

15 OCT 1970

*Handwritten:*  
OTP  
Bulger

Honorable Maurice H. Stans  
Secretary of Commerce  
Washington, D. C. 20230

Dear Mr. Secretary:

In line with earlier discussions concerning telecommunications activities, I am enclosing a Memorandum of Agreement for your signature to accomplish the transfer of the Interdepartment Radio Advisory Committee Secretariat, together with appropriate personnel, property, and funds from the Office of Telecommunications Policy to the Department of Commerce.

The Memorandum of Agreement has been coordinated by my staff with your Office of Telecommunications. I have already signed the Agreement, and if you will similarly execute the document and return a copy to me, it will then be possible to proceed with the transfer.

Sincerely,

Clay T. Whitehead

Attachment

FSUrbany:lmc:10/15/70

cc:

Mr. Whitehead (2)✓

Subject file

Reading file

MEMORANDUM OF AGREEMENT  
BETWEEN  
THE OFFICE OF TELECOMMUNICATIONS POLICY  
AND  
THE DEPARTMENT OF COMMERCE

Reorganization Plan No. 1 of 1970, Executive Order 11556, "Assigning Telecommunications Functions," and the Office of Management and Budget Determination Order, effective 1 October 1970, authorize the transfer of certain functions, personnel, funds, records, and resources from the Office of Emergency Preparedness to the Office of Telecommunications Policy.

In consonance with these directives, the Office of Telecommunications Policy and the Department of Commerce hereby enter into an agreement as follows:

1. The Interdepartment Radio Advisory Committee (IRAC) will continue as an advisory body to the Office of Telecommunications Policy. The IRAC Secretariat in the Office of Telecommunications Policy, however, shall be transferred to the Department of Commerce effective 18 October 1970. A total of 21 personnel (see attached schedule) performing various duties relating to the functions of IRAC and funds for salaries in the amount of \$203,000 will be transferred to support such personnel and activities.
2. The IRAC Secretariat shall continue to occupy space in the Office of Telecommunications Policy pending the preparation of adequate facilities within the Department of Commerce. Physical transfer of the IRAC Secretariat personnel, property, and records to the Department of Commerce, however, shall take place on or about 1 January 1971.
3. Computer support for the IRAC Secretariat will be furnished without charge for the remainder of FY 1971 by the Office of Emergency Preparedness pursuant to a prior agreement arrived at between the Office of Telecommunications Policy and the Office of Emergency Preparedness.

A. Coordination of specific details relative to the above transfer will be accomplished by the administrative staffs of the respective agencies.

This Agreement will be effective 18 October 1970.

Accepted:

\_\_\_\_\_  
Clay T. Whitehead  
Director, Office of  
Telecommunications Policy

\_\_\_\_\_  
Maurice H. Stans  
Secretary of Commerce

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attachment

## ATTACHMENT

Kirkevold, Chester R.	GS-15
Stelzenmuller, George V., Jr.	GS-15
Filipaki, Benjamin W.	GS-14
Rexrode, Elmer C.	GS-13
Dinkle, Edwin K.	GS-12
Barlow, Helen D.	GS-11
Jahn, William H., III	GS-11
Sarkesain, Leon G.	GS-11
Dhue, Josephine	GS-9
Thrift, Evelyn L.	GS-9
Sears, Arthur L.	GS-9
Butler, Edward A.	GS-7
Sterner, Edythe N.	GS-7
Sweitzer, Robert F., Jr.	GS-7
Burns, Elizabeth	GS-6
Lloyd, Carolyn P.	GS-6
Dishong, Mathilda F.	GS-5
Frasce, Janice E.	GS-5
Gohrmann, Lesta E.	GS-5
Stoops, Adene B.	GS-5
1 vacancy	