

Originally Processed With FOIA(s):
2005-0336-F

FOIA Number:
2005-0336-F

FOIA MARKER

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administrative marker by the George Bush Presidential
Library Staff.**

Record Group/Collection: George H.W. Bush Presidential Records
Collection/Office of Origin: Science and Technology Policy, Office of (OSTP)
Series: Bromley, D. Allan, Files
Subseries: Administration Files

OA/ID Number: 62025
Folder ID Number: 62025-026

Folder Title:
Administration: Personnel [2 of 2] [1991]

Stack:	Row:	Section:	Shelf:	Position:
	0	0	0	0

"CORRESPONDENCE TRACKING"

TYPE: INFORMATION

DOCUMENT NUMBER: 9123344

ORIGINATOR: 02

STATUS C

DIRECTORATE STATUS

FROM: HEAD, Marcy L.: PRESIDENT'S COMMISSION ON WHITE HOUSE
FELLOWSHIPS

TO: DR. D.A. BROMLEY

DATE OF
CORRESPONDENCE: 08/02/91

SUBJECT: CONFIRMATION OF THE ASSIGNMENT OF JOSEPH BROZ TO
OSTP BEGINNING 09/03/91.

DIRECTORATE STAFF
ASSIGNED: ASSIGNED:

ACTION STAFF
REQUIRED: ACTION:

SENDER'S DUE DATE:

OSTP DUE DATE: STAFF DUE DATE
DATE COMPLETED: DATE COMPLETED/DEPT:

COPIES TO: D. Allan Bromley
Ken Yale
ADMINISTRATION

WHITE HOUSE TRACKING #: CONTACT PERSON:
REMARKS: PHONE: EXT:

OSTP RECEIVED: 08/07/91
DEPT RECEIVED:

FILE: P-EOP-WH CORR.*P-ADM-PERSONNEL

*✓ Please write a nice
note of appreciation to
Marcy for all her
help.
DAB*

THE WHITE HOUSE
WASHINGTON

August 15, 1991

Dear Marcy:

Thank you for your recent note confirming our good luck at having Joe Broz select OSTP for his assignment as a White House Fellow this year. We are looking forward eagerly to his starting next month.

I especially want to extend my personal appreciation to you and your staff for all your efforts on our behalf. We were a bit delayed getting into the interview process as I recall and your staff was very helpful in last minute arrangements. I do appreciate the extra attention.

Again, we couldn't be more pleased about Joe's decision. Hope you are enjoying a good summer. My best wishes,

Sincerely,



D. Allan Bromley
The Assistant to the President
for
Science and Technology

Ms. Marcy L. Head
Director
President's Commission on White House
Fellowships

RECEIVED

PRESIDENT'S
COMMISSION ON WHITE HOUSE FELLOWSHIPS

91 AUG 7 P 2:23

THE WHITE HOUSE

OFFICE OF THE
DIRECTOR

August 2, 1991

The Honorable Allan Bromley
Assistant to the President and
Director, Office of Science & Technology Policy
The White House
Washington, DC 20500

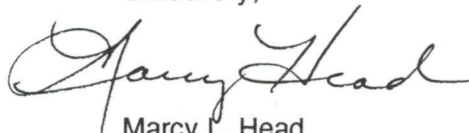
Dear Dr. Bromley:

I am pleased to confirm the assignment of Joseph Broz to the Office of Science & Technology Policy for the year beginning September 3, 1991, and ending August 31, 1992. We appreciate the assistance that your staff provided during the placement process.

We are delighted that Joe will have the opportunity to work for you this year and are confident that he will have a very meaningful and productive year.

On behalf of the Commission, I would like to thank you for your continued support of the White House Fellowship Program.

Sincerely,



Marcy L. Head
Director

"CORRESPONDENCE TRACKING"

TYPE: ACTION DOCUMENT NUMBER: 9123276
ORIGINATOR: 02 STATUS I DIRECTORATE STATUS

FROM: POKROP, Frank

TO: DR. D.A. BROMLEY

DATE OF
CORRESPONDENCE: 07/27/91

SUBJECT: REQUEST FOR A PUBLICATION AND INFORMATION CONCERNING
AN INQUIRY PREVIOUSLY MADE REGARDING EMPLOYMENT
OPPORTUNITIES AT OSTP.

DIRECTORATE STAFF
ASSIGNED: ADMINISTRATION ASSIGNED:
PHYSICAL SCIENCES

ACTION STAFF
REQUIRED: DIRECT REPLY ACTION:
PLEASE SEND PUBLICATION

SENDER'S DUE DATE:
OSTP DUE DATE: 08/19/91 STAFF DUE DATE
DATE COMPLETED: DATE COMPLETED/DEPT:

COPIES TO:

WHITE HOUSE TRACKING #: CONTACT PERSON:
PHONE: EXT:
REMARKS:

OSTP RECEIVED: 08/06/91 FILE: P-ADMINISTRATION-PERSONNEL
DEPT RECEIVED:

3276

RECEIVED

91 AUG 6 9 23

July 27, 1991
Aerosol Systems Inc.
9150 Valley View Road
Macedonia, OH 44056

OFFICE
DIRECTOR

The White House
Office of Science and Technology
Washington, D.C.

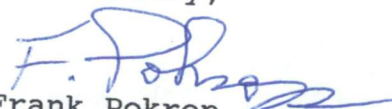
Dear Sirs:

Referencing the enclosed article, I am interested in receiving a copy of this publication if possible.

In a previously unanswered letter I asked about employment paths and opportunities at your Office. Can you forward information or names in relation to this question?

Thank you for your help.

Yours Truly,


Frank Pokrop

 AEROSOL SYSTEMS, INC.

9150 VALLEY VIEW RD. / MACEDONIA, OHIO 44056 / Phone (216) 467-4195
FAX (216) 467-6641

FRANK POKROP, C.Q.E.
QUALITY ASSURANCE MANAGER

AEROSOL PACKAGING
FORMULATING
PAINTS - COATINGS
CHEMICAL SPECIALTIES

Ultraclean manufacturing plays key role in U.S. chip plan

Contamination control and defect management will play crucial roles in an ambitious national initiative to establish U.S. hegemony over the world's semiconductor markets by the year 2000.

Called **Micro Tech 2000**, the initiative is sponsored by the National Advisory Committee on Semiconductors (NACS) and the White House Office of Science and Technology Policy. Established by Congress three years ago, NACS is comprised of experts from industry, government, and academia who have the task of improving the international competitive posture of the U.S. semiconductor industry.

NACS plans to accomplish this goal by accelerating all facets of chip manufacturing. The idea is to give American producers a "technology road map" that would enable them to make 4-Gb DRAMs or 1-Gb SRAMs with 0.15- μm linewidths by the end of the decade. That pace would speed up the normal progress of chipmaking technology by three years. "Through this acceleration, the U.S. semiconductor industry could supply a broad mix of advanced chips to electronic systems makers to give them a distinct advantage in the world market," NACS asserts.

The plan's strategic requirements will test the limits of contamination control and measurement, NACS notes. "Clearly, specs are going to be substantially more stringent,"

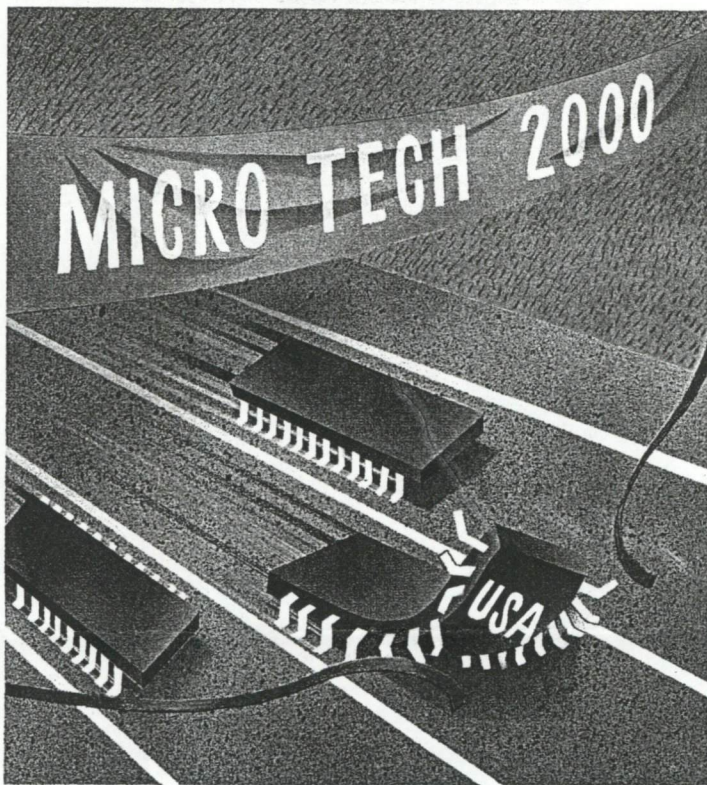
acknowledged Brian Monahan, a spokesman for AT&T Bell Laboratories. (AT&T's president, Ian Ross, is chairman of the committee.)

In a preliminary report highlighting the Micro Tech 2000 strategy, NACS says that advanced metrology capabilities will be a must before

mands on the performance of equipment and processes, and ever-multiplying process steps will require "substantial defect density reductions," NACS points out.

To realize its goal of creating a process capable of 0.15- μm feature size by the year 2000 additional technological advances are required. These include:

- Experimental lithography capable of printing features of 0.25 to 0.15 μm by 1994, possibly new electron-beam mask or direct wafer writing equipment, or even advanced phase-shift optical lithography. Most importantly, the tool must be capable of volume manufacturing.
- A source for 300-mm wafers by the mid-1990s. There are no U.S.-owned suppliers now.
- Advanced computer-integrated manufacturing to ensure acceptable process margins. Real-time, in-process controls will be essential if the goals of the accelerated manufacturing schedule are to be achieved.
- Three-dimensional computer simulation for equipment and process development.
- A 1-Gb SRAM with a chip area of approximately 10 sq cm. At that size, all features will be 0.1 to 0.12 μm . "In this technology, the finished feature sizes will be less than today's dimensional tolerances," the report points out.



JIRO MATSUKI

the decade ends. "For example, ultraclean manufacturing areas will require control of particles as small as 0.03 μm , yet, at present, we do not know how to measure or characterize these particles," the report says. "Contaminants in materials will also be hard to measure, with liquids requiring impurity levels at approximately 5 parts per trillion."

In situ monitoring will become even more crucial, throughput requirements will place more de-

"INVITATION FOR DR. BROMLEY"

TYPE: CONGRESSIONAL

DOCUMENT NUMBER: 9120082

SPEECH: YES NO

FROM: CONGRESSMAN JOHN JOSEPH MOAKLEY

DATE OF EVENT: 04/05/91

LOCATION OF EVENT: WENTWORTH INSTITUTE OF TECHNOLOGY

TIME OF EVENT:

SUBJECT: PRESENCE AT THE INAUGURATION OF WENTWORTH'S NEW
PRESIDENT, DR. JOHN F. VAN DOMELLEN

RSVP:

CONTACT PERSON:

CONTACT NUMBER:

INVITATION ACCEPTED? YES NO

COPIES TO: D. Allan Bromley

REMARKS:

DATE OF LETTER: 01/09/91

DATE RECEIVED: 01/15/91

FILE: P-EAC-CONGRESSIONAL

JOHN JOSEPH MOAKLEY
9TH DISTRICT, MASSACHUSETTS

DEPUTY WHIP

COMMITTEE ON RULES
CHAIRMAN

Congress of the United States
House of Representatives
Washington, DC 20515

JOHN WEINFURTER
ADMINISTRATIVE ASSISTANT
221 CANNON BUILDING
(202) 225-8273
FAX: (202) 225-7804

ROGER KINEAVY
DISTRICT MANAGER
WORLD TRADE CENTER
SUITE 220
BOSTON, MA 02210
(617) 565-2920
FAX: (617) 439-5157

4 COURT STREET
TAUNTON, MA 02780
(508) 824-6676

January 9, 1991

Dr. D. Allan Bromley
Science and Technology Policy Adviser to the President
Executive Office of the President
The White House
Washington D.C. 20506

Dear Dr. Bromley:

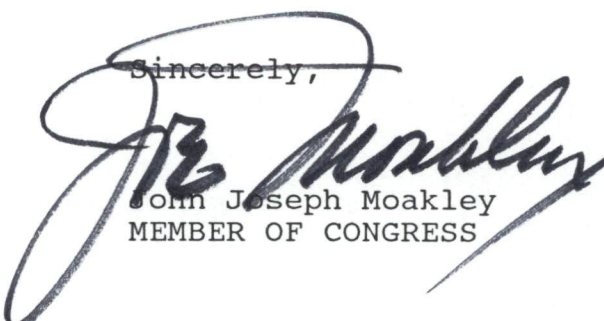
I am writing on behalf of the Wentworth Institute of Technology in Boston, Massachusetts, in order to request your presence at the inauguration of Wentworth's new president, Dr. John F. Van Domelen. The date of the inauguration is April 5, 1991.

The Wentworth Institute hopes that you will present a major address on the future of technology. Your remarks will be the focal point of an academic symposium to be held in conjunction with the inauguration activities.

Wentworth is widely considered to be one of the nation's leaders in teaching engineering technology, a field on which the economic future of this country depends. In light of the ever increasing competition from abroad in technology, I believe that we as a nation cannot underestimate the value of institutions such as Wentworth. Your presence will not only be a valuable experience for the community, but will augment the statement that we make about our commitment to advanced study in this significant field.

I ask that you take time to consider this request.

Sincerely,


John Joseph Moakley
MEMBER OF CONGRESS

9120552

"CORRESPONDENCE TRACKING"

TYPE: ACTION
ORIGINATOR: 02

DOCUMENT NUMBER: 9123585
DIRECTORATE STATUS

STATUS I

FROM: BORCHERS, Robert R.: LAWRENCE LIVERMORE NATIONAL LABORATORY

TO: DR. D.A. BROMLEY

DATE OF
CORRESPONDENCE: 07/08/91

SUBJECT: REQUEST FOR HELP AND ADVICE REGARDING AN ASSIGNMENT
WITH OSTP IN HIGH PERFORMANCE COMPUTING.

DIRECTORATE

ASSIGNED: D. Allan Bromley

STAFF

ASSIGNED:

ACTION

REQUIRED: AS NECESSARY

STAFF

ACTION:

SENDER'S DUE DATE:

OSTP DUE DATE: 09/05/91

STAFF DUE DATE

DATE COMPLETED:

DATE COMPLETED/DEPT:

COPIES TO: ADMINISTRATION
Dr. Wong

WHITE HOUSE TRACKING #:

CONTACT PERSON:

REMARKS:

PHONE:

EXT:

CLOSED

OSTP RECEIVED: 08/23/91
DEPT RECEIVED:

FILE: P-ADMINISTRATION-PERSONNEL



3585
Lawrence Livermore National Laboratory

RECEIVED

July 8, 1991

91 AUG 23 P 2:36

OFFICE OF THE
DIRECTOR

Dr. D. Allan Bromley
Assistant to the President
Office of Science and Technology
Old Executive Office Bldg, Suite 358
17th and Pennsylvania Avenue, N.W.
Washington, D.C. 20506

Dear Allan,

I was disappointed not to see you at our Physics Computing '91 conference in San Jose. The meeting went very well and Gene Wong did an excellent job as keynote speaker.

The principle reason for writing is to solicit your help and advice. I have decided that eight years of running the Computation organization at Lawrence Livermore National Laboratory is plenty, especially after the last three years. While I have several options here, I would like to get away from LLNL for a while, if possible.

I am very interested in the High Performance Computing and Communications Initiative. Not surprisingly, I have extensive connections to the high performance computing and networking world; i.e., government, academic and US and foreign industry. Potentially a Washington assignment would be a good use for my knowledge of the field and my contacts.

Depending on how you are organizing OSTP in the HPCC area, is there a possible assignment for me? One of the participating agencies would also be a possibility. Any advice you have would be most welcome.

Best regards.

Sincerely,

Robert R. Borchers
Associate Director
for Computation

8/21

RECEIVED

Damar:

91 AUG 23 P 1: 52

Has this been answered?
OFFICE OF THE DIRECTOR

If not, we should draft a
polite but negative reply for
DAB.

Gene Wang

8/22

Damar would like to
know how you received
this, since there is no
action sheet, envelope, etc.
ss

I don't remember. It might have been
addressed to me directly.

ew

25/8

523

THE WHITE HOUSE
WASHINGTON

September 9, 1991

Dear Bob:

I am sorry that I did not get around to answering your letter sooner.

I appreciate your offer of service in connection with the HPCC initiative. There is no suitable opportunity in OSTP at the moment, but I have asked Gene Wong to be alert to possibilities in the participating agencies.

With best regards,



D. Allan Bromley
The Assistant to the President
for
Science and Technology

Dr. Robert R. Borchers
Associate Director for Computation
Lawrence Livermore National Laboratory
P.O. Box 808
Livermore, California 94550

"CORRESPONDENCE TRACKING"

TYPE: INFORMATION DOCUMENT NUMBER: 9121977
ORIGINATOR: 02 STATUS C DIRECTORATE STATUS

FROM: SLOMOWITZ, Shelley A.

TO: DR. D.A. BROMLEY

DATE OF
CORRESPONDENCE: 7/5/91

SUBJECT: APPRECIATED OPPORTUNITY TO INTERVIEW FOR THE
POSITION OF CONFIDENTIAL SECRETARY AND HOPES TO HEAR
MORE ABOUT SELECTION FOR THE POSITION IN THE NEAR
FUTURE.

DIRECTORATE STAFF
ASSIGNED: ASSIGNED:

ACTION STAFF
REQUIRED: ACTION:

SENDER'S DUE DATE:
OSTP DUE DATE: STAFF DUE DATE
DATE COMPLETED: DATE COMPLETED/DEPT:

COPIES TO: D. Allan Bromley
ADMINISTRATION
Damar Hawkins

WHITE HOUSE TRACKING #: CONTACT PERSON:
PHONE: EXT:
REMARKS:

CLOSED

OSTP RECEIVED: 07/05/91
DEPT RECEIVED:

FILE: B-ADMINISTRATION-PERSONNEL



U. S. Department of Housing and Urban Development
Washington, D.C. 20410

RECEIVED

91 JUL 5 PM 12:57

OFFICE OF THE
DIRECTOR

Dr. Allan Bromley
Assistant to the President
Director, Office of Science and Technology
The White House
Washington, DC 20500

Dear Dr. Bromley:

I wanted to let you know how much I appreciated the opportunity to interview with you for the position of Confidential Secretary within your office.

I believe that this is an exciting position and an excellent opportunity, and look forward to the prospects of joining your team. As we discussed, I feel that my background at HUD working with Secretarial travel, correspondence and briefing papers qualifies me to be a formidable candidate. I am committed to doing my best, and am confident that I would make a valuable contribution to your efforts.

Once again, I appreciated the opportunity to visit with you. Thank you for your hospitality, and I hope to hear from you in the near future.

Sincerely,

A handwritten signature in blue ink, which appears to read "Shelley Slomowitz", is written over the typed name.

Shelley A. Slomowitz

"CORRESPONDENCE TRACKING"

TYPE: INFORMATION DOCUMENT NUMBER: 9121986
ORIGINATOR: 02 STATUS C DIRECTORATE STATUS

FROM: WHITE, Robert M.: DEPARTMENT OF COMMERCE

TO: DR. D.A. BROMLEY

DATE OF
CORRESPONDENCE: 07/03/91

SUBJECT: RE: THE COMSCI FELLOWS ASSIGNED TO OSTP DURING THE
FELLOWSHIP YEAR AND A COPY OF THE YEARBOOK PREPARED
BY THE 1991 FELLOWS.

DIRECTORATE STAFF
ASSIGNED: ASSIGNED:

ACTION STAFF
REQUIRED: ACTION:

SENDER'S DUE DATE:
OSTP DUE DATE: STAFF DUE DATE
DATE COMPLETED: DATE COMPLETED/DEPT:

COPIES TO: D. Allan Bromley
Damar Hawkins
Ken Yale
ADMINISTRATION

WHITE HOUSE TRACKING #: CONTACT PERSON:
PHONE: EXT:
REMARKS: Enclosure to DAB.

CLOSED

OSTP RECEIVED: 07/05/91 FILE: P- ADMINISTRATION-PERSONNEL
DEPT RECEIVED:



1986
UNITED STATES DEPARTMENT OF COMMERCE
The Under Secretary for Technology
Washington, D.C. 20230

RECEIVED

01 JUL 5 P3:02

JUL 3 1991

OFFICE OF THE
DIRECTOR

Honorable D. Allan Bromley
Director
Office of Science and Technology Policy
Room 358, Old Executive Office Building
17th and Pennsylvania Avenue, N.W.
Washington, D.C. 20506

Dear Dr. ~~Bromley~~ *Allan*:

I would like to thank you for the courtesies extended the three ComSci Fellows assigned to OSTP during the fellowship year. It is my understanding that they were involved in a number of important issues; Janice Howell in the Office of Policy and International Affairs, and Thomas Russell in the Office of Industrial Policy, felt as though they made real contributions during their tenure. We are pleased that Donald Pryor, the NOAA participant assigned to the Office of the Associate Director for Physical Sciences and Engineering, has been granted an extension by his agency and will continue at OSTP for an additional year.

These three individuals personify those who participate in the ComSci Program, and we are proud to have such outstanding Fellows in the program every year.

Enclosed is a copy of the yearbook prepared by the 1990-1991 Fellows, detailing their activities in the program.

Thank you again for supporting the ComSci Program, and for making the fellowship year such a valuable experience for Ms. Howell and Messrs. Pryor and Russell.

Sincerely,

Robert M. White, Ph.D.

Enclosure

COMSO!

**1990-91
COMMERCE
SCIENCE &
TECHNOLOGY
FELLOWSHIP
PROGRAM**

U.S. DEPARTMENT OF COMMERCE

THE WHITE HOUSE
WASHINGTON

July 31, 1991

Dear Bob:

Many thanks for sending me the ComSci Yearbook. We were absolutely delighted with the Fellows that we had during this past year and I must really tell you that Janice Howell, Don Pryor, and Tom Russell, really made major contributions to the activities of this office. We were particularly pleased that it was possible to extend Don Pryor's Fellowship for an additional year because he truly did an outstanding job in a variety of areas and is someone of whom Commerce can indeed be proud. I have frequently had occasion to call on him for fast turn-around analyses of a variety of complex issues and in each case he has performed superbly.

I congratulate you on the ComSci Program and I hope that the kind of experience that Ms. Howell and Messrs Pryor and Russell were able to gain here at OSTP will serve them well as they move ahead in their careers. They are three excellent young people.

Again, my thanks and congratulations.

Sincerely yours,



D. Allan Bromley
The Assistant to the President
for
Science and Technology
and
Director
Office of Science and Technology Policy
Executive Office of the President

Dr. Robert M. White
Under Secretary for Technology
Department of Commerce
14th and Constitution Avenue, N.W.
Washington, D.C. 20230

Jack.
Pryorville?
JRS
no JRS
7/11/91

Document Originally
Attached to
Following Page

"CORRESPONDENCE TRACKING"

TYPE: Information

DOCUMENT NUMBER: 9121755

ORIGINATOR: 02

STATUS C

DIRECTORATE STATUS

FROM: MCGINNIS, Jane

TO: DR. ALLAN BROMLEY

DATE OF
CORRESPONDENCE:

SUBJECT: COPY OF CURRICULUM VITAE AND OF A PARTIAL CURRICULUM
GUIDE ON NATURAL RESOURCES WHICH SERVED AS STARTING
POINT FOR DISSERTATION.

DIRECTORATE

STAFF

ASSIGNED: D. Allan Bromley

ASSIGNED:

ACTION
REQUIRED:

STAFF
ACTION:

SENDER'S DUE DATE:

OSTP DUE DATE:

STAFF DUE DATE

DATE COMPLETED:

DATE COMPLETED/DEPT:

COPIES TO:

WHITE HOUSE TRACKING #:

CONTACT PERSON:

PHONE:

EXT:

REMARKS:

OSTP RECEIVED: 06/14/91
DEPT RECEIVED:

FILE: ~~INFORMATION~~

P- Administration - Personnel

JUNE 11, 1991
1718 FRANKLIN AVE.
PORTSMOUTH, OHIO
45662

RECEIVED

91 JUN 14 5:00

OFFICE OF THE
DIRECTOR

DR. ALLAN BROMLEY
DIRECTOR
OFFICE OF SCIENCE AND TECHNOLOGY
THE WHITE HOUSE
1600 PENNSYLVANIA AVE.
WASHINGTON, D.C.
20500

DEAR DR. BROMLEY;

IT WAS A FINE HONOR TO HAVE HAD THE PLEASURE OF YOUR BRIEF ACQUAINTANCE AT THE WONDERFUL AFTER LECTURE DINNER AT FORDHAM UNIVERSITY. I HURREDLY INTRODUCED MYSELF BEFORE YOU RUSHED TO RETURN TO WASHINGTON. UPON MY OWN RETURN TO OHIO AS PER YOUR KIND SUGGESTION, I PLACED A CALL TO YOUR OFFICE TO INFORM YOU OF AN UPCOMING VISIT TO D.C. IT WAS UNFORTUNATE I WAS UNABLE TO REACH YOU. HOWEVER, YOUR SECRETARY SUGGESTED I CALL AGAIN DURING MY NEXT TRIP.

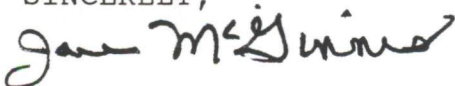
I DO REALISE THE MAGNITUDE AND IMPORTANCE OF YOUR ENGAGEMENT SCHEDULES. THEREFORE, RATHER THAN CALLING TO CAUSE TOO MUCH DISTURBANCE, I AM SENDING MY CURRICULUM VITAE FOR PERUSAL IF PERCHANCE YOU DISCOVER A FEW SECONDS DURING YOUR BUSY WORK SCHEDULE. ALONG WITH THE VITAE I AM FORWARDING A PARTIAL CURRICULUM GUIDE ON NATURAL RESOURCES WITH WHICH I WAS INVOLVED IN THE ORIGINAL GROUNDWORK DEVELOPMENT, NETWORKING, AND DRAFT. FROM THIS CURRICULUM DEVELOPMENT AND IMPLEMENTATION COMES THE STUDY FOR MY DISSERTATION.

ALBEIT SIMPLISTIC, UPON COMPLETION, MY WORK WILL LEAD TO A PLACE IN THE SUN WHERE I MIGHT REDEFINE MY OWN STATE OF TRUTH SEARCHING.

I SINCERELY WISH TO CONTRIBUTE TO HIGHER EDUCATION THROUGH RESEARCH AND DEVELOPMENT. I AM STRIVING TO COMPLETE AND DEFEND THE DISSERTATION PRIOR TO THE END OF AUGUST. AT THAT TIME I WOULD WISH TO RETURN TO WASHINGTON OR THE EAST COAST.

BEST WISHES IN CONTINUING YOUR MOST EXCELLENT POSITION AS DIRECTOR OF THE OFFICE OF SCIENCE AND TECHNOLOGY. WE ARE HAPPILY PLEASED WITH GEORGE BUSH'S IDEAS AND PERFORMANCE.

SINCERELY,



JANE MCGINNIS

Withdrawal/Redaction Sheet

(George Bush Library)

Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
01. Resume	Resume of Jane Berndt McGinnis [personal information redacted] (3 pp.)	6/11/91	(b)(6)	

Collection:

Record Group: Bush Presidential Records
Office: Science and Technology Policy, Office of (OSTP)
Series: Bromley, D. Allan, Files
Subseries: Administration Files
WHORM Cat.:
File Location: Administration: Personnel [2 of 2] [1991]

Date Closed:	3/5/2010	OA/ID Number:	62025-026
FOIA/SYS Case #:	2005-0336-F	Appeal Case #:	
Re-review Case #:		Appeal Disposition:	
P-2/P-5 Review Case #:		Disposition Date:	
AR Case #:		MR Case #:	
AR Disposition:		MR Disposition:	
AR Disposition Date:		MR Disposition Date:	

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P-1 National Security Classified Information [(a)(1) of the PRA]
 P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]
 P-3 Release would violate a Federal statute [(a)(3) of the PRA]
 P-4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
 P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
 P-6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Removed as a personal record misfile.

Freedom of Information Act - [5 U.S.C. 552(b)]

(b)(1) National security classified information [(b)(1) of the FOIA]
 (b)(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
 (b)(3) Release would violate a Federal statute [(b)(3) of the FOIA]
 (b)(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
 (b)(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
 (b)(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
 (b)(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
 (b)(9) Release would disclose geological or geophysical information

THE WHITE HOUSE

WASHINGTON

July 31, 1991

Dear Ms. McGinnis:

I am responding very belatedly to your letter of June 11, 1991 in which you indicate your interest in the possibility of a position here in Washington.

I regret that I must tell you that having looked carefully into this situation I really have no suitable position to offer you despite your interesting background and curriculum vitae.

As you may know, all agencies of the Federal Government are under very stringent pressures to reduce personnel costs and it is almost impossible to add new positions at the present time.

Let me therefore only thank you for your interest in the possibility of joining us and wish you every success in your search for a suitable position elsewhere. It was a pleasure meeting you, albeit very briefly, at Fordham.

With all best wishes,

Sincerely yours,

A handwritten signature in dark ink, appearing to read "D. Allan Bromley". The signature is fluid and cursive, with the first name "D." being small and the last name "Bromley" being larger and more prominent.

D. Allan Bromley
The Assistant to the President
for
Science and Technology

Ms. Jane McGinnis
1718 Franklin Avenue
Portsmouth, Ohio 45662

"CORRESPONDENCE TRACKING"

TYPE: CONGRESSIONAL DOCUMENT NUMBER: 9121884
ORIGINATOR: 02 STATUS I DIRECTORATE STATUS

FROM: HUNTER, Duncan: HOUSE OF REPRESENTATIVES

TO: DR. D.A. BROMLEY

DATE OF
CORRESPONDENCE: 06/11/91

SUBJECT: REQUEST TO REVIEW DAVID WHELAN'S CREDENTIALS FOR
POSSIBLE EMPLOYMENT WITH OSTP.

DIRECTORATE STAFF
ASSIGNED: DIRECTOR'S OFFICE ASSIGNED:

ACTION
REQUIRED: FOR DAB'S SIGNATURE

STAFF
ACTION:

*Please draft
letter stating that
we have no
openings
currently
open.*

SENDER'S DUE DATE:
OSTP DUE DATE: 07/03/91 STAFF DUE DATE
DATE COMPLETED: DATE COMPLETED/DEPT:

COPIES TO: D. Allan Bromley
Ken Yale
ADMINISTRATION
Damar Hawkins

CLOSED

WHITE HOUSE TRACKING #: CONTACT PERSON:
PHONE: EXT:
REMARKS: The assignment is to the Director's Office for Carl Bretscher.

OSTP RECEIVED: 06/26/91 FILE: CONGRESSIONAL*ADMINISTRATION
DEPT RECEIVED: *Personnel*

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF SCIENCE AND TECHNOLOGY POLICY
WASHINGTON, D.C. 20506

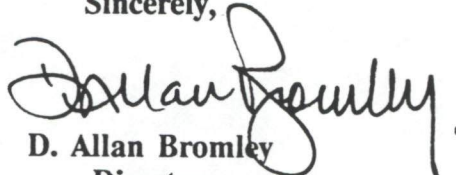
June 28, 1991

Dear Congressman Hunter:

Thank you for your letter recommending Dr. David Whelan for a position at the Office of Science and Technology Policy. I agree that Dr. Whelan has excellent credentials and experience. Unfortunately, there are currently no openings in my office. I will, however, keep Dr. Whelan's resume in my files for future consideration.

Thank you again for recommending such a worthy candidate.

Sincerely,


D. Allan Bromley
Director

The Honorable Duncan Hunter
United States House of Representatives
Washington, D.C. 20515

DUNCAN HUNTER
45TH DISTRICT, CALIFORNIA

CHAIRMAN
REPUBLICAN RESEARCH COMMITTEE

COMMITTEE ON ARMED SERVICES

SUBCOMMITTEES:
SEAPOWER

RESEARCH AND DEVELOPMENT

REPUBLICAN TASK FORCE
ON AGRICULTURE



RECEIVED

The 102d Congress
JUN 26 P 4: 28
U.S. House of Representatives
Washington, DC 20515
DIRECTOR

9/2/88
133 CANNON BUILDING
WASHINGTON, DC 20515
(202) 225-5672
FAX: (202) 225-0235

366 SOUTH PIERCE STREET
EL CAJON, CA 92020
(619) 579-3001
FAX: (619) 579-2251

1101 AIRPORT ROAD, SUITE G
IMPERIAL, CA 92251
(619) 353-5420

825 IMPERIAL BEACH BOULEVARD
IMPERIAL BEACH, CA 92032
(619) 423-3011

June 11, 1991

Dr. D. Allan Bromley
Assistant to the President and Director
Office of Science and Technology
Old Executive Office Building
Washington, D.C. 20506

Dear Dr. Bromley:

David Whelan is the Chief Scientist for observables at Radar Systems Group, Hughes. He is interested in pursuing new challenges in public service.

I believe that David would make an excellent contribution to the Office of Science and Technology.

David has been on the cutting-edge of the major scientific and technological achievements in aviation and laser research at the Lawrence Livermore National Laboratory and the B-2 Division of Northrop Corporation. I've worked with David and believe he's a top flight scientist.

I hope that you will review David's credentials for possible employment with the Office of Science and Technology.

I appreciate your help.

With best wishes.

Sincerely,

Duncan Hunter
Member of Congress

DH/dk

Withdrawal/Redaction Sheet

(George Bush Library)

Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
02. Resume	Resume of David Whelan [personal information redacted] (5 pp.)	6/11/91	(b)(6)	

Collection:

Record Group: Bush Presidential Records
Office: Science and Technology Policy, Office of (OSTP)
Series: Bromley, D. Allan, Files
Subseries: Administration Files
WHORM Cat.:
File Location: Administration: Personnel [2 of 2] [1991]

Date Closed:	3/5/2010	OA/ID Number:	62025-026
FOIA/SYS Case #:	2005-0336-F	Appeal Case #:	
Re-review Case #:		Appeal Disposition:	
P-2/P-5 Review Case #:		Disposition Date:	
AR Case #:		MR Case #:	
AR Disposition:		MR Disposition:	
AR Disposition Date:		MR Disposition Date:	

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P-1 National Security Classified Information [(a)(1) of the PRA]
P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P-3 Release would violate a Federal statute [(a)(3) of the PRA]
P-4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
P-6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Removed as a personal record misfile.

Freedom of Information Act - [5 U.S.C. 552(b)]

(b)(1) National security classified information [(b)(1) of the FOIA]
(b)(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
(b)(3) Release would violate a Federal statute [(b)(3) of the FOIA]
(b)(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
(b)(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
(b)(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
(b)(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
(b)(9) Release would disclose geological or geophysical information

"CORRESPONDENCE TRACKING"

TYPE: INFORMATION DOCUMENT NUMBER: 9121651
ORIGINATOR: 02 STATUS C DIRECTORATE STATUS

FROM: COOPER, Henry F.: DEPARTMENT OF DEFENSE, SDIO

TO: DR. D.A. BROMLEY

DATE OF
CORRESPONDENCE: 06/07/91

SUBJECT: RE: THE APPOINTMENT OF LIUTENANT COLONEL PATRICK K.
TALTY TO ACT AS LIAISON OFFICER BETWEEN SDIO AND
OSTP.

DIRECTORATE STAFF
ASSIGNED: ASSIGNED:

ACTION STAFF
REQUIRED: ACTION:

SENDER'S DUE DATE:
OSTP DUE DATE: STAFF DUE DATE
DATE COMPLETED: DATE COMPLETED/DEPT:

COPIES TO: D. Allan Bromley
NATIONAL SECURITY
Ken Yale
ADMINISTRATION

WHITE HOUSE TRACKING #: CONTACT PERSON:
PHONE: EXT:
REMARKS:

OSTP RECEIVED: 06/07/91 FILE: ADMIN-PERSONNEL*NAT'L SECURITY
DEPT RECEIVED:



DEPARTMENT OF DEFENSE
STRATEGIC DEFENSE INITIATIVE ORGANIZATION
WASHINGTON, DC 20301-7100

RECEIVED

June 3, 1991
91 JUN 7 A8:49

OFFICE OF THE
DIRECTOR

Honorable D. Allan Bromley
Assistant to the President
for Science and Technology
Old Executive Office Building
17th Street & Pennsylvania Avenue, NW
Washington, DC 20506

Dear Dr. Bromley:

I am appointing Lieutenant Colonel Patrick K. Talty to act as the liaison officer between the Strategic Defense Initiative Organization and your organization. He is replacing Lieutenant Colonel Edward Pogue who is retiring this summer. Colonel Talty will make himself available to you and your staff to the depth necessary.

Colonel Talty has extensive experience in a number of key positions in my organization. Currently, he is Program Manager, Defense Acquisition, in the Acquisition and Mission Operations Directorate. He has served as the Executive Assistant to the Director, the Associated Deputy for Technology and is currently developing acquisition strategy for the Strategic Defense Initiative program. Previous assignments include Air Staff duty, assignment to Lawrence Livermore Laboratory as a research associate, and the Deputy for Engineering on the F-16XL program. Colonel Talty has a master's degree in Materials Engineering and served as an Assistant Professor of Engineering Mechanics at the U.S. Air Force Academy. He has an in-depth understanding of all aspects of the SDI program. This appointment will ensure a better coordination of our efforts in supporting the administration.

Sincerely,

HENRY F. COOPER
Director

"CORRESPONDENCE TRACKING"

TYPE: ACTION

DOCUMENT NUMBER: 9121322

FROM: MASSEY, Walter E.: NATIONAL SCIENCE FOUNDATION

TO: DR. BROMLEY

DATE OF
CORRESPONDENCE: 05/03/91

SUBJECT: REQUEST FOR CANDIDATES FOR THE POSITION OF ASSISTANT
DIRECTOR FOR ENGINEERING.

ASSIGNED TO: D. Allan Bromley

Have responded
DOB

ACTION REQUIRED: AS NECESSARY

SENDER'S DUE DATE: 06/07/91

OSTP DUE DATE: 05/20/91

DATE COMPLETED: -----

COPIES TO: PHYSICAL SCIENCES

WHITE HOUSE TRACKING #:

CONTACT PERSON:

REMARKS:

DATE RECEIVED: 05/06/91

FILE: PERSONNEL

NATIONAL SCIENCE FOUNDATION

WASHINGTON, D.C. 20550



OFFICE OF THE
DIRECTOR

May 3, 1991

RECEIVED

91 MAY 6 PM 12:07

OFFICE OF THE
DIRECTOR

Dr. D. Allan Bromley
Assistant to the President for Science
and Technology and Director, Office
of Science and Technology Policy
Old Executive Office Building
Room 360
Washington, D.C. 20500

Dear Dr. Bromley:

The National Science Foundation (NSF) is seeking candidates for the position of Assistant Director for Engineering. Dr. John A. White, the current incumbent, will be completing his assignment with the NSF in July. We would very much appreciate your assistance in identifying highly qualified individuals.

The Assistant Director, ENG, manages a Directorate which supports research in the following major program areas: Engineering Infrastructure Development, Chemical and Thermal Systems, Electrical and Communications Systems, Mechanical and Structural Systems, Design and Manufacturing Systems, Biological and Critical Systems, and Engineering Centers. The Directorate has a staff of about 115 employees and a budget of approximately \$215 million (\$248 proposed for FY92).

The Assistant Director occupies a Senior Executive Service (SES) position. Employment may be on a temporary or permanent basis in the Federal service or by temporary assignment under provisions of the Intergovernmental Personnel Assignment Act.

I look forward to any help you may be able to offer in this search for candidates with outstanding managerial qualifications and a grasp of the strategic issues facing engineering in education and research. Recommendations of individuals from any sector -- academe, industry or government -- are welcome. So that we can appoint a new Assistant Director as soon as reasonably possible, I am asking that suggestions be provided directly to me by June 7th.

Sincerely,


Walter E. Massey
Director

ASSISTANT DIRECTOR FOR ENGINEERING

I. INTRODUCTION

The National Science Foundation (NSF), an independent agency of the Federal Government, was established in 1950 to promote and advance scientific progress in the United States. The Foundation does this primarily by sponsoring scientific and engineering research and by supporting selected activities in science and engineering education.

The NSF Director, Deputy Director, and National Science Board (NSB) members are appointed by the President, with the advice and consent of the Senate. The NSB, consisting of the NSF Director and 24 other distinguished members from the scientific and engineering communities, is the policymaking body of the Foundation. The Director, assisted by the Deputy Director and NSF's Assistant Directors and Office Directors, is responsible for implementing the policy set by the National Science Board and for ensuring the effective and efficient management of Foundation activities and resources.

The NSF organizational structure currently consists of eight Directorates and six Staff Offices.

THE ASSISTANT DIRECTOR, DIRECTORATE FOR ENGINEERING (ENG), is responsible for the conduct of the National Science Foundation's programs which support research and education in all fields of engineering. He or she serves as the Director's principal advisor in matters relating to the purview of the Directorate. The incumbent is responsible for formulating long-range plans, annual programs and priorities, and research policy within the framework of statutory and National Science Board authority.

The Directorate is organized into seven Divisions and one Office under the leadership of Division Directors/Office Heads who report to the Assistant Director. The major program areas supported by the Directorate include chemical and thermal systems; mechanical and structural systems; electrical and communications systems; design and manufacturing systems; biological and critical systems; engineering centers and engineering infrastructure development.

The Directorate for Engineering, which administers an FY91 budget of \$215 million (\$248 million proposed for FY92), has a staff of approximately 115 employees.

(over)

II. MAJOR DUTIES

The Assistant Director is responsible for:

- development, implementation, monitoring, and evaluation of processes for the planning, coordination, program development, and budgeting of research support activities and in policy development for the Directorate.
- serving as the principal advisor to the Director and National Science Board in matters related to science and engineering education.
- preparation, presentation and defense of the Directorate's budget to agency officials, the Office of Management and Budget and the Congress.
- development and fostering of effective liaison with other executive agencies, concerned Congressional and Federal officials, researchers and administrators of educational institutions, members of the scientific and engineering communities, professional societies, and other interested bodies.
- participating with other Assistant Directors and Office Directors on the NSF Executive Council, which provides the NSF Director with advice and recommendations for agency-wide goals and objectives and the overall management of the NSF.
- providing leadership and overall direction to the Directorate through a staff of subordinate managers (Division Directors/Office Head) and performing direct supervisory responsibilities for staff members reporting directly to the Assistant Director.
- furthering equal employment opportunity by demonstrated evidence of fairness in making selections; encouragement and recognition of employee achievements; fair treatment of minority groups, women, and disabled individuals and sensitivity to the developmental needs of all employees.
- ensuring the representation of minority groups, women, and disabled individuals on advisory committees, review panels and all the mechanisms by which the scientific/engineering community provides assistance to NSF.
- overseeing the establishment, maintenance, review and improvement, as necessary, of internal controls by subordinate managers.

III. DIRECTION RECEIVED

The Assistant Director, ENG, receives general policy guidelines from the NSF Director and the National Science Board. The incumbent is responsible to the Director for implementing this policy and for the effective, equitable and efficient management of Directorate programs and resources.

THE WHITE HOUSE

May 21, 1991

Dear Walter:

In response to your request for nominees
for Assistant Director of NSA for
Engineering let me suggest

Prof. Duncan Moore
Institute of Optics
University of Rochester
Rochester New York

I have been very much impressed with
the skill he has demonstrated in pulling
together a consortium of state, federal,
private sector and university participants.
If you can get him I think that he
would be great!

Best regards
Allen

"CORRESPONDENCE TRACKING"

TYPE: ACTION

DOCUMENT NUMBER: 9121285

FROM: KENT, Jill E.: U.S. DEPARTMENT OF STATE

TO: DR. BROMLEY

DATE OF
CORRESPONDENCE:

SUBJECT: REQUEST FOR HELP IN RECOMMENDING QUALIFIED
CANDIDATES TO FILL AN IMMEDIATE OPENING AS ASSOCIATE
COMPTROLLER FOR FINANCIAL MANAGEMENT.

ASSIGNED TO: D. Allan Bromley

ACTION REQUIRED: REQUESTS A
DIRECT REPLY

SENDER'S DUE DATE: OSTP DUE DATE: 05/14/91

DATE COMPLETED:

COPIES TO: ADMINISTRATION
Ken Yale

WHITE HOUSE TRACKING #: CONTACT PERSON:

REMARKS: This is assigned to DAB for Ken Yale.

DATE RECEIVED: 04/30/91

FILE: PERSONNEL



9121285
United States Department of State

Washington, D.C. 20520

RECEIVED

91 APR 30 P 4: 46

OFFICE OF THE
DIRECTOR

The Honorable D. Allan Bromley
Assistant to the President
for Science & Technology
Office of Science and Tech. Policy
17th and Pennsylvania Avenue, NW
Washington, DC 20500

Dear Mr. Bromley:

In an effort to recruit the best available person to fill an immediate opening as Associate Comptroller for Financial Management, I would like to ask your help in recommending qualified candidates who are ready for an important role in enhancing financial management at the State Department through the automation of financial systems.

This important SES position reports directly to the Chief Financial Officer and requires leadership, vision and experience. It offers the incumbent the challenge of developing the policies and implementing the automation which will bring the State Department's worldwide financial operations into full compliance with law and regulations, particularly as expressed by the recent CFO legislation.

Attached is the copy of the posting. I value your suggestions and would appreciate your contacting me directly (202) 647-7490 with any personal recommendations of appropriate candidates. Interested individuals should contact my Executive Director, Harriet Lancaster (202) 647-6702 for formal instructions on how to apply.

Sincerely,

Jill E. Kent

Attachment as stated:

SES Vacancy

Senior Executive Service



Opening Date: 04/24/91
Closing Date: 06/05/91

Announcement No. SES-91-01928

Associate Comptroller,
Financial Management

Payable Salary Range:

\$87,000 to \$100,500

Location:

Under Secretary for
Management, Office of the
Chief Financial Officer,
Financial Management,
Washington, DC

Area of Consideration:

All Qualified Persons

Duties:

Under the general supervision of the Chief Financial Officer, the incumbent:

1. Serves as the primary technical and policy advisor to the Chief Financial Officer and the Under Secretary for Management and provides leadership and management on all matters relating to financial management, strategic planning, policy and systems development and implementation, both domestic and overseas, as well as, internal management controls for the Department.
2. Establishes policy, organizational goals and processes for the Office. Directs, carries out and is held accountable for the functions, work and resources of the Office of the Associate Comptroller, Financial Management. Manages programs, operations and activities through three Office Directors, first and second level supervisors, professional, technical and specialist personnel. Establishes standards of effectiveness, efficiency, and productivity for the Office. Monitors and evaluates progress toward organizational goals and productivity, and makes adjustments to continually improve the guidance, support and technical consultation and advice provided to the Chief Financial Officer, Under Secretary for Management and key officials in the Department.
3. Represents and acts on behalf of the Chief Financial Officer and the Under Secretary for Management in proposing actions, approving, advising, acting upon, and coordinating efforts to identify and resolve major financial management problems hampering the operations and programs of the Department. Insures that the Office and staff serve as a technical, advisory and consulting resource to Departmental management on system-wide and post-specific financial management problems and issues.

SES-91-0192B

4. Directs the formulation and establishment of strategic long-range and short-range financial management planning for the Department's financial management systems, with the objective of instituting a logical, integrated framework for financial management in support of all policy, planning and programmatic efforts.

5. Directs the assessment, development, implementation, maintenance and evaluation of financial management policy and systems which are consistent with Departmental policy, goals and objectives and conform to existing laws, regulations, and approved principles and standards.

6. Provides guidance and coordinates the Department's financial management program and activities to ensure the adequacy of internal and management controls in compliance with the Federal Managers' Financial Integrity Act and related OMB and GAO requirements. Also, oversees staff support function for the CFO Council and related activities.

7. Insures that the Office serves as the focal point within the Department for liaison with the GAO and responds to GAO requirements.

FOR FURTHER INFORMATION CALL 202-647-6132

SES-91-0192B

QUALIFICATION REQUIREMENTS:

Must possess professional experience in substantive financial management and systems functions or a combination of such professional experience and graduate education in business administration, economics, accounting, public administration, industrial engineering, political science or an equally relevant field. Must have demonstrated managerial experience related to financial management and systems which meets the following mandatory technical and managerial qualifications requirements.

Mandatory Technical Requirements

1. Knowledge of the principles, standards, terminology, techniques and trends of Federal financial management and accounting in order to guide and direct a worldwide financial management program.
2. Knowledge of the theories, concepts, methods and trends regarding automated data processing, system design, and system implementation in order to guide and direct the development and implementation of financial management systems.
3. Knowledge of long-range resource planning procedures and the ability to marry diverse goals within a common set of objectives.
4. Ability to communicate orally and in writing to high level officials on complex financial management and systems matters.

Mandatory Managerial Requirements:

1. Ability to integrate internal and external program-policy issues.
2. Ability to coordinate activities and represent the Department internally and outside the Department with high-ranking officials.
3. Ability to direct programs and develop policies.
4. Ability to administer financial, material and human resources necessary to support program and policy implementation.
5. Ability to utilize and manage human resources through staffing, workforce planning, EEO consideration, and delegation of work.
6. Ability to assess program and policy implementation and results.

SES-91-0192B

Desired Technical Requirements

1. Skill and facility to plan, direct, integrate, and control financial management programs that (1) encompass a broad range of policy issues, (2) cross organizational lines and (3) have an interdisciplinary effect.
2. Ability to analyze organization policies and practices to identify potential barriers or prohibiting factors to the successful implementation of financial management program and systems.
3. Ability in the development of large scale financial software systems.

Although the above-listed Desired Technical Requirements are not mandatory for meeting basic eligibility, they will be considered in determining the most highly qualified candidates.

SES-91-0192B

EVALUATION METHOD:

Applicants who meet each of the mandatory qualification requirements cited above will be considered to be basically eligible for selection. Those candidates will be further evaluated by a panel on the degree to which they meet the mandatory qualifications. Applicants must provide detailed evidence of possession of each of the knowledge, skill, and ability requirements and show how and when used. Experience determination will be based only on the information provided by the applicant.

This position is in the Senior Executive Service (SES). The candidate selected is subject to a one-year probationary period unless currently serving on an SES appointment.

HOW TO APPLY:

To be considered, all applicants MUST submit the information listed below to:

Department of State
PER/CSP/Staffing Services Division
P.O.Box 18657 - Attention: SES-91-0192B
Washington, D.C. 20036-8657

1. Submit completed SF-171 (Application For Federal Employment). Item 1 of the SF-171 should identify the position title and vacancy announcement number. The SF-171 should be sufficiently comprehensive to include information concerning active memberships in professional organizations, participation in seminars, technical publications (written or edited), lectures given before professional groups, awards received for graduate studies, and descriptive explanation of duties performed in each assignment.
2. Submit the Supplemental Applicant Statement attached to this vacancy announcement.

SES-91-0192B

3. Submit a completed supervisory assessment (attached). This is a statement from the supervisor which describes the required qualifications.

APPLICATIONS WILL NOT BE CONSIDERED IF RECEIVED AFTER THE CLOSING DATE OF THE ANNOUNCEMENT.

APPLICANTS MAY BE REQUESTED TO PROVIDE ADDITIONAL DATA OR APPEAR FOR A PERSONAL INTERVIEW.

THE PERSON SELECTED FOR THIS POSITION MUST FILE A STATEMENT OF EMPLOYMENT AND FINANCIAL INTEREST IN ACCORDANCE WITH THE ETHICS IN GOVERNMENT ACT OF 1978.

THE SUCCESSFUL CANDIDATE MUST HAVE OR BE ABLE TO OBTAIN A TOP SECRET SECURITY CLEARANCE.

ALL APPLICANTS NOT CURRENTLY EMPLOYED BY THE DEPARTMENT OF STATE WHO ARE SELECTED FOR EMPLOYMENT WILL BE REQUIRED TO SUBMIT TO A URINALYSIS TO SCREEN FOR ILLEGAL DRUG USE PRIOR TO APPOINTMENT. APPOINTMENT WILL BE CONTINGENT UPON A NEGATIVE DRUG TEST RESULT.

DEPARTMENT OF STATE EMPLOYEES MUST APPLY FOR THIS POSITION IN ORDER TO RECEIVE CONSIDERATION. FOLLOW APPLICATION PROCEDURES CONTAINED IN THIS ANNOUNCEMENT.

SES-91-0192B

SUPPLEMENTAL APPLICANT STATEMENT

TITLE: Associate Comptroller, Financial Management

APPLICANT'S NAME: _____

The purpose of this statement is to provide an opportunity for the applicant to elaborate on experience, training and specifically significant achievements which relate to criteria being used to identify highly qualified candidates for the vacant position.

INSTRUCTIONS: For the qualifications required (mandatory qualifications listed in the vacancy announcement), candidates should highlight significant experience, training and achievements related to each qualification element. Do not simply repeat entries from SF-171. Data should be directly related to each element and stated concisely. If additional sheets are attached, be sure to include the item number and your name.

MANDATORY (AND DESIRED) QUALIFICATIONS: Discuss each qualification element separately.

Attach additional sheets as necessary.

SES-91-01928

SUPERVISORY ASSESSMENT

Name of Employee	Title & Grade	Organizational Unit
------------------	---------------	------------------------

Prepared by (Name & Title)	Signature	DATE
----------------------------	-----------	------

Working Relationship to Employee:

Immediate Supervisor _____

Former Supervisor _____

Other (Explain) _____

The person identified above is being considered for the position of Associate Comptroller, Financial Management.

The information you furnish on this form will be an important element in determining the degree to which the applicant possesses the knowledges, skills, abilities and other characteristics required for the position. Please complete this rating promptly so the applicant can return it with his/her application. The information you provide will be disclosed to the applicant if it is requested.

SES-91-0192B

INSTRUCTIONS ON COMPLETING THE RATING

PART I

Provide a narrative assessment on the applicant's performance of the Office of Personnel Management (OPM) mandatory executive competencies.

PART II and PART III

In the designated space provided, mark each element with the number of the statement below that best describes your observation of the applicant's performance with respect to the element. Additional space is provided after each element for comments you may wish to make.

3: The employee has demonstrated superior quality of performance in this element (exceeds all requirements).

2: The employee has demonstrated highly acceptable quality of performance in this element (meets all requirements and exceeds many requirements).

1: The employee has demonstrated acceptable quality of performance in this element (meets all requirements).

0: The employee has displayed definite weakness in this element (does not meet all requirements).

X: The employee has not been required to demonstrate this element while under my supervision (no opportunity to observe).

SES-91-0192B

PART I

OPM MANDATORY MANAGERIAL EXECUTIVE COMPETENCIES

This assessment is to provide information on the scope and quality of the candidate's experience, education, accomplishments and/or potential relevant to the required managerial (executive) qualifications for the SES position to be filled and the activity areas required to meet OPM SES certification requirements (Ref. FPM Bulletin 920-32).

CANDIDATE'S NAME _____

1. Ability to integrate internal and external program-policy issues.
2. Ability to coordinate activities and represent the Department internally and outside the Department with high-ranking officials.
3. Ability to direct programs and develop policies.
4. Ability to administer financial, material and human resources necessary to support program and policy implementation.
5. Ability to utilize and manage human resources through staffing, workforce planning, EEO consideration, and delegation of work.
6. Ability to assess program and policy implementation and results.

SES-91-0192B

Part II

SUPERVISOR'S RATING

Associate Comptroller, Financial Management

CANDIDATE'S NAME _____

MANDATORY TECHNICAL REQUIREMENTS

1. Knowledge of the principles, standards, terminology, techniques and trends of Federal financial management and accounting in order to guide and direct a worldwide financial management program.
2. Knowledge of the theories, concepts, methods and trends regarding automated data processing, system design, and system implementation in order to guide and direct the development and implementation of financial management systems.
3. Knowledge of long-range resource planning procedures and the ability to marry diverse goals within a common set of objectives.
4. Ability to communicate orally and in writing to high level officials on complex financial management and systems matters.

SES-91-0192B

Part III

SUPERVISOR'S RATING

Associate Comptroller, Financial Management

CANDIDATE'S NAME _____

Desired Technical Requirements

1. Skill and facility to plan, direct, integrate, and control financial management programs that (1) encompass a broad range of policy issues, (2) cross organizational lines and (3) have an interdisciplinary effect.
2. Ability to analyze organization policies and practices to identify potential barriers or prohibiting factors to the successful implementation of financial management program and systems.
3. Ability in the development of large scale financial software systems.

THE WHITE HOUSE

WASHINGTON

May 15, 1991

Dear Ms. Kent:

Thank you for contacting me to express your interest in hiring a financial officer.

I have circulated among my staff copies of the vacancy announcement that you had sent. We will be in touch if we are able to locate a suitable candidate.

Sincerely,

D. Allan Bromley

D. Allan Bromley
The Assistant to the President
for
Science and Technology

Ms. Jill Kent
United States Department of State
Washington, D.C. 20520

Administration

*Please
review*

for files

"CORRESPONDENCE TRACKING"

TYPE: INFORMATION

DOCUMENT NUMBER: 9121293

FROM: GRAY, A.M.: U.S. MARINE CORPS

TO: DR. BROMLEY

DATE OF
CORRESPONDENCE: 04/26/91

SUBJECT: RE: THE EXTENSION OF COLONEL JOHN O'NEIL AT THE
WHITE HOUSE UNTIL THE SUMMER OF 1992.

ASSIGNED TO:

ACTION REQUIRED:

SENDER'S DUE DATE:

OSTP DUE DATE:

DATE COMPLETED:

COPIES TO: D. Allan Bromley
NATIONAL SECURITY
ADMINISTRATION

WHITE HOUSE TRACKING #:

CONTACT PERSON:

REMARKS:

DATE RECEIVED: 05/02/91

FILE: PERSONNEL



26 April 1991

9/2/293
RECEIVED

91 MAY 2 A9:50

Dear Mr. Bromley,

OFFICE OF THE
DIRECTOR

Thank you for your memorandum of March 27, 1991, concerning Colonel John F. O'Neil's performance in his assignment at the White House. It is always a pleasure to learn that an officer is held in such high regard when serving in a billet external to the Marine Corps.

I will extend Colonel O'Neil at the White House until the summer of 1992. You should realize, however, that granting your request to delay Colonel O'Neil's overseas orders means that another colonel who is not due to serve overseas will have to go in his place.

In fairness to his fellow Marines, and in light of the needs of the Marine Corps, I will assign Colonel O'Neil to an overseas tour in June 1992. An officer of the same high caliber will be assigned as a replacement, with sufficient time for a proper turnover. I am sure you understand the requirement for Colonel O'Neil to serve where he best meets the Marine Corps' needs, and I request your support concerning his future assignment.

Again, thank you for writing and for your confidence in Colonel O'Neil.

Sincerely,

A handwritten signature in dark ink, appearing to read "A. M. Gray".

A. M. GRAY
General, U.S. Marine Corps
Commandant of the Marine Corps

Mr. D. Allan Bromley
Assistant to the President
for Science and Technology
The White House
Washington, DC 20500

"CORRESPONDENCE TRACKING"

TYPE: REQUEST FOR A MEETING

DOCUMENT NUMBER: 9121240

FROM: ERICKSON, CARL

TO: DR. BROMLEY

DATE OF
CORRESPONDENCE: 04/22/91

SUBJECT: WOULD LIKE TO MEET WITH YOU TO SEEK YOUR ADVICE ON
EMPLOYMENT WITH THE FEDERAL GOVERNMENT

ASSIGNED TO: D. Allan Bromley

ACTION REQUIRED: AS NECESSARY

SENDER'S DUE DATE: 05/09/91 OSTP DUE DATE: 05/09/91

DATE COMPLETED: -----

COPIES TO: Ken Yale

WHITE HOUSE TRACKING #:

CONTACT PERSON:

REMARKS: The assignment is for Ken Yale through Dr. Bromley.

DATE RECEIVED: 04/25/91

FILE: PERSONNEL

THE WHITE HOUSE

WASHINGTON

May 22, 1991

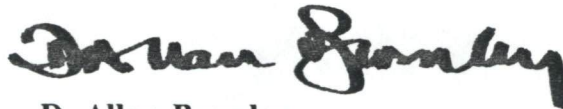
Dear Mr. Erickson:

Thank you for the letter and resume you recently sent. Your background and breadth of experience are indeed impressive.

Unfortunately, we have no positions available in this office at this time. However, we will continue to keep your resume on file in the event that an opening does occur. In the meantime, I have taken the liberty of forwarding your resume to Presidential Personnel for their consideration. In addition, if you are interested in a meeting to discuss opportunities in the Federal government, you can contact my Chief of Staff, Ken Yale.

Again, thank you for writing and best of luck in your job search.

Sincerely,

A handwritten signature in dark ink, appearing to read "D. Allan Bromley". The signature is fluid and cursive, with the first name "D. Allan" and last name "Bromley" clearly distinguishable.

D. Allan Bromley
The Assistant to the President
for
Science and Technology

Carl F. Erickson
11802 Coldstream Drive
Potomac, MD 20854

9121240

CARL F. ERICKSON
11802 COLDSTREAM DRIVE
POTOMAC, MD 20854

RECEIVED

91 APR 25 P 1: 18

OFFICE OF THE
DIRECTOR

April 22, 1991

Dr. D. Allen Bromley
Assistant to the President for Science & Technology
New Executive Office Building
Washington, DC 20506

Dear Dr. Bromley:

It is clear the Federal Government has a growing realization of the need for longer term focus strategic planning. Many agencies are initiating efforts in that direction. I am a professional strategic planner with seventeen years experience under three C.E.O.'s in two large diversified companies, Riggs and Perpetual Financial. I have also done extensive pro bono consulting with not for profits.

With such experience in the profession, I have learned much of what does and does not work, and how to successfully implement strategic management. I have developed planning techniques successful in many kinds of organizations which drive efficiency and effectiveness in existing operations, yet enable resources to be judiciously allocated to strategic issues.

I would appreciate an appointment for 30 minutes of your time to seek your advice. My objective is to serve the government with my expertise, thus satisfying its need for experienced strategic planners, and transfer from the private to the public sector.

My daytime telephone number is 202-466-6093. If your staff could contact me to set an appointment at your convenience I would be eager to speak with you.

Sincerely,



Carl F. Erickson

"CORRESPONDENCE TRACKING"

TYPE: INFORMATION

DOCUMENT NUMBER: 9121156

FROM: TRULY, Richard H.: NASA

TO: DR. BROMLEY

DATE OF
CORRESPONDENCE: 04/15/91

SUBJECT: THE CONTINUATION OF SARAH KEEGAN'S ASSIGNMENT WITH
OSTP THROUGH THE FISCAL YEAR.

ASSIGNED TO:

ACTION REQUIRED:

SENDER'S DUE DATE:

OSTP DUE DATE:

DATE COMPLETED:

COPIES TO: D. Allan Bromley
Ken Yale
Barbara Ferguson

WHITE HOUSE TRACKING #:

CONTACT PERSON:

REMARKS:

DATE RECEIVED: 04/18/91

FILE: PERSONNEL



National Aeronautics and
Space Administration

Washington, D.C.
20546

Office of the Administrator

9121156
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91 APR 18 4 9: 10 PM '91

OFFICE OF THE
DIRECTOR

Honorable D. Allan Bromley
Assistant to the President
for Science and Technology and
Director, Office of Science and
Technology Policy
Executive Office of the President
Washington, DC 20506

Dear Dr. *Allan* Bromley:

I am pleased that Sarah Keegan has proven so helpful to you,
and I am willing that she continue her assignment with you
through the fiscal year.

The appropriate paperwork can be handled by our respective
personnel offices.

Sincerely,

Richard H. Truly
Richard H. Truly
Administrator