

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 Wash., D.C. 20504		PAID BY
OFFICIAL DUTY STATION Washington, D. C.	RESIDENCE Washington, D. C.	
FOR TRAVEL AND OTHER EXPENSES		TRAVEL ADVANCE
FROM (DATE) 4/3/74	TO (DATE) 4/6/74	Outstanding \$ 500.00
APPLICABLE TRAVEL AUTHORIZATION(S)		Amount to be applied 0
NO. TP4AT190	DATE 4/1/74	Balance to remain outstanding \$ 500.00
CHECK NO.		
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 ACCOMMODATIONS *	DATE ISSUED	POINTS OF TRAVEL	
					FROM-	TO-
B166561	420.55	TWA	First	4/1	Washington, D. C. Boulder, Colorado Cape Canaveral, Fla	Boulder, Colorado Cape Canaveral, Fla Washington, D. C.

April 18, 1974

AMOUNT CLAIMED →	Dollars	Cts
	\$87	50

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

DIFFERENCES:	

Total verified correct for charge to appropriation (s) (initials) -----	
Applied to travel advance (appropriation symbol) -----	

NEXT PREVIOUS VOUCHER PAID UNDER SAME TRAVEL AUTHORITY:	
VOUCHER NO.	D.O. SYMBOL
	DATE (MONTH-YEAR)

NET TO TRAVELER →

ACCOUNTING CLASSIFICATION

0.970.4.92110.511

Rec'd 5/6

* Abbreviations for Pullman accommodations: MR, master room; DR, drawing room; CP, compartment; BR, bedroom; DSR, duplex single room; RM, roomette; DRM, duplex roomette; SOS, single occupancy section; LB, lower berth; UB, upper berth; LB-UB, lower and upper berth; S, seat.

<input checked="" type="checkbox"/> VOLUNTARY <input type="checkbox"/> INVOLUNTARY <input type="checkbox"/> UNUSED TRANSPORTATION (ATTACHED) <input type="checkbox"/> FARE BASIS ADJUST FROM _____ CLASS TO _____ CLASS <input checked="" type="checkbox"/> OTHER - EXCHANGE		United Air Lines REFUND APPLICATION & RECEIPT		DATE & PLACE OF ISSUE 21 UAL DENVER 21 APR 14 1974 21 AIRPORT 21	
TRANSPORTATION USED - IF FARE BASIS ADJUSTMENT INVOLVED CARRIER FLIGHT CLASS DATE 1/1				ORIGINAL TICKET NO. (S) - IF EXCHANGE INVOLVED AIRLINE FORM SERIAL 015 5850 409298	
TICKETS AND PASSENGER'S NAME AIRLINE FORM SERIAL CPN FROM FARE 016 4251 855 967				SEGMENTS AFFECTED FROM TO TAX	
DATE SOLD PASSENGER'S NAME 4/14/74 C. WHITEHEAD				AMOUNT CREDITED FARE TAX	
AIRLINE FORM SERIAL CPN FROM FARE				DATE SOLD PASSENGER'S NAME TO TAX	
CURRENCY OF TICKET OR EXCHANGE RATE		AMOUNT IN CONTRACTOR'S CURRENCY		TOTAL AMOUNT - SUBJECT TO AUDIT	
FOR ADDITIONAL INFORMATION WRITE: UNITED AIR LINES ACCIS. REC. & REFUND MGR P. O. BOX 66100 CHICAGO, ILLINOIS 60666 AGENT 426 NAME OF CREDIT CARD COMPANY (OR CODE) IMPRINT/WRITE COMPLETE FORM OF PAYMENT INFORMATION GR B166561 * If check or cash - Print name and complete address of purchaser					

Issued By **TRANS WORLD AIRLINES INC** TW PASSENGER TICKET AND BAGGAGE CHECK PASSENGER'S COUPON

5852409298 DATE AND PLACE OF ISSUE 015

WASHINGTON/DUL DENVER ATLANTA ORLANDO WASHINGTON/NATL

FARE 389.40 TAX 31.19 TOTAL 420.59

FARE BASIS ALLOW CARRIER FLIGHT DATE TIME STATUS

PP 103AP 1013AOR
 PP 103AP 1013AOR
 PP 103AP 1103AOR
 PP 103AP 1113AOR

FARE 420.59

FORM AND SERIAL NUMBER 015 5852409298 1 □

ENDORSEMENTS (Carbon) B166561

7022-GE

APR = 1 74

WASHINGTON, DC

7022-GE

CONJUNCTION TICKET(S) 015

FORM OF PAYMENT B166561

ENDORSEMENTS (Carbon)

FARE 420.59

FORM AND SERIAL NUMBER 015 5852409298 1 □

ENDORSEMENTS (Carbon)

TWA FORM T-4056 2-72 PRINTED IN U.S.A. BY RAND MC NALLY, CHICAGO

ISSUED BY United Air Lines		PASSENGER TICKET AND BAGGAGE CHECK SUBJECT TO CONDITIONS OF CONTRACT ON PASSENGER'S COUPON PASSENGER'S COUPON				ORIGIN		AIRLINE FORM SERIAL NUMBER 0164251855967			
ENDORSEMENTS (CARBON)		DEPART COUNT	DESTINATION		DATE OF ISSUE 14 APR 74		ISSUED IN EXCHANGE FOR <i>DL 55-24487</i>		UNITED AIR LINES DENVER DENTR <i>436</i>		
NAME OF PASSENGER HYTENSAT / C		NOT TRANSFERABLE		TOUR CODE		DATE AND PLACE OF ORIGINAL ISSUE <i>WAS - 7/1/74</i>		DATE AND PLACE OF ISSUE			
X/C	NOT GOOD FOR PASSAGE	CARRIER	FLIGHT	CLASS	DATE	TIME	STATUS	FARE BASIS/TKT. DESIGNATOR	NOT VALID BEFORE	NOT VALID AFTER	ALLOW
	FROM DENVER	JA	174	F	14 APR	410P	OK F				
	TO BALTIMORE				VOID						
	TO VOID	BAGGAGE CHECKED UNCHECKED	PCB	WGT	PCB	WGT	FORM OF PAYMENT GR B166561				
FARE	138.55	FARE CALCULATION									
X	11.03										
AL	149.63										
FOR ISSUING OFFICE ONLY		ROUTE CODE		TICKET NUMBER							
				016 4251855967 2 □							

DO NOT MARK OR WRITE IN THE WHITE AREA ABOVE

Standard Form No. 1173 5 GAO 2000 1173-103		REPORT OF CHANGE IN PASSENGER TRANSPORTATION SERVICE									
<p>INSTRUCTIONS.—This form is for use when the passenger transportation and/or accommodations received by a traveler are of a different character or a lesser value than those represented by the tickets issued in exchange for the related transportation request. The completed form together with any unused transportation or ticket coupons, if involved, should be mailed immediately by the traveler to his administrative office. (Note.—This report is not required when the changes in transportation service or accommodation were reflected by an endorsement on the transportation request before it was exchanged for tickets.)</p>											
FROM:		TO:		CHECK BOX		T/R NO.		CARRIER T/R ISSUED TO			
Denver, Colorado		Orlando, Florida				B166561		TWA			
Orlando, Florida		Washington, D. C.				DATE ISSUED		4/1/74			
						TICKET FORMS AND NOS.		5852409298 1			
REMARKS:						TRAVELER'S SIGNATURE					
Portion of trip to Orlando, Fla., cancelled.						TITLE		Director, OTP			
						DATE		4/18/74			

GPO : 1966 OF-218-303

1. PLACE PREPARED (City and State) Washington, D. C.	2. DATE PREPARED 3/28/74	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
 Tour Office of Telecommunications (Dept. of Commerce) and the Institute for Telecommunications Sciences in Boulder, Colorado; and attend VIP launching of 1st domestic satellite, WESTAR, at Cape Canaveral.

8. APPROXIMATE DATES OF TRAVEL	9. TYPE OF AUTHORIZATION	If Item 9B is checked, complete Items 10 and 11 below	
A. BEGINNING ABOUT: 4/3/74	A. ORIGINAL <input checked="" type="checkbox"/>	10. ORIGINAL AUTH. NO.	11. ITEM NO. (S) AMENDED
B. ENDING ABOUT: 4/16/74	B. AMENDED <input type="checkbox"/>		

12. ITINERARY			
A. DATE	B. TRAVEL FROM	C. TRAVEL TO	D. ADDRESS AT DESTINATION
4/3/74	Wash., D.C.	Boulder, Colorado	
4/10/74	Denver, Colorado	Cape Canaveral, Fla.	
4/12/74	Cape Canaveral, Fla.	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 type="checkbox"/> FIRST CLASS PLANE	(3) <input type="checkbox"/> PRIVATELY OWNED VEHICLE (Complete 13C below)
<input checked="" type="checkbox"/> AIR <input type="checkbox"/> BUS	<input type="checkbox"/> RAIL <input type="checkbox"/> SHIP	(2) <input type="checkbox"/> EXTRA-FARE TRAIN OR PLANE	(4) <input type="checkbox"/> OTHER
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 \$ _____ PER MILE	B. PER DIEM RATE \$ 25.00 PER DAY	C. OTHER ALLOWANCES (Explain in Item 16 below)

15. ESTIMATED COST TO THE GOVERNMENT			
A. TOTAL TRANSPORTATION \$ 410.00	B. TOTAL PER DIEM \$ 150.00	C. TOTAL OTHER \$ 100.00	D. TOTAL COST TO GOVERNMENT \$ 660.00

16. STATEMENT OF JUSTIFICATION FOR SPECIAL MODES OF TRANSPORTATION AND ALLOWANCES
 Rental car authorized.
 Use of taxi between place of abode and places of business.

17. TRAVEL RECOMMENDED BY Director, Office of Telecommunications Policy 3/27/74 (Signature) (Title) (Date)	18. COST ACCOUNT SYMBOL 0.970.4.92110.511
19. TRAVEL APPROVED BY Bryan M. Eagle Executive Assistant 3/27/74 (Signature) (Title) (Date)	20. FUNDS OBLIGATED BY _____ (Initials) _____ (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-57 (Revised), existing GSA travel policy, and the conditions specified in this Authorization. Bryan M. Eagle Executive Assistant (Signature) (Title)	23. AUTHORIZATION NO. TP4AT190
	24. DATE AUTHORIZED 4/1/74

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 extra-fare trains, extra-fare 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.



mtg
4-3
U.S. DEPARTMENT OF COMMERCE
Office of Telecommunications
POLICY SUPPORT DIVISION
Boulder, Colorado 80302

April 11, 1974

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

Dear Tom:

We appreciated the opportunity to meet with you and John April 3 to discuss our program. Not only did this visit allow a valuable exchange of thoughts with the staff working on your problems, but it helped to instill in the staff the necessary sense of importance in their individual and collective work.

We anxiously look forward to your next visit.

Sincerely,

Roger

Roger Salaman

RECEIVED
APR 17 4 20 PM '74
OFFICE OF
TELECOMMUNICATIONS
POLICY

Administrative Council of 20 members, with 11

of 11 to be in each individual and collective

growth of that is being to be used for the

benefit of the people of the world in general

and the development of the world in general

10/11/74



DEPARTMENT OF COMMUNICATIONS
Office of Telecommunications Policy



U.S. DEPARTMENT OF COMMERCE
Office of Telecommunications
INSTITUTE FOR TELECOMMUNICATION SCIENCES
Boulder, Colorado 80302.

Date : April 4, 1974

To : Dr. John M. Richardson
Acting Director, OT

From : Douglass D. Crombie, *D. Crombie*
Director, ITS

Subject: Meeting with Dr. Whitehead and Mr. Eger of OTP

→ Mr Eagle
F.Y. .7.

Attached is a brief summary of my understanding of the discussion which occurred at the above meeting.

As a result of the meeting, I believe that my first priority should be to produce an outline long range program for presentation at the first NAE meeting as a "strawman" and to Mr. Eger, and on the basis of that prepare a more detailed plan for presentation at the second NAE meeting at the end of May.

When I finish my management course next week, I plan to pursue this full time, unless I hear otherwise from you. I had made a start in this direction previously and exposed my approach to Gene Zucker a couple of weeks ago.

cc: (with attachment)

W. F. Utlaut

R. C. Kirby

F. W. Smith

J. P. Murray

J. A. Hull

D. L. Lucas

R. K. Salaman

~~Mr. Eger (OTD)~~

Administratively Restricted

Notes on discussion between Dr. Whitehead, Mr. Eger, and Crombie
4/3/74 2:00-3:45 p.m.

I started by stating that my feeling about how ITS could be most effective was summarized by

"Its should be to telecommunication science and technology, what NBS is to other science and technology"

with emphasis on

- promotion of accurate, meaningful and compatible measurements for telecommunications systems
- promotion of more effective use of telecommunications science and technology
- promotion of strength in economy and equity for buyer and seller in telecommunications trade .

This seemed to be acceptable. I then indicated our ideas of a proper program, namely

- Research for efficient use of the spectrum
- Propagation research and engineering
- System performance (prescription, analysis, description, measurements, standards, etc.)

The first two seemed to be regarded as appropriate by the visitors but Dr. Whitehead seemed less certain about the last, and expressed concern as to whether this was a proper role for a Government organization. I tried to explain it further and think I may have given him a better appreciation of the need.

There was discussion of OA funding and I think I was able to show that we are selective about our acceptance and pursual of OA work -- that to a large extent we are able to select work which is related to work which we would do if we had adequate funds of our own. We discussed the proper balance between OA and direct funded work in ITS and agreed that around 25% for other agency work could be optimum -- on the assumption that we had sufficient direct funding.

I raised the questions of support for OTP -- namely dedication of senior people -- and got a sympathetic hearing. I gained the impression that OTP would, in seeking further support in FY 75 plan to do it in much the same way as Other Agencies. I was not able to raise the question of ITS project leaders/Division Chiefs working directly with OTP rather than via the OT program managers -- because of lack of time.

Administratively Restricted

-2-

A major conclusion I reached is that Dr. Whitehead will not support any expansion of OT's programs (but may remain neutral) until he has seen that OT has some long range plans which have been fully discussed and agreed to with industry (possibly via NAE), NAE and OTP. I have a feeling that "The Silent Crisis" is essential reading in this context.

Finally, Dr. Whitehead indicated that he regards John Eger as the OTP portion of the OTP-OT interface. I think I was encouraged to stay in close contact with Mr. Eger insofar as an ITS program was concerned.

I thought that the discussion was very useful and that frequent repetition would be of enormous benefit.

Itinerary for
Clay T. Whitehead
Colorado/Florida/Washington

Wednesday, April 3

9:00 a.m. Coyt will pick you up
10:15 a.m. Lv. Dulles airport via TWA 203
12:04 p.m. Arr. Denver, Colorado
(Bryan Eagle, John Eger, and Judy Eger
will also be on this flight. We've
reserved an Avis car for Mr. Eger in
Denver.)

Spend the afternoon at OT in Boulder.

You have hotel reservations at the
Harvest House (303) 443-3850
1345 28th
(North of Denver on US 36 Hiway)
(For April 3 and 4)

Thursday, April 4

Trailways Bus schedules:

11:00 a.m.	Lv. Denver	5:35 a.m.	Lv. Frisco
1:00 p.m.	Arr. Frisco	8:00 a.m.	Arr. Denver
12:45 p.m.	Lv. Denver	12:45 p.m.	Lv. Frisco
2:20 p.m.	Arr. Frisco	3:00 p.m.	Arr. Denver
6:00 p.m.	Lv. Denver	7:59 p.m.	Lv. Frisco
8:20 p.m.	Arr. Frisco	10:30 p.m.	Arr. Denver
11:30 p.m.	Lv. Denver	10:25 p.m.	Lv. Frisco
1:05 a.m.	Arr. Frisco	12:25 a.m.	Arr. Denver

Denver: 17th and Broadway (303) 534-2291

Frisco: 211 Main Street (303) 468-2644

Wednesday, April 10

10:15 a.m. Lv. Denver via Braniff 981
3:39 p.m. Arr. Atlanta, Ga.

Stay overnight with Jim and Betsy Winkler (404) 351-7259
2448 Ridgewood Road, Atlanta

Thursday, April 11

10:34 a.m. Lv. Atlanta via Delta 1047
11:47 a.m. Arr. Orlando, Fla.

We have reserved an Avis car for you.

(See attached)

WU has made reservations for you at the
Holiday Inn (305) 783-2271
1300 N Atlantic Highway A1A
Cocoa Beach, Fla.

Friday, April 12

You have reservation at the
Hawaiian Village
2522 North Dale Mabry Hwy US 92
Tampa, Florida

(813) 877-6181

*Cancelled - Per
Erlynn*

Saturday, April 13 and Sunday, April 14

You have reservations at the
Causeway Inn Beach Resort
Courtney Campbell Causeway
Tampa, Florida

(813) 884-7561

Monday, April 15

3:10 p.m. Lv. Tampa via Eastern 180
5:04 p.m. Arr. Washington National
Coyt will pick you up

Sans April 14:

11:55 a.m. Lv. Denver via UA 632
5:05 p.m. Arr. Dallas

4:10^{pm} - United # 174
9:10^{pm} - Arr Baltimore

3/26

April

MARCH						
S	M	T	W	T	F	S
-	-	-	-	-	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	-	-	-	-	-	-

MAY						
S	M	T	W	T	F	S
-	-	-	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	-

SUNDAY	1 MONDAY	2 TUESDAY	3 WEDNESDAY	4 THURSDAY	5 FRIDAY	6 SATURDAY
		Phila	Colo →			
	8 Kinley	9 Andra/Kingman	10 ←	11 Cape Canaveral	12	13
	15 photo	16	17 Phila	18	19 Good Friday	20
Easter	22	23	24	25	26	27 YI?
	29	30				

Thursday 3/28/74

TRIP
4/3-4/15

4:00

We have made the following arrangements for your trip to Colorado and Florida:

Wednesday, April 3

~~8:30~~ ^{10:15} a.m. Lv. Dulles airport via ~~United 169~~ ^{TWA 203}
~~10:15~~ a.m. Arr. Denver, Colorado
 12:04 P.M. (John and Judy will be on the same flight,
 and we have reserved an Avis car for
 Mr. Eger in Denver.)

Spend the afternoon at OT in Boulder.

You have hotel reservations for April 3 and 4:
 Harvest HOUSE (303) 443-3850
 1345 28th (\$17)
 (North of Denver on US 36 Hiway)

Thursday, April 4

Begin personal business.

Wednesday, April 10

10:15 a.m. Lv. Denver via Brannif 981
 3:39 p.m. Arr. Atlanta, Ga.

Thursday, April 11

10:34 a.m. Lv. Atlanta via Delta 1047
 11:47 a.m. Arr. Orlando, Fla.
 We have reserved an Avis car for you.
 (WU briefing will be 4:00-5:30 p.m.)
 7:15 p.m. Westar launch

Monday, April 15

11:35 a.m. Lv. Orlando, Florida, via Eastern 874
 1:20 p.m. Arr. National airport

held til 6:00 PM
Sold

4/12, 13, 14

Hotel
Causeway Inn Beach
Beach

Courtney Campbell Causeway
(813) 884-7561