneer group, and to know that my personal experiences and recommendations will contribute to future direction of the program for other classes. □

* * *

BY ROBERT W. JOSE

A YEAR AGO I began spending my working hours learning personnel rules and regulations. I'd been selected for the new Functional Specialization Program in the Department. Of course, my folks back home in Michigan don't keep up with these newfangled Government terms. To them, I was just "in personnel."

I've been trained now to become a personnel management specialist in the Bureau of Consular Affairs. I can't say that I grew up wishing to become a personnel management specialist, but I'd



Graduating class of the Functional Specialization Program, from left, first row: Joanne Bobby, Virginia Proper, Eydie Gaskins, Herman Cohen (deputy assistant secretary for

personnel), Carol Brown, Daryl Dally, Georgienne Bednar. Second row: Rochelle Dobbins, Robert George, Robert Jose, Evelyn O'Brien, Steve Holden, Ronna Pazdral, Flor-

ence Crisp, Lois Williams, Elizabeth Molinar. (Photos by Ann Thomas)

always been interested in administrative work and, given the limited opportunities for Civil Service employees in the Department, this was an opportunity I couldn't pass over. It's turned out to be the best experience I've had in the Department.

There wasn't much of a future in my previous job in the Operations Center. The people there made the job worthwhile, and the job gave me valuable experience, but there was little promotion potential and the work was demanding to the point of exhaustion. I wonder how many other employees in the Department find themselves in similar situations and are looking for new opportunities. This program can give them the chance to begin in a marketable field in which they have no work experience. If Donna Wright, formerly of the Operations Center, hadn't shown me the program announcement, I would have missed the boat.

One reason people might be reluctant to apply for the program is that they would have to take a test similar to the Foreign Service oral examination. They might think they don't know the right answers. True, it's a difficult test and some knowledge of current events is needed, but the examiners don't look for "right" answers but, rather, for indications of an ability to think clearly and to support one's answers logically. So why not take a chance, as I did?

I began training on March 23 last year with a schedule that was filled for each day through March 29 this year. Typically, I would spend one week in a class, then three weeks in an office for on-the-job training, and then go on to another assignment. So went the year.

About 70% of my time was spent in Department offices that deal with personnel matters, and the remainder in classroom training and meetings of participants in the program. There were 15 of us, both Civil Service and Foreign Service, each following an individually-tailored training schedule in personnel, budget or general services work.

There wasn't much time to take

annual leave. A week in September and the week between Christmas and New Year were listed as being available for that; I could take it or leave it. (I took it.) However, I was able to arrange another week off in May. But it wasn't easy—the year's activities make for a tight squeeze.

Since I began the program with very little knowledge of personnel work, I started with classroom training. Most of the classes were given by the U.S. Office of Personnel Management. I had thought Government classes would be kind of a joke, but I turned out to be wrong. For the most part, my instructors were as knowledgeable, organized and effective as I could have hoped. In addition to classes in personnel management, I took courses that provided other administrative expertise, such as briefing techniques and management of time, that helped me learn and understand the personnel specialty.

My first assignment in the Department was to the office in which I would be assigned on completion of the training—the personnel office in Consular Affairs. It wasn't an easy first assignment. My grasp of the personnel business wasn't strong enough to enable me to play an active role in the office. The best I could do was gain a feel for the several responsibilities there. However, later in the program, I returned and felt much more capable.

Most of the year was spent in the Department's central personnel offices—the Office of Recruitment, Examination and Employment, the Office of Position and Pay Management and the Office of Civil Service Career Development and Assignments. Others in the program went to the same offices but in a different order. Sometimes we overlapped and so had a chance to learn together. I learned more efficiently at each succeeding stop, and things made more and more sense as I progressed. Also, I think each office learned from its previous interns how to improve its training program.

Mostly, I found myself in one of two situations upon beginning training in an office: (1) the office had developed a

training schedule for me, or (2) the office just used me where it needed me most. I preferred the first situation, because I learned more about the whole office. The second situation provided detailed knowledge about one or two areas, but left me wondering about the functions of the office.

Now that the training is over, what do I think about it? Am I ready as a personnel management specialist? Well, I've learned quite a bit about personnel and the Department in general, but I've also gotten an idea of how much I don't know. A person could spend a career in any one of the many personnel areas—staffing, classification, labor relations, etc.—and still learn new things every day. I'd been exposed to these fields only a short time.

But there's a lot I do know, too. Enough, I think, to begin my work as a specialist. I'm ready to concentrate on one job after a year's overview.

Recently, a friend asked me what were the best and worst parts of the program. I said the best was being able to spend a year learning a new career from the ground up, amid fewer pressures than on a regular job. The worst was a combination of petty annoyances—sometimes not having a desk, a phone, a typewriter, always moving from one place to the next, constantly having to impress new supervisors. When I compare the best to the worst, it's easy for me to reiterate that this program has been the best experience I've had in the Department. □

Writing course for managers

"Advanced Writing for Managers," a 22-hour seminar for officers who draft briefing papers, technical reports and high-level communications, will be offered at the Foreign Service Institute, May 20-22, 9 a.m.-5 p.m., with a follow-up session on June 3, 9 a.m.-12:30 p.m.

Officers in grades FO-4 through I and Civil Service employees in equivalent grades are eligible to apply. Enrollment is limited to 10, first-come, first-

served. For information, call the institute on 235-8765 or 235-9404, or your bureau training officer. □

Executive Performance Seminar: May 5-10

The Executive Performance Seminar for mid-career professionals will be held in Harpers Ferry, W. Va., May 5-10. Sponsored by the Foreign Service Institute, the course is designed to teach management skills to employees who have no opportunity to develop such skills on the job.

Those in grades FO 4-1, FP 4-1 and GS 11-15 are eligible. Transportation and accommodations will be arranged by the institute. For information, call Jane Phelps, 235-8781. □

Administrative officers to get new training

As part of a plan to revamp administrative training in the Foreign Service, the Department will launch a new program, to be known as "Admin Rosslyn," next year. It will be modeled after "ConGen Rosslyn," the basic consular course at the Foreign Service Institute.

Plans for the overhaul of administrative training were discussed at a conference at Airlie House, Va., in March.

It was attended by 22 senior Department officers, including representatives of the institute, the Bureau of Administration and Security and members of the Administrative Training Review Committee.

First phases of the program are slated to begin in time for the 1986 summer replacement schedule. □

Computerized information now on line in Library

Several key automated business directories containing information on companies, industries, products or business representatives are now available through computer terminals in the Department's Library. The information includes market and sales data, number of employees, top executives, financial profiles, credit histories, business with the U.S. Government, brand names, audit reports, names of major shareholders and annual report data sub-

mitted to the U.S. Securities and Exchange Commission.

The information encompasses 500,000 companies in 133 countries, as well as parent company data. Included are companies on the New York and American Stock Exchanges, plus 1,300 of the most active companies traded over the counter. The data have been provided by sources such as Disclosure, Dow Jones, Dun & Bradstreet, Standard & Poor's and Moody's Investors Service.

Also, through on-line data retrieval capabilities, the Library can provide comprehensive economic, commercial, labor and demographic statistical data on virtually every country in the world. In addition to Bureau of the Census data, these data bases consist of information from the Associated Banks of Europe Corp., United Nations, International Monetary Fund, World Bank, Organization for Economic Cooperation and Development, and Business International.

The Library reference staff is available to discuss requirements for business and statistical information and use of these automated services. The Library is in Room 3239. Telephone numbers: 632-1099; 632-0486; 632-0535. ■

At Airlie House conference, seated, from left: John Condayan, Donald Ramage, Mary Ryan, Jane Coon, Louis Schwartz, Frank Ravndal. Standing: Sheldon Kryz, Robert Nolan, William Burke, Donald Bouchard, Thomas Linville, Roger Feldman, Stephen Low, Robert Lamb, Ernest Ruehle, Bryce Gerlach, Ann Hackett, Joseph Linnemann, Don Woodward, William Eaton, John Sprott, Richard Masters.



Grievance Actions

Selection-out appeal is lost

(G-84(3))—The officer filed a grievance with the board to contest his selection-out. He maintained that as a recovering alcoholic he was entitled by agency regulation to have his name removed from the selection-out list. He claimed, further, that a federal statute regarding the rehabilitation of alcoholics prohibited his being deprived of his employment solely on grounds of prior alcoholism, and that thus his selection-out was a violation of the statute.

The agency argued that the regulation to which the grievant referred gives the director of personnel authority to remove from the list of those to be selected out a recovering alcoholic, but it does not obligate him to do so. In the grievant's case, the agency said, the director reviewed his overall performance record and found that his work performance had not been good for a number of years. On that basis, the director exercised his option not to remove the grievant's name.

The agency maintained further that it satisfied any obligation it may have had to the grievant relative to his alcoholism when, several years earlier, it opted not to pursue his separation from the Service for reasons not related to work performance, because the grievant had said he was under treatment for alcoholism. The agency asserted that the grievant had been given special consideration at that time and was not entitled to special consideration once again.

The agency argued that to select-out the grievant would not violate the statute that he cited because his selection-out was not based on his prior alcoholism. It pointed out that the decision to retire him was based on the recommendation by a performance standards board which was duly constituted pursuant to the Foreign Service Act of 1980. The agency submitted that the act mandates the agency to implement a program of mandatory retirement based on relative performance, and the grievant's selection-out was based on

that program.

The board determined that the selection-out was not a violation of agency regulation or federal statute; the grievance was denied. □

Grievant prevails on standby pay

(G-032(3))—The post at which the grievant was serving applied, and was approved, for standby duty pay for him in May of a certain year. Although, under the regulations, the request should have been renewed at the end of six months, in November, this was not done through what the post later explained as a clerical error. He continued to perform as before, and the regional finance office continued to pay him the standby duty pay until the following May, when it informed the post that the payments since November had been illegal, and that the grievant should repay the amount he had received since then. The post replied that it had been an oversight that the renewal of the authorization had not been sought in November when due, and asked that he be relieved from the repayment. Finally, on a date in July, the agency in Washington informed the post that no more standby pay would be allowed unless and until the post submitted further new justification, which apparently was never done.

The board held that the grievant was properly entitled to the standby pay, not only until May of the second year, when the regional finance center

The articles in this section are summaries of Foreign Service Grievance Board decisions, in cases brought by employees of State, AID and USIA. The board, in issuing the summaries, has taken care to protect the identity of grievants. For example, the employing agency and overseas posts are not identified except where sense demands it. Also, as rule, only the masculine pronoun is used. The numbers are sequential, assigned to each case as it was received by the board. Headlines are by the STATE editorial staff.

raised the question of renewal, but also through the date in July when the agency finally announced its decision that the standby pay was not warranted. In the board's view, he had continued to perform the service, and it was for the agency, under the regulations, to make the determination ending the entitlement. □

Overtime claim is upheld

(G-069(1))—The grievant was offered a newly-created job in his Washington bureau which would involve a good deal of overtime, among other things, in publishing a daily summary for senior officers. He was told a special overtime allowance would be authorized. He went to work in the new job in December. In February the bureau forwarded a request for overtime payment, retroactive to December. An allowances review panel certified the allowance, but only from April, when the panel took action. When the employee grieved for payment back to December, the agency agreed to allow it from the month the bureau had forwarded the request to the panel, i.e., February.

The grievance board directed that the overtime be paid from the time the grievant entered the new assignment in December. □

Selection-out appeal is lost

(G-075(3))—The officer grieved his selection-out, maintaining that substantial errors, violations and failures by his agency had caused his scheduled mandatory retirement based upon relative performance. Among deficiencies he attributed to the agency were an inappropriate assignment which precluded him from demonstrating effective performance, and a falsely prejudicial impression of his performance conveyed by three performance evaluations received in that assignment. He further contended that the perceived shortcomings which caused his designated selection-out were of a temporary nature, with his performance before

and after the period covered by the grieved evaluation reports acknowledged to be of high quality.

The board found no evidence that the protested assignment was made contrary to statute or regulation, which would have made it grievable. Nor, in the board's opinion, did the grievant succeed in showing that evaluation reports he received during the assignment were falsely prejudicial in character, or that there were other grounds for having them removed.

The grievance was denied. □

Senior Foreign Service entry is denied

(G-113(3))—The grievant alleged that denial of his conversion into the Senior Foreign Service was contrary to the language and intent of the Foreign Service Act of 1980. His agency, in denying his grievance, stated that he was among those accorded domestic status because of his skill code, lack of sufficient need for his specialty abroad, and limited broader experience.

In his appeal, the grievant claimed that the agency erred in not permitting him a change of skill code to a broader category, which would have given him automatic entrance to the senior corps. He claimed the change was merited because of broader responsibilities encompassed in his previous positions. He also maintained that his years abroad and availability of his position at three posts in three areas of the world qualified him for worldwide status.

As redress, the grievant requested retroactive entry into the senior service; a promotion to the next-higher grade; that his skill code be changed to a broader category; that he be given another overseas assignment; and that his file be included for determination of performance pay.

Less than three months after filing his appeal, he retired voluntarily. He wished to pursue his grievance. The agency contended that, since the grievant was retired, none of his requested remedies could be applied, and urged that the case be dismissed.

The board did not completely agree. It recognized that retirement might severely limit a grievant's remedies, but it acknowledged that there could be some remedies in specific cases of benefit to a person off the rolls.

The board did not dispute the grievant's evidence bearing on his competency and experience; however, it did not agree that these met the requirements for a skill code change to a broader gauged position. The board noted that, by regulation, the determination of an employee's status is the agency's responsibility. It found that the agency did not violate any law, regulation or published policy in determining the grievant's status, and concluded, therefore, that he was not eligible for conversion to the Senior Foreign Service or for promotion. ■

Letters to the Editor

—(Continued from Page 1)

Nostalgia corner

HANCOCK, N.H.

DEAR SIR:

I came across the enclosed photograph of the residence of the American minister in Sofia, Bulgaria, in 1931 among some papers of my father-in-law, the late Joseph C. Grew. I thought STATE might like to publish photographs of our old embassies and legations.

Sincerely,

CECIL B. LYON

Note to retirees and other readers: Are there any more photos out there? STATE will publish the good ones. Mail to Editor, DGP/PA, Room B-266, Department of State, Washington, D.C. 20520. □

Our pleasure

BONN, WEST GERMANY

DEAR SIR:

I would be grateful if you could furnish information (or the source of information) on the John Jacob Rogers Award. I have consulted 3 FAM, but the manual neither explains the origin of the award nor who John Jacob Rogers was.

As a retiring member of the staff of my unit in the embassy recently received the award, she is very interested in learning more about it and the man it was named for. I thought you might be able to help.

Sincerely,

GEORGE L. KELLY

The award is conferred on retiring career employees with at least 25 years' service, performed with "unusual dedication and distinction." It is named for the late congressman from Massachusetts, author of the Rogers Act of 1924, which combined the Diplomatic and Consular Services into the Modern Foreign Service of the United States. ■

The legation in Sofia. Christmas Day, 1931.



Personnel: Civil Service

Promotions

GG-9

Ferber, Ivan J., U.S. Mission to the United Nations

GM-13

Gethers, Cynthia L., Passport Agency, San Francisco

GS-3

Alexander, Sharon Yvette, European and Canadian Affairs

Coleman, Ellen A., Office of Security, Document Information Systems

Helstrom, Debbie L., Passport Agency, Seattle

Henderson, Helen Marie, Office of Security

Hunter, Lynn Lanita, Bureau of Personnel, Office of Performance Evaluation

Nixon, Julia, Passport Agency, Philadelphia

Palugay, Tracey A., Passport Agency, Seattle

Pratt, Lasonja Renee, European and Canadian Affairs

Pumphrey, Maria A., Passport Agency, Seattle

Thomas, Elizabeth A., Diplomatic Pouch and Courier Services

GS-4

Bradley, Felicia M., Passport Services

Coakley, Linda C., Passport Services

Coleman, Betty L., Legislative and Intergovernmental Affairs

Frampton, David W., Consular Affairs

Hawkins, Gwendolyn, Bureau of Personnel, Office of Management

Holmes, Juanita Beatrice, Near Eastern and South Asian Affairs, Multinational Force and Observers

Justice, Delores, Office of Overseas Schools

Murphy, Michael F., Pre-Assignment Center

O'Bery, Linda Louise, Visa Services, Office of Legislation, Regulations and Advi-

sory Assistance

Quinn, Linda Marie, Passport Agency, Boston

Swankowski, Steve T., Office of Security

Taylor, Rosalyn R., Passport Agency, Philadelphia

Tracy, Mary, Foreign Service Institute

GS-5

Bethune, Eliza, Bureau of Personnel, Office of Recruitment, Examination and Employment

Brumfield, Eva M., Passport Agency, Chicago

Carr, Judy F., Passport Agency, New Orleans

Jackson, Malinda W., Passport

Randolph, Gwendolyn Williams. (Photo by Tom Bash)

FOREIGN SERVICE INSTITUTE— Clerical skills graduates, from left: *Jessie Colson* (coordinator), *Elizabeth (Betty)*

Thomas, Lamanthia A. Barfield, Judith Smallwood, Shari Brinton, Cassandra Battle, Shiketha R. Harris, Terry V. Davis. Not pres-

ent: *Lisa C. Carter, Terree A. Haidet, Colleen M. Kinney, Carlen L. Kreutzer, Janet L. Norris, Elizabeth A. Park, Joann*



- Agency, New Orleans
Jenkins, Barbara Ann, Office of Accounting
Johnson, Patricia A., International Organization Affairs, Office of Administrative Services
Madison, Cecilia Francine, Passport Services
Murchison, Ann R., Passport Services
Oliver, Margaret A., Passport Services
Pegues, Joselyn S., Visa Services, Office of Legislation, Regulations and Advisory Assistance
Randall, Eric Leon, Passport Services
Smith, Dick J., Passport Agency, Seattle
Washington, Linda T., Passport Services
Williams, Martha O., Office of Communications, Communications Center Division
Winchester, Ellen S., Washington Finance Center
- GS-6**
Cormier, Richard J., Office of the Executive Secretariat, Operations Center
Frederick, Pamela Marsha, Economic and Business Affairs, Office of International Trade
Moore, Michele T., Office of the Under Secretary for Management, Executive Office
Murphy, Maureen A., Bureau of Public Affairs
Williams, Belinda L., Politico-Military Affairs, Office of Theater Military Policy
Williams, Lorraine, Politico-Military Affairs
- GS-7**
Brooks, Josephine C., Public Affairs, Office of Public Communication
Brown, Tommie Jean, Passport Agency, Houston
Christian, Steven A., Passport Services
Dana, John Richard, Passport Services
- Dean, Joan M.**, Office of Communications
Denver, Thomas J., Passport Services
Gamble, Victoria B., Office of the Executive Secretariat, Information Management
Giacomin, Gelinda M., Economic and Business Affairs, Office of International Trade
Hoffman, Michael Alan, Passport Services
Martin, Larry B., Passport Services
Mothershed, Victoria, Passport Agency, Houston
Nesbit, Shirley A., Refugee Programs
Thomas, Margaret Ann, Office of Facilities Management and Administrative Services
Vigil, Becky J., Bureau of Administration, Administrative Services Division
Wanderer, Richard, Passport Services
Wels, Calvin Lee, Passport Agency, Philadelphia
White, La Verne W., Bureau of Administration, Allowances Staff
- GS-8**
Hardy, Elsie, East Asian and Pacific Affairs, Office for Australian and New Zealand Affairs
Martinez, Sonia R., Passport Services
Williams, Gloria J., Legislative and Intergovernmental Affairs
- GS-9**
Ben Aida, Ali, Bureau of Administration, Administrative Services Division
Benson, Margery C., Office of Security
Corey, Brenda A., Washington Finance Center
Douglas, Minda Harvey, Passport Agency, San Francisco
Hall, Kevin P., Passport Agency, Washington
Higgins, Debra Ann, Office of Foreign Service National Personnel
- Jones, Diane M.**, Passport Agency, New Orleans
Lumsden, Susan L., Office of Foreign Service National Personnel
Ponting Jr., Harry T., Intelligence and Research, Office of Analysis for Inter-American Affairs
Walston, Alva A., Passport Agency, Philadelphia
- GS-10**
Albro, Denise A., Passport Agency, Boston
Gueli, Patricia M., Passport Agency, Boston
Keefer, James W., Passport Agency, San Francisco
Lewis, Edward P., Office of Communications, Communications Center Division
- GS-11**
Easley, Cheryl D., International Organization Affairs, Office of U.S. Budgetary Presentation and Payments
Guzowski, Danuta U., Bureau of Personnel, Office of Civil Service Career Development and Assignments
Hartman, Steven G., Office of Supply, Transportation and Procurement
Holcomb, Diana L., Legislative and Intergovernmental Affairs
Labrie, Barbara Ann, Office of Supply, Transportation and Procurement
Law Jr., Robert, Office of Communications, Communications Center Division
Mansfield Jr., Charles G., Consular Affairs
Maples, Melford L., Office of Communications, Communications Center Division
Perry Jr., Ben, Office of Communications, Communications Center Division
Pitts Jr., Cornelius, Office of Supply, Transportation and Procurement
Putnam, Dawn Marie, Office of Citizens Consular Services
Watts, Stephen R., Office of Supply, Transportation and Procurement
- GS-12**
Brock, Susan Marie, Bureau of Personnel, Office of Position and Pay Management
Cooper, Jacqueline H., Bureau of Personnel, Office of Position and Pay Management
Copeland, Susan Lane, Office of the Comptroller, Budget and Planning
Hong, Penelope Lynn, Office of Financial Services
Mitchell, Wanda L., Bureau of Administration, Personnel Management Division
Padgett, Gary W., Information Systems Office, User Support Services Staff
Parrott, Kathleen B., Bureau of Administration, Personnel Management Division
Raboin, Michael F., Office of the Legal Adviser
Savard, Keith D., Intelligence and Research, Office of Economic Analysis
Shogi, Stephen J., Office of Communications, Maintenance and Logistics Division
Wiecking, John C., Intelligence and Research, Office of Economic Analysis
- GS-13**
Dahl, Alan F., Consular Affairs
Guyer, Ryan Lee, Office of Communications, Communications and Planning Engineering Division
Mount, Gay William, Bureau of Personnel, Office of Management
- GS-14**
Massey, Richard C., Office of Foreign Missions
Stever, John Joseph, Office of Supply, Transportation and Procurement □
- Appointments**
Abramowitz, Sheppie, Refugee Programs
Adams, Bertha L., Passport Agency, Chicago
Adams, Susan H., Public Affairs, Office of the

Historian
Allison, Marian D., Passport Agency, Seattle
Almendarez, Julia Johnson, Foreign Service Institute
Armor, William H., Classification/Declassification Center
Arrington, Joyce A., Near Eastern and South Asian Affairs
Baldy, Susan Teresa, Passport Agency, Seattle
Bean, Abbie Lane, Passport Agency, Houston
Beigel, Edgar J., Classification/Declassification Center
Bell, Marlon, Passport Services
Benjamart, Vanida T., Bureau of Personnel, Office of Recruitment, Examination and Employment
Bosse, Patricia L., Passport Agency, Houston
Braun, Sybille I., Foreign Service Institute
Brooks, Angela Michelle, Pre-Assignment Center
Brown, Lee William, Passport Agency, Seattle
Buck, Zeta L., Pre-Assignment Center
Buckner, Ellen M., Office of Facilities Management and Administrative Services
Butler, Laurie K., Passport Agency, Houston
Calvert, James M., Passport Agency, Houston
Cassell, Marie A., Bureau of Administration, Personnel Management Division
Chandler, Lawrence E., Foreign Affairs Information Management Center
Childress, Karen A., Office of Security
Chubbs, Romona E., Passport Agency, Miami
Coble, Linda J., Bureau of Personnel, Office of Management
Cocke III, William T., Oceans and International Environmental and Scientific Affairs, Office of Marine Science and Technology Affairs
Colon, Migdalia, Passport Agency, Miami
Copeland, James T., Passport Services
Covington, Senetra M., Economic and Business Affairs, Office of International Trade
Cucu, Viorica, Foreign Service Institute
Davis, Felica Yvette, Passport Services
Davis, Larry Jay, Passport Agency, Seattle
Davis, Lynda L., Office of Financial Operations, Automation and Communications
Diggs, Lawrence Eugene, Passport Agency, Washington
Dodson, David Livingston, Intelligence and Research, Office of Economic Analysis
Doneker, Kimberly Grove, Passport Agency, Philadelphia
Eisner, Eleonora M., Foreign Service Institute
Escobar, Sergio I., Passport Agency, San Francisco
Estacio, Benedicta S., Pre-Assignment Center
Fox, Michelle Leah, Passport Agency, Seattle
Fuller, Felicia Y., Passport Agency, Los Angeles
Gaulden, Charlene K., Passport Services
Gower, Eileen L., Medical Services
Grigsby Jr., William L., Passport Services
Grimes, Jacques Thomas, Office of the Executive Secretariat, Operations Center
Hall, Eric S., Office of Security
Hanks, Mary N., Office of Facilities Management and Administrative Services
Harris, Donald S., Classification/Declassification Center
Harris, Jonathan Mark, Passport Agency, Washington
Harris, Steven Ricardo, Passport Agency, Washington
Hawkins, Hazel Michelle, Passport Services
Hazewski, Bonnie L., Bureau of Personnel, Office of Civil Service Career Development and Assignments
Hensley, Joan B., Washington Finance Center
Herbert, Michael Darrell, Pre-Assignment Center
Hines, Jacqueline Elaine, Passport Agency, Washington
Isaacs, Judith M., Foreign Service Institute
Jett, Patricia A., Office of Central African Affairs
Jones, Tonya Lynnette, Passport Services
Jordan, Gloria M., Foreign Service Institute
Jue, Stanton, Classification/Declassification Center
Kabwit, Ghislain Claude, Foreign Service Institute
Kennedy Jr., Charles S., Classification/Declassification Center
Kwart, Herbert Jack, Passport Agency, Miami
Kwart, Roslyn Shary, Passport Agency, Miami
La Sala, Joseph Thomas, Passport Agency, Miami
Lehmann, Wolfgang John, Classification/Declassification Center
Lewis, Earl Darryl, Passport Services
Lockard, Craig Harrison, Passport Agency, Washington
Luna, Frances, Passport Agency, Houston
Martin, Barbara Ann, Passport Agency, Washington
May, Gregory Charles, Passport Services
Mayer, Joann, Passport Services
Mejia, Georgia Ann, Passport Agency, Seattle
Mokhtar, Nadia, Foreign Service Institute
Mullin, John J., Classification/Declassification Center
Negron, Jose Luis, Passport Agency, Miami
Norris, Doris, Passport Agency, Washington
Norton, Donna D., Passport Services
Oberry, Daniel E., Office of Accounting
Olson Jr., Oscar J., Classification/Declassification Center
Oshea, Nadia, International Organization Affairs, Office of Administrative Services
Oxner, Annette, Passport Agency, Washington
Paul Jr., Vernon O'Neal, Passport Agency, Miami
Payne, George E., Office of Security
Pete, Yvonne M., Passport Agency, San Francisco
Phillips, Katrina Mildred, Passport Agency, Washington
Porter Jr., Nathaniel, Passport Agency, Chicago
Queen, Julie Ann, Passport Agency, Washington
Redman, Tajuana Renee, International Organization Affairs, Office of Administrative Services
Reilly, Daniel Raymond, Office of the Inspector General
Rioux, Sergei John, Passport Agency, Miami
Roberson, Clymanestra D., Passport Agency, Chicago
Robinson, Sharren Leona, Passport Agency, Seattle
Rusby, Paul Baman, Politico-Military Affairs
Russell, Phien, Office of Central African Affairs
Ryan, Maria A., Foreign Service Institute
Sain, Tracy Lee, Pre-Assignment Center
Scroggins, Gwendolyn L., Passport Agency, Chicago
Serey, Mary Ellen, Office of Foreign Buildings
Sergi, Mary Grace, Bureau of Public Affairs
Shaw, Shelia Annette, Passport Agency, Washington
Smith, Diana E., European and Canadian Affairs
Smith, Jeffrey M., Passport Services
Stern, Joel, Office of Facilities Management and Administrative Services
Telfair, Yvette R., Passport Services
Thompson, Brenda G., For-

eign Service Institute
Thompson, Katrina D., Passport Agency, San Francisco
Thompson, Wanda Theresa, Passport Agency, Washington
Torres, Myrna I., Passport Agency, Miami
Turkvan, Steven V., Passport Services
Turner, Cheryl Lynne, Passport Agency, Washington
Wachman, Alan M., Bureau of Personnel, Office of Civil Service Career Development and Assignments
Warren, Patricia, Passport Services
Washington, Alfreda, Passport Agency, San Francisco
Watson, Robert Edward, Passport Services
Weger, Gina M., Passport Agency, Seattle
Williamson, Dwayne C., Office of the Comptroller, Financial Operations
Wilson, Thomas F., Oceans and International Environmental and Scientific Affairs, Office of Environmental and Health Affairs
Winborne, Barbara Phyllis, Passport Services
Wingo, Gina Marie, Passport Agency, Seattle
Wrobleski, Ann Barbara, International Narcotics Matters □

Reassignments

Abercrombie Jr., Herbert, Pre-Assignment Center to Bureau of Personnel, Office of Foreign Service Career Development and Assignments
Babiarz, Peggy R., Bureau of Personnel, Office of Civil Service Career Development and Assignments to Bureau of Personnel, Office of Management
Carter, Lisa C., Pre-Assignment Center to Bureau of Personnel, Office of Civil Service Career Development and Assignments
Crawley, Lorretta G., Diplo-

Debt collection

Proposed regulations on collection of debts owed to other federal agencies, from benefits payable from the Civil Service Retirement and Disability Fund, have been issued by the U.S. Office of Personnel Management. The text is available in the Office of Civil Service Career Development and Assignments, Room 2429. □

matic Pouch and Courier Services to Office of Communications, Communications Center Division
Cruey, Denese Shavon, Pre-Assignment Center to Office of Security
Daniel, Edwina P., Bureau of Public Affairs to Office of the Comptroller, Budget and Planning
Davis, Shirley W., Bureau of Personnel, Office of Recruitment, Examination and Employment to Bureau of Personnel, Office of Civil Service Career Development and Assignments
Dobbins, Rochelle P., Bureau of Personnel to Consular Affairs
Dobbs, Jesse, Consular Affairs to Office of the Under Secretary for Management, Executive Office
Gidez, Frances Z., Bureau of Personnel, Office of Position and Pay Management to Bureau of Personnel, Office of Management
Grimsley, Cherylene E., Pre-Assignment Center to International Organization Affairs, Office of International Conferences
Gross, Isabelle B., Intelligence and Research, Office of Long Range Assessments and Research to European and Canadian Affairs
Killette, Lisa Maria, Pre-Assignment Center to Office of Foreign Service National Personnel
Lee, Sharon Lenora, Intelligence and Research, Office

of Politico-Military Analysis to Office of Mexican Affairs
Park, Elizabeth Anne, Pre-Assignment Center to European and Canadian Affairs
Pipan, Joseph Georg, Pre-Assignment Center to Office of Fiscal Operations
Seratte, Kathlene Ann, Pre-Assignment Center to Office of Supply, Transportation and Procurement
Smith, Harriet L., Pre-Assignment Center to Bureau of Personnel, Office of Employee Relations
Smith, Joyce Lavern, Bureau of Personnel, Office of Employee Relations to Bureau of Personnel, Office of Recruitment, Examination and Employment
Starek III, Roscoe Burton, Economic and Business Affairs, Transportation and Telecommunications Affairs to Office of the Under Secretary for Management
Steigerwald, Nora Ann, Pre-Assignment Center to Office of the Comptroller, Financial Operations
Sussman, Jerry, Foreign Affairs Information Management Center to Office of Foreign Service National Personnel
Wiemer, Beth, Pre-Assignment Center to European and Canadian Affairs
Wilson, Chenise A., Pre-Assignment Center to Bureau of Personnel, Office of Recruitment, Examination and Employment
Wood, Teresa M., Pre-Assignment Center to Office of Equal Employment Opportunity and Civil Rights
Zerden, Mal L., Passport Services to Politico-Military Affairs □

Resignations

Anderson, Cynthia Yvonne, International Organization Affairs, Office of Adminis-

trative Services
Anderson, Gerald E., Passport Agency, Los Angeles
Arena, Drew Charles, Office of the Legal Adviser
Armstrong, Todd R., Economic and Business Affairs
Azrael, Jeremy Richard, Office of the Secretary, Policy Planning Council
Baur, Kimberly M., Medical Services
Blake, Robert R., Information Systems Office, User Support Services Staff
Bland, Cheryl Y., Passport Agency, Los Angeles
Buckley Jr., Gerald T., Information Systems Office, User Support Services Staff
Chu, Robert Y., Office of the Legal Adviser
Church, Stephanie Braun, Near Eastern and South Asian Affairs
Coates, Leon D., Bureau of Personnel, Office of Management
Cole, Linda Diane, Passport Services
De Jong, Charles D., Office of the Legal Adviser
Debose, Ticia Andrea, Passport Services
Ellerbe, Daphne, Office of Fiscal Operations
Evangelista, Anne Patricia, Passport Agency, Boston
Fields, Jacquelyn T., Passport Agency, Los Angeles
Forcier, Annette Denise, Near Eastern and South Asian Affairs
Freeman, Sharon L., Foreign Service Institute
Garner, Peggy J., Passport Agency, Miami
Griffin, Patricia Ann, Passport Agency, Washington
Hackney, James Virgil, Office of the Assistant Legal Adviser, Economic and Business Affairs
Harper, Mary M., Office of Supply, Transportation and Procurement
Harvey, Tiffany A., Office of the Executive Secretariat
Hutton, Vanessa L., Passport Services

Jacobs, Brian Keith, Passport Services
Kanter, Arnold Lee, Politico-Military Affairs
King, Regina Jane, Pre-Assignment Center
Ledbetter, Lois Anne, Office of Andean Affairs
Libby Jr., Irve Lewis, East Asian and Pacific Affairs
McFadden, Marvin Lee, Foreign Affairs Data Processing Center
McLane, Sharon Marie, Pre-Assignment Center
Moot, Joanne Ling, Visa Services, Office of Field Support and Liaison
Murphy, Joyce H., Pre-Assignment Center
Nelson, Janet F., Office of Facilities Management and Administrative Services
Owens, Douglas J., Interna-

tional Organization Affairs, Office of Administrative Services
Powell, Robin Elaine, Passport Agency, New York
Power, John D., Passport Agency, Miami
Riley, Cherie Lauren, Passport Agency, San Francisco
Roblnson, Gilbert A., Office of the Special Adviser to the Secretary for Public Diplomacy
Rockwell, Gabriele M., Foreign Service Institute
Romberg, Alan D., Bureau of Public Affairs
Saadoun, Mohamad K., Passport Agency, Miami
Samuels, Jocelyn F., Office of the Legal Adviser
Sanders, Celetta Lee, Economic and Business Affairs
Sharlow, Dawn Crystal, Pass-

port Agency, New York
Silberstein, Fanchon Jean, Foreign Service Institute
Simpkins, Vivian F., Visa Services, Office of Legislation, Regulations and Advisory Assistance
Simpson, Karl Anthony, Foreign Affairs Information Management Center
Snyder, Anson C., Office of Communications
Steel, Deborah L., Office of Communications
Thingelstad, Gerald P., Office of Financial Services
Turner, Robert F., Legislative and Intergovernmental Affairs
Ventrell, Karen, Office of the Legal Adviser
Washington, Paula M., Medical Services
Wiley, Cassonja M., Passport

Agency, San Francisco
Wong, Douglas C., Medical Services
Woodbury, Jacqueline D., Passport Services □

Retirements

Delacruz, Nina A., Foreign Service Institute
Jones, Benjamin L., Passport Agency, San Francisco
Keeter, Evelyn B., Office of Security
Samuelson, Adele E., Passport Agency, Seattle
Sandler, Estelle, Passport Services
Williams, Queen Helen R., Office of Communications, Communications Center Division
Yates, Warren G., Foreign Service Institute ■

FOREIGN SERVICE INSTITUTE— Clerical graduates are, front row from left: *Desmond Harley, Kathryn Ransom, Angela Gordon, Joan Dean, Kyung Ja*

Sears, Anna Mae Grimes, Yolanda Postorino, Marjorie Morris, Shari McLane, Debbie Wilhelm, Linda Conward. Second row: *Ellen*

Winchester, Kathy Seratte, Cheryl Peade, Catherine Ohrn, Dawn Lechevet, Mina Ricketts, Angela Moon, Yvette A. Lester, Jessie

Colson, coordinator. Third row: Queen E. Spriggs, Evelyn J. Dalton, Joe Pipan. (Photo by Tom Bash)



United States Department of State

Secretary
George P. Shultz

Deputy Secretary
John C. Whitehead *

Arms Control and Disarmament Agency
Kenneth W. Adelman
Director



United States Information Agency
Charles Z. Wick
Director



Counselor
Edward J. Derwinski



Under Secretary for Security Assistance, Science and Technology
William Schneider Jr.



Under Secretary for Political Affairs
Michael H. Armacost



Coordinator for International Communications and Information Policy
Diana Lady Dougan



Executive Secretariat
Nicholas Platt
Executive Secretary



Legislative and Intergovernmental Affairs
William L. Ball III
Assistant Secretary



Public Affairs
Bernard Kalb*
Assistant Secretary



Policy Planning Staff
Peter Rodman
Chairman



Protocol
Selwa Roosevelt
Chief



Legal Adviser
Vacant

Human Rights and Humanitarian Affairs
Elliot Abrams
Assistant Secretary



Intelligence and Research
Morton I. Abramowitz
Director



Politico-Military Affairs
John T. Chain Jr.
Director



Economic and Business Affairs
Douglas W. McMinn*
Assistant Secretary



European and Canadian Affairs
Richard R. Burt
Assistant Secretary



African Affairs
Chester Crocker
Assistant Secretary



East Asian and Pacific Affairs
Paul D. Wolfowitz
Assistant Secretary



Diplomatic, Consular and Other Establishments and Dele...



U.S. Ambassador to the United Nations
Vernon A. Walters*

International Development Cooperation Agency
Vacant

Agency for International Development
M. Peter McPherson
Administrator



Under Secretary for Economic Affairs
W. Allen Wallis

Under Secretary for Management
Ronald I. Spiers

Inspector General
William C. Harrop

Comptroller
Roger B. Feldman

Administration and Security
Robert E. Lamb
Assistant Secretary

Medical Services
Eben H. Dustin, M.D.
Director

Office for Counter-Terrorism and Emergency Planning
Robert B. Oakley
Director

Management Operations
Willard A. De Pree
Director

Director General, Foreign Service; Director, Personnel
George S. Vest*

Foreign Service Institute
Stephen Low
Director

International Narcotics Matters
Jon R. Thomas
Assistant Secretary

Consular Affairs
Joan M. Clark
Assistant Secretary

Refugee Programs
James N. Purcell Jr.
Director

Oceans and International Environmental and Scientific Affairs
John D. Negroponte*
Assistant Secretary

Inter-American Affairs
Langhorne A. Motley
Assistant Secretary

Near Eastern and South Asian Affairs
Richard W. Murphy
Assistant Secretary

International Organization Affairs
Gregory J. Newell
Assistant Secretary

Delegations to International Organizations

As of April 23, 1985
*Designated by the President; Senate has not acted.

Post of the Month: Vienna

THE AUSTRIAN CAPITAL is in the heart of Europe, at the eastern end of the Alps, near the Hungarian and Czechoslovakian borders. U.S. embassy employees there are featured as part of STATE's continuing series.



The chancery.



Ambassador *Helene von Damm* conducts country team meeting. On her left: scientific and

technical affairs officer *Peter Brush*, political officers *John Becker* and *John Dimsdale*, air

attache *Lee McCleskey*.



Marine security guard *Fred Inacker* leads detachment on morning run.



Maintenance employee *Gerhard Moser*, at work on the embassy grounds.



At Hofburg Palace are members of negotiation staff for conventional arms reductions. From

left: *David Treadwell, John Miller, Beatrice Procopio, Adrian St. John, Joseph Kerr.*



Scientific and technological affairs officer *Richard Getzinger*, with daughter *Karen* and wife *Carol* at the Strauss Monument.



Secretaries *Karen Jasak* and *Verna Gladstone*, with administrative officer, *Bob Marshall*, outside the Vienna State Opera.



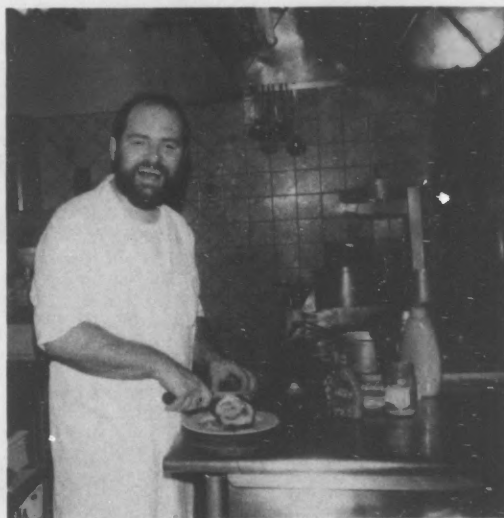
The U.S. Air Force Europe Band performs.



Andy Thoms, center, consul general in Salzburg, with political officers *John Becker, left, and Dave Pfothenauer.*



Visiting the Schonbrunn gardens: *Tom Dwyer* of defense attache's office and wife *Doris.*



Snackbar manager *Rudi Fleischhacker.*

POST OF THE MONTH: VIENNA



Wearing German dirndls, from left; *Christina Dirl, Karin Nussbaumer, Gabriele Dujmovits, Natalie Hollegga, Angelika Schalleck, Irene Pessl, Margit Koenig, Doris Knerer, Renate Parisot, Ursula Leimer, Waltraud Sauer, Ursula Nowy.*



The consular staff: *Christine Martinek, Franz Klanner, Loretta DeBusk, Fanny Sternberg, Peter Bartak.*



Communications officer *Kirel Barbour* and wife *Sandy*, in front of the Karlskirche (a church).



Personnel officer *Mike Royle*, left, and deputy chief of mission *Felix Bloch*.



Secretary *Celia Sohl* and political counselor *John Becker*.

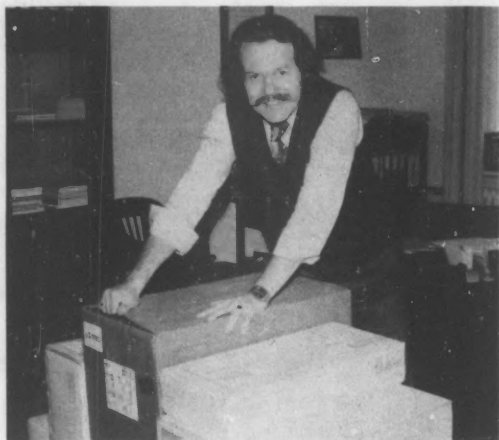


Erich Gardas, *Ursula Dorfinger* and *Dave Pfotenhauer* of the political section.



Community liaison officer *Christine McCollum*.

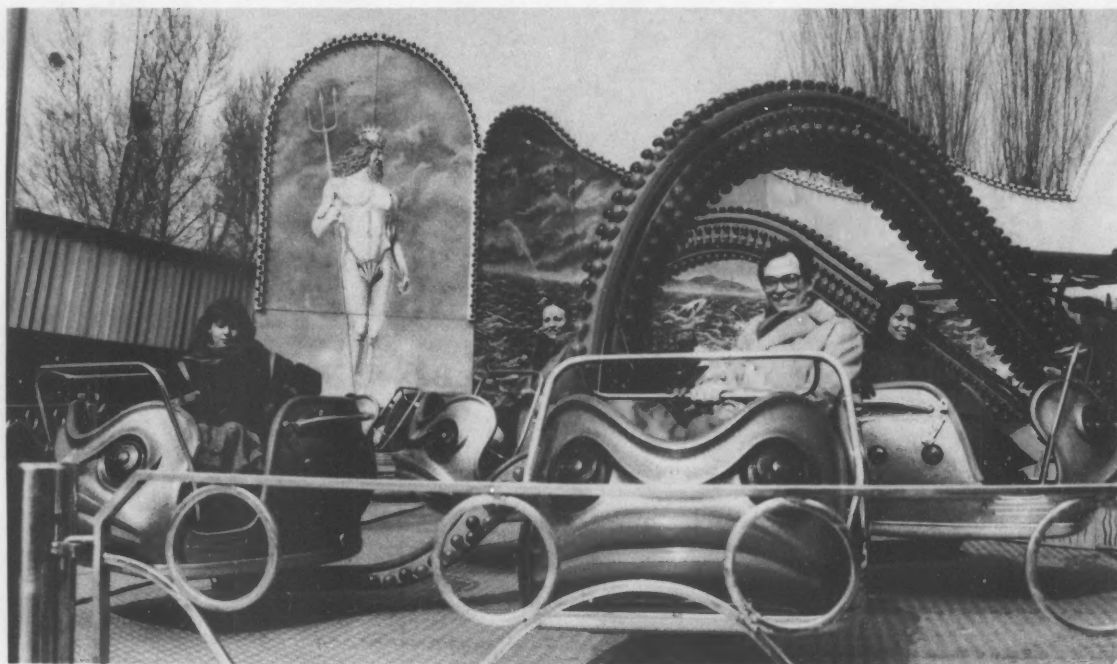
POST OF THE MONTH: VIENNA



Economic specialist *Helmut Janota.*



Secretary *Margaret Buckley.*



Angelika Shalleck, Pia Connell, Bill Hume and Malou Hengl, at the Prater amusement park.



Anneliese Voelkl and Helen Steiner, general services office.



Maintenance employee Emil Reichl.



Working on USIA publication, from left: Martina Schmitt, Hedwig Brueckler, Elke Ponschab.



Seabee Bill Ward, in his workshop. ■

Personnel: Foreign Service

Appointments

- Abercrombie-Winstanley, G., Training Complement
 Ahern, William John, Office of Security
 Alexander, Michael D., Office of Security
 Ames, Stephen H., Yaounde
 Anders, Sri Fatmi, Quito
 Anderson, Constance A., Berlin
 Askland, Andrew, Training Complement
 Atkins III, George W., Training Complement
 Bacigalupo, James Patrick, Office of Security
 Barnes, Daniel L., Cairo
 Berzins, Gunars, Office of Security
 Bielenberg, Lynn T., Mexico
 Blakeman III, Earle C., Training Complement
 Bradford, Brad Lee, Training Complement
 Buck Jr., Ernest M., Office of Security
 Chang, Michael Barry, Training Complement
 Chritton, Andrew Gilman, Training Complement
 Clee, Ingrid I., Guadalajara
 Cozzens, Dee Ann, San Jose
 Currie, Joyce Edith, Training Complement
 Davids Jr., John L., Office of Security
 Davis, Christopher Richard, Training Complement
 Davis, John M., Office of Security
 Dobson Jr., Theodore L., Lagos
 Dreher, Barbara Lyn, Guadalajara
 Dupalo, Robert J., Karachi
 Ellis, John Griffin, Training Complement
 Fermoselle, Pamela M., Mexico
 Forbach, Catherine M., Reykjavik
 Fuller, Richard Lopez, Office of Security
 Gaddis, John Patrick, Office of Security
 Garven, Kimberley A., Geneva
 Gedney, Roy C., Office of Security
 Gleeson, James Dennis, Office of Security
 Greenfield, Alan Eric, Training Complement
 Grey, Thomas Francis, Office of Security
 Gruber, Elizabeth Louise, Office of Security
 Gutierrez, Karl, Office of Security
 Hardy, Suzanne, Mexico
 Harrington, John Joseph, Training Complement
 Hendershot, N. Nicholas, Intelligence and Research, Office of Analysis for Near East and South Asia
 Henshaw, Simon, Training Complement
 Holmes, Donna Mae, Brussels-NATO
 Hudson Jr., Virgil A., Office of Communications
 Hudson, Brenda K., Geneva
 Hunter, Sandra K., Caracas
 Hyde, Reginald D., Training Complement
 Jacobson, Keith Richard, Office of Security
 Johnson, Karen A., Training Complement
 Jones, Tony M., Office of Security
 Kane, Karen M., Amman
 Kayes, Jonathan M., Training Complement
 Kirkconnell, Laura Jean, Training Complement
 Koch, Matthew Robert, Training Complement
 Kraus, Martin Fortune, Office of Security
 Lamson, John Cotton, Training Complement
 Landry, Bruce Edward, Office of Security
 Leiva, Hector E., Caracas
 Lepre Jr., Joseph, Inter-American Affairs
 Levine, Jeffrey D., Training Complement
 Linder, Bruce S., Office of Security
 Linder, Lee J., Office of Security
 Mahaffey, Michael Edward, Office of Security
 Mann, Theodore Albert, Training Complement
 Marill, James David, Training Complement
 Marshall, Andrew Stephen, Office of Security
 Marshall, Joyce Diane, Training Complement
 Martin, James Christopher, Training Complement
 Martin, Sharon H., Geneva
 Mason, J. Richard, Bureau of Personnel, Office of Management
 Medvigy, Christopher A., Office of Security
 Meister, Stephen Christian, Office of Security
 Milburn, Elena M., Georgetown
 Misenheimer, Alan Greeley, Training Complement
 Montgomery, Denise D., Office of Security
 Moore, Alex Randall, Office of Security
 Moore, Ruth Dorothy, Training Complement
 Morales, Reynaldo, Mexico
 Muncy, Linda Howard, Training Complement
 Nielsen, E. Westergaard, Office of Security
 Novak Jr., Paul John, Office of Security
 Papendick, Josefina L., Training Complement
 Pastirik, Michael R., Lagos
 Peck, Juliana Seymour, Training Complement
 Prochazka, Maura Leslie, Training Complement
 Ramseur, Harvey F., Training Complement
 Renteria, Celestina M., Mexico
 Reynolds, Denis George, Office of Security
 Rhoades, Dwight Ray, Training Complement
 Robisch, Elena E., Kuwait
 Robl, Terri Louise, Training Complement
 Robson Jr., Robert J., Algiers
 Rodman Jr., George F., Office of Security
 Roe, Peter B., Training Complement
 Rogers, Bruce David, Training Complement
 Rohland, Jeanne Marie, Monterrey
 Root, William G., Office of Security
 Rowe, William Neil, Office of Security
 Rueda, Marie Magdalena, Buenos Aires
 Rugh, William A., Sanaa
 Russell, Daniel Richard, Training Complement
 Salazar, Maximiliano A., Office of Security
 Sanderson, Melissa Marie, Training Complement
 Schenck, Donald A., Office of Security
 Shemanski, Donald Richard, Training Complement
 Sigmund, Janet Ann, Kinshasa
 Simons, Robert Paul, Office of Security
 Slaughter, Sandra K., Kaduna
 Smith, Chandra L., London
 Smith, Scott A., Office of Security
 Smith, Stephen F., Office of Security
 Southern, George Smith, Training Complement
 Sparks, Howard Jefferson, Monrovia
 Staeben, Derwood Keith, Training Complement
 Sterling III, William H., Office of Security
 Stevens, Kathryn L., Training Complement
 Stevens, Lotty, Amman
 Storella, Mark Charles, Training Complement
 Swift, Margaret Louise, Training Complement
 Tatush, Martin B., Training Complement
 Teator, Jeffrey Allen, Office of Security
 Thalasinis, Jonathan N., Office of Security
 Thompson, Elizabeth D., Training Complement
 Timmons, Timothy, Office of Communications, Communications and Planning Engineering Division
 Toole, Linda S., Bamako
 Tracy, Shannon Lee, Panama
 Tufts, Jonathan P., Paramaribo
 Turner, Bruce Irvin, Training Complement
 Van Buskirk, Michael J., Office of Security
 Wakefield, Carol A., Buenos Aires
 Wallace, William David,

Training Complement
Weant, Dana M., Nairobi
Wenner, Sandra Marie, Training Complement
Whatley, David Laurence, Office of Security
Wheelock, Stephen A., Mogadishu
Wickman, Stephen B., Training Complement
Willoughby, Fred M., Office of Security
Wilson, Diana May, Dar-es-Salaam
Wohlman, Jacob M., Office of Security □

Transfers

Alexander, Bertha L., Office of Communications to Alexandria
Ammerman, Alan B., France to Training Complement
Arthurs, Robert E., Foreign Service Institute to Information Systems Office, User Support Services Staff
Astala, Katherine Marie, Italy to Mogadishu
Babinsack, Richell S., Chad to Addis Ababa
Baez, Eduardo Jose, Inter-American Affairs to Training Complement
Bartlett, William M., Training Complement to Office of West African Affairs
Benedict, Blaine D., Intelligence and Research, Office of Analysis for the Soviet Union and Eastern Europe to Foreign Service Institute, Language Training
Berry, Ann R., Italy to Foreign Service Institute, Language Training
Berry, Gregory L., Secretariat Staff to Training Complement
Blake, Steven L., Intelligence and Research, Office of Analysis for the Soviet Union and Eastern Europe to Training Complement
Boris, John J., European and Canadian Affairs to Training Complement
Boyack, Kerry A., Brazil to Office of Communications
Bray, Bessy T., Bureau of Personnel, Office of Manage-

Transfer Tremors

I was almost transferred to BUENOS AIRES, but it would have been like putting a populAR GENT IN A wrong spot.

I was almost transferred to SANAA, but oh, YE MEN of

ment to Bureau of Personnel, Office of Employee Relations
Brecht, Jonathan P., Near Eastern and South Asian Affairs to Training Complement
Buerle, Sandra M., United Kingdom to Near Eastern and South Asian Affairs
Butler, Michael, Office of the Secretary to Training Complement
Cefkin, Judith Beth, Mexico to Office of Central African Affairs
Chamberlin, John W., Office of West African Affairs to Training Complement
Chavera, Raul E., Bahrain to Training Complement
Chisholm, Judy K., African Affairs to Freetown
Ciorlieri, Lisa B., Near Eastern and South Asian Affairs to Bureau of Personnel, Office of Foreign Service Career Development and Assignments
Cole, James Francis, Ethiopia to Training Complement
Coulter Jr., Frank J., Training Complement to Intelligence and Research, Current Intelligence Staff
Courtney, William Harrison, Politico-Military Affairs, Office of Strategic Nuclear Policy to Office of the Under Secretary for Political Affairs
Covey, William Lee, Office of Communications to San Jose
Cretz, Gene A., Executive Secretariat, Operations Center to Near Eastern and South Asian Affairs
Darrach, Daniel David, Inter-American Affairs to Training Complement

by ebp

little faith—you know I got it changed!

I was almost transferred to ZIMBABWE, but when I hesitated, not wishing to rush A RARE opportunity, the assignment was changed. □

Davies, Glyn T., Training Complement to Executive Secretariat, Operations Center
Davis, Kathleen R., African Affairs to Training Complement
Davis, Richard V., Office of Foreign Buildings to Beirut
De Villafranca, Richard, East Asian and Pacific Affairs, Office for Japanese Affairs to Training Complement
Derse, Anne E., Office of the Counselor to Training Complement
Dibble, Philo L., Near Eastern and South Asian Affairs to Training Complement
Dillard, Diane, Lebanon to Consular Affairs
Dipaolo, Donna Marie, Foreign Service Institute to Buenos Aires
Djerejian, Edward P., Foreign Service Institute to Public Affairs
Eddins, Keith A., Executive Secretariat, Operations Center to Secretariat Staff
Egger, Philip Hughes, South Africa to Training Complement
Eighmie Jr., James Wilson, Office of West African Affairs to Organization for Economic Cooperation and Development/Paris
English, Burt Frederick, Office of Security to Tokyo
Erviti, Pedro Gustavo, Training Complement to Porto Alegre
Fitzpatrick, Kathleen M., Belgium to Executive Secretariat, Operations Center
Flemister, Zandra I., Bureau of Personnel, Office of Performance Evaluation to Visa Services, Office of Field Support and Liaison

Floyd, Jane Miller, Intelligence and Research, Office of Analysis for the Soviet Union and Eastern Europe to Training Complement
Fonteneau, Alfred F., African Affairs to Training Complement
Frisbie, Russell Louis, Mexico to Office of Central African Affairs
Glitman, Maynard W., Austria to Geneva
Gredler, Joseph E., Zaire to Office of Communications
Grenier, Robert L., Saudi Arabia to Dhahran
Hale, David M., Training Complement to Dhahran
Halpin, Dennis Patrick, Canada to Training Complement
Hammitt, James N., Nicaragua to Office of Communications
Harms, Norma Ruth, Soviet Union to Office of Central American Affairs
Hartman Hart, Shirley Mari, Ecuador to Training Complement
Hazewski, Joseph J., Pakistan to Office of Communications, Foreign Operations
Hedges, John A., Politico-Military Affairs to Office of West African Affairs
Herrington, Charles D., Intelligence and Research, Office of Analysis for Inter-American Affairs to Training Complement
Hill, Kenneth L., Praia to Office of Communications
Hill, Patty L., Consular Affairs to Training Complement
Hill, Steven D., Visa Services to Training Complement
Hodges, Heather M., Guatemala to Training Complement
Hofmeister, Ruth G., Office of Foreign Buildings to Foreign Service Institute, Language Training
Holmes, John W., European and Canadian Affairs to Rome
Hough, Thomas D., Uruguay to Office of

PERSONNEL: FOREIGN SERVICE

Communications	lar Affairs	McGuinness, John P. , Foreign Service Institute, University Training to Intelligence and Research, Current Intelligence Staff	Pearson, Isaac P. , Korea to East Asian and Pacific Affairs
Houghton, William J. , Liberia to Office of Communications	Le Beau, John J. , Cuba to Inter-American Affairs	McMahon, Edward R. , Office of Central African Affairs to Training Complement	Peoples, Kenneth Morgan , Human Rights and Humanitarian Affairs to Training Complement
Howe, Bruce T. , Canada to Calgary	Leary, John C. , Brazil to Inter-American Affairs	McPherson, William R. , Intelligence and Research, Office of Analysis for Northeast Asia to Oceans and International Environmental and Scientific Affairs, Office of Cooperative Science and Technology Affairs	Pepper, Raymond J. , Training Complement to Near Eastern and South Asian Affairs
Hughes, Patricia Dawson , Bureau of Personnel, Office of Management to Bureau of Personnel, Office of Employee Relations	Levis, William A. , Foreign Service Institute, Language Training to Bureau of Administration	Mellstrom, James C. , Nairobi to African Affairs	Pipkin, Stephen B. , European and Canadian Affairs to Foreign Service Institute, Language Training
Huso, Ravic R. , Burundi to Training Complement	Lewis, Antonie , Office of the Secretary, Policy Planning Council to European and Canadian Affairs	Micsan, James R. , African Affairs to Kinshasa	Pitts, Amy , Venezuela to Gaborone
Jackson, Mark H. , The Gambia to Zurich	Loney, Scott A. , Near Eastern and South Asian Affairs to Training Complement	Monk, Amy Y. , Training Complement to Office of Human Rights	Popovich, George I. , Office of Communications to Tokyo
Jacobs, Martin , International Organization Affairs, Office of UN Political and Multilateral Affairs to Office of Communications and UNESCO Affairs	Longmyer, Kenneth , Sweden to Special Domestic Assignments Program	Morrison, Charles P. , Bolivia to Office of Communications	Powell, Jo Ellen , Near Eastern and South Asian Affairs to Training Complement
James, Doris Ann , Brazil to Rio de Janeiro	Luaces, Robert L. , Legislative and Intergovernmental Affairs to Training Complement	Morrow, Olin W. , Bureau of Personnel to Vientiane	Preeg, Ernest H. , Inter-American Affairs to Office of Management Operations
Jones, Frances T. , Citizens Emergency Center to Training Complement	MacCallum, Robert A. , U.S. Mission to the United Nations to Intelligence and Research	Mueller, Albert P. , European and Canadian Affairs to Warsaw	Price, Gary V. , Foreign Service Institute, Language Training to Intelligence and Research, Office of Politico-Military Analysis
Joyce, Rebecca A. , Intelligence and Research, Current Intelligence Staff to Training Complement	Maddocks, Paul Kevin , Tunis to Near Eastern and South Asian Affairs	Murphy, John C. , Office of Security to Foreign Service Institute, Language Training	Pritchett, James R. , Training Complement to Guadalajara
Kahn, Louis E. , Foreign Service Institute to Vienna	Maher, William J. , Office of Security to Foreign Service Institute, Language Training	Niedzielak, Walter J. , Diplomatic Pouch and Courier Services to Office of Communications, Foreign Operations	Puszczewicz, Mary Lou , Philippines to Near Eastern and South Asian Affairs
Kauth, Christopher , Mexico to Dhahran	Malac, Deborah R. , South Africa to Training Complement	Norden, Kristen A. , Office of Supply, Transportation and Procurement to Refugee Programs	Randolph, William J. , St. Georges to Inter-American Affairs
Keller, Daniel F. , Japan to Training Complement	Mally, Alec L. , Executive Secretariat, Operations Center to Training Complement	Norland, Richard , Office of Southern African Affairs to Training Complement	Remillard, Robert H. , Tunisia to Budapest
Kennedy, J. Christian , Inter-American Affairs to Training Complement	Mann, Darlene K. , Ghana to Maputo	Nugent, Nelson B. , Training Complement to Office of the Coordinator for Public Diplomacy for Latin America and the Caribbean	Robertson III, Charles E. , Greece to Training Complement
Keogh, Susan E. , Training Complement to Office of Southern African Affairs	Markowitz, Dianne E. , Foreign Service Institute, Language Training to Muscat	Odell, Deborah M. , Office of Central African Affairs to Training Complement	Rodriguez, Ruben , Office of Communications to San Salvador
Kessinger Jr., James Joseph , Yugoslavia to Maputo	Martin, Bryce J. , Office of Communications to Kabul	Oslick, Alan David , Bureau of Personnel to Inter-American Affairs, Office of Regional Economic Policy	Salem, Susan Elizabeth , United Kingdom to Training Complement
Kingsley, Carolyn E. , Bureau of Personnel to Office of Foreign Service Career Development and Assignments	Mason, Harold E. , Singapore to Belgrade		Satterfield, David , Near Eastern and South Asian Affairs to Training Complement
Koran, Donald William , Training Complement to Havana	Masters, Richard E. , Foreign Service Institute to Paris		Saturni, Fabio M. , Italy to Training Complement
Kosinski, Susan H. , Austria to Geneva	McCarthy, Christopher E. , Training Complement to Executive Secretariat, Operations Center		Sawyer, Inez L. , Hong Kong to Accra
Kupke, Frederick L. , Thailand to Manila	McCarty, Dixie , Inter-American Affairs to Montevideo		Scaletta Jr., Thomas F. , Foreign Service Institute, Language Training to Brasilia
Lachman, Donald , Kenya to Karachi	McCaskill, Charles W. , European and Canadian Affairs to Bureau of Personnel		

- Scanlan, John D.**, Assignment Intergovernmental Personnel Act to European and Canadian Affairs
- Scheel, Virginia J.**, Bureau of Personnel, Office of Recruitment, Examination and Employment to African Affairs
- Schermerhorn, Lange**, Near Eastern and South Asian Affairs to Brussels
- Schroeder, Frank M.**, Brasilia to Caracas
- Scott, Gail Patricia**, Visa Services, Office of Legislation, Regulations and Advisory Assistance to Bureau of Personnel
- Sharp, John R.**, Sudan to Cairo
- Shoup, Frederick Owen**, Foreign Service Institute, Language Training to Vientiane
- Simcox, David E.**, Politico-Military Affairs to Bureau of Personnel
- Simpson, Diane G.**, Training Complement to Intelligence and Research, Office of Politico-Military Analysis
- Solomon, Caryn Marie**, East Asian and Pacific Affairs to Executive Secretariat
- Somers, Harvey Alan**, Romania to Bangkok
- Spilsbury, John V.**, Guyana to Training Complement
- Spinelli Jr., Robert L.**, Bolivia to Inter-American Affairs
- Spoeede II, Stuart Lee**, Mexico to Shanghai
- Stanton, Karen Clark**, Office of the Secretary to Training Complement
- Steers, Howard J.**, Intelligence and Research, Office of Politico-Military Analysis to Training Complement
- Stephan III, Charles L.**, Inter-American Affairs to Bureau of Personnel, Office of Recruitment, Examination and Employment
- Sweeney, Ruth M.**, Bureau of Personnel, Office of Foreign Service Career Development and Assignments to Office of Foreign Service
- National Personnel
- Syrett, Ann S.**, Training Complement to African Affairs, Office of Regional Affairs
- Szramek, Martha V.**, Executive Secretariat to Secretariat Staff
- Thomas, Bruce E.**, Training Complement to Manila
- Thomas, Francisca A.**, Training Complement to Office of Financial Services
- Thomas, Holcombe H.**, New Zealand to Training Complement
- Thompson, Cameron S.**, Intelligence and Research to Training Complement
- Thompson, Carol Ellis**, Executive Secretariat, Operations Center to Secretariat Staff
- Thompson, Gail A.**, European and Canadian Affairs to Training Complement
- Tinney, Philip M.**, Office of Communications to London
- Tomsen, Peter**, Foreign Service Institute to Near Eastern and South Asian Affairs
- Tongour, Nadia**, European and Canadian Affairs to Training Complement
- Tousignant, Alan R.**, Office of Central African Affairs to Training Complement
- Uncu, Lucy P.**, Iceland to Training Complement
- Valois, Denise Marie**, Training Complement to Belize City
- Vessey III, John W.**, Romania to European and Canadian Affairs, Office of Security and Political Affairs
- Vinson, Karen J.**, Jeddah to Riyadh
- Warren, Thomas J.**, Office of Management Operations to Office of Communications
- Wazer, M. Patricia**, Near Eastern and South Asian Affairs to Foreign Service Institute, Language Training
- Welch, Julia**, France to Foreign Service Institute
- White, John M.**, Office of Communications, Foreign Operations to Bonn
- Williams, Stephen Bryan**, Foreign Service Institute to Frankfurt
- Wilson, Cecily**, Chad to Bonn
- Woerner, Mark S.**, Foreign Service Institute to Athens
- Wood, Robert Cantrell**, United Kingdom to Salvador
- Woodring, Patricia A.**, Foreign Service Institute to Economic and Business Affairs, Trade and Commercial Affairs
- Wright, Michael A.**, Dominican Republic to Office of Communications
- Wythe, Evelyn A.**, Mexico to Training Complement □
- Resignations**
- Bohn, John A.**, Asian Development Bank
- Dargin, William T.**, Damascus
- Garrison, Sheryl B.**, Bureau of Personnel
- Greer, Genevieve E.**, Bonn
- Lovell, Margaret**, Bureau of Personnel, Office of Foreign Service Career Development and Assignments
- McConnell, Kevin Timothy**, Office of Citizens Consular Services
- Mitchell, Ellen Schubert**, Training Complement
- Molina Jr., Ernesto L.**, Santo Domingo
- Oyen, Robert E.**, Mexico
- Terhune, Neil A.**, Shanghai
- Weese, Brian D.**, Brasilia
- Winsor Jr., Curtin**, San Jose
- Wurdeman, Richard D.**, East Asian and Pacific Affairs □
- Retirements**
- Armor, William H.**, Office of Security
- Barsoun, Elias S.**, Near Eastern and South Asian Affairs
- Bishop, Dorothy K.**, Medical Services
- Boyatt, Thomas D.**, Bureau of Personnel
- Byrnes, Paul J.**, International Organization Affairs, Office of Technical Specialized Agencies
- Englebrake, George L.**, Office of Communications
- Mendelsohn, Jack W.**, Foreign Service Institute
- Mouser III, Grant E.**, Hamburg
- Schaller, Charles W.**, Intelligence and Research, Office of Analysis for Northern and Central Europe
- Wright, Wilbur I.**, International Organization Affairs, Office of International Conferences □

Nominations

—(Continued from Page 47)

Consular officers

Lyndon K. Allin
Irene S. Harrison
James R. Reid
Donald L. Schilke
Francis E. Shafer
Secretaries

J. Dawson Ahalt
Robert C. Bodden
Lawrence I. Eisenberg
Terence Flannery
I Michael J. Hand
Dolores F. Harrod
Catherine Houghton
Edward P. Kemp
William L. Lofstrom
Richard F. May
Charles J. Omana
Peter F. Spalding
Robert Tze-Yuen Yuan

Career member of the Senior Foreign Service, for promotion to class of minister-counselor, effective October 30, 1983:

Martin G. Heflin ■

Byrnes takes tourism post

Paul Byrnes, former director of the Office of Technical and Specialized Agencies, Bureau of International Organization Affairs, has retired from the Foreign Service to accept appointment as assistant secretary general of the World Tourism Organization in Madrid.

Mr. Byrnes held the rank of minister-counselor and was director of the office since August 1982. Prior to that, he had served since late 1979 as consul general, then chargé, at Embassy St. Johns. He worked for many years with UN agencies. □

Commissioning, tenure board

The Commissioning and Tenure Board has completed its review of the files of the Foreign Service officer career candidates who were eligible for consideration at its November/December session. Following is the list of candidates recommended for tenure (language probationers are not included):

Arnold, Dona D.
 Appleton, David E.
 Askman, Diana D.
 Bentley, Robert N.
 Blake, Stephen J.
 Bogue, Janet L.
 Boothe, Betty I.
 Brisbon, Brenda C.
 Brown, Gayleatha B.
 Brown, Stuart V.
 Burns, William J.
 Bushnell, Prudence
 Cao-Garcia, Jose J.
 Charlton, Milton L.
 Cohen, Lawrence E.
 Darrach, Daniel D.
 Engle, Gregory W.
 Evans, Teresa M.
 Foster, Harold D.
 Foster, James J.
 Goff, Ellen
 Higgins, Margaret D.
 Holley, Robert M.
 Howard Jr., Clyde I.
 Ifill, Maria
 Johnson, Shelley E.
 Jordan III, W. William
 Joyce, Rebecca A.
 Kambara, Ann
 Llorens, Hugo
 Luke, Robert S.
 Maher, Kevin K.
 Malac, Deborah R.
 Mally, Alec L.
 Maloney, Steven S.
 Manz, Matthias
 Martinez, Valentino E.
 McAlpine, Jean B.
 McGee, James D.
 McPherson, William R.
 Medvitz, Sarah M.
 Meserve, W. Michael
 Neighbour, Hugh M.
 Neill II, Wayne E.
 Nemeth, Winkle W.
 Norman, Robert L.
 Ortblad, Dennis J.

Palmer, Larry L.
 Pearce, David D.
 Quinones, Carlos K.
 Rey, Frank
 Rocha, V. Manuel
 Rodley, Carol
 Sanders, Robin R.
 Satterfield, David
 Schlicher, Ronald L.
 Scott, Kyle R.
 Sigler, Mark A.
 Slutz, Pamela Jo H.
 Snead, Thomas J.
 Spilsbury, John V. G.
 Stanford, Ann
 Staples, George M.
 Stewart, David C.
 Tamlyn, Lucy
 Terzuolo, Eric R.
 Thompson, Cameron S.
 Thompson, Carol E.
 Tsai, Soching
 Tucker, John C.
 Tulenko, Timothy A.
 Turner, Melvin R.
 Villarosa, Sharon E.
 Wagner, Jimmie E.
 Walles, Jacob
 Yamamoto, Donald Y.
 Zumwalt, James P. □

Specialist tenure

The Specialist Tenuring Board has completed its review of the files of candidates eligible for tenure consideration at its November session. Following is the list of candidates recommended for career status:

Bennett, Brian J.
 Bray, Bessy T.
 Caldwell, Linda E.
 Callahan, Mary B.
 Candelaria, Benjamin R.
 Chan, Lai Weng
 Cole, Richard A.
 Conlon, Margaret A.
 Cook, Kathryn M.
 Cook, Ross
 Copas, David N.
 Dodson Jr., Robert J.
 Frisbie-Fulton, Thomas R.
 Hester, Atha F.
 Holloway, Albert D.
 Kern, Shirley E.
 Lutz, Jeffrey
 McGowen, Katherine
 McManus, William T.
 Metz, C. Thomas

Pawlicki, Anthony S.
 Radcliffe, Katherine
 Snider, Kathleen A.
 Thornton, Corinne S.
 Toussaint, Joseph
 Vaughan, Maura
 Ventresca, Virginia G.
 Zimmerman, John C. □

Foreign Service nominations

The Senate has confirmed the following nominations:

Appointment as FSO-1, consular officers and secretaries:
 Priscilla Ann Clapp
 Herbert Leo Tyson

Appointment as FSO-2, consular officers and secretaries:
 Lois Gochnauer Angulo
 Gerri McLain Casse
 Janean Lee Mann
 Andrés D. Oñate

Penelope Williams Snider
 Appointment as FSO-3, consular officers and secretaries:

Edmund Earl Atkins
 Steven L. Blake
 John Owen Cook
 Scott H. DeLisi
 Jonathan D. Farrar
 Michael E. Guest
 Barbara Fitzsimmons Hughes
 Scott Frederic Kilner
 David A. Kornbluth
 John E. Lange
 Mary Jeanne Reid Martz
 Michael Joseph McCamman
 Dan Mozena
 Elo-Kai Ojamaa
 H. Kirkby Ressler
 Virginia Jean Scheel
 Jeanne Lee Schulz
 Elizabeth Worth Shelton
 Douglas R. Smith
 Elizabeth Petersen Spiro
 Scott Norris Thayer
 Robert M. Witajewski
 Karl Edwin Wycoff

Appointment as FSO-4, consular officers and secretaries:

Alan Bruce Ammerman
 Richard Hanson Appleton
 Alexander Armando Arvizu
 Algis Avizienis
 Jeffrey Jay Baron
 Joyce Anne Barr
 Blaine David Benedict
 James Howard Benson

Brent E. Blaschke
 John Angelo Butler
 Thomas William Callow
 Martha Larzelere Campbell
 Arnold A. Chacon
 Richard Jon Chidester
 William Gerard Corbett
 Elizabeth Link Cummings
 Kathleen Rebecca Davis
 William Fairbairn Davnie III
 Philip Hughes Egger
 James A. Forbes
 Henry Danton Gaddis
 Priscilla Harter Galassi
 Cassie Louise Ghee
 Jeffrey H. Gorsky
 David L. Gossack
 Jeffrey Drew Hallett
 Maura Harty
 Frederic Carl Hassani
 Patty L. Hill
 Steven Don Hill
 Kenneth MacLean Hillas Jr.
 Darcy Elizabeth Fillebrown
 Hofmann
 James Robert Holbein
 Clarence Alexander Hudson Jr.

Dennis W. Imwold
 Paul W. Isaacson
 Delvin Wayne Junker
 James Robert Keith
 Michael David Kirby
 Anthony M. Kolankiewicz
 Kathleen Carr Lang
 Margery Lemb
 George Stephen Malleck III
 Glenda Gaye Maris
 Carmen Maria Martinez
 Kevin Cort Milas
 Robin Jan Morritz
 Kathleen Murphy
 Wanda Letitia Nesbitt
 Edwin Richard Nolan Jr.
 Nelson Blythe Nugent
 Harry John O'Hara
 Molly O'Neal
 Lisa A. Piascik
 Roman Popadiuk
 Genevieve J. Pratt
 Thomas Gwyn Reich Jr.
 Miriam M. Saif
 G. Manfred Schweitzer
 Paul E. Simons
 Jeanne E. Topka
 Craig Stuart Tymeson
 David Alan Weiss
 Seth D. Winnick
 Members of the Foreign Service of State, Agriculture,

Commerce and USIA to be consular officers and/or secretaries:
Consular officers and secretaries.

Elizabeth H. Adair
Cynthia H. Akuetteh
William G. Anderson
C. Elaine Bannerman
Beatrice M. Barthelemy
Grace Hsiao-Lin Bay
Robert M. Benson
James T. Bland
Denise Anne Boland
Ellen Boneparth
Susan P. Bowman
Ana Kathleen Breiter
John Brien Brennan
Raymond L. Brown
Ann T. Callaghan
Kevin Paul Carey
Charles Cato
Robert D. Caudle
Alexander Peter Chambers
David Cheng Chang
Willis W. Chipp
Jean H. Christoff
Marjorie Coffin
Efraim A. Cohen
Mitchell A. Cohn
William Lewis Collins
Margaret M. Comiskey
Michael H. Corbin
Bainbridge Cowell Jr.
Thomas Michael Cynkin
Kimberly A. Daley
Carmine G. D'Aloisio
Mark David Dembro
Rosemary A. Di Carlo
Douglas Stewart Dobson
Edward J. Doyle
Edward John Doyle
Ann S. Driscoll
Charles William Dunne
Richard Mansfield Eason
Pedro Gustavo Erviti
Robert J. Evans
Richard J. Falke
Alexander Alfredo Featherstone
Miriam J. Fidler
Diane L. Fischer
Christopher Fitzgerald
Jane Fitzgibbons
John J. Fogarasi
Kyle D. Foggo
Gordon D. Foote
Patricia Bailey Foran
James K. Foster
Frederic Wilson Frank
Barbara A. Frazier
Barrie Lynne Freeman

Ben Garcia
Gregory Gebhardt
Daniel Francis Geisler
Michael Gfoeller
Tatiana Catherine Gfoeller-Volkoff
Jocelyn G. Gilbert
Page Warner Gildner
Robert F. Godec Jr.
Thomas E. Graham Jr.
William Kevin Grant
Douglas A. Gray
William Gary Gray
Beverly Daria Greene
Judith R. Greenspan
Christa Ute Griffin
Carol A. Hammond
Dennis Bruce Hankins
Gerald W. Harvey
Todd Hazelbarth
Dennis Walter Hearne
Alice W. Hellerstein
David E. Henifin
Martin Paul Hohe
Stephen W. Holgate
Sarah Burgwin Holmes
Steven Alan Honley
Michael Stephen Hoza
Lawrence Robert Hughes Jr.
Lisa Bobbie Schreiber Hughes
Charles M. Hurley
Russell Pierson Ingraham
William David Jackson
Mark T. Jacobs
Kenneth T. Jasper
Mark Randolph Jensen
Bernadine Ruth Joselyn
Robert Kaneda
Jonathan M. Kayes
Thomas Keane
Susan Elizabeth Kempe
Susan Elizabeth Keogh
Frank John Kerber
Diana L. Kiel
Patricia Kim-Scott
Bruce Fred Knotts
John Monroe Koenig
Donald William Koran
Leonard J. Korycki
Garold Norman Larson
Damian Riehl Leader
Elizabeth Leighton
Joseph Lepre
Jacqueline Levandowsky
Gary A. Littlejohn
Eric W. Luftman
Edward P. Macias
Constance Grills MacMillan
Lawrence P. Maestas
Edward Paul Malcik
Joel R. Malkin

James Patrick Manfred
Scot Alan Marciel
Robert Gough Markstein
Gregg P. Marshall
Elizabeth Lee Martinez
Albert Konln Matano
John A. Matel
Kenneth R. Mauck
Cathleen Eleanore Maynard
Walter Lloyd Mayo III
Michael G. McBride
Michael W. McClellan
Portia Elizabeth McCollum
Terence Patrick McCulley
William Whiting McIlhenny
Albert S. McWade
David Wilson Merrell
Kenneth Alan Messner
Katherine Joan Margaret Millard
Cornelia Petronella Johanna Miller
Kem E. Miller
Ogden D. Miller
William G. Miller
R. Booth Mitchem
Gary Moe
Judith A. Moon
Timothy W. Moore
Frank E. Morrill
Stanley Morris
Theodore Arthur Nist
David Adelbert Noble
David Woodruff Norland
Victoria Nuland
Charles C. Ocheltree
Peter Adams O'Donohue
Sandra S. Odor
Karl Gunnar Olson
Sarah Kellogg Otis
Patricia McGuire Parker
Isiah Lenart Parnell
Christian V. Pascale
Michael R. Pastirik
Rex-Marc Patterson
Betsy Ross Peters
Mary Janice Price
Augusto Recinos
Robert Brian Rink
Catherine Sachiko Roberson
Ricky Lynn Roberts
David R. Salazar
Richard Milton Sanders
Christopher J. Sandrolini
Timothy C. Sandusky
Alfonso Sapia-Bosch
Kathleen Juanita Scanlon
Allan Richard Scott
Douglas Alden Sears
David Samuel Sedney
Alfred H. Seidel

Dorothy A. Senger
Gary L. Sheaffer
Viktor A. Sldabras
Steven R. Slatin
Dana L. Spengler
Nancellan Stahl
Teresa F. Stewart
David L. Stone
Anne L. Stratford
John W. Struble
Stephanie A. Switzer
Jane Judith Tannenbaum
Lowry Taylor
Prince A. Terry
Jeffrey C. Thomas
Trudie E. Thompson
Arthur D. Trezise
J. Patrick Truhn
James A. Truran
James L. Tucker
Jackie C. Tyler
Joseph R. Vaccaro
Denise M. Valois
Daniel Vigil
Thomas E. Volz
Robert Shiao Wang
Easton C. Warner
Richard G. Weidner
Ann Mason Wells
Carla Gayle Wells
Bruce Williamson
James E. Winkelman
Charles James Wintheiser
Christopher Erwin Wittmann
Paul Dashner Wohlers
Judith Ann Wood
John S. Woodall
James L. Woolfork
Beverly Roth Yett
Whitney Lane Young
Joseph Yuosang Yun
Peggy Sue Abelmann
Zabriskie
Roger H. Zanes

—(Continued on Page 45)

Paying for college with U.S. bonds

Under the Internal Revenue Code, up to \$1,000 in unearned income may be accumulated without tax liability. Assuming they have no other unearned income, each of your children could own bonds earning up to \$1,000 interest per year without taxation. Or when cashing bonds for college, no tax is due if the child's income and interest on bonds cashed each year are less than the exemption. □

Diplo-Crostic No. 31

BY CAROL BECKER

Department of State Historical Office

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. (Ms. Becker's "Diplo-Crostic No. 30" appeared in the March issue; the solution was in the April STATE.)

1C	2V	3L	4Y	5O	6E	7P	8F	9M		10U	11B	12R	13G	14M	15Q	16V	17C	18L	19I
	20B	21W		22N	23S	24D	25V	26N	27M	28I	29C	30O	31H		32Y	33R	34C		35U
36P	37T	38B	39L	40G		41N	42A		43L	44R	45L	46Y	47K		48M	49E	50R	51U	52D
53B		54P	55O	56I	57U	58D		59T	60M		61F	62M	63G	64T		65X	66D	67L	68W
	69R	70U	71V	72K	73K	74C	75S	76W	77Y	78O		79Q	80J	81D	82P		83U	84X	85I
86H	87B	88L	89R		90W	91F	92D	93V	94K	95C	96A		97V	98H	99U	100N		101F	102W
103O	104L		105Q	106I		107P	108R	109N		110T	111Q		112W	113O		114X	115Y	116R	117O
118G	119E	120H	121I	122C		123V		124P	125C	126M	127F	128J	129N		130S	131H		132X	133Y
134U	135G	136B	137E	138R	139Q		140Y	141M	142G		143Q	144C	145U	146J	147T	148P	149R		150O
151G	152W	153B		154M	155Y	156E	157I	158N		159B	160R	161K	162V		163K	164V	165O	166H	167J
	168Y	169M	170P	171W	172K		173I	174B	175S	176E	177G	178N		179J	180A	181Y	182D	183B	184Q
185V	186L		187O	188S		189F	190H	191C	192M	193L	194U	195N	196J	197T		198V	199S		200I
201M	202D	203V	204R	205X		206A	207H		208M	209W	210F	211S	212O	213N	214H	215V		216M	217A
218D	219F	220T	221E	222O	223U	224N	225Y	226J	227L	228H		229A	230U	231X	232T	233B	234M	235I	236D
237K	238P		239N	240L															

DEFINITIONS	WORDS	DEFINITIONS	WORDS
A. Delhi lunch	96 217 42 229 206 180	N. Zachary Taylor	158 41 26 178 195 224 21 239 129 109 213 22 100
B. "There is a great amount of poetry in ____ fastidiousness" (Marianne Moore)	38 87 11 153 136 53 174 20 159 233 183	O. Husband of Isis	187 222 150 55 103 113
C. Mother of Andromeda	95 144 17 122 29 191 1 34 74 125	P. Pleasure boater	238 170 7 62 54 107 124 36 146
D. Academic downfall, for some	66 182 24 236 202 218 52 81 117 92 58	Q. Good eyesight	15 79 165 30 5 139 105 143 164 212 111 78
E. "Dependence upon ____ is resting upon a broken staff" (G. Washington)	221 6 49 119 158 176 137	R. Bringing to ruin; overpowering	44 160 89 138 50 33 108 204 116 12 69 149
F. Pretended	8 189 101 61 219 127 91 210	S. Caller; guest	75 23 199 211 175 130 188
G. "Would any but these boiled brains of ____ hunt this weather?" (Winter's Tale, III)	142 135 177 13 118 40 83 151	T. "Ye have plowed wickedness, ye have reaped ____" (Hosea (10:13))	59 64 147 232 220 110 37 197
H. Mollusk salesman?	131 166 228 98 120 190 207 31 86 214	U. Home of famed stone heads	70 51 10 223 99 230 83 194 145 57 35 134
I. "The master work is the ____ to every portal" (Osler)	106 200 121 235 19 56 28 173 85 157	V. Type of error	97 215 93 2 71 162 198 203 164 18 25 123 185
J. More fortunate	196 179 226 146 80 128 167	W. Told; recited	66 112 209 90 102 152 76 171
K. "You are a fool in four ____" (Moliere)	237 161 73 183 94 47 172	X. "Valley Girl" adjective	72 65 231 114 132 64 205
L. Cowardly marking	186 227 3 104 240 45 88 18 39 193 43 67	Y. Rose, to Ethel	140 115 32 168 48 133 4 225 77 155 181
M. Used by Schönberg	60 154 141 9 82 201 126 208 14 169 27 216 48 192 234		

Martin's Maintenance Corner



BY MARTIN ROSKIN

Mr. Roskin is a Foreign Service national employee on the general services staff at Embassy Tel Aviv. He writes a weekly column in the post newsletter, the Star, from which the following is reprinted.

Simple shelving

THERE ARE MANY WAYS you can build shelves, but the easiest and simplest is to buy metal shelf holders in any hardware store, screw them to the wall, put a piece of wood on top, and there is a shelf. Unfortunately, this method does look rather ugly. However, there is a way that's also very simple, to make this type of shelving quite attractive.

Let's say you want to put a set of four shelves, 60 cm. long and 20 cm. wide, in a child's bedroom. Well, buy four sets of 15-cm. angle shelf brackets and also four pieces of wood 60 cm. x 20 cm. and 1.5 cm. thick. Now before doing anything, paint the brackets a very bright colour; red or yellow in an oil base gloss paint. You may need to paint them a couple of times.

Now take the wood you have bought and using glue putty, put the putty all over the wood, also along the edges with a fairly wide putty knife. After the putty is dry, use a No. 2 sandpaper and sand down all the wood boards until they are really smooth. The wood is ready for painting now, so apply one coat of undercoat primer and then wait until that's dry. Once it has dried, apply the top coat of oil base gloss paint the same colour as the shelf brackets you painted. You will also probably need to put two coats to cover the wood evenly.

Now to fix the shelves to the wall. You could put one shelf above the other. However, its best to stagger them along the wall and, once secured, the shelves do look very attractive indeed.

This type of shelving is very strong and also very inexpensive to make. □

Drilling into walls

IN MANY OF MY ARTICLES I talk about drilling into walls, and quite a few people have asked me if there is a special procedure to do this without making half the wall fall in the process. Well, there is. Say you want to put up a picture which is very heavy, and you are nervous about using picture hooks with nails to hold it. So you decide to hang it on a screw, screwed into the wall. Well, the first thing to do is decide where you want to hang the picture, then check these four procedures before drilling a hole.

1. Make sure you are not drilling into a re-inforced lintel. These run above the window frames and door frames, horizontally around the room, and are about 15-20 cm. wide.

2. Do not try and drill into a pillar. If you knock the wall with your hand, you will hear a hollow sort of sound, but when you knock and there is a pillar, the sound will be solid.

3. Look to see where your electricity sockets are, and also junction boxes. Remember that electricity runs vertically up the wall and then horizontally to the junction box.

4. If you wall is also a bathroom or kitchen wall on the other side, make sure that the faucets on the other side are not in line. Again, the water pipes run vertically and horizontally in the wall.

Now it should be safe to drill a hole. However, sometimes it happens that electricity and pipes which should be vertical and horizontal are not, and you feel, when drilling, something hard stopping the drill from going into the wall easily. *Stop drilling* and make a new hole next to it, leaving space for whatever is in the wall, so you will clear it.

If you need to drill into a re-inforced pillar or lintel, a normal drill will not work. You must use a drill with a hammer action. When you do drill into the wall, make sure that your masonry drill bit is sharp, and drill by pushing with a little pressure, and the

bit should go in easily without breaking the wall.

After you have drilled the hole, use a raw plug the same thickness as the drill bit, i.e., if your drill bit is 5 mm., then your raw plug must be 5 mm. After knocking the plug into the wall, the plug should feel secure.

Now you can screw into it and hang your picture up without any worry. □

Loose chair legs

WHAT DO YOU DO if a leg of a chair or table becomes loose? This is a very common problem, but it is quite easy to fix yourself.

What you must do to fix it properly is first, carefully, and without breaking the joints, pry the leg off completely. Then take a sharp razor knife and some sandpaper and clean the old glue off the joint on the leg, and the joint on the chair or table. When this has been done, apply white plastic wood glue (bought in any hardware shop) liberally to both sections, on and in the joint. Now put the two parts together and apply pressure.

The best way, of course, to do this, is to use clamps. However, very few people would have these at home so, instead, use something heavy to put pressure on the joints being glued. Whatever you do, though, make sure that the position of the joint is correct.

An idea for a clamp is to use a door frame, putting the chair or table between (use scrap wood on either side of the joint so as not to make any indentation on anything). Then close the door and secure it, so that it holds the joint with as much pressure as possible, without damaging the door or the door frame.

Wipe away excess glue that seeps out of the joint and wait for about three hours. Then it's ready to release from the clamps, but don't use the chair for a least 24 hours, to allow for the glue to harden properly. ■

Buy U.S. savings bonds through the Payroll Savings Plan. □

Bureau Notes

The Seventh Floor

Office of the Secretary: SECRETARY SHULTZ traveled to Moscow, March 12-14, to attend the funeral of Soviet President KONSTANTIN CHERNENKO. On the return trip to Washington, the Secretary stopped in Reykjavik, to meet with Iceland Foreign Minister GEIR HALLGRIMSSON. Accompanying the Secretary were M. CHARLES HILL, executive assistant to the Secretary; BRUNSON MCKINLEY, deputy executive secretary, Executive Secretariat; JOYCE NESMITH, staff assistant, Office of the Secretary; ROBERT CLARKE and JON BENTON, special assistants to the Secretary; GEORGE TWOHIE, executive director, Executive Secretariat; KATE MILNE, secretary, Office of the Secretary; JAMES BEAN and ANGUS SIMMONS, staff officers, Executive Secretariat; and BONITA BENDER and DONNA DEJBAN, secretarial assistants, Executive Secretariat.

From March 17-18 the Secretary accompanied PRESIDENT REAGAN to Quebec, for talks with Canadian Prime Minister BRIAN MULRONEY. Traveling with the Secretary were Mr. Hill; LORA SIMKUS, personal assistant to the Secretary; Mr. Clarke; CAROL THOMPSON, special assistant to the Secretary; KATHLEEN HANSEN, secretary, Office of the Secretary; Mr. McKinley; Mr. Twohie; TIM COLLINS and MOLLY O'NEAL, staff officers, Executive Secretariat; JACALYN STEIN and SAADIA SARKIS, secretarial assistants, Executive Secretariat.

On March 28-29 Secretary Shultz addressed the Austin Council on Foreign Affairs, on the campus of the University of Texas. . . He participated in the meeting of the chiefs of mission from Latin America and the Caribbean, at Homestead Air Force Base, Fla., on the return trip. Accompanying him were Mr. Hill; NICHOLAS PLATT, special assistant to the Secretary and executive secretary of the Department; Ms. Thompson; Ms. Hanser; GERALD ANDERSON, staff officer, Executive Secretariat; and Ms. Stein.

Secretariat Staff: TIM COLLINS and KEITH EDDINS have joined the staff as line officers. . . MARTHA SZRAMEK, LINDA LEYBLE and DOROTHY SIMMONS have been assigned as secretarial assistants. . . Line officer GREGORY BERRY has departed to attend the mid-level course. . . Secretarial assistant MARIJAYNE MILLER has been reassigned to the Foreign Service Institute.

Policy Planning Staff: Chairman PETER W. RODMAN led the U.S. delegation on annual policy planning talks in London and Paris, February 22-March 3. Other members of the delegation were PHILIP KAPLAN and AVIS BOHLEN. . . Mr. Rodman led the U.S. delegation to planning talks with the government of Canada, in Ottawa April 1-2, accompanied by Mr. Kaplan and staff member BARRY LOWENKRON.

Office of the Coordinator for International

Communication and Information Policy: On March 5 DIANA LADY DOUGAN, coordinator, participated in a seminar at the American Enterprise Institute, on separate satellite systems. . . She participated in a panel organized by the Computer and Business Equipment Manufacturers Association, in Annapolis, March 6, exploring the competitiveness of American business in world trade. . . She met, April 3, with the prime minister and other officials of Bermuda, to discuss international communications matters, including the U.S. position on communications satellite systems separate from Intelsat, and transborder data flows.

KENNETH LEESON participated in a meeting of the Organization of Economic Cooperation and Development's Committee on Information, Computer and Communications Policy, March 20-22, in Paris. The group endorsed and recommended to the organization's council of ministers a declaration on transborder data flow, which the United States has been seeking. . . Mr. Leeson participated in a conference sponsored by the University of California, at Los Angeles Law School, March 15-16, on international communication issues. . . WARREN RICHARDS participated in a European Broadcasting Union meeting of experts, in Amsterdam, March 24-30, called to discuss intersessional work for the World Administrative Radio Conference on high frequency broadcasting. . . LUCY HUMMER participated in a joint world Intellectual Properties Organization/UNESCO meeting, on copyright issues in direct broadcast satellite services, March 18-22, in Paris. . . On March 29 she participated in a conference sponsored by Columbia University Law School, in New York, and spoke on transborder data flow issues. . . DEAN BURCH, head of the U.S. delegation to the World Administrative Radio Conference, on communications satellite services, led a U.S. delegation to a regional seminar in Buenos Aires, March 18-22, to consult with other countries in the hemisphere on preparations for the conference, which will convene in August of this year in Geneva. . . Prior to the meeting two teams of officers from the Department, the Federal Communications Commission and the Department of Commerce and the private sector traveled, under the lead of ROBERT BREWSTER and Mr. Burch, to Mexico, Colombia, Peru, Chile and Argentina, to discuss U.S. plans for the conference.

The teams included HAL KIMBALL, DON TICE and DEAN OLMSTEAD of the Office of the Coordinator.

RUSH TAYLOR JR., the deputy coordinator, spoke to the annual meeting of the International Teleconferencing Association, in Washington, March 26. . . Mr. Olmstead was the alternate U.S. delegate at a technical committee meeting in Buenos Aires, March 25-26, discussing the agenda for the 1987 World Administrative Radio Conference, on Mobile Services. . . DOREEN McGRIRR participated in an American Bar Association panel, on new developments concerning communications law and policy, in the People's Republic of China, April 1. □

Office of Protocol

PRESIDENT REAGAN hosted a dinner in honor of the president of the Arab Republic of Egypt and his wife, in the Thomas Jefferson Room, March 20. Chief of protocol SELWA ROOSEVELT greeted President HOSNI MUBARAK and introduced the guests to him. Coordinating the dinner were assistant chief REBECCA BOYD, PAMELA GARDNER, GEORGIA BOOTH and KIM MIDDLETON. Assisting were MARY KAY PASKUS, CATHERINE GERARDI, CHRISTINE HATHAWAY, ALEXANDRA MILLER, PATRICK DALY, SAMUEL CASTLEMAN, SHIRLEY STEWART, LOUISE BENNETT, RANDY BAUMGARDNER, LAWRENCE DUNHAM and SHARON ALLEN. . . On March 5 Ms. Roosevelt escorted to the President, at a White House credentials ceremony, the appointed ambassadors of Iraq, Sao Tome and Principe, New Zealand, the Republic of Guatemala, and Zimbabwe. Protocol staff participating were deputy chief TIMOTHY TOWELL, associate chief RICHARD GOOKIN, assistant chiefs DOUGLAS HARWOOD and Ms. Boyd, Ms. Hathaway, Ms. Gerardi, EDNA SHERRILL, JOYLEEN COHEN, LYNNE MILLER and Mr. Dunham.

SECRETARY SHULTZ and his wife hosted a black-tie buffet reception in the Benjamin Franklin Room, in honor of the chiefs of diplomatic missions and their spouses. Ms. Boyd organized the event, assisted by MARY KAY PASKUS and KIMBERLY MIDDLETON. Protocol staff participating included Mr. Gookin, Mr. Harwood, CATHERINE MURDOCK, Ms. Gerardi, Alexandra Miller, MARY LYNCH, Ms. Hathaway, JEAN JACKSON, Ms. Gardner, Mr. Dunham, Mr. Daly, Mr. Baumgardner, Ms. Allen, Ms. Bennett, Ms. Stewart, MARYELLEN VANDIVIER, Ms. Sherrill and DAVID BACHERMAN. . . Ms. Roosevelt escorted the president of the Argentine Republic and his wife during their state visit to Washington and New York. Mr. Towell traveled with the official party to Chicago, Albuquerque and Houston. Visits of officer JAMES MANNING handled the visit, assisted by LINDA BAKER, Mr. Daly, MARY MASSERINI, CAROL SOMERVILLE, JAMES PAYNE, BRENDA CONNORS, SAMUEL CASTLEMAN, Ms. Boyd and MARK BIEDLINGMAIER. . . Official working visits to Washington were made by the president of the Arab Republic of Egypt and his wife, and the prime minister of Italy and his wife. Ms. Murdock and LINDA MYSLIWIY were in charge of the visits, assisted by LINDA WHEELER, Ms. Somerville, Alexandra Miller, PAM MALOLEY, Ms. Masserini and Mr. Payne. . . Mr. Beidlingmaier coordinated and executed the programs for the travel of the presidential delegation to Barbados, for the funeral of Prime Minister J.M.G. ADAMS, and the U.S. observer delegation to the El Salvador elections. . . In addition, there were nine private visits to Washington by ranking foreign dignitaries. Handling these visits were Ms. Murdock and Mr.

Biedlingmaier.

Mr. Towell escorted members of the diplomatic corps to the Capitol on two separate occasions, for joint sessions of Congress at which the president of the Argentine Republic and the prime minister of Italy gave addresses. Coordinating these events was Ms. Paskus. Assisting were Mr. Gookin, Mr. Harwood, Ms. Boyd, Ms. Middleton, Ms. Sherrill, Ms. Gerardi, Mr. Beidlingmaier, Ms. Gardner, Mr. Baumgardner and Ms. Stewart . . . Ms. Boyd coordinated the luncheon hosted by the Secretary and Mrs. Shultz in honor of the president of the Argentine Republic and his wife, in the Benjamin Franklin Room; the dinner honoring the prime minister of Italy and his wife; the Secretary's luncheon for the secretary of foreign relations of Mexico; and Mrs. Shultz's luncheons for MRS. BETTINO CRAXI, and MRS. MOHAMED HOSNI MURBARAK, as well as four other events. Assisting were Ms. Gardner, GEORGIA BOOTH, Ms. Paskus, Ms. Middleton, Ms. Gerardi and APRIL GUICE . . . On March 27 Ms. Roosevelt spoke at East Tennessee State University, on her experiences as chief of protocol. She presided at the swearing-in of MAX M. KAMPELMAN as ambassador for arms reduction negotiations in Geneva; JOHN TOWER as U.S. negotiator on strategic nuclear arms; and MAYNARD W. GLITMAN as U.S. negotiator on intermediate-range nuclear arms.

Mr. Gookin addressed members of the Washington consular corps, at a March 20 luncheon, on "Protocol: Present and Future, and Development of the International Center." . . . HASSIE POPE was presented a cash award in recognition of his performance. □

Administration and Security

Office Of Operations: JOHN CONDAYAN, deputy assistant secretary for operations, and TRUMAN BROWN, director of supply, transportation and procurement, visited the European Logistical Supply Office in Antwerp, Belgium, and the Regional Procurement Office in Bonn, West Germany.

Office of Commissary and Recreation Affairs: RAVI SIKAND, director, met with the Canadian Forces Exchange Group in Washington, to discuss the possibility of combining procurement orders with the Canadians to reduce transportation costs, and to ease procurement problems for certain eastern-block and African posts.

Supply, Transportation and Procurement: SALLY ALLEN, contract specialist, visited several embassies in Europe and Africa, to help resolve contract issues . . . DOROTHY ANDERSON, Miami Dispatch Agency, visited the American embassies in Kingston and Port-of-Spain, to help resolve shipping problems.

Allowances: On February 20, a general allowances briefing was presented at the Foreign Service Institute by allowances director JEROME TOLSON, to a group of employees and spouses who were attending a workshop on understanding

regulations, allowances and finances in the Foreign Service.

Overseas Schools: The Overseas Schools Advisory Council, through its educational program of assistance financed by member firms and other U.S. corporations, has supplied 167 American-sponsored overseas schools with educational material consisting of an orientation packet, a computer diskette and a student study guide . . . ERNEST MANNINO, director, and regional education officers participated in the annual meeting of the Association for the Advancement of International Education, March 5-7, in San Antonio, Tex. □

Language Services Division

The division sent 10 interpreters and translators to Geneva to support arms control negotiations with the Soviet Union. The team is headed by DIMITRI ARENSBURGER and includes staff interpreters WILLIAM E. HOPKINS, CYRIL MUROMCEW and staff translator LORALYN ANDERSEN-PETRIE . . . ALEC TOUMAYAN accompanied VICE PRESIDENT BUSH to Mali, Niger and Switzerland, March 3-10 . . . DIMITRI ARENSBURGER traveled with the Vice President from Geneva to Moscow for the Chernenko funeral . . . In Brasilia, SOPHIA PORSON and STEPHANIE VAN REIGERSBERG assisted the Vice President during the inauguration there. Ms. Porson went from Brasilia to a short assignment in Africa.

In Washington, NEIL SEIDENMAN handled the visit of the Italian prime minister, March 5 . . . Ms. Van Reigersberg, assisted by Mr. Seidenman, TED HERRERA and LILLIAN NIGAGLIONI provided the interpreting during the visit of the Argentine president, March 18-20 . . . Mr. Toumayan and CAROL WOLTER accompanied the President and the first lady to Canada, March 16-18 . . . PAUL KOVENOCK represented the division during the western regional conference of the National Council for International Visitors, in Denver . . . Staff reporter FERD KUYATT traveled to the Hague, to assist with the Iranian claims tribunal . . . On March 4 the translating branch welcomed a new staff member, JOEL STERN, a specialist in Slavic languages who also translates from German, French and Hungarian. □

Office of Communications

Deputy assistant secretary ROBERT C. RIBERA visited Moscow and other posts in Europe, March 21-April 2, to discuss communications matters. The following were in Washington on consultation: JAMES HOLMES, NATO, Brussels; DONALD GOFF, Lubumbashi; JAMES FARRELL, Tunis; WILLIAM JOHNSON, Brussels; HAROLD MASON, Belgrade; JOHN CORKERY, Abidjan; NORMAN LeCLERC, Manama; DIANE PETERSON, Guatemala; JEWELL WALLACE, Athens; DANNY LOCKWOOD, Maputo; ROBERT MANSFIELD, La Paz; RUDOLFO KEIL, Zagreb; MARVIN KONOPK, Mexico; JOSEPH HROMATKA, Beirut; and AURELIA BRAY

Lagos.

The following completed courses in the Communications Training Division: FRED SCHMIDT, Brazzaville; HOWARD SCHULTZ, Jerusalem; NEAL BRAKE, Vienna; DIANE PETERSON, Guatemala; WILLIAM COVEY, San Jose; ROBERT REMILLARD, Budapest; JOSEPH HROMATKA, Beirut; MICHAEL KOVICH, African rover; BENJAMIN CANDELARIA, Havana; EARL ALPHIN, Panama rover; MAUDINE CONLEY, Kuwait rover; NORMAN LeCLERC, Manama; TEDDY PAYNE, Rabat; PEDRO ERVITI, Porto Alegre; LAURIE LERNER, Calgary; CATHERINE POSTUPACK, Kampala; KATHRYN SANDERS-CHICK, Belize City; ROBERT WOOD, Salvador de Bahia; PHILIP TINNEY, London; AURELIA SYKES, Lagos; DANIEL MERCER, Paris; HELEN GREELEY, Merida; BARBARA GREGORY, Damascus; JIMMIE BLACK, Praia; FREDERICK KING, Ankara; JAMES FARRELL, Tunis; RAE TEMPERTON, Pretoria; BRADFORD HANSON, Peshawar; MICHAEL SLACK, Ponta Delgada; JEWELLENE WILSON, Washington rover; WILLIAM JOHNSON, Brussels; ALBERT RILEY, Lagos; GEORGE ESCOBEDO, Leningrad; CHARLES DICKENS, Antwerp; JUDITH CHIDESTER, Diplomatic Pouch and Mail Division; and DONALD FISHER, STANLEY WOOD, G. CORNELL HOUSTON and MARTHA WILLIAMS, Communications Center Division. □

Office of Security

On March 27 deputy assistant secretary DAVID FIELDS gave a speech at the chiefs of missions conference for the Bureau of Near Eastern and South Asian Affairs, on physical security issues at the embassies . . . Mr. Fields accompanied Assistant Secretary ROBERT LAMB and Under Secretary RONALD SPIERS to Capitol Hill, April 2-3, to attend hearings on the 1986 budget, and to a meeting of the Senate Appropriations Committee . . . The Foreign Operations Division prepared the agenda for the associate directors conference, held at the Department, March 25-April 2. Topics discussed included the 1986 budget and implementation of the 1985 security supplemental programs to improve physical security overseas, and the establishment of additional posts for regional and assistant regional security officers . . . BILL MARSDEN, Foreign Operations Division, briefed the Overseas Security Policy Group, which met April 4 . . . Foreign Operations plans to implement a new security survey program in May . . . GREG BUJAC, chief, Physical Security Division, attended conferences in Cairo, Rome and Lisbon, as a member of the American Academy of Sciences, on the "The Embassy of the Future." . . . He accompanied Ambassador THOMAS PICKERING to San Salvador, to review physical security there.

Two newly-hired security engineering officers joined other recruits in an intensive training program which began in March . . . sixteen security engineering officers have been hired since the

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OFFICE OF SECURITY—At associate directors conference, in the Department, from left: *John Clemmons, Chris Disney, Dave Roberts,*

deputy director Roger Robinson, Mark Mulvey, Wally Gilliam, Gene Bishop, Louis Kachulis, Lance Putney, George Larson, James

Birmingham, deputy assistant secretary David Fields, Bill Clarke.

beginning of the January 1985 recruitment drive ... The conference for special agents in charge of domestic field offices was held at the Department March 29–April 3. Investigations Division chief BENJAMIN RUNNER, branch chief KEN ORZELL, GERRY HOLLENBECK and WALT DEERING briefed attendees at the conference on the personnel security investigation program, and on special investigative equipment ... Newly-hired Evaluations Division personnel attended a training seminar in Warrenton, Va ... A mobile training team from the Education and Training Division traveled to Bogota for a two-week training mission ... New team members continue to train at the Federal Bureau of Investigation's Academy in Quantico, Va ... Education and Training is preparing a series of four-day lectures in protective operations for the Drug Enforcement Agency. □

Office of Commissary and Recreation Affairs

The first regional meeting of 12 commissary managers from Central and South America took place in Mexico City, March 5–6. The conference was initiated by KATHY DULAS, commissary manager of Mexico City, to provide a forum for regional commissary managers on common problems and sharing ideas on operations. All the participants paid their own expenses, with the Mexico City Employees Association acting as host. Representatives from State's commissary office included director RAVI SIKAND, LIZ WEBER and DONNA VAN DYKE. They pro-



SINAI PENINSULA—Norwegian Lieutenant General *Egil Ingebrigtsen* presents medal to *Clarence Stafford*, State Department security

officer seconded to the Multinational Force and Observers. *Robert S. Steven*, chief, Civilian Observer Unit, is between them.

vided information on the office and its services, the management information system and the association's financial reporting responsibilities. They informed commissary managers on procedures for effective management and on new activities to raise revenues.

Another item was a detailed discussion regarding suppliers. Topics ranged from supply sources, purchasing practices, problem areas and ways to reduce the cost of merchandise. Next, methods were presented for improved inventory control operations. An Internal Revenue Service

representative relayed information on tax liabilities. He said that, since associations are instrumentalities of the U.S. Government, both the employer and employee are subject to U.S. taxes. Finally, participants considered advantages of computerization of operations. Some uses suggested were with inventory control, payroll and financial reports. Also, they exchanged views on the feasibility of installing this type of system, its costs and maintenance requirements. □

African Affairs

Office of the Assistant Secretary: Assistant Secretary CHESTER A. CROCKER accompanied VICE PRESIDENT BUSH on his trip to Africa and Geneva . . . Mr. Crocker participated in an American University program. March 13, and addressed the Washington International Business Council, in Washington, March 15 . . . He appeared on the "This Week with David Brinkley" show, March 24 . . . On March 11 deputy assistant secretary FRANK G. WISNER traveled to Houston to address the Houston Seminar . . . He attended a breakfast hosted by the Business Council for International Understanding . . . He was interviewed on KTRH Radio . . . On March 26 he traveled to Moscow, Ida., to take part in the Borah Symposium discussion group on southern Africa . . . Staff assistant J. BRADLEY SWANSON addressed a group from Anne Arundel College, in the Department, March 28, on U.S.-Africa policy.

Office of Public Affairs: Director ROBERT BRUCE took part in a panel program on South Africa, at the State University of California at San Bernardino, March 9 . . . He met with the editorial staff of the Los Angeles Times and the Santa Ana Register, March 8 . . . He addressed the media-diplomat seminar, March 11, at the Foreign Service Club, and briefed groups from Columbia University, in the Department, March 28-29 . . . He took part in a panel discussion on Southern Africa, before congressional interns, March 13.

Office of Regional Affairs: Director JEFFREY DAVIDOW addressed the World Affairs Council of Seattle, March 27 . . . He participated in a seminar at St. John's College, Annapolis, April 7 . . . Deputy director DAVID LYON attended the refugee workshop in Nairobi, after which he visited Dar es Salaam, Harare, Lilongwe, Pretoria and Johannesburg, for consultations with embassy personnel, March 9-30 . . . ANN S. SYRETT has joined the office as the congressional and multinational affairs officer.

Office of West African Affairs: Director EDWARD PERKINS delivered three lectures on U.S. relations with Africa, to the faculty and students of Texas Southern University, Houston, March 25-26 . . . He was joined, March 26-27, by WILLIAM BARTLETT, deputy country officer for Nigeria, for calls on immigration and police officials, and on Houston businessmen with interests in West Africa . . . Deputy director KEITH WAUCHOPE completed a month-long

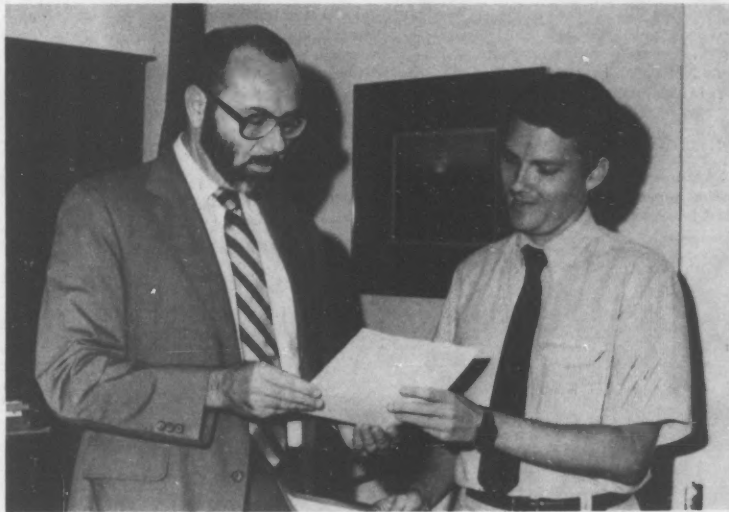


MONROVIA, Liberia—At awards ceremony, front row, left to right: *John Sekpor, Kamara Abubakar, Robert Nah, Joseph Larmouth, Charles Capheart, Amos Hughes, Johnny Dunn.* Second row: *Peter Johnson, Sunday Polue, Varney Gbelley, James Outland, James Moran, Anthony*

Addai, Leonard Shurtleff, Akanni Oduotoia, Joseph Flomo, James Lavelly, Karfala Waritay, Ambassador William Swing, Yvonne Holder, Samuel Gibson, Abraham Dennis, Freeman Sangah, Jesse Curtis, Peter Neah.

DOULA, Cameroon—Ambassador *Myles R. Frechette*, left, presents Meritorious Honor

Award to *Karl E. Wycoff*, administrative officer.



visit to eight West African nations, February 9 . . . He gave a presentation on U.S. policy in West Africa, to Harvard's John F. Kennedy School of Politics, February 20 . . . JUDITH JOHNSON, deputy director, made an orientation trip to Accra, Monrovia, Bissau and Freetown, February 19-March 6 . . . STEVE BRUNDAGE,

desk officer for Mali, Niger and Burkina Faso, traveled to New York, March 27-28, for consultations with private firms interested in doing business in the Sahel . . . Deputy Liberian desk officer AUBREY VERDUN participated in the Liberian Studies Association annual conference, at Beloit, Wisc., March 28-30.

Office of Southern African Affairs: Director ROBERT GELBARD traveled to Ottawa, for consultations, on southern African policy, with the Canadian external affairs ministry ... He addressed the Wilson Center of the Smithsonian Institution, on U.S. policy in southern Africa, April 4 ... Deputy director RAYMOND SMITH was in South Africa for consultations in late March, while deputy director EDWARD FUGIT visited Zimbabwe, Botswana, Lesotho, Swaziland and Malawi, early in March ... He participated in a satellite interview with KOMO-TV, from Seattle, March 24, on southern Africa ... The new deputy South Africa desk officer, SUSAN KEOGH, participated in a panel at Virginia Commonwealth University ... Desk officer SIMEON MOATS addressed the Wheeling College conference on southern Africa, March 12, in Wheeling, W.Va. ... He traveled to Tuskegee Institute, for a Carnegie-sponsored debate on U.S. policy toward South Africa, March 27, and used the trip to brief editors in Montgomery, Ala ... South Africa desk officer ROBERT KOTT met with members of the Washington Foreign Affairs Society, and addressed a visiting political science class from William and Mary College. □



PANAMA—Ambassador Everett E. Briggs presents Superior Honor Award and cash award to consular officer Donald Lautz,



MARACAIBO, Venezuela—Principal officer Arlen Wilson, right, present vice consul Mark Boulware a Meritorious Honor Award for his

Consular Affairs

Assistant Secretary JOAN M. CLARK visited the Philadelphia Passport Agency, March 20, to review the pilot project there and to confer with agency personnel. She was accompanied by the deputy assistant secretary for passport services, HARRY L. COBURN; Consular Affairs' policy and coordination director, PHYLLIS A. BUCSKO; and management analyst SUSAN H. McCANNELL.

Passport Services' associate director for management, VIVIAN A. FERRIN, visited the insular passport offices in Puerto Rico and St. Thomas, to evaluate their operations and meet with personnel ... WILLIAM L. CAMP, associate director for passport operations, visited the passport agencies in New York (Rockefeller Center and Varick Street) for meetings with staff and to review operations ... ARTHUR LINDBERG of Passport's Domestic Anti-Fraud Division visited the Philadelphia and New York agencies and the Northeast Passport Processing Center, to review their antifraud programs and to provide training ... DANIEL PAPPAS of the division visited the Boston and Stamford Agencies, to provide training and evaluate antifraud programs.

The deputy assistant secretary for overseas citizens services, VERNON D. PENNER JR., traveled to London in mid-March, to participate in a training seminar for federal benefits officers and a consular conference for officers from U.S. posts in the United Kingdom and Ireland ... He took part in the Foreign Service Institute's workshop in Athens, for Foreign Service officers and Foreign Service nationals from Middle East and African posts ... He visited Frankfurt, where he reviewed the consulate general's automated consular operations system, and Rome, where the embassy's federal benefits operations and services for U.S. citizens were discussed ... From

awarded by State Department, Bureau of European and Canadian Affairs.

performance while serving as chargé d'affaires of the consulate.

the Office of Overseas Citizens Services, ROY DAVIS, Program Planning and Coordination Staff, and TURA BAKER, Citizens Consular Services, attended a Wang systems supervisory course, April 1-3 ... On April 3 HEBRIENA OOSTHOEK of the staff received a cash award for her work on a project to complete the revision of Volume 7 of the Foreign Affairs Manual. Thirteen of the proposed 17 chapters have been published ... DONALD WALLACE, chief, Inter-American Services Division, Citizens Consular Services, completed his assignment in Overseas Citizens Services, March 29.

GEORGIA ROGERS, deputy director, Citizens Emergency Center; MAX ROBINSON, special assistant in the bureau; and STEVEN MALONEY, consular officer from the Visa Office, participated in briefings for congressional staffers, travel agents and foreign student advisers, March 18-29, in Chicago, Detroit, Minneapolis and Seattle. Similar briefings were held during that time in Boston, New York, Atlanta and Miami ... Public affairs adviser CINDY FOX, with TERESA HOBGOOD of Citizens Consular Services and GEORGE LANNON, consular officer from the Visa Office, participated in those briefings ... NYDA NOVODVORSKY, Public Affairs Office, attended the Atlanta briefing, and MARGUERITE COFFEY, management analyst from the Policy and Coordination Staff, attended the New York briefing. The briefings included sessions on passports, immigration and visa matters, and overseas citizens services. The regional directors from the passport agencies in Boston, New York, Miami, Chicago and Seattle also participated in the briefings.

NELLIE BACON and DOROTHY YOUNG, acceptance agents coordinator and the fraud coordinator, respectively, from the Miami Passport Agency, conducted training sessions in South Carolina for clerks of courts. They also met with Post Office acceptance agents and Customs and Immigration inspectors.

From the Visa Office, March 10-April 2, LARRY COLBERT, director of field support and liaison, traveled to London and Warsaw, as the representative to the in-country consular conferences. He also represented the Visa Office in Athens at the consular workshop there ... MAURA HARTY, consular officer from the Visa Office's Fraud and Documentation Division, traveled to Panama, Costa Rica, Guatemala, Tegucigalpa and Mexico, with a team from the U.S. Immigration and Naturalization Service, to attend a fraudulent documentation workshop, March 10-24 ... Also from the Visa Office, ELO-KAI OJAMAA, traveled to Kingston, Jamaica, for consultation with the embassy on the Immigration and Nationality Act and related matters ... DEBORAH YOUNG and CHARLES OPPENHEIM, consular affairs officers with the Immigrant Visa Control and Reporting Division, attended a course on automated information systems management for the intermediate executive, March 16-29 ... LOUISE SNELL, consular affairs officer, and HATTIE TAPLEY, both from

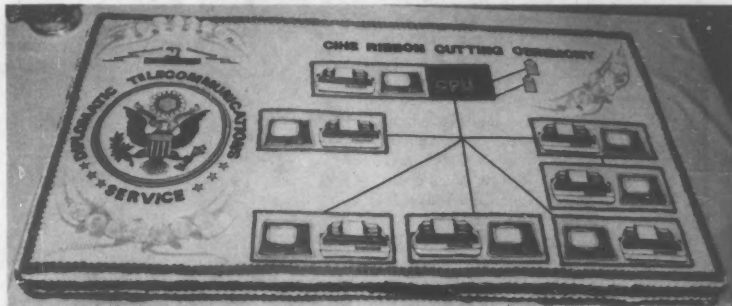
the Visa Office, and JOAN GARNER, chief, Arrests Division, Office of Overseas Citizens Services, attended an executive-congressional relations seminar, April 1-5 ... Ms. Fox has left the Department for a position in the communications office at the University of Michigan, Ann Arbor. □

East Asian and Pacific Affairs

Assistant Secretary PAUL WOLFOWITZ, accompanied by deputy assistant secretary JOHN C. MONJO and JOSEPH SNYDER, deputy director, Office of Vietnam, Laos and Cambodia, met in New York, March 25, with the Indonesian foreign minister ... On March 26 Mr. Wolfowitz traveled to California to participate in the U.S./Thailand bilateral forum sponsored by the University of California at Berkeley ... On March 12 principal deputy assistant secretary WILLIAM A. BROWN spoke to the National Security Industrial Association, at Marriott Crystal Gateway Hotel, on "China: The State Department Perspective." ... He appeared before the House Appropriations Committee, March 19, on behalf of the Asia Foundation ... Mr. Monjo delivered the opening address at the narcotics conference in Kuala Lumpur, Malaysia, April 1-4 ... He traveled to Bangkok, Thailand, April 5-6, and Rangoon, Burma, April 6-11, to consult with embassy and foreign officials ... Acting deputy assistant secretary RICHARD H. HOWARTH addressed a seminar on the Pacific Basin, at Idaho State University, Pocatello, March 6 ... On March 22-23 he and BLAINE PORTER, Office of Economic Policy, attended the 33rd meeting of the Asia-Pacific Council of American Chambers of Commerce, at Singapore ... The acting deputy assistant secretary for Japan and Korea, L. DESAIX ANDERSON; the Japan desk deputy director for economics, AURELIA BRAZEAU; and the desk economic officer, BRIAN MOHLER, accompanied Under Secretary W. ALLEN WALLIS to Tokyo, for the U.S.-Japan economic subcommittee consultations, March 14-15. U.S.-Japanese trade issues were a major topic at the semiannual consultations.

JOHN A. LINEHAN, executive vice president, American Australian Bicentennial Foundation, and Australian desk officer FRANK TATU, in his capacity as foundation adviser, participated, March 8-9, in a San Francisco conference on American-Australian educational exchange, sponsored by USIA. The foundation, under the presidency of EDWIN M. CRONK, former ambassador to Singapore, wants to establish a permanent endowment for educational exchange, with funds from the private sector, as a gift for the Australian bicentennial, which will be celebrated in 1988.

DONALD M. ANDERSON, director for Chinese affairs, and DONALD KEYSER, deputy director for political affairs, Office of Chinese Affairs, accompanied Mr. Wolfowitz on his trip to China, February 22-March 3 ...



BANGKOK, Thailand—Cake and communications (do they go together?) get linked here as the embassy's classified information handling system network is inaugurated. The big dessert weighed 20 pounds.

CHRISTOPHER J. SZYMANSKI, deputy director for Chinese affairs, traveled to Beijing, China, March 24, to attend the principal officers' meeting. He also visited Shenyang, Shanghai, Guangzhou and Hong Kong, on consultations ... STEVEN SCHLAIKJER, an economic officer in the Office of Chinese Affairs, traveled to Paris, March 18, as a member of the U.S. delegation to a Coordinating Committee on Export Control meeting ... On April 4 he chaired a workshop on U.S. export control regulations, at a seminar at William Paterson College, Wayne, N.J. ... On March 26 ROGER SWENSON, a political officer in the office, addressed a class of defense attaché trainees, at the Defense Institute on Security Assistance Management, at Wright-Patterson Air Force Base, Dayton, O. He spoke on the role of China in Asia ... On April 3 DAVID SHEAR, also a political officer in the office, spoke at a symposium on China's modernization, at Millersville University, Lancaster, Pa. His topic was "Non-Allied Friends: U.S.-China Relations in the 1980s." ... PETER CHASE has joined the office, replacing JAMES KEITH as the Hong Kong economic officer.

Japan desk economic officer BRIAN MOHLER was featured in a March Newsweek on Campus magazine article, which discussed the Foreign Service as a career ... Desk economic officer ROBERT REIS participated in civil aviation negotiations, in Washington, March 12-15 and March 28-April 1 ... JOSEPH A.B. WINDER, director, Indonesia, Malaysia, Brunei and Singapore affairs, addressed the World Affairs Council in San Francisco, March 26 ... On April 12 LOUIS HEBERT, senior personnel officer, traveled to Seoul, to participate in a wage survey. From Seoul, he traveled to Bangkok, to represent the office of the Executive Director at a Foreign Service national classification and wage survey workshop ... Public affairs adviser WILLIAM LENDERKING traveled to Cincinnati, April 1, to brief Scripps-Howard editors on developments in East Asia. He was interviewed on the CBS radio affiliate, on prisoners of war and Americans missing in action, and also on relations with Korea and the Philippines.

Ambassador to Japan MICHAEL J. MANSFIELD was honored in New York, March 19, at a testimonial dinner given by the Japan Society, attended by over 1,200 guests ... He visited Washington for consultations, March 25-April 5, making numerous calls on Capitol Hill before calling on the Secretary and the President to discuss bilateral trade tensions. □

Economic and Business Affairs

DALE R. TAHTINEN, deputy assistant secretary for international trade controls, chaired the U.S. delegation to a March 18-20 Coordinating Committee on Export Controls meeting, in Paris, which addressed the handling of member-country exports to the People's Republic of China. Participants discussed ways to expedite handling of the China caseload in the committee ... Mr. Tahtinen headed an interagency export control enforcement delegation to Tokyo, for meetings with Japanese counterparts March 25-26. The Japanese side described recent changes in its export enforcement structure, and programs underway to increase public awareness of Soviet efforts to acquire strategic Western technology. The visit fell within the context of cooperative exchanges among coordinating committee countries on export licensing and enforcement issues ... Mr. Tahtinen, accompanied by ROBERT PRICE, director, Office of East-West Trade, and DAVID WILSON, deputy director, traveled to Minneapolis, March 27-29, to participate in a panel session of the American Electronics Association, on export controls/technology transfer ... While in Minneapolis, they met with officials and visited manufacturing facilities of Cray Research, Inc., and the Control Data Corp., the two major U.S. producers of supercomputers.

G. PAUL BALABANIS, director, Planning and Economic Analysis Staff, traveled to New York, March 18, to attend the meeting of the Council on Foreign Relations ... ALAN GREENSPAN addressed the council on "World

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Finance, the Driving Force of American Economic Policy." ... Mr. Balabanis was invited to the University of Michigan, Institute of Public Policy Studies, in Ann Arbor, March 28-29, to participate in the "Conference on U.S. Trade Policies in a Changing World Economy," sponsored by the office of the president of the University of Michigan ... GEORGE TAVLAS of the planning staff attended the "LINK World Outlook" meeting in New York, March 4-6, which provides economic forecasts for all of the Organization for Economic Cooperation and Development countries and centrally-planned economies, as well as many developing nations.

ROGER FREEMAN, Marine and Polar Minerals Division, participated in a meeting of the Antarctic treaty consultative parties, in Rio de Janeiro, February 26-March 12, to continue negotiations of a minerals regime. □

European and Canadian Affairs

Assistant Secretary RICHARD BURT and deputy assistant secretary JAMES MEDAS accompanied PRESIDENT REAGAN and SECRETARY SHULTZ to Quebec City, March 17-18, for a summit meeting with Canadian Prime Minister BRIAN MULRONEY. A number of treaties and bilateral agreements were signed by the two countries during the course of this trip ... Mr. Burt traveled to Dallas, March 28-29, where he participated in a biennial conference of leading American and West German government officials, businessmen, journalists and academicians,



LENINGRAD, USSR—New front of the U.S. consulate general here, after restorative work had been completed.



WARSAW, Poland—Chargé d'affaires John R. Davis Jr. presents "Polish Employee of the Year" awards to six men who were honored for their efforts in restoring the embassy after

the fire last year. From left: Grzegorz Jakubowski, Artur Leskiewicz, Jan Werder, Robert Wypych, Marek Junkiewicz, Marek Werder.

under the sponsorship of the American Council on Germany and its sister organization, the Atlantik Bruecke ... On April 8 Mr. Burt flew to New York, where he briefed the International Advisory Committee of Chase Manhattan Bank, on the status and prospects for East-West relations ... He testified before the European subcommittees of the Senate Foreign Relations Committee, March 22, and the House Foreign Affairs Committee, March 27, on security assistance and developments in U.S.-European and U.S.-Soviet relations ... He participated in the visits to Washington by West German Defense Minister MANFRED WOERNER, March 28; the United Kingdom House of Commons' Select Committee on Defense, March 27; Prime Minister TURGUT OZAL of Turkey, April 2-3; NATO secretary general Lord PETER CARRINGTON, April 3-4; and Premier JOHN SWAN of Bermuda, April 4-5.

Mr. Medas traveled to Ottawa, March 25, to address a conference on U.S.-Canadian relations ... On March 28-29 he was in Salt Lake City, to address a Brigham Young University conference on U.S.-Canadian economic relations ... He traveled to New York, April 8, to meet with DREW LEWIS, the President's newly-appointed special envoy for environmental issues. □

Foreign Service Institute

JOHN W. McDONALD, Center for the Study of Foreign Affairs, briefed a group from the Federal Executive Institute, March 14, giving them an overview of the Department ... On March 28 he lectured at the mid-level course, on

the art of negotiation ... He participated in a strategic foreign policy game at Williams College, Williamstown, Mass., April 13-14. This first-ever effort, involving over 70 students and faculty at Williams, was conceived, written and directed by BRAYTON REDECKER, a foreign affairs fellow detailed to the college for the 1984-85 academic year ... ROBERT K. GERMAN, dean, School of Area Studies, lectured on U.S.-Soviet relations, at the World Affairs Council of Austin, Tex., March 18 ... At a luncheon there he discussed the institute training program with deans and area studies department heads at the University of Texas at Austin ... EUGENE BRUNS, chairman for southeast Asian studies in the School of Area Studies, attended the Association of Asian Studies annual meeting, in Philadelphia, March 22-24 ... He lectured on the international politics of southeast Asia, March 19, at the Defense Institute of Security Assistance Management, Dayton, O ... HATTIE K. COLTON, associate dean of the school, participated in council meetings and attended the annual conference of the Association for Asian Studies, in Philadelphia, March 20-24.

Employees who entered on duty at the institute include JUEDITH BROWN, general services; NADIA MOKHTAR, language laboratory; THEA BRUHN, LEE WEBSTER and MARJORIE MORRISSON, School of Language Studies; KENDALL MYERS, School of Area Studies; and MARK WHEATLEY, School of Professional Studies ... The following language and cultural instructors have entered on duty: SYLVIA ANDRUSYSZYN and MECHTHILD WHITE, German, and MARIE-JOCE WOOD, French. □

Human Rights and Humanitarian Affairs

Assistant Secretary ELLIOTT ABRAMS traveled to London, to participate in a program of the Committee on the Free World (United Kingdom) . . . He addressed various groups, including B'nai Brith and B'nai Brith Women; a group visiting the Department from Princeton; the International Association of Jewish Lawyers and Jurists, who were being briefed at the White House; and the Congressional Human Rights Caucus . . . Mr. Abrams was the special guest at a breakfast of editors and journalists hosted by the Washington Times . . . He granted interviews to the CNN "Crossfire" program; NBC News; the CBS "Nightwatch" program; and to Voice of America.

Senior deputy assistant secretary GARY MATTHEWS testified before the House Foreign Affairs Committee, Subcommittee on Human Rights and International Organizations, on the human rights situation in Chile . . . At the end of March, he traveled to Ottawa, Canada, where he addressed the annual national conference of the Canadian Human Rights Foundation . . . LAURA DIETRICH, deputy assistant secretary for asylum and humanitarian affairs, addressed the World Without War chapter in Seattle, and a private group in New Mexico. While on this trip, she granted interviews to local media representatives.

JAMES THYDEN, director, Office of Human Rights, addressed the international development conference workshop sponsored by the Church of the Brethren, in Washington . . . He also briefed a group of law students . . . STEPHEN SNOW, regional officer for Near Eastern and South Asian affairs, addressed students at Kendall School (for the hearing-impaired) on human rights and U.S. foreign policy . . . MARIANNE GUSTAFSON, regional officer for Latin American affairs, briefed a group of students from the University of Iowa . . . WARD THOMPSON, director, Office for Policy and Programs, addressed the Harvard/Radcliffe chapter of Amnesty International, in Cambridge, Mass.

PAULA KUZMICH, public and congressional affairs adviser, has been detailed to the Bureau of International Organization Affairs to serve as coordinator of the secretariat for the world conference to review and appraise the achievements of the UN Decade for Women . . . RYAN MALARKEY, special assistant to the assistant secretary, has left the Department to join the staff of the Senate Foreign Relations Committee . . . JOSEPH SHATTAN, special assistant for policy development, has left the Department to join the staff of Secretary of Education WILLIAM BENNETT. □

Inspector General's Office

Seven new investigators have joined the office in line with its expanded investigative responsibilities. The seven: GEORGE BLAIR, EUGENE BRADEN, HOUSTON FULLER, GARY HAYES, DAN REILLY, VALERIE SCHWARZENBACH and JANET VESELY . . . JEAN JOHNSTON, whose last post was Pretoria, South Africa, where she was the ambassador's secretary, has joined the Inspector General's Office as secretary to one of the deputy inspectors general. □

Intelligence and Research

Office of the Geographer: GEORGE J. DEMKO, director, lectured, March 22 at the George Mason University public affairs annual meeting, on "Research Perspectives on Academe and Government." . . . He lectured at the University of Virginia's Soviet and East European Studies Center, on "The Soviet City and Urban System—Trends, Policies, and Directions," March 25 . . . On March 29 he addressed the Pennsylvania State University geography colloquium, on "Geographical Research in the Department of State" . . . He lectured at the Kutztown University international relations program, on "Geographical Research and Foreign Affairs," April 1 . . . TIM W. HUDSON, analyst, partici-

pated in the U.S. Office of Personnel Management seminar, "Executive-Congressional Relations," April 1-5 . . . MICHELLE H. PICARD, cartographer, received two honorable-mention awards for maps entered by the Cartography Division in the American Congress on Surveying and Mapping map design competition, March 11 . . . ROBERT W. SMITH, chief, International Boundary and Resource Division, traveled to San Juan, Puerto Rico, to brief the secretary of state of Puerto Rico, his aides and other government officials on the status of U.S.-Dominican Republic maritime boundary/fishery negotiations, April 1-3.

Office of Analysis for the Soviet Union and Eastern Europe: DONALD GRAVES, division chief, chaired a March 13 panel on domestic factors in Soviet foreign policy, at a Georgetown University meeting of the Washington chapter of the American Association for the Advancement of Slavic Studies . . . He lectured on USSR domestic politics, to the interagency working group of the science and technology intelligence committee, March 20, and also spoke on the Soviet leadership at a March 21-22 conference on the USSR, at the Rochester Institute of Technology, Rochester, N.Y. . . . PAUL GOBLE, analyst, spoke on "The Nationality Problem: Can Moscow Cope?" to the School for Advanced International Studies, Johns Hopkins University, March 4 . . . He addressed the Harvard Middle East Studies Center seminar, on "Changing Soviet Images of Islam," March 21; and chaired a panel on "Nationality Problems in Central Asia," at the New England Slavic Studies annual meeting, in Boston, March 23 . . . KAREN PUSCHEL, analyst, presented a paper on "USSR and Africa: Future Prospects," at the latter meeting, March 23 . . . SARGE CHEEVER, analyst, spoke on "Soviet Policy in Central America," to students and faculty at the University of Maryland, Baltimore County campus, Catonsville, Md., on April 4. □

Inter-American Affairs

Assistant Secretary LANGHORNE A. MOTLEY addressed the American League for Exports and Security Assistance, March 21, in Washington . . . In recent weeks, he addressed a Council of the Americas business breakfast, the General Motors Public Policy Committee in New York, the annual meeting of Scripps-Howard newspaper editors, in Cincinnati, and participated in several White House briefings on Central America . . . Deputy assistant secretary CHARLES A. GILLESPIE spoke at the University of South Carolina, in Spartanburg . . . Deputy assistant secretary RICHARD N. HOLWILL delivered a luncheon address at the Kiwanis Club of Atlanta.

PORT-OF-SPAIN, Trinidad and Tobago—At safe-driving award ceremony, from left: Wilfred Jimmette, chargé Michael Carpenter, Bertram Solomon, Craig S. Tymeson, Carlos Hall.



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Desk officer **ROBERT BLOHM** traveled to San Juan, Puerto Rico, for consultations, March 3-5 ... Mr. Gillespie and Barbadian desk officer **JOHN FOARDE** went to Bridgetown, Barbados, March 15-17, as part of the U.S. delegation that attended the funeral of Barbadian Prime Minister **TOM ADAMS** ... The desk officer for the Bahamas, **ROGER PIERCE**, traveled to Nassau, on consultations, the week of March 17 ... **WALTER ANDRUSYSZYN**, the new Grenadian desk officer, traveled to St. George's, Grenada, for his orientation trip, the week of March 25 ... **RICHARD C. BROWN**, director of Caribbean affairs, addressed the graduation class at the Federal Bureau of Investigation's police training school in San Juan, Puerto Rico, March 28-30 ... **CLAYTON E. McMANAWAY**, ambassador to Haiti, was in the Department for consultations, the week of April 1, as was **ROY HAVERKAMP**, chargé in Grenada.

Office of Andean Affairs: Office director **FERNANDO E. RONDON** met with three presidents of Andean countries in less than a week, in early April ... The president of Colombia visited Washington, April 2-4 on an official working visit, and the presidents of Venezuela and Ecuador were separately in New York, the following week, on informal visits ... International relations officer **FLORITA SHEPPARD** visited Bogota and Barranquilla, April 15-20.

Office of Central American and Panamanian Affairs: Deputy director **A. HAROLD EISNER** traveled to Ireland, Spain and West Germany, the first week in March, under USIA's "American Participant Speaker" program ... **PETER SARROS**, the bureau's special assistant for public diplomacy, made a presentation on arms transfers and conflicts in Central America, March 22, under the program, to the Institut Francais de Polemologie in Paris ... He held consultations on Central America with Vatican officials, in Rome, March 25 ... He gave three presentations on Central American policy at the Milwaukee regional public affairs conference, April 9-10 ... **YVONNE THAYER**, El Salvador desk officer, accompanied the U.S. observer delegation to the Salvadoran elections, March 30-31 ... Panama desk officer **KENNETH AUDROUE** traveled to Wilmington, Del., March 17, to speak on U.S. policy in Central America, at First and Central Presbyterian Church ... On March 29 he spoke on the same subject to student interns and faculty of the University of Southern California, at its Washington Public Affairs Center ... He traveled to Richmond on March 31-April 1, to make a presentation and participate in a panel discussion on Central America, at First Unitarian Church, and to address students and faculty of Virginia Commonwealth University ... Guatemala desk officer **JAMES CASON** traveled to Guatemala and Belize, March 19-26 for consultations with embassy officials ... The office welcomed **WILLIAM R. (BRONCO BILL) BROWNFIELD** as the new El Salvador desk officer. He hails from Lubbock, Tex., and has had two overseas assignments—San Salvador and Maracaibo, Venezuela. □



MEXICO CITY—Members of embassy char force are awarded Certificates of Tribute. From left, front row: *Guadalupe Sandoval, Esperanza Olvera, Rita Luna, Catalina Perez, J. Mario Solis, Sacarias Mateo, Bartolo Lopez,*

Octavio Galvan, Angel Rodriguez. Second row: Raul Juarez, Antonieta Llamas, Herbert Schulz, Ada M. Casperino, Antonia Martinez, Ambassador John A. Gavin, Luis Garcia, Patrick Villegoureux-Ritaud, Kathleen Dulas.



MEXICO CITY—Ambassador *John Gavin*, center, presents meritorious service increase certificates to, from left: *Robert Hammond,*

Ann Williams, Audrey Flynn, Ada Casperino, Jeanne Schulz.



GEORGETOWN, Guyana—At awards ceremony, from left: *Neville DaSilva, Compton France, Gordon Tulloch, Ambassador Clint A.*

Lauderdale, Carlton Prince, Alonzo Welch, Gary C. Prichard, Rohit Chand Paul.

International Narcotics Matters

Deputy assistant secretary CLYDE TAYLOR addressed and, with bureau staff assistant CATHERINE SHAW, participated in the USIA/Thailand Office of Narcotics Control Board antinarcotics seminar, in Cha-Am, Thailand, March 22-24. The seminar was convened to discuss narcotics issues in Thailand, and to exchange medical, legislative and political assessments of the consequences of narcotics trafficking and abuse ... While in Thailand, Mr. Taylor reviewed bureau-supported drug control programs and met with Thai narcotics officials ... Assistant Secretary JON R. THOMAS, with Mr. Taylor and Ms. Shaw and MANUEL GALLARDO, attended the East Asian and Pacific narcotics conference, in Kuala Lumpur, April 1-3. Malaysian deputy prime minister MUSA HITAM addressed the conference.

Argentine ministry of foreign affairs under secretary RAOUL ALCONADA SEMPE called on Mr. Thomas, February 20, to discuss Argentina's narcotics control efforts ... DAVID MELLOR, British under secretary of state, Home Office, called on Mr. Taylor, April 9, to discuss Great Britain's international strategy on narcotics control. Mr. Mellor chairs an interministerial group on misuse of drugs ... Major General VICTOR DELGADO, director general of the Colombian national police, and Colonel JAIME RAMIREZ, commander of the police special narcotics unit, in the United States on an executive observation program sponsored by the bureau, called on Mr. Thomas to discuss Colombia's narcotics situation. They were accompanied by CAESAR BERNAL, chief of the narcotics assistance unit in Bogota.

ROBERT GIFFORD and SCOTT McADOO, of the bureau's Office of the Controller, visited the narcotics assistance unit in Mexico City, March 11-15, to participate in field assistance activities ... In addition, Mr. Gifford, accompanied by DON YELLMAN of the program management office, traveled to San Juan, Puerto Rico, to interview candidates for contract positions in Bolivia ... NORMAN ROSNER, Office of the Controller, was on temporary duty in Quito and Bogota, March 11-18, to review the narcotics assistance unit program and budget records and procedures. In Bogota, Mr. Rosner joined bureau commodity management specialist EARL FERGUSON, on assignment to review program procurement matters. □

International Organization Affairs

ANTONIO GAYOSO, director, Office of International Development, served as alternate representative at the eighth session of the UN Food and Agriculture Organization's Committee on Agriculture, March 18-27, in Rome ... ER-

NEST GRIGG, Office of UN Political and Multilateral Affairs, was an adviser on the U.S. delegation to the preparatory meeting to the world conference to review and appraise the achievements of the UN Decade for Women, in Vienna, March 4-13 ... He was State adviser to the congressional delegation attending the Interparliamentary Union conference, in Lome, Togo, March 25-30 ... DALE LEACH, Office of UN System Budgets, attended the 229th session of the International Labor Organization's governing body, in Geneva, February 11-22.

PAUL HILBURN was the recipient of a Superior Honor Award, March 12, for his performance as head of the Directorate for Labor and Industry, Office of Technical Specialized Programs ... He attended the meeting of the International Labor Organization's governing body, in Geneva, February 11-March 1 ... WESLEY KRIEBEL, from the Office of Management Operations, has been designated director of the Office of Technical Specialized Agencies ... HELEN GROSS, from the Bureau of European and Canadian Affairs, has transferred to the Office of UN Political and Multilateral Affairs ... JOHN WILLETT, from the Bureau of Intelligence and Research, has been assigned to the Office of Communications and UNESCO Affairs ... DEBORAH PEABODY, from the Bureau of Public Affairs, has been assigned to the Office of Administrative Services ... CHERYLENE GRIMSLEY, from the Bureau of Personnel, has been assigned to the Office of Administrative Services ... MARGO CLARK, from the Office of UN System Administration, has transferred to the Bureau of European and Canadian Affairs ... ANN AUCHTER and PATRICIA ALICE JOHNSON have resigned from the Office of Administrative Services ... MARIAN DICKERSON from the Office of the Assistant Secretary, and TORREY WHITMAN, from the Office of UN System Administration, have been assigned to the Bureau of Personnel ... PATRICIA LEBEAU and NADIA O'SHEA have

joined the Office of Administrative Services. □

Management

Office of the Under Secretary

Under Secretary RONALD I. SPIERS spoke to the Near East and South Asian Affairs chiefs of mission conference, in Washington, March 27, and to the Western Hemisphere chiefs of mission conference, in Florida, March 29. At both conferences his subject was management issues. □

Family Liaison Office

SUSAN PARSONS, deputy director, and PHYLLIS HABIB, support services officer, conducted the Near Eastern and South Asian Affairs conference for community liaison office coordinators, in Tunis, January 27-31. In connection with their travel to the conference, they visited London, Brussels, Rome, Athens, Nicosia and Cairo. While in Brussels, Ms. Parsons addressed the Bureau of European and Canadian Affairs offices conference ... From March 3-7, in Hong Kong, MARCIA CURRAN, director and ANNE HEARD, dependent employment coordinator, conducted the Bureau of East Asian and Pacific Affairs conference for community coordinators. While in the Far East, they also visited Tokyo, Beijing, Manila, Kuala Lumpur, Bangkok and Jakarta ... Ms. Heard paid an unofficial visit to Taipei ... During the same period, the following community liaison office coordinators were in the office on consultation: MARIE ALLEN (San'a), BONNIE HAZEWSKI (Karachi), BAREARA HUSO (Bujumbura), GAIL SPILSBURY (Georgetown), DONICE JETER (Darr es Salaam) and ALICIA SHIPLEY (Guayaquil). □

Office of Foreign Missions

RALPH R. CHIOCCO, operations officer, met in Richmond, Va., February 27, with the directors of the Virginia Departments of Motor Vehicles and Public Safety, regarding the "diplo-



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matic" motor vehicle program and processing of insurance matters and traffic violations ... JAMES E. NOLAN JR., director, and MIKE STEINBECK traveled to New York, April 3-4, to confer with the New York office of the FBI ... Mr. Chiocco traveled to San Francisco, April 1-4, to present to the American Association of Motor Vehicle Administrators an overview of Office of Foreign Missions programs. □

Medical Services

A continuing medical education seminar was held in Hawaii for Foreign Service nurses, March 17-23, followed by one for Foreign Service physicians, March 24-30. Physicians and nurses from the Asian, Latin American and some Near Eastern posts attended these seminars. Attending from Washington were Drs. EBEN DUSTIN, THOMAS VALK, MARTIN WOLFE, JOHN BEAHLER, PAUL GOOF and EMMETT WILSON, and nurses CLAUDETTE DIETZ, MADELINE FERRARI and EDNA MCGUIRE. Also attending was administrative officer ELMER R. HIGGS ... TRABA PARKS-LITTLE came through Washington prior to returning to Rome and, while here, attended the retirement seminar ... Other visitors were ETTA THURMOND, from Mogadishu, and Dr. TERRANCE FEIR, from Monrovia. □

Near Eastern and South Asian Affairs

Terrorism and security of U.S. facilities and personnel abroad were among the top concerns of the 25 U.S. chiefs of mission from North Africa, the Middle East and South Asia who met in Washington, March 25-29, at the invitation of Assistant Secretary RICHARD W. MURPHY ... This was the first such meeting in more than a decade, bringing together chiefs of mission from Bangladesh to Morocco, as well as from Mauritania to Sudan ... The Secretary, deputy secretary, the under secretaries and other senior officials from the Department and U.S. Government agencies and military commands addressed the conference on policy and management issues of global and regional importance ... In his remarks, the Secretary emphasized the importance he attaches to the Department's efforts to improve security at its overseas missions, and on the role of chiefs of mission in this endeavor ... In subregional meetings, the chiefs examined developments in the Levant, the Arabian Peninsula, South Asia and North Africa ... The Secretary attended a reception hosted by Mr. Murphy at the Foreign Service Club for the chiefs and other participants.

Mr. Murphy addressed Georgetown's Middle East conference, March 21, in Washington. His remarks centered on U.S. Middle East policy ... Deputy assistant secretary ARNOLD RAPHEL met with Columbia University's inter-

national fellows, in the Department, March 28, to discuss U.S.-Middle East and South Asian policy concerns ... On March 26 deputy assistant secretary ROBERT PELLETREAU met with B'nai B'rith Anti-Defamation League leaders, to discuss U.S.-Israel relations ... The next day, he met with Harvard University's international fellows, in the Department, to discuss Middle East policy issues ... Ambassador CHARLES F. DUNBAR has returned from Qatar to start his assignment as special assistant for Afghanistan, in the bureau.

Deputy assistant secretary ROBERT PECK joined Assistant Secretary PAUL WOLFOWITZ in addressing a special Asia Society program, April 9, at the Department. The topic was "Washington Perspectives on Asia: 1985." ... The deputy for Middle East negotiations, WILLIAM KIRBY, addressed the American University-sponsored "Model League of Arab

States," outlining U.S. policy ... PHILIP WILCOX, director, Office for Israel and Arab-Israel Affairs, met with the young leadership of the Israel bonds organization, March 7, to discuss U.S.-Israel relations.

Bureau economic adviser ROBERT KNICKMEYER met, March 22, with a group of business executives interested in economic aspects of U.S.-Middle East relations ... On March 26 ALAN OVERMEYER, deputy director, Office of Regional Affairs, met with a Washington Mission Program group, visiting from Texas and New Jersey, to discuss U.S.-Middle East policy issues ... LANGE SCHERMERHORN completed her tour as deputy director for North African affairs and Moroccan desk officer. On her departure for Embassy Brussels, where she will be economic counselor, she received the Department's Meritorious Honor Award and a meritorious step increase.



MADRAS, India—Ambassador Harry G. Barnes Jr., presents meritorious service in-

crease certificate to consular officer Helen Bridget Burkart.



ALEXANDRIA, Egypt—The consulate general commemorates the 150th anniversary of U.S.-Egyptian diplomatic relations. From left: Retired ambassadors Richard Parker, Donald Bergus and Alfred L. Atherton, consul general

Frances Cook, Mrs. Betty Atherton, Egyptian minister of state for foreign affairs Boutros Ghali, Ambassador Nicholas A. Veliotis, Mrs. Helen Eilts, and retired Ambassador Hermann Eilts.

On March 25 the special assistant for Middle East negotiations, THEODORE FEIFER, briefed a group of Jewish college students visiting the White House for briefings . . . The following day, he met with a Hadassah group, visiting from Connecticut, to discuss U.S.-Israel relations . . . On March 5 Israel desk officer BARBARA BODINE met with a Washington Mission Program group visiting from Connecticut, to discuss U.S.-Israel relations . . . Afghanistan desk officer PHYLLIS OAKLEY traveled to Kansas City, Mo., where she addressed the International Forum on Afghanistan . . . On March 6 Israel desk officer KEITH LOKEN met with a mission program group visiting from Philadelphia, to discuss U.S.-Israel relations . . . Iraq desk officer FRANK RICCIARDONE met with the U.S.-Arab Chamber of Commerce, March 7, to discuss recent developments in U.S.-Iraq relations.

HUNT JANIN, Office of Regional Affairs, discussed policy issues with participants in the media-diplomat seminar, March 12 . . . He met with staff and faculty of "Close-Up," March 20, in the Department, to discuss U.S.-Middle East policy . . . JUDSON BRUNS, economic officer for Lebanon, met with students from Radnor (Pa.) High School, to discuss U.S.-Middle East policy concerns, March 12 . . . On March 14 DONALD ROBERTS, Office of Iranian Affairs, met with the Washington "Great Decisions" discussion group, to discuss U.S. policy on the Iran-Iraq conflict . . . WENDY CHAMBERLIN, Israel desk, met with a Washington Mission Program group visiting from Massachusetts, March 19. She discussed U.S.-Israel relations with the visitors . . . She met with students from American University, to discuss U.S.-Israel relations, March 26 . . . Lebanon desk officer WILLIAM STANTON and THEODORE FEIFER met with students from Columbia School of Journalism, to discuss Lebanon . . . MOLLY WILLIAMSON addressed the Aerospace Industries Association of America, Inc., March 27 . . . She attended a conference in Amman, Jordan, then had consultations in Jerusalem and Tel Aviv, March 30-April 6. □

Oceans and International Environmental and Scientific Affairs

Assistant Secretary JAMES MALONE was the U.S. representative at the plenipotentiaries' conference on protection of the ozone layer, in Vienna, March 18-22 . . . MARTIN PROCHNIK, director, Office of Energy Technology Cooperation, and ALLEN WENDT, deputy assistant secretary, Bureau of Economic and Business Affairs, participated in an International Energy Agency-sponsored March 7-8 meeting, in Paris, to discuss strengthened energy research and development cooperation with a select group of Organization for Economic Cooperation and Development countries . . . MICHAEL CONGDON attended the 33rd meeting of the International Energy Agency Committee on Re-



SANTO DOMINGO, Dominican Republic—
At position classification workshop, from left:
Ileana Abbott, Florence Godefroy, Martha Ann

Kelleran, Anita Stalls, Asseline Malebranche,
Maria T. Jimenez, Patria de Polanco, Josefina
de Puella.

search and Development, March 21-22. The committee endorsed a major U.S. initiative on enhanced international collaboration on energy research and development.

WILLIAM ERB, director, Office of Marine Science and Technology Affairs, and DOROTHY BERGAMASCHI, executive secretary of the State-chaired interagency Panel on International Programs and International Cooperation in Ocean Affairs, traveled to Paris as part of the U.S. delegation to the 13th assembly of the Intergovernmental Oceanographic Commission, March 12-28 . . . WILLIAM L. SULLIVAN JR. of the office represented oceanography and marine science interests in the March 26-27 meeting of the U.S.-Spain Joint Committee for Scientific and Technological Cooperation.

RICHARD E. BENEDICK, deputy assistant secretary for environmental, health and natural resources (acting), spoke before the International Environmental Forum, an organization of executives of U.S. industry, March 5, in Washington . . . On March 4 and 5 he chaired a meeting in Washington on the protection of the ozone layer, attended by representatives of Argentina, Australia, Canada, Egypt, Finland, Norway, Sweden and Switzerland . . . Mr. Benedick met in New York, March 11-12, with representatives of industry and environmental groups . . . On March 14-15 he headed the U.S. delegation to the Working Group on an Ozone Protocol . . . On March 18-22 he was alternate U.S. representative at the ozone talks in Vienna.

WILLIAM LANDFAIR, Office of Environment and Health, was a member of the U.S. delegation to an international conference on transfrontier shipments of hazardous waste, March 26-27, in Basel, under the auspices of the Organization for Economic Cooperation and Development and the Swiss government. □

Personnel

ROBERT B. DUNCAN, deputy director, Office of Foreign Service Career Development and Assignments, visited nine posts in the Middle East and North Africa, March 9-23, to consult on post staffing and personnel policy, and to provide counseling services to individual employees . . . MELISSA COPELAND is a recent arrival at the Seniors Assignments Division. □

Politico-Military Affairs

Director JOHN T. CHAIN led a U.S. team for consultations with Israel, March 20-21 . . . He participated in a seminar on arms control at the Brookings Institution, March 6, and on March 8-9, at a conference on politico-military decision-making, at Stanford University . . . Deputy assistant secretary ROBERT DEAN led a U.S. negotiating team which reached agreement on a technology transfer agreement with the government of India, March 7 . . . During March 12-14, he traveled to California, to address civic, media and political groups on the MX missile . . . He also accompanied a delegation to Bonn, to discuss the President's strategic defense initiative.

PATRICK THEROS, director, Office of Near Eastern and South Asian Affairs, traveled to Syria, Jordan and Israel, March 16-25 . . . KEVIN KEARNS, Office of Security Assistance and Sales, attended a planning conference in Key West, on future security programs for the eastern Caribbean states . . . WILLIAM F. HICKMAN, Office of International Security Policy, and PETER MARTINEZ, Office of Theater Military Policy, addressed the mid-level course of the Foreign Service Institute, on the Department of De-

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fense's role in the conduct of foreign affairs ... TED SMITH, Office of International Security Policy, met with officials of the Port Authority of New York and New Jersey, the New York governor's staff, McGuire Air Force Base, Stewart International Airport and Kennedy and La Guardia airports, April 2-3. Discussions were on use of airports during visits of foreign dignitaries.

JOSEPH HILTS, Executive Office, attended a Wang class at the Foreign Service Institute, March 18-20 ... JOSEPH P. SMALDONE, chief, Arms Licensing Division, Office of Munitions Control, presented two papers on arms transfer issues, to a meeting of the International Studies Association, in Washington, March 7-8 ... On March 20 he discussed "The New Itar," at a meeting of the Society for International Affairs ... ALLEN E. SUCHINSKY, deputy chief, lectured on arms export procedures and policies, at the Defense Institute of Security Assistance Management, Wright-Patterson Air Force Base, Dayton, O. ... On March 13 he discussed export licensing concerns, with representatives of the University of Dayton's research institute.

MAL ZERDEN joined the Office of Munitions Control, March 5 ... MICHAEL DIXON joined the Office of International Security Policy, March 11, to cover Latin American issues ... ELLA WILLIAMS also joined the staff of the Office of International Security Policy ... RANDY POOLE joined the staff of the Office of Strategic Nuclear Policy ... PAUL B. RUSBY has joined the Office of Public Diplomacy. □

Public Affairs

Office of the Assistant Secretary: Department spokesman BERNARD KALB accompanied SECRETARY SHULTZ on PRESIDENT REAGAN's trip to Quebec City, Canada, March 17-18, for bilateral meetings with Canadian Prime Minister BRIAN MULRONEY ... On March 28 Mr. Kalb accompanied the Secretary to Austin, Tex., for his address to the Texas Council on Foreign Affairs and, on April 11, to Princeton, N.J., for the Secretary's address to his alma mater, Princeton University ... Deputy assistant secretary ROBERT M. SMALLEY spoke on strategic defense initiatives and related arms control issues, at William and Mary College, Williamsburg, Va., March 18, and met with the editorial staff of the Richmond Times-Dispatch ... He presided over a briefing of Harvard fellows, March 27, and on April 2 provided a one-hour briefing, in the Department, for Philadelphia teachers, on U.S. foreign policy.

Office of Opinion Analysis and Plans: On April 15 META TOWNSEND joined this office as a part-time information clerk, in the distribution unit ... MAUREEN MURPHY, editorial research assistant, has accepted a secretarial position with the Defense Logistics Agency.

Office of Public Programs: Media liaison officer MARY KENNEDY organized a media-diplomat seminar for 24 journalists from around the country, in the Department, March 11-12.

Part of the program featured a briefing at the White House by SECRETARIES SHULTZ and CASPAR WEINBERGER and the assistant secretary for inter-American affairs, LANGHORNE MOTLEY ... Work-study intern ELIZABETH ESCHBACH, a junior majoring in political science at Principia College, completed a two-month assignment here, March 8 ... Secretary's coordinator JANICE SETTLE advanced Secretary Shultz's appearances before the National Academy of Sciences, in Washington, March 6, and the Council on Foreign Affairs, in Austin, Tex., March 28. □

Refugee Programs

JAMES N. PURCELL JR., bureau director, testified on behalf of the Department's fiscal year 1986 refugee budget request of \$337,680,000, before three congressional committees, in March. He was accompanied by senior deputy assistant secretary ROBERT L. FUNSETH and budget office director ROZANNE D. OLIVER ... On March 20 Mr. Purcell met with WILLIAM RICHARD SMYSER, deputy UN high commissioner for refugees ... Mr. Funseth chaired a daylong series of discussions with the deputy UN high commissioner and with bureau office directors, on worldwide refugee issues.

The Office of African Refugee Assistance conducted a workshop in Nairobi, March 13-15, for refugee affairs officers at posts in the Horn of Africa, and several eastern and central African countries. Discussion focused on the drought on African countries that has generated refugees, and on strategies to deal with the situation ... ARTHUR E. DEWEY, deputy assistant secretary for international refugee assistance, traveled to Geneva, to participate in the UN conference on famine in Africa; to Nairobi, to attend the refugee workshop; and to Khartoum, to assess the emergency response to the mass influx of refugees in the Sudan ... H.L. DUFOUR WOOLFLEY, director, Office of African Refugee Assistance, traveled to Somalia, prior to the refugee workshop, then stopped in London and Brussels for discussions en route back to Washington ... HARRY C. BLANEY III, director, Office of Asian Refugee Assistance, traveled to New Haven, Conn., to participate in a Yale University seminar, "The Changing Agenda of International Relations." ... JOHN LLOYD III traveled to Geneva, to meet with officials of the International Maritime Organization and with UN refugee officials concerning the details of the new rescue-at-sea program ... Capt. SVERRE BADENDYCK, International Maritime Organization regional antipiracy/rescue-at-sea expert in southeast Asia, was in Washington to consult with the bureau in connection with his new assignment. The Department is supporting joint International Maritime Organization and UN efforts in southeast Asia to encourage maritime ships to pick up boat people, and to encourage joint action against piracy in the region ... HAROLD G. LIERLY, a drug enforcement agent based in

Phoenix, Ariz., who recently spent eight weeks in Thailand, came to Washington to consult with the bureau on antipiracy and rescue-at-sea activities.

MARGARET J. MCKELVEY, program officer, Office of African Refugee Assistance, traveled to Nairobi, to attend the refugee workshop; to Kampala, Bujumbura and Kigali, to monitor projects of the UN high commissioner for refugees, the International Committee of the Red Cross and private voluntary organizations; and to Geneva, to meet with UN refugees and Red Cross officials ... CARROLL L. FLOYD, foreign affairs officer in the International Refugee Assistance Directorate, proceeded to Bangkok, on temporary duty, to work on special programs in the Office of the Refugee Coordinator ... RICHARD D. ENGLISH, deputy assistant secretary for refugee admissions, traveled to Nairobi, to attend the refugee workshop; to Rome, to confer with the officer-in-charge of the U.S. Immigration and Naturalization Service unit; and to Vienna, to meet with the consul general, who is also the refugee coordinator.

DOUGLAS R. HUNTER, director, Office of Reception and Placement, traveled to Florida, to meet with state and local government officials, officials of other federal agencies, and private voluntary agency representatives, to plan for the resettlement of Cuban refugees under the so-called 1984 Mariel agreement ... Refugee affairs officers THERESA L. RUSCH, ANITA L. BOTTI and ARCHIE M. BOLSTER traveled to Denver, to conduct an on-site monitoring of voluntary agencies' performance in providing reception and placement functions to recently-arrived refugees ... Ms. Rusch, Mr. Bolster, KAREN L. MCCARTHY and MICHAEL G. ANDERSON visited San Diego, to monitor refugee resettlement, interview voluntary agency personnel and San Diego County officials, review refugee files and interview refugees, to assess resettlement efforts and to recommend improvements in procedures.

F.S. (TEX) HARRIS, director, Office of Emergency Operations, reviewed the emergency programs instituted by the Sudanese government's commissioner of refugees and the UN high commissioner for refugees, in eastern Sudan, in late March. Mr. Harris visited the major refugee reception centers and new camps which have been developed to provide assistance for the 260,000 newly-arrived refugees from northern Ethiopia. Extensive discussions were held in Khartoum, El Showak, Gederef, Kassala, and in Geneva, with Sudanese, UN and private voluntary organization officials about the emergency response to date, and contingency planning for further arrivals ... NANCY A. SOPER, program officer, Office of Refugee Training, traveled to Havana, to review refugee case files prior to the resumption of Cuban refugee processing.

Joining the bureau was KRISTEN A. NORDEN, general services officer, Office of the Executive Director ... FRANK E. MOSS, refugee coordinator-designee, Khartoum, was in the bureau on consultation. ■

Obituaries

Nancy V. Rawls, 59, who was one of the first Foreign Service women to become an ambassador, died of cancer on April 10 at a hospital in Connecticut.



Ms. Rawls was known for her warmth, generosity and grace, and also a pioneer—a great believer in Africa and the Africans.”

Ms. Rawls was ambassador to Togo, 1974–76, and to the Ivory Coast, 1979–83. She was the U.S. representative to the 31st session of the UN General Assembly, and was an alternate U.S. representative to the United Nations, for special political affairs, in 1976.

Beginning her career in 1947, she served as a clerk in Vienna and Frankfurt, and as a consular officer in Hamburg and Montreal. Other assignments were to Hamburg as an economic officer, Monrovia as a commercial officer and Nairobi as an economic/commercial officer. From 1970–71, she was detailed to the National War College. She was director of the Policy Planning Staff in the Bureau of African Affairs, 1971–74. In 1978, she was appointed deputy assistant secretary for personnel.

Ms. Rawls was born in Clearwater, Fla. She was graduated from Shorter College, Rome, Ga. Survivors include her parents and a brother. □

William N. McSheffrey, 53, a passport examiner at the Boston Passport Agency since 1983, died of cancer on April 6 at the Lahey Clinic Medical Center, Burlington, Mass.

A native of Allston, Mass., Mr. McSheffrey was graduated from Boston College and also attended Northeastern

University. From 1951–55, he served in the Air Force. He was a park ranger at Yellowstone National Park, 1961–62, and was employed by Honeywell, Inc., 1962–72, and by the Dallas Housing Authority 1976–81.

Survivors include his wife, a son and a daughter. □

Clifton C. Stanley Jr., 48, a Foreign Service officer who transferred to the Foreign Commercial Service in 1980, died suddenly on February 26.

Joining State in 1966, he served in Taichung and Taipei. After details to AID in 1970 and the Department of Commerce in 1973, he was appointed commercial officer in Brisbane. Assignments with the commercial service were to Mexico City, Montevideo and the Los Angeles District Office.

Born in San Luis Obispo, Calif., Mr. Stanley was graduated from San Jose State College in 1965. He served in the Air Force, 1958–60, and worked at a state hospital, 1962–66. Survivors include a son and daughter. □

Mairit N. Woolf, the wife of Foreign Service officer David Woolf, who is assigned to Brussels, died there on January 11 after a stroke. She had accompanied him also on assignments in Beirut and in Washington.

A native of Finland, Ms. Woolf was graduated from Helsinki University and was a Fulbright scholar. While in Washington, she taught English as a foreign language, and earned a master's in French from the University of Maryland. She was working on a Ph.D. at the time of her death.

Besides her husband, she leaves two daughters. □

Weldon W. Sandfort, 71, a consular officer who retired in 1970, died on March 18.

Joining the Foreign Service in 1947, he served as a clerk in Shanghai, Saigon, Paris and Bangkok. He was an administrative assistant in Canberra and Curitiba, and a passport-citizenship assistant in Rome. Assignments as a consular officer were to Manchester,

Liverpool and Kingston.

Mr. Sandfort was born in Missouri. He served in the Army, 1942–46. Survivors include his wife. □

Stanley J. Prisbeck, 77, a retired Foreign Service officer who was assistant chief of the Military Liaison Branch in the Division of Intelligence Collection and Distribution, died on March 12 in Tucson, Ariz. He had Padgett's bone disease.

Joining State in 1948, Mr. Prisbeck was a consular officer in Berlin, Warsaw and Korramshahr. From 1953–56, he was assigned to Bad Homburg as a political officer. After retiring in 1961, he worked as a real estate broker.

A native of Pennsylvania, Mr. Prisbeck was graduated from Scranton University; he also attended Columbia. He served in the Army, 1942–45, and was an instructor and athletic director at Alliance College in Pennsylvania. Survivors include his wife, of 632 N. Rook St., Tucson, Ariz. 85711. Contributions are suggested to Cambridge Springs Public Library, Cambridge Springs, Pa. 11604. □

Cemetery memorial service

Active and retired Foreign Service employees and their families will gather at Rock Creek Cemetery, May 27 at 11 a.m., for an observance honoring deceased colleagues, in a section of the cemetery reserved for members of Diplomatic and Consular Officers, Retired (DACOR). Director general-designate George S. Vest and DACOR president Ben Hill Brown are scheduled to speak. ■

Department of Tax Breaks

U.S. savings bonds have unique tax-deferral advantages. Owners never pay state or local income tax on the interest, and they can postpone reporting the interest for federal income taxes until their bond is redeemed or reaches final maturity. This means that bondholders often can choose their best time to report interest, e.g., when they are retired or otherwise in a lower tax bracket. □

Library Booklist

Cryptography and espionage

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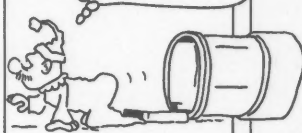
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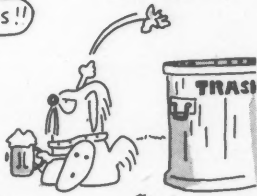
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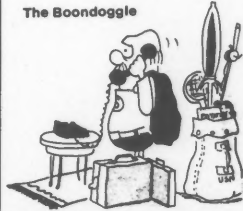
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