

GC Subject
GC Chron
Judy
HGoldberg/kak/11-26-73

November 26, 1973

To: Clay T. Whitehead
From: Henry Goldberg
Subject: December 7th Speech in San Francisco.

As promised, the following are my thoughts on the points that could be covered in your December 7th speech to the Commonwealth Club in San Francisco. The thoughts fall under the general heading of a speech entitled: "The Education of Clay T. Whitehead: Sidelong Glances of a Media Kicker."

1. You could discuss the reverse Midas touch effect that has existed over the past six months. This could be couched in terms of the personal plight of an Administration official who is sincere, well-intentioned, and frustrated. This might be the place to work in some humor and some personal observations about what it is like to be a young man in the Nixon Administration.
2. You can say lots of nice things about the Congress and the overall benefit of a system of checks and balances -- when it works. From your own experience, knowing that you have to appear before appropriations committees and "authorization" committees is a deterrent to the excesses that seem to be reflected in some of the memoranda regarding the media that have leaked. It might have been better for all concerned had a Magruder, for example, known that he might be taken to task by a Congressional committee. Of course, you don't want to get into the whole question of executive privilege, but you can come out on the side of greater Congressional and Executive Branch responsibility in maintaining each side of the checks and balances system. The Executive Branch shouldn't fear this because it should be able to hold its own, viz. Buchanan's Watergate appearance. On the other side, Congress should not be put off by its desire to avoid the grubby details of Executive Branch expertise, since it can perform its function simply by requiring regular appearances and by asking reasonably intelligent questions.

3. You might also wish to comment on phenomena such as the Senate energy bill grant of power over advertising to the President. Here again, for a "good cause," some in the Congress and similarly intentioned members of the press and the general public are willing to turn over great discretionary power over the media to a President they view as the devil incarnate in this area (copy of news item attached). This phenomena gives OTP pause, and it should cause many others to scratch their heads regarding both the reverse Midas touch and the system of checks and balances mentioned above.

4. On balance, from your perspective, you can conclude that cynicism is a time-honored protective device that is essential in government's relationship to the media and the public, and their relation to the government. But if it is carried too far, despite the great temptation to do so these days, it can have a significant corrosive effect. You are not asking anyone to suspend disbelief regarding OTP policy statements, but to dismiss them out of hand is as much a cop-out as swallowing them whole hog just because they have a White House imprimatur. Both of these responses are unthinking and avoid the tough issues that must be dealt with in the communications field: here you can discuss cable policy and telephone common carrier issues. Although it is in the interests of those who wish to preserve a favorable status quo to evade reasoned discussion of the issues, the essential debate should not be short-changed simply by dismissing anything we have to say as more of the same White House politics. You are not asking anyone to believe in your virtue but, as a favorite media devil, you must be given your due. OTP has something to say and even more to do before we pack it all in and transfer everything to the FCC.

Attachment

Presidentially-organized advertising campaign designed to promote energy conservation is required under provisions of energy legislation passed by Senate. Under amendment offered by Sen. Moss (D-Utah) and accepted without debate, "the President shall organize & cooperate with the advertising industry & advertisers in developing a national energy conservation advertising program and in promoting educational programs to foster public acceptance of energy conservation needs & opportunities." Another section of bill would allow President to issue "a ban on all advertising encouraging increased energy consumption" (Vol. 13:47 p4). No such provisions are contained in House energy bill which comes up for debate Nov. 26. Here's how Sen. Jackson (D-Wash.), who managed bill on floor, explained advertising ban: "The Committee intends that the burdens of curtailing energy use be equitably distributed among all sectors of the economy... A factor in the development of this emergency has been advertisements promoting wasteful & nonessential energy consumption." However, he said that "travel advertisement is not directed toward an effort to create in the consumer a desire to waste energy. It is a legitimate sales effort by merchants to sell their services. Again, I feel that it falls into the right of a merchant to communicate in a responsible way with his customers & potential customers. I see nothing in such advertisement to incite wasteful consumption of energy."

NCTA Pres. David Foster's contract renewal is expected to be on agenda at Board meeting in Las Vegas Nov. 26. His 2-year contract expires April 17, and pact calls for parties to make intentions known about renewal 90 days before then. Western Cable Convention, in Las Vegas Hilton Nov. 28-30, includes addresses Nov. 28 by Foster and Peter Storer, Storer Bcstg.; Nov. 29 by FCC Chmn. Dean Burch and NCTA Chmn. Amos Hostetter.

Removal of commercials from U.S. stations carried on Toronto's Rogers Cable has been protested by Buffalo stations to Canadian Radio-TV Commission (Vol. 13:42 p4). Stations said practice violates Copyright Act, Trademarks Act, constitutes unfair competition, unjust enrichment, conspiracy to injure or to restrain trade, interference with contractual relations, violation of international agreements.

Cable Satellite Access Entity (CSAE), group formed to explore satellite networking, has established new class of members—associate—covering organizations other than system operators. Each must contribute \$5,000. First to sign up was Scientific-Atlanta. Under Chmn. Rex Bradley, CSAE is examining proposals for feasibility study from 10 consulting companies.

Arbitron metro survey sample for 160 radio markets will be increased by 12-20%, starting with Jan./Feb. survey. ARB said sample increase is "in response to many requests."

Contract for \$2 million turnkey system in N. Charleston, S. C. (pop. 80,000) has been signed by Anaconda and Cable Video Communications (Vern Gill, pres.), with construction to start early Jan.

"Frightening possibility" exists that while some children incorporate violence they have seen on TV into their everyday behavior, even more may be learning to tolerate it. Conclusion is based on study by Ronald Drabman of Fla. Tech. U. to be released in upcoming edition of American Psychological Assn. Journal. Study was commissioned by National Institute of Mental Health. "It is proposed that viewing violence under the guise of 'entertainment' may [distort] one's real world and thus make one less willing to aid when he witnesses such behavior in his own life," report said.

"Revolutionary" is word used by CBS to describe new electronic camera, commissioned by CBS News and developed by Ikegami Tsushinki of Japan. Camera is operating at CBS L.A. news bureau. According to CBS, it's first time that small portable color camera, combined with helical scan video-tape machine, has been used by any network for news broadcasting. System was commissioned by CBS 2 years ago. Camera weighs 12 lbs.

WSNL-TV (Ch. 67) Long Island began programming Nov. 18 emphasizing local news & community programming. Initially, station will broadcast 16 hours daily in color. KIDZ-TV (Ch. 24 ETV) Wichita Falls began test programming Nov. 15, and WHWC-TV (Ch. 28 ETV) Colfax, Wis. started Nov. 16. There are now 939 stations on air (605 vhf, 334 uhf), 699 commercial, 240 non-commercial.

Shades of Orson Welles' War of the Worlds panicast: Sweden is investigating radio thriller for children which featured explosion of \$200 million nuclear reactor, ambulances, reporters' interviews, etc. Govt. took dim view when terrified citizens living near Malmo & Copenhagen fled to underground shelters or into Denmark.

Conference of State Cable Agencies (CSCA) has been formed by 6 states to preserve their rights in cable regulation. Members: N.Y., Conn., Mass., Minn., Vt. & N.J.; N.Y. State Chmn. Robert Kelly is chmn. of CSCA. Other states with cable commissions—R.I., Hawaii, Nev. & Alaska—have indicated desire to join.

OTP has commissioned 6-month, \$58,000 study of pay-cable potential by Stanford Research in attempt to determine how people will respond, what they'll pay for and possible impact on commercial TV. Interviews will be conducted with pay-cable entrepreneurs, movie makers, broadcasters, etc.

Modern Cable Programs is new distribution company formed by Modern Talking Picture Services (Carl Lenz, pres.). Series of videocassette programs will go to some 50 CATV systems participating in Modern Cable Network which has about million subscribers.

Public hearing on Manhattan pay-cable proposals of Teleprompter & Sterling will be conducted Dec. 10 in City Hall by Advisory Committee of city's Office of Telecommunications, Bureau of Franchises.

IVC has filed \$25 million antitrust suit against Ampex; it's counter-claim to Ampex suit charging IVC and others with patent infringement.

Nofziger, Lyn

December 10, 1973

Mrs. Lyn Nofziger
4041 American River Drive
Sacramento, California 95825

Dear Bonnie:

Brian and I want to thank you for the tremendous evening and dinner which you provided for us last Wednesday. It is not often when we go on these trips that we have a chance to get away from the hotel and visit with friends.

Again, thank you very much for your hospitality and we look forward to seeing you again soon.
Best regards.

Sincerely,

Clay T. Whitehead

cc:
DO Records
DO Chron
Mr. Whitehead
Eva
BPLamb

BPLamb:m1f:12-10-73

~~213-568-3838~~

Itinerary For
Clay T. Whitehead
Los Angeles/Sacramento/San Francisco
December 3-8, 1973

Call Dave Solomon

Monday, December 3

4:30 p.m. Lv for Dulles AP
5:55 p.m. Lv Dulles AP via AA ~~279~~ 75
~~10:00~~ 8:23 p.m. Ar Los Angeles AP
Pick up Avis rental car

Reservations at the (213) 275-4282
Beverly Wilshire Hotel
9500 Wilshire Blvd.

Tuesday, December 4

9:00 a.m. Meeting with Chauncey Medberry (213) 683-3017
Chairman
Bank of America
555 South Flower (corner of 6th & Flower)
Bank of America Tower
Atlantic-Richfield Plaza, 51st Floor

11:00 a.m. Meeting with David Flood (213) 478-9721
Tishman Building
Room 234
Westwood

Wednesday, December 5

10:00 a.m. Meeting with Monroe Price (213) 825-4935
Room 2446
UCLA Law School

12:30 p.m. Meeting with Taft Schreiber (213) 985-4321
Executive Offices
MCA Universal
100 Universal City Plaza

4:40 p.m. Lv Los Angeles via Western Flt. 358
5:45 p.m. Ar Sacramento
Pick up Avis rental car

7:30 dinner Lynn Nofziger 3-4 Gov/Lt Gov staff
Chet Migdon SAG 876-3030. Jim Jenkins (gov cma)

energy
transportation

sugg: FD input into reporting/documentaries

6:05 p.m.

Brian Lamb will arrive at Sacramento AP
via United Flt. 235 from Chicago. He
will meet you at the airport.

Reservations at the Woodlake Inn (916) 922-6251
500 Leisure Lane Highway
160 at Canterbury Road

Thursday, December 6

6:50 a.m.

KOVR Studio with Bob Russell

(916) 927-1313

Tentative breakfast with
Len Nofziger & Brian Lamb

(916) 442-9061

Drive to San Francisco

1:00 p.m.

Lunch with Bruce Owen
and others *593 Salvation*

Home 327-7191
(415) 321-2300
x2673

Reservations at the
Cliff Hotel
495 Geary Street
San Francisco, Calif.

(415) 775-4700

Friday, December 7

12:05 p.m.

Address the Commonwealth Club
of California
Sheraton-Palace Hotel
Market at New Montgomery

(415) 392-8600

Saturday, December 8

8:45 a.m.

Lv San Francisco via UA 50

4:40 p.m.

Ar Dulles AP

Phone Numbers

Jack Gibson (213) 675-4611, Ext. 2318; Home: (213) 472-5284

Tom Rockwell (213) 393-0411; Home: (213) 454-6991



Commonwealth Club of California

681 Market Street, San Francisco, California 94105

(415) 362-4903

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Robert J. Kasper

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Committee

Justice A. Frank Bray

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Elmer G. Johnson
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Dr. Edgar E. Robinson
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Justice Wakefield Taylor
Max Thelen, Jr.
Charles T. Travers

December 19, 1973

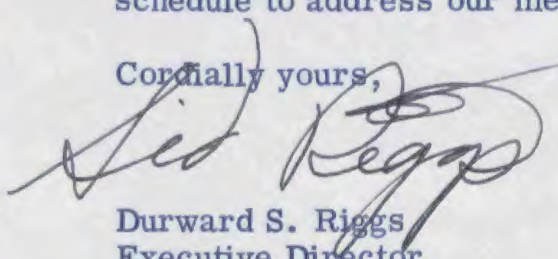
Mr. Clay T. Whitehead
Office of Telecommunications Policy
Executive Office of the President
Washington, D.C. 20504

Dear Mr. Whitehead:

Let me take this opportunity on behalf of the members of the Commonwealth Club of California to thank you for your interesting address on Friday, December 7th.

We sincerely appreciate your taking time from your busy schedule to address our membership.

Cordially yours,


Durward S. Riggs
Executive Director

DSR/jmp

RECEIVED

DEC 26 12 23 PM '73

OFFICE OF
TELECOMMUNICATIONS
POLICY



Commonwealth Club of California

681 Market Street, San Francisco, California 94105

(415) 362-4903

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Transportation
Patrick C. Powers

Urban Affairs
Robert L. Scott, Jr.

Water
Robert J. Kasper

Luncheon Program
Committee
Justice A. Frank Bray

December 10, 1973

Clay T. Whitehead
Office of Telecommunications
Policy
Executive Office of the President
Washington, D. C. 20504

Dear Dr. Whitehead:

On behalf of the members of the Commonwealth Club of California I would like to thank you for addressing our luncheon meeting. Communication is vital for mutual understanding and we appreciate your informing us of the administration's policy in this field.

Sincerely,

Bruce T. Mitchell,
President

RECEIVED

DEC 13 3 05 PM '73

OFFICE OF
TELECOMMUNICATIONS
POLICY



METROMEDIA TELEVISION
5746 SUNSET BOULEVARD
LOS ANGELES, CALIFORNIA 90028
(213) 462-7111

December 7, 1973

Clay T. Whitehead
Director
Office of Telecommunications Policy
Executive Office of the President
Washington, D. C.

Dear Mr. Whitehead:

I wanted to formally express my thanks and that of the Radio and Television News Association for your speech at the recent "Golden Mikes" dinner in Los Angeles.

Your talk was right to the point and added the right note of thoughtful concern to the evening.

Please pass along my regards to Brian Lamb for his help in coordinating your appearance here. Hope you got some rest and that your brief stay was enjoyable.

Best of luck in the coming year and give me a call if at any time I can return the favor on behalf of the RTNA.

Cordially,

A handwritten signature in cursive script that reads "Chuck Riley".

Chuck Riley
News Director

CR/ch

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DEC 14 1 56 PM '73

OFFICE OF
TELECOMMUNICATIONS
POLICY

CONFIDENTIAL

On December 14, 1973, the following information was received from the Federal Bureau of Investigation (FBI) regarding the activities of the American Telephone and Telegraph Company (AT&T) in the field of telecommunications policy.

The information was obtained from a confidential source who has provided reliable information in the past.

It was stated that AT&T has been actively engaged in efforts to influence the Federal Communications Commission (FCC) and the Department of Justice (DOJ) in order to secure favorable treatment for the company in the area of telecommunications policy.

The source further stated that AT&T has been successful in obtaining favorable treatment from the FCC and the DOJ in the past.

It was also stated that AT&T has been actively engaged in efforts to influence the Federal Reserve Board (FRB) and the Federal Reserve Bank of New York (FRBNY) in order to secure favorable treatment for the company in the area of telecommunications policy.

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CONFIDENTIAL

TV/papers: KNX Blackwood
Bill Ames.

OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON

Berman
WWK

Kemper - CBS/Tel
Baker - Ken (3/31)
Livingston (Henry)

SF

563-3222

LA Tue, Wed

Medberry 9:00 Tues

Finch

Klein

~~Watches~~

Price/Cannon - 10 Wed UCLA

Weaver (?)

Rochwell (?)

Gibson (?)

Flood

11x Tues

Westinghouse
Walsh
Tishman
Oly. 234

12:30 Wed Schreiber.

Soc Th

Nafziger?

TV

~~resent can~~
forward.

6Th

SF Th/Fri

Boone

Cater

Owen

Wright (?)

SK 2 1022

Mrs. Sant (Sat?)

funchat Stan Thoma

Sat

December 10, 1973

Mrs. Bruce M. Owen
593 Salvatierra Street
Stanford, California 94305

Dear Jo:

Thank you very much for preparing such a tremendous luncheon last Thursday. It gave us an opportunity to take care of our business in a very comfortable way.

It was great to see you and Bruce again and I look forward to getting back "home" soon.

Sincerely,

Clay T. Whitehead

DO Records
DO Chron
Mr. Whitehead
Eva
Mr. Lamb

BPLamb:mlf:12-10-73

*P.S. The signature machine is
a menace to civilized society.
Sorry about that!*

Tom

Friday 12/7/73

INV. REG.
12/7/73
7-9:00 a.m.

5:00

Agar Jancks, KABC in San Francisco, called to request that Mr. Whitehead appear on their telephone talk show -- they have a guest and people phone in questions. Wanted to do it Friday morning, Dec. 7, anytime between 7:00 and 9:00 a.m.

Because of their schedule, Brian Lamb advised they would not be able to do it.

(415) 863-0077, X341

The President and the Luncheon Program Committee
of the
COMMONWEALTH CLUB OF CALIFORNIA

are pleased to have

Clay T. Whitehead

as their guest at luncheon
at twelve noon

Friday, December 7, 1973

Sheraton-Palace Hotel

PLEASE PRESENT THIS CARD
AT MEETING ROOM ENTRANCE



Commonwealth Club of California

681 Market Street, San Francisco, California 94105

(415) 362-4903

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Robert L. Scott, Jr.

Water Problems
Robert J. Kasper

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Justice A. Frank Bray

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Dr. Edgar E. Robinson
Edward Ellis Smith
Justice Wakefield Taylor
Max Thelen, Jr.
Charles T. Travers

September 19, 1973

Mr. Clay T. Whitehead, Director
Office of Telecommunications Policy
Executive Office of the President
Washington, D. C. 20504

Dear Mr. Whitehead:

We are very pleased indeed that you have accepted the date of December 7, 1973, to address the Commonwealth Club of California.

I enclose our customary confirmation letter, which gives you full details.

Looking forward to seeing you in December, I am

Cordially yours,

Durward S. Riggs
Durward S. Riggs
Executive Director

DSR/jmp
Enclosures

COMMONWEALTH CLUB OF CALIFORNIA

MONADNOCK ARCADE, 681 MARKET STREET
SAN FRANCISCO 94105 DOUGLAS 2-4903



FOUNDED 1903

September 19, 1973

DURWARD S. RIGGS.....Executive Secretary
MICHAEL J. BRASSINGTON..Assistant Exec. Secretary
GERARD J. SIROCKY.....Administrative Secretary
STUART R. WARD.....Executive Secretary Emeritus

Dear Mr. Whitehead:

The Luncheon Program Committee is pleased that you have accepted the Club's invitation to speak to the Commonwealth Club of California. Our members will be informed that you have agreed to the following topic, "To Be Agreed Upon"

It is our long established policy to arrange the luncheon schedule:

- (a) to permit 27 minutes for your talk;
- (b) to follow this with a 14-minute question-and-answer period, with adjournment at 1:30 p. m. -- both of the foregoing being recorded for subsequent statewide broadcast.

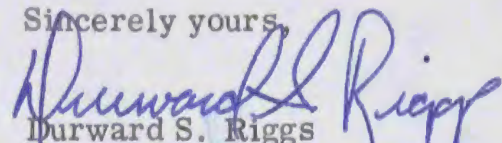
The details follow:

<u>Day and Date:</u>	<u>Friday, December 7, 1973</u>
<u>Time:</u>	<u>12:05 p. m.</u>
<u>Place:</u>	<u>Sheraton-Palace Hotel,</u> <u>Market at New Montgomery, San Francisco.</u>

If we may have your script or outline of your talk by the preceding Tuesday, we will be glad to distribute highlights to the metropolitan newspapers. We will also appreciate your furnishing two weeks in advance a photograph (preferably glossy) and a biographical sketch for publicity use.

This Club is a non-profit organization and does not pay honorariums or the expenses of its speakers. We are looking forward to meeting you at the entrance of the meeting room at 12:05 p. m., Friday,

Sincerely yours,


Durward S. Riggs
Executive Secretary

DSR:mab

MEMORANDUM FOR INFORMATION OF SPEAKERS

COMMONWEALTH CLUB OF CALIFORNIA

Topic:

To Be Agreed Upon

.....

.....

Time, Place:

12:05 p.m. Friday, December 7, 1973

Sheraton-Palace Hotel

.....

San Francisco, California

.....

Length of Talk:

27 Minutes (12:48 to 1:15 p.m.) followed by 14 minutes of answers to written questions. (Your message will be heard by delayed broadcast over an extensive network of West Coast radio stations.)

Manuscript:

A manuscript is not required. However, where convenient to the speaker, the Club will appreciate a copy for its library and will mail releases to papers if manuscript or highlights are received at least three days in advance at Club office (Monadnock Arcade, 681 Market St., San Francisco 94105).

Automatic Lectern:

Speaker may adjust height and angle of reading table by push button; right hand clock tells minutes *remaining*; red light flashes when time is up. (Left hand clock tells the Time of Day.)

Loudspeakers and Broadcast Microphones:

Two microphones will face the speaker on the lectern. One is for room loudspeakers, the other for radio. For best results, please stand close to microphones and direct your voice between them. (Important! Moving from side to side, or dropping voice at end of sentences, makes good reproduction impossible. So—please face directly front while speaking.)

Name of Club:

The correct title is
'Commonwealth Club of California'



Commonwealth Club of California

681 Market Street, San Francisco, California 94105

(415) 362-4903

*Judy
for 11/73*

GOVERNORS

John B. Bates
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Executive Secretary Emeritus

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Spanish Advanced
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Spanish Intermediate
Raymond G. Bauret

Transportation
Patrick C. Powers

Urban Affairs
Robert L. Scott, Jr.

Water Problems
Robert J. Kasper

Luncheon Program
Committee

Justice A. Frank Bray

July 18, 1973

Mr. Clay T. Whitehead, Director
Office of Telecommunications Policy
Executive Office of the President
Washington, D. C. 20504

Dear Mr. Whitehead:

The Luncheon Program Committee of the Commonwealth Club of California would like to extend to you an invitation to address our organization at a luncheon on a mutually agreeable date in November, 1973.

Understanding your busy agenda -- but due to our publicity and other scheduling problems, we would appreciate a confirmation as soon as possible.

This luncheon would be held in the Sheraton-Palace Hotel in San Francisco, and open to media representatives.

As I am sure you are aware, the Commonwealth Club is an educational civic organization of over 14,500 members and concerns itself with many of the vital issues of the day. Being a non-profit public service forum, the Club does not pay honorariums or other expenses.

We anxiously await your decision on addressing our organization -- sincerely hoping that you can fit us into your schedule, I am

Cordially yours,

Durward S. Riggs
Executive Secretary

DSR/jmp

FEB 8 1973

Riggs, Durward

Mr. Durward S. Riggs
Executive Secretary
Commonwealth Club of
California
681 Market Street
San Francisco, California 94105

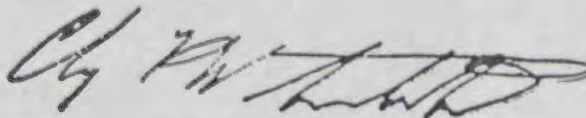
Dear Mr. Riggs:

Thank you for your very kind invitation to address
a Friday luncheon meeting of the Commonwealth
Club of California.

Your invitation is a great compliment and, though
my schedule is too hectic now to schedule a
visit for the near future, I would be delighted
to attend later in the year if we can work
out a mutually convenient time.

Again, many thanks for thinking of me.

Sincerely,



Clay T. Whitehead

cc:
DO Records
DO Chron
Mr. Whitehead
Eva
Helen Hall (2)

HCHall:m1f:2-7-73

COMMONWEALTH CLUB OF CALIFORNIA

MONADNOCK ARCADE, 681 MARKET STREET
SAN FRANCISCO 94105 (415) 382-4903

OFFICERS

JUSTICE MURPHY DRAPER President
JUDGE T. HELL Vice President
Vernon L. Goodin Chmn. Ex. Comm.
BERT J. KOEHLAND Secretary
EDELLE W. WITTER Treasurer
EDWARD S. RIGGS Executive Secretary
CHARLES J. BRASSINGTON Assistant Exec. Secretary



FOUNDED 1903

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JOHN B. BATES
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DR. EDMUND P. GAYNOR
VERNON L. GOODIN
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GRANT A. MORSE
HARLEY D. OAKLEY
DR. EDGAR E. ROBINSON
DR. RAFAEL A. SOLARI
JUSTICE WAKEFIELD TAYLOR
MAX THELEN
MAX THELEN, JR.
CHARLES T. TRAVERS

January 16, 1973

QUART R. WARD Executive Secretary Emeritus

Mr. Clay T. Whitehead, Director
Office of Telecommunications Policy
Executive Office of the President
1800 G Street, Room 770
Washington, D. C. 20504

Dear Sir:

In the event that you will be coming to San Francisco some time in the coming months, the Commonwealth Club of California wishes to extend to you a most cordial invitation to address a Friday luncheon on a mutually agreeable date, in the Gold Ballroom of the Sheraton-Palace Hotel, San Francisco.

The Commonwealth Club is an organization of over 14,500 members concerned with current problems, and has been addressed by every President of the United States from Theodore Roosevelt to Dwight D. Eisenhower inclusive. President Nixon, a member of this Club, has spoken to four of our meetings. Being a non-profit public service forum, the Club does not pay honorariums or traveling expenses.

Hoping that you may be coming this way, and might view our invitation favorably, I am

Sincerely yours,

Durward S. Riggs
Durward S. Riggs
Executive Secretary

DSR:jlw
encl.

Study Group
ADMINISTRATION OF JUSTICE
Donald Rosenberg
AFRICAN PROBLEMS
Leonard L. Born
AGRICULTURE
A. N. Mardiros

CRISIS IN EDUCATION
Allen Mitchum

ENVIRONMENTAL CRISIS
Bradley B. Gairretson

GOVERNMENTAL FINANCE
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INTERNATIONAL RELATIONS
Edward E. Smith

LATIN AMERICA
Dr. Richard A. Sandell

LAW ENFORCEMENT
M. Lester O'Shea

MEDITERRANEAN PROBLEMS
Col. Eugene A. Hidden

NATIONAL DEFENSE
Vice Adm. John McN. Taylor

NATURAL RESOURCES
E. P. McElhany

TRANSPORTATION
Bradford M. Crittenden

URBAN PROBLEMS
Joseph K. P. Armin

WATER PROBLEMS
Robert J. Kasper

WELFARE PROBLEMS
Ronald H. Born

A Few of the 3,000 Distinguished Speakers Who Have Appeared Before the Commonwealth Club of California Since 1903

Chancellor Konrad Adenaur
Vice President Spiro T. Agnew
Saul D. Alinsky
Mayor Joseph L. Alioto
General H. H. "Hap" Arnold
Dr. Christiaan Barnard
President David P. Barrows
Shirley Temple Black
Ambassador Charles E. Bohlen
Gov. Edmund G. "Pat" Brown
Hon. Wm. Jennings Bryan
U.N. Under Secy. Ralph J. Bunche
Admiral Arleigh Burke
Dr. Arthur F. Burns

« »

Mme. Claire L. Chennault
Mme. Chiang Kai-shek
General Mark Clark
Hon. Tom C. Clark
President James Bryant Conant
President Calvin Coolidge
Frederic Darrow
President Charles de Gaulle
Cecil B. de Mille
President Eamon DeValera
President Lee A. DuBridge
Secretary John Foster Dulles

« »

Cyrus Eaton
Foreign Minister Abba Eban
Dr. Paul R. Ehrlich
President Dwight D. Eisenhower
Chancellor Ludwig Erhard
Henry Ford II
Secretary James Forrestal
Gen. James M. Gavin
Sir John Glubb (Pasha)
Arthur Godfrey
Ambassador Arthur J. Goldberg
Hon. Barry Goldwater
President Samuel Gompers
Billy Graham
Najeeb Halaby
Lord Halifax
Admiral William F. Halsey
Archbishop Edward J. Hanna
H. W. Averell Harriman
Sen. Vance Hartke
Dr. S. I. Hayakawa
William Randolph Hearst, Jr.
Victor Herbert

Ms. Aileen C. Hernandez
Hon. Walter J. Hickel
Conrad Hilton
Charles Hitch
Prof. Sidney Hook
President Herbert Hoover
Vice President Hubert H. Humphrey
Sen. Jacob K. Javits
Marshal Joseph Joffre
Hon. Walter H. Judd
Queen Juliana

« »

Herman Kahn
President Edgar F. Kaiser
Hon. Nicholas deB. Katzenbach
Senator Robert F. Kennedy
Premier Alexander Kerensky
Chair. Nikita Khrushchev
Rev. Martin Luther King, Jr.
President Tully C. Knoles
Senator Wm. F. Knowland
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Hon. Clare Boothe Luce
Editor Henry R. Luce
Prime Minister Harold Macmillan
U.N. President Charles Malik
Guglielmo Marconi
Foreign Minister Jan Masaryk
Dr. Charles H. Mayo
Senator Eugene J. McCarthy
Senator Joseph R. McCarthy
Hon. Paul N. (Pete) McCloskey, Jr.
Archbishop Joseph T. McGucken
President George Meany
Dr. Roy W. Menninger
Hon. V. K. Krishna Menon
Ralph Nader
Madame Ngo Dinh Nhu
Admiral Chester Nimitz
President Richard M. Nixon
Premier Ignace Jan Paderewski
Madame Vijayalakshmi Pandit
Lord C. Northcote Parkinson
King Paul of Hellenes
Dr. Linus Pauling
Rear Admiral Robert E. Peary

Westbrook Pegler
Sen. Charles H. Percy
Governor Gifford Pinchot
President Georges Pompidou
Dr. Stefan T. Possony
Gov. Ronald Reagan
Walter Reuther
President Syngman Rhee
Captain Edward Rickenbacker
Paul Robeson
Gov. Nelson Rockefeller
Gov. George Romney
General Carlos P. Romulo
President Franklin D. Roosevelt
President Theodore Roosevelt
General Theodore Roosevelt, Jr.
Hon. Eugene V. Rostow
Chester H. Rowell
Secretary Dean Rusk

« »

Harrison E. Salisbury
Robert W. Sarnoff
Dr. Fayez A. Sayegh
Dr. Glenn T. Seaborg
Emperor Haile Selassie I
Explorer Ernest Shackleton
Nobel Laureate Wm. Shockley
Otis Skinner
Senator Margaret Chase Smith
Tom Smothers
Hon. Paul Henri Spaak
President Robert Gordon Sproul
Lincoln Steffens
Hon. Adlai E. Stevenson

« »

Senator Robert A. Taft
President William Howard Taft
General Maxwell D. Taylor
Dr. Edward Teller
Norman Thomas
President Harry S. Truman
Dr. Wernher Von Braun
Gov. George C. Wallace
Hon. Caspar W. Weinberger
President Benjamin Ide Wheeler
President Ray Lyman Wilbur
Roy Wilkins
President Woodrow Wilson
Rabbi Stephen S. Wise
Hon. Whitney M. Young, Jr.

OFFICE OF TELECOMMUNICATIONS POLICY
EXECUTIVE OFFICE OF THE PRESIDENT
WASHINGTON, D.C. 20504

September 12, 1973

MEMORANDUM FOR MR. WHITEHEAD

From: Helen C. Hall *ACD*
Subject: Invitation to Speak to the Commonwealth
Club of California, San Francisco

The Commonwealth Club has two open dates left this fall for you to choose from in November and December. You have nothing scheduled yet for that time that Judy is aware of so we could choose either of the two for a San Francisco trip. We should let the Club know soon so they can fill in the other one. Which of these would you prefer:

? Friday, November 16
? ✓ Friday, December 7

WASHINGTON, D.C. 20504

MEMORANDUM TO MR. WHITEHEAD

Subject: Invitation to Speak to the Commonwealth
Club of California November, 1973

Would you like me to call and work out
a mutually agreeable date? ✓

Would you rather wait until September or October when you have a better idea of your plans?

Would you rather regret entirely? _____

Attachment

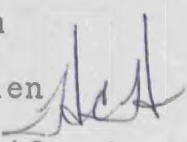
Monday 10/1/73

SPEECH
12/7/73

10:00 Brian advises Mr. Whitehead will address the Commonwealth Club of California on Friday, Dec. 7.

OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON

November 26, 1973

To: Tom
From: Helen 
Subject: California List

Since I haven't finished the entire list yet there may be more but these are the ones I could find now.

CALIFORNIA LIST

Stanford

Palo Alto
(San Francisco)

UCLA

Los Angeles

Aspen

San Francisco

Rand Corporation

Ranta Monica
(Los Angeles)

Bank of America

San Francisco

SAG

Hollywood
(Los Angeles)

Variety Magazine

Hollywood
(Los Angeles)

MEDBERRY, CHAUNCEY, J., III (213) 683-3017

Chairman

Bank of America

555 South Flower

(corner of 6th and Flower)

Bank of America Tower

Atlantic-Richfield Plaza, 51st Floor

Los Angeles, Calif.

(San Francisco office: (415) 622-3456)

Tuesday 12/4/73

5:20 Margaret said she has found a bag and has Tom's tux ready to be picked up -- for Brian to take with him.

Told her Larry would be picking it up...on Wednesday morning. She will probably be at home; however, if she isn't, she will leave the door to the garden open (nobody ever goes through that way) and will hang the tux (in the bag) on their outside refrigerator door. She will leave the bag unfolded so the tux won't get wrinkled -- but knows Brian will have to fold it to take it on the plane.

Said you didn't need to call before going over ----- but, personally I think it would be easier because it would take quite a while to answer the door if she's on the upper floor or something.

She will also have the Xmas card list for me.

Eva

TRAVEL VOUCHER
MEMORANDUM

DEPARTMENT, BUREAU, OR ESTABLISHMENT

Office of Telecommunications Policy
Executive Office of the President

VOUCHER NO.

PAYEE'S NAME

Clay T. Whitehead

SCHEDULE NO.

MAILING ADDRESS (Including ZIP Code)

OTP
1800 G St., NW
WA, DC 20504

PAID BY

OFFICIAL DUTY STATION

Washington, D. C.

RESIDENCE

Washington, D. C.

FOR TRAVEL AND OTHER EXPENSES

FROM (DATE)

12/3/73

TO (DATE)

12/8/73

TRAVEL ADVANCE

Outstanding

\$

CHECK NO.

APPLICABLE TRAVEL AUTHORIZATION(S)

NO.

TP4AT111
TP4AT111A

DATE

11/29/73
12/6/73

Amount to be applied

Balance to remain
outstanding

\$

CASH PAYMENT OF \$

RECEIVED (DATE)

TRANSPORTATION REQUESTS ISSUED

TRANSPORTATION REQUEST NUMBER	AGENT'S VALUATION OF TICKET	INITIALS OF CARRIER ISSUING TICKET	MODE, CLASS OF SERVICE, AND ACCOM- MODATIONS *	DATE ISSUED	POINTS OF TRAVEL	
					FROM-	TO-
GRB1658999	462.91	AA	First	11/30	Washington, D. C. Los Angeles, Calif. San Francisco, Calif	Los Angeles, Calif. Sacramento, Calif. Washington, DC

1-9-73

AMOUNT
CLAIMED
→

Dollars Cts

180 64

Approved, Long distance telephone calls are certified as necessary in the
interest of the Government.

DIFFERENCES:

NEXT PREVIOUS VOUCHER PAID UNDER SAME TRAVEL AUTHORITY

VOUCHER NO.

D.O. SYMBOL

DATE (MONTH-YEAR)

Total verified correct for charge to appropriation(s)
(initials)

Applied to travel advance (appropriation symbol)

NET TO
TRAVELER →

ACCOUNTING CLASSIFICATION

Rec'd 1-30-74

PREVIOUS TEMPORARY DUTY (Complete these blocks only if in travel status immediately prior to period covered by this voucher and if administratively required)

TEMPORARY DUTY STATION LAST DAY OF PRECEDING VOUCHER PERIOD	
(LOCATION)	(DATE OF ARRIVAL)

DATE 19 <u>73</u>	NATURE OF EXPENSE*	AUTHORIZED MILEAGE RATE _____¢	AMOUNT CLAIMED					
		SPEEDOMETER READINGS	NO. OF MILES	MILEAGE	SUBSISTENCE	OTHER		
12/3	Lv. Dulles airport via AA 75 4:30 PM Arr. Los Angeles 8:23 PM							
	Picked up Avis rental car (Cy of rental agreement misplaced; charged to OTP charge) OB in Los Angeles							
12/5	Lv. Los Angeles via Western 358 4:40 PM Arr. Sacramento, Calif. 5:45 PM							
	Picked up Avis rental car (Rental agreement attached)* OB in Sacramento							
12/6	Lv. Sacramento via rental car** Arr. San Francisco/San Jose OB San Francisco/San Jose							
	Lv. San Jose via PSA 460*** 4:00 PM Arr. Los Angeles 4:50 PM							
12/7	Lv. Los Angeles via PSA 325*** 9:30 AM Arr. San Francisco 10:25 AM							
	OB in San Francisco							
12/8	Lv. San Francisco via UA 50 8:45 AM Arr. Dulles 4:40 PM Arr. residence 6:30 PM							
	PER DIEM: 5 1/2 days @ \$25.00 per day				137	50		
	*Traveler paid cash for gasoline for rental car.							7 40
	** Accompanied by Brian Lamb.							
	*** Traveler paid cash for airfare San Jose- Los Angeles - San Francisco on PSA. Ticket stubs attached. Claimed:							35 74
Grand total to face of voucher (Subtotals, to be carried forward if necessary)		\$180.64			137	50	43	14

GPO : 1970 OF-430-454 (SA)
c48-16-79475-1

Grand total to face of voucher
(Subtotals, to be carried forward if necessary)

\$180.64

137	50	43	14
-----	----	----	----

* If per diem allowances for members of employee's immediate family are included, give members' names, their relationship to employee, and ages and marital status of children (unless this information is shown on the travel authorization).

PSA	PSA	PSA	PSA	PSA	PSA
A	PSA	PSA	PSA	PSA	PSA
PSA	PSA	PSA	PSA	PSA	PSA
A	PSA	PSA	PSA	PSA	PSA
PSA	PSA	PSA	PSA	PSA	PSA

PSA	PSA	PSA	PSA	PSA	PSA
A	PSA	PSA	PSA	PSA	PSA
PSA	PSA	PSA	PSA	PSA	PSA
A	PSA	PSA	PSA	PSA	PSA
PSA	PSA	PSA	PSA	PSA	PSA

TWA FORM T-4058 2-72 PRINTED IN U.S.A. BY RAND MC NALLY, CHICAGO

Issued By **SOLD SUBJECT TO CONDITIONS OF CONTRACT ON PASSENGER'S COUPON**

AMERICAN AIRLINES, INC.

TW

**PASSENGER TICKET
AND BAGGAGE CHECK
PASSENGER'S COUPON**

If the passenger's journey involves an ultimate destination or stop in a country other than the country of departure, the Warsaw Convention may be applicable and the Convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.

NAME OF PASSENGER

NOT TRANSFERABLE

MR. C. WHITEHEAD

1	2	3	4	ORIGINALLY ISSUED AGAINST BY AGENTS NUMERIC CODE	WT	ON DATE	YA
1	2	3	4	TICKET DESIGNATOR & TOUR CODE	THIS TICKET ISSUED IN EXCHANGE FOR		

NOT GOOD FOR PASSAGE

NOT GOOD FOR PASSAGE	FARE BASIS	ALLOW	CARRIER	FLIGHT CLASS	DATE	TIME	STATUS
WAS - DULLES	F		AA	75F	3DEC	555PM	K
O LOS ANGELES	K		WA	353K	5DEC	440PM	K
O SACRAMENTO				V	0	I	D
O SAN FRANCISCO	F		UA	50F	5DEC	845AM	SC
WAS - DULLES							

FARE	CV	TOTAL	CV	ROUTE CODE	ENDORS	LINE	FLIGHT CODE	FORM AND SERIAL NUMBER	CA
\$408.63		BF							
TAX	CV								
\$4.26		\$462.91							
EQUIV	CV								
ANT									
PD									

001

5852125029 2 □

5852125029

DATE AND PLACE OF ISSUE

GENERAL SERVICE
ADMINISTRATION

NOV 30 73

WASHINGTON, D.C.

1973

Agent

CONJUNCTION TICKET(S)

FORM OF PAYMENT

GRE1653999

ENDORSEMENTS (Carbon)

04-82-22 VIS RENT A CAR
28378847
 6720 EARHART DRIVE
 SACRAMENTO, CALIF. 95837
 916-722-3601

SACRAMENTO METRO AIRPORT

MINIMUM CHARGE 1 DAY PLUS MILEAGE

(2) R A NUMBER 28378847	(3) CHECK OUT DATE 0205	(4) CAR NUMBER 376486	(5) MILEAGE 8249	(6) CHECK IN LOCATION 0232	AMOUNT DUE 32.89
(7) VEHICLE DESCRIPTION GRN FLYM FURY 4HT		(8) LICENSE PLATE NUMBER CA153JKJ	(9) RETURN LOCATION NAME SAN FRAN APO CA		(10) RETURN TIME & DATE 03DEC73
(11) AUTHORIZATION NUMBER OUT				(13) AUTHORIZATION NUMBER IN	

37973 01 0001EX NA

CENTRAL BILLING
 EXEC OFF PRES
 OFF TELECOMM POLICY
 C. J. WHITEHEAD

22

(12) AV CA CD ID OR C PA CM

(13) DRIVERS LICENSE NUMBER
DC2650697

(14) LOCAL CONTACT/ADDITIONAL INFORMATION

(15) REMARKS

CUSTOMER IS LIABLE FOR ALL PARKING AND TRAFFIC VIOLATIONS

(16) AV37973010001

NA

WHITEHEAD, C

CHG.

OFFICE OF TELE COM

1800 G ST NW

WASH, DC, 20504

CASH

(54) CAR EXCHANGE RA NUMBER(S)

(55) CAR EXCHANGE CAR NUMBER(S)

(54A)

(55A)

BENEFICIARY (IF NONE STATED, PAY ESTATE OF INSURED)

RELATIONSHIP

(17) I HAVE READ THE TERMS AND CONDITIONS ON BOTH SIDES OF THIS RENTAL AGREEMENT AND AGREE THERETO.

X

IF THIS RENTAL IS TO BE CHARGED TO ANY CREDIT CLUB THE ABOVE SIGNATURE IS DEEMED TO HAVE BEEN MADE ON THE APPLICABLE CREDIT CLUB VOUCHER OR SALES SLIP.

(18) CORRECT BILLING NAME AND ADDRESS

CENTRAL BILLING

SPECIAL DOCUMENT NUMBER

RENTAL SUBJECT TO ADDITIONAL FEE IF CAR NOT RETURNED TO DESIGNATED CITY

WHILE ON THE ROAD

OBTAIN RECEIPT FOR ALL REIMBURSABLE EXPENSES (GAS, etc.) AND PRESENT WITH THIS COPY AT CHECK IN. REPORT ACCIDENTS IMMEDIATELY TO LOCAL POLICE AND CALL RENTING AVIS STATION COLLECT. IF DELAYED IN RETURNING CAR PLEASE CALL RENTING AVIS STATION COLLECT.

THIS IS NOT YOUR BILL

PREPAYMENT/CUSTOMER'S MEMO

(20) TIME USED 0 DY 21 HR	
(21) MILES IN 11928	(22) TIME IN 06DEC73 1534
(23) MILES OUT 11740	(24) TIME OUT 05DEC73/1755
(25) MILES DRIVEN 188	(26) HOURS .17
(27) DAYS 1	(28) WEEKS 16.00
(29)	(30)
(31) ADJUSTMENTS	
(32) TOTAL LINES (25 THRU 31)	47.96
(33) YES TA COM	(33A) 20 %
(34) TIME AND MILEAGE CHARGE	38.37
(35) INTER-CITY FEE	(36) MISCELLANEOUS
(37) GAS TO FILL (TAXABLE)	(38) PER DAY
(39) SUB TOTAL	38.37
(40) TAX OR SURCHARGE	1.92
(41) GAS TO FILL (NON-TAXABLE)	(42) PER DAY
(43) TOTAL CHARGE	40.29
(44) LESS GAS ETC.	7.40
(45) NET CHARGE	32.89
(46) CASH CENT CLUB DIRECT BILL	AMOUNT DUE (U.S. \$)
NA X	32.89
(47) CASH REFUND RECEIVED	REFUND FROM
(48) OUT BY NUMBER 21519A	(49) IN BY NUMBER 15989
(50) CHECK IN LOCATION 0232	(51) INTERCITY FEE 0 2 4
28378847 28378847	
RENTAL AGREEMENT NO. THIS NUMBER MUST APPEAR ON ALL CORRESPONDENCE AND REMITTANCES	

1. PLACE PREPARED (City and State) Washington, D. C.	2. DATE PREPARED 11/28/73	OFFICIAL TRAVEL AUTHORIZATION (See instructions on reverse)
3. NAME OF TRAVELER (As shown on payroll) Clay T. Whitehead		
4. TITLE (As shown on payroll) Director		
5. OFFICE OR SERVICE, DIVISION AND PERMANENT DUTY STATION Office of Telecommunications Policy		
6. LOCATION OF TRAVELER'S OFFICIAL STATION Washington, D. C.		NOTE TO TRAVELER The official travel specified herein may not be performed until Item 22 has been executed by a GSA official empowered to authorize the travel. The number (Item 23) and date (Item 24) of this Authorization must appear on each voucher claiming reimbursement for travel expenses incurred consequent to this Authorization.
7. SPECIFIC PURPOSE OF TRAVEL Attend industry meetings in Los Angeles and Sacramento; address the Commonwealth Club of California in San Francisco.		

8. APPROXIMATE DATES OF TRAVEL		9. TYPE OF AUTHORIZATION		If Item 9B is checked, complete Items 10 and 11 below	
A. BEGINNING ABOUT: 12/3/73		A. ORIGINAL <input checked="" type="checkbox"/>		10. ORIGINAL AUTH. NO.	11. ITEM NO. (S) AMENDED
B. ENDING ABOUT: 12/8/73		B. AMENDED <input type="checkbox"/>			
12. ITINERARY					
A. DATE	B. TRAVEL FROM	C. TRAVEL TO	D. ADDRESS AT DESTINATION		
12/3/73	Washington, D. C.	Los Angeles, Calif.			
12/5/73	Los Angeles, Calif.	Sacramento, Calif.			
12/6/73	Sacramento, Calif.	San Francisco, Calif.			
12/8/73	San Francisco, Calif.	Washington, D. C.			
13. MODE OF TRANSPORTATION					
A. NORMAL			B. SPECIAL (Must be justified in Item 16)		
(1) <input checked="" type="checkbox"/> COMMON CARRIER (2) <input type="checkbox"/> GOVERNMENT-OWNED VEHICLE			(1) <input checked="" type="checkbox"/> FIRST CLASS PLANE (3) <input type="checkbox"/> PRIVATELY OWNED VEHICLE (Complete 13C below)		
<input checked="" type="checkbox"/> AIR <input type="checkbox"/> BUS			(2) <input type="checkbox"/> EXTRA-FARE TRAIN OR PLANE (4) <input checked="" type="checkbox"/> OTHER rental car		
<input type="checkbox"/> RAIL <input type="checkbox"/> SHIP					
C. If travel by privately owned vehicle is authorized check which of the following restrictions apply:					
(1) <input type="checkbox"/> COST OF TRAVEL DOES NOT EXCEED TRAVEL BY COMMON CARRIER.		(2) <input type="checkbox"/> COST OF TRAVEL IS LIMITED TO THE CURRENT INTERAGENCY MOTOR POOL SERVICE RATES FOR A COMPARABLE VEHICLE.		(3) <input type="checkbox"/> ITS USE HAS BEEN ADMINISTRATIVELY DETERMINED TO BE ADVANTAGEOUS TO THE GOVERNMENT. (Explain in Item 16)	
14. ALLOWANCES					
A. MILEAGE RATE		B. PER DIEM RATE		C. OTHER ALLOWANCES (Explain in Item 16 below)	
_____ PER MILE		\$ 25.00 PER DAY			
15. ESTIMATED COST TO THE GOVERNMENT					
A. TOTAL TRANSPORTATION		B. TOTAL PER DIEM		C. TOTAL OTHER	
\$ 450.00		\$ 150.00		\$ 130.00	
				D. TOTAL COST TO GOVERNMENT	
				\$ 730.00	

16. STATEMENT OF JUSTIFICATION FOR SPECIAL MODES OF TRANSPORTATION AND ALLOWANCES

First class travel authorized.
Use of rental car authorized when GSA car not available.

17. TRAVEL RECOMMENDED			18. COST ACCOUNT SYMBOL	
BY Director, Office of Telecommunications Policy		11/28/73		
(Signature)		(Date)		
19. TRAVEL APPROVED		20. FUNDS OBLIGATED		
BY		0.970.4.92110.511		
Executive Assistant		11/29/73		
(Signature)		(Date)		
21. TRAVEL CONCURRED IN (When required)		(Initials) (Date)		

22. TRAVEL AUTHORIZED: The person named in Item 3 above is authorized to travel at Government expense subject to the Standardized Government Travel Regulations (as amended), Bureau of the Budget Circular No. A-56 (Revised), existing GSA travel policy, and the conditions specified in this Authorization.		23. AUTHORIZATION NO.	
BY		TP4AT111	
Executive Assistant		24. DATE AUTHORIZED	
(Signature)		11-29-73	
(Title)			

INSTRUCTIONS FOR PREPARATION OF GSA FORM 87

Items 1 through 4: Self-explanatory.

Items 5 and 6: If these locations are in a regional office, enter the regional location (city and State) and the regional number; if located in GSA Central Office, enter Washington, Central Office.

Item 7: Show the specific purpose of the travel. Generalizations such as "Official Business" or similar phrases are not acceptable. Indicate why the desired results cannot be gained through correspondence or other less-expensive means than travel.

Item 8: Enter the scheduled dates of the first and last days of the travel period.

Item 9: Check whether the form represents an original or an amended authorization.

Items 10 and 11: If the form amends a previous authorization, enter the original authorization number in Item 10 and the item number(s) being amended in Item 11.

Item 12: If trip order, specify in sequence and by date each official point to be visited and, if known, the address at destination where the traveler can be reached. If authorization covers travel within specified States, list the States. If travel authorization is limited only to the continental limits of the United States, enter phrase "To any points within the continental limits of the United States, in such order and at such times as may be necessary, and return."

Item 13: Check mode(s) of transportation required. The use of exclusive means, exclusive airplanes, and other types of conveyances shall be justified by showing the advantage to the Government in a statement under Item 16.

Item 14: See the GSA Administrative Manual, Chap. 7 (DOA 5410.1) for allowable mileage and per diem

rates. Under other allowances, indicate any unusual expense that the traveler will incur, such as rental of conference rooms, employment of temporary stenographers, or transfer of excess baggage in connection with official travel. If travel is incident to a change of official station, and the payment of travel, transportation, and related moving expenses is authorized, enter the remark "See attached GSA Form 87A." All such allowances must be carefully detailed on GSA Form 87A.

Item 15: Enter the estimated cost of travel, per diem, and other expenses that the Government will incur as a result of this authorization.

Item 16: If space provided is insufficient, complete the statement on a plain sheet and staple a copy to each copy of the authorization form.

Item 17: To be executed by the official recommending the travel.

Item 18: Enter the cost account symbol(s) to which the expenses incident to the travel are to be charged.

Item 19: To be executed by the official administratively approving the travel.

Item 20: For use by the service or staff office maintaining official prevalidation control records.

Item 21: When required, the signatures of concurring officials or the method by which their concurrences are obtained shall be included in this block.

Item 22: To be executed by the appropriate GSA official empowered to authorize the travel.

Item 23: The authorization number to be entered by the official approving the travel.

Item 24: Enter the date Item 22 is executed.

AMENDMENT

1. PLACE PREPARED (City and State) Washington, D. C.	2. DATE PREPARED 12/4/73	OFFICIAL TRAVEL AUTHORIZATION (See Instructions on reverse)
3. NAME OF TRAVELER (As shown on payroll) Clay T. Whitehead		
4. TITLE (As shown on payroll) Director		NOTE TO TRAVELER The official travel specified herein may not be performed until Item 22 has been executed by a GSA official empowered to authorize the travel. The number (Item 23) and date (Item 24) of this Authorization must appear on each voucher claiming reimbursement for travel expenses incurred consequent to this Authorization.
5. OFFICE OR SERVICE, DIVISION AND PERMANENT DUTY STATION Office of Telecommunications Policy		
6. LOCATION OF TRAVELER'S OFFICIAL STATION Washington, D. C.		
7. SPECIFIC PURPOSE OF TRAVEL		

Attend industry meetings and address the Calif. Assoc. of Radio and TV News Directors in Los Angeles; attend industry meetings in Sacramento; address the Commonwealth Club of Calif. in San Francisco.

8. APPROXIMATE DATES OF TRAVEL		9. TYPE OF AUTHORIZATION	If Item 9B is checked, complete Items 10 and 11 below	
A. BEGINNING ABOUT: 12/3/73	B. ENDING ABOUT: 12/8/73	A. ORIGINAL <input type="checkbox"/>	10. ORIGINAL AUTH. NO. TP4AT111	11. ITEM NO. (S) AMENDED 7;12;14. C;15. A, C, D;16
		B. AMENDED <input checked="" type="checkbox"/>		

12. ITINERARY			
A. DATE	B. TRAVEL FROM	C. TRAVEL TO	D. ADDRESS AT DESTINATION
12/3	Wash., D.C.	Los Angeles, Calif.	(rental car)
12/5	Los Angeles, Calif.	Sacramento, Calif.	
12/6	Sacramento, Calif.	San Jose, Calif.	
12/6	San Jose, Calif.	Los Angeles, Calif.	
12/7	Los Angeles, Calif.	San Francisco, Calif.	
12/8	San Francisco, Calif.	Washington, D.C.	

13. MODE OF TRANSPORTATION			
A. NORMAL		B. SPECIAL (Must be justified in Item 16)	
(1) <input checked="" type="checkbox"/> COMMON CARRIER	(2) <input type="checkbox"/> GOVERNMENT-OWNED VEHICLE	(1) <input checked="" type="checkbox"/> FIRST CLASS PLANE	(2) <input type="checkbox"/> PRIVATELY OWNED VEHICLE (Complete 13C below)
<input checked="" type="checkbox"/> AIR <input type="checkbox"/> BUS		(2) <input type="checkbox"/> EXTRA-FARE TRAIN OR PLANE	(4) <input checked="" type="checkbox"/> OTHER rental car
<input type="checkbox"/> RAIL <input type="checkbox"/> SHIP			
C. If travel by privately owned vehicle is authorized check which of the following restrictions apply:			
(1) <input type="checkbox"/> COST OF TRAVEL DOES NOT EXCEED TRAVEL BY COMMON CARRIER.	(2) <input type="checkbox"/> COST OF TRAVEL IS LIMITED TO THE CURRENT INTERAGENCY MOTOR POOL SERVICE RATES FOR A COMPARABLE VEHICLE.	(3) <input type="checkbox"/> ITS USE HAS BEEN ADMINISTRATIVELY DETERMINED TO BE ADVANTAGEOUS TO THE GOVERNMENT. (Explain in Item 16)	

14. ALLOWANCES			
A. MILEAGE RATE	B. PER DIEM RATE	C. OTHER ALLOWANCES (Explain in Item 16 below)	
\$ PER MILE	\$ 25 PER DAY	\$ 50.00*	
15. ESTIMATED COST TO THE GOVERNMENT			
A. TOTAL TRANSPORTATION	B. TOTAL PER DIEM	C. TOTAL OTHER	D. TOTAL COST TO GOVERNMENT
\$ 500.00	\$ 150.00	\$ 180.00	\$ 830.00

16. STATEMENT OF JUSTIFICATION FOR SPECIAL MODES OF TRANSPORTATION AND ALLOWANCES	
First class travel authorized. Use of rental car authorized when GSA car not available. Conference and stenographic services authorized.*	

17. TRAVEL RECOMMENDED		18. COST ACCOUNT SYMBOL	
BY Director, Office of Telecommunications Policy	12/4/73	0.970.4.92110.511	
(Signature)	(Title)	(Date)	
19. TRAVEL APPROVED		20. FUNDS OBLIGATED	
BY Executive Assistant	12/6/73		
(Signature)	(Title)	(Date)	
21. TRAVEL CONCURRED IN (When required)			

22. TRAVEL AUTHORIZED: The person named in Item 3 above is authorized to travel at Government expense subject to the Standardized Government Travel Regulations (as amended), Bureau of the Budget Circular No. A-56 (Revised), existing GSA travel policy, and the conditions specified in this Authorization.		23. AUTHORIZATION NO. TP4AT111A
Executive Assistant		24. DATE AUTHORIZED 12/6/73
(Signature)		

INSTRUCTIONS FOR PREPARATION OF GSA FORM 87

Items 1 through 4: Self-explanatory.

Items 5 and 6: If these locations are in a regional office, enter the regional location (city and State) and the Regional number; if located in GSA Central Office, enter Washington, Central Office.

Item 7: Show the specific purpose of the travel. Generalizations such as "Official Business" or similar phrases are not acceptable. Indicate why the desired results cannot be gained through correspondence or other less-expensive means than travel.

Item 8: Enter the scheduled dates of the first and last days of the travel period.

Item 9: Check whether the form represents an original or an amended authorization.

Items 10 and 11: If the form amends a previous authorization, enter the original authorization number in Item 10 and the item number(s) being amended in Item 11.

Item 12: If trip order, specify in sequence and by date each official point to be visited and, if known, the address at destination where the traveler can be reached. If authorization covers travel within specified States, list the States. If travel authorization is limited only to the continental limits of the United States, enter phrase, "To any points within the continental limits of the United States, in such order and at such times as may be necessary, and return."

Item 13: Check (indicate) if transportation required. This use of extra fare trains, first class airplanes, and other types of conveyances shall be justified by showing the advantage to the Government in a statement under Item 16.

Item 14: See the GSA Administrative Manual, Chap. 7 (DOA 5410.1) for allowable mileage and per diem

rates. Under other allowances, indicate any unusual expense that the traveler will incur, such as rental of conference rooms, employment of temporary stenographers, or transfer of excess baggage in connection with official travel. If travel is incident to a change of official station, and the payment of travel, transportation, and related moving expenses is authorized, enter the remark "See attached GSA Form 87A." All such allowances must be carefully detailed on GSA Form 87A.

Item 15: Enter the estimated cost of travel, per diem, and other expenses that the Government will incur as a result of this authorization.

Item 16: If space provided is insufficient, complete the statement on a plain sheet and staple a copy to each copy of the authorization form.

Item 17: To be executed by the official recommending the travel.

Item 18: Enter the cost account symbol(s) to which the expenses incident to the travel are to be charged.

Item 19: To be executed by the official administratively approving the travel.

Item 20: For use by the service or staff office maintaining official prevalidation control records.

Item 21: When required, the signatures of concurring officials or the method by which their concurrences are obtained shall be included in this block.

Item 22: To be executed by the appropriate GSA official empowered to authorize the travel.

Item 23: The authorization number to be entered by the official approving the travel.

Item 24: Enter the date Item 22 is executed.