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Subgroup/Office of Origin: National AIDS Policy Office

Series/Staff Member:

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OA/ID Number: 21071

FolderID:

Folder Title:

[Global Sullivan Principles Announcement, United Nations] New York, 11/2/99

Stack:

S

Row:

67

Section:

1

Shelf:

2

Position:

3

**EXECUTIVE OFFICE OF THE PRESIDENT
OFFICIAL TRAVEL AUTHORIZATION**
(Privacy Act Statement and instructions on back)

1. TYPE OF AUTHORIZATION

☒ TDY

☐ Amendment
(Show items amended)

☐ Invitational
(Non EOP Employees Only)

☐ Relocation

2. Traveler (First name, middle initial, last name)

Andria L. Sullivan

3. Title of Traveler

Director, AIBS Policy

4. AGENCY/DIVISION

OPD

5. Office Phone

609259

6. Official Duty Station

730 Jackson Place

7. ☒ Per Diem

☐ Actual Subsistence (unusual circumstances)*
Rate(s):

8. TRAVEL INFORMATION

PURPOSE:

*Attend announcement of the "Global Human Principles"
at the United Nations*

DATE(S): Travel Begin On

11/18/99

Travel End On

11/22/99

ITINERARY: Point of Origin (City, State)

Washington, DC

Place(s) of Official Visitation (City, State)

New York, New York

Point of Return (City, State)

Washington, DC

9. MODE OF TRAVEL

(a) Commercial Transportation

Rail

Coach

Extra Fare*

Air

Coach Tourist

Business *

First Class ‡

‡ First Class must have approval of Agency Head or Deputy

(b) Privately Owned Vehicle

Auto

Other

Rate auth
per mile

☐ Determined more advantageous
to government *

☐ For convenience of traveler
NTE common carrier cost

(c) ☐ Gov't Owned Vehicle

(d) ☐ Other (specify)

10. ESTIMATED COST

AMOUNT

Per Diem/Actual Subsistence

\$ *416.06*

Transportation

076.50

Rental Car

Miscellaneous

TOTAL

\$ *492.56*

11. SPECIAL EXPENSE AUTHORIZED

☐ Registration Fees (meeting, training, etc.)

☐ Commercial Rental Car

☐ Excess Baggage not to exceed

☐ Other (Please identify)

12. ADVANCE REQUESTED

\$

(meals and miscellaneous expenses only)

13. * Special Provisions/Remarks (Justification for first class /business /extra fare travel, annual leave enroute, actual subsistence, etc.)

14(a) Requested by

Andria L. Sullivan *Dep. Director*

15. Accounting data (Appropriation, division, project, vendor number)

14(b) I certify that the travel herein was reviewed and determined to be essential for the accomplishment of agency programs and missions

Approval Official (Signature and Title)

**16. Funds are available to defray travel cost specified above
Funds Manager's Certification (Signature)**

17. Date

November 29, 1999

18. Travel Authorization No.

TOSONA05

PRIVACY ACT STATEMENT — The information requested is required to document the authorization and reimbursement of the individuals who travel at government expense on official business. Its routine use is restricted to officers and employees of Executive Office of the President agencies for performance of their official duties. Disclosure is voluntary, but failure to provide all or part of the information may delay or prevent authorization of travel. This information is collected under the authority of 31 U.S.C. 66a, 41 U.S.C. 3101, 3102, 3309; and General Accounting Office and General Services Administration policies and procedures.

Instructions for Completing Travel Authorization

- ITEM 1 — Check:
- TDY block if travel is of routine nature by an employee of your agency.
 - Invitational block if travel is to be performed by a person who is not employed by your agency.
 - Relocation block if authorization is for a person being transferred from or to another geographical locality.
 - Amendment block if making change to existing Travel Authorization.
- ITEMS 2 – 6 — Self Explanatory.
- ITEM 7 — Check appropriate box for the type of reimbursement authorized.
List rate or rates applicable.
- ITEM 8 — Provide information on travel itinerary.
- ITEM 9 — Check mode of travel authorized.
- ITEM 10 — Compute cost of per diem or actual subsistence utilizing the information in **Item 10**.
Transportation is cost of airline ticket, privately owned vehicle mileage, or other transportation cost.
Miscellaneous could include rental car, registration fees, taxi cabs, etc.
- ITEM 11 — Check appropriate box for any special expenses authorized.
- ITEM 12 — Complete **only** if an advance of funds is requested.
- ITEM 13 — Space provided for justifications and other miscellaneous information.
- ITEM 14(a) — Signature of Traveler.
14(b) — Signature of Approving Official.
- ITEMS 15 & 16 — Self Explanatory.
- ITEMS 17 & 18 — To be completed by personnel assigning T/A numbers.

T- 11/2/99 - ON, NY



**International
Foundation
for
Education
and
Self-Help**

October 11, 1999

Honorable Sandra Thurman
Director, Office of National AIDS Policy
Executive Office of the President
The White House
736 Jackson Place
Washington, 20503

Dear Ms. Thurman:

I am pleased to extend this personal invitation for you to join His Excellency Kofi Annan, Secretary General of the United Nations and myself on November 2, 1999 at the United Nations headquarters in New York for the official announcement of the Global Sullivan Principles. This historic event will convene at 10:00 a.m. in Conference Room IV at the United Nations and end at 3:00 p.m. (with the opening session from 10:00 a.m. - 1:00 p.m. and a luncheon from 1:15 p.m. - 3:00 p.m. It should be noted that the Global Sullivan Principles are in keeping with the Global Compact of the Secretary General which he announced in Davos earlier this year.

Recognizing the success of the Sullivan Principles for South Africa, several leaders from the private and public sectors encouraged me to develop a global code of conduct. Therefore, in response to their request, I have worked with a group of multinational corporations from three continents, and a business association from Latin America, to create the Global Sullivan Principles. Throughout the process, input and support was sought and received from a broad group of NGOs, intergovernmental organizations and national governments.

Dr. Andrew F. Brimmer
Chairman

Rev. Leon H. Sullivan
President

Hon. Lawrence S. Eagleburger
Mrs. Esther B. Ferguson
Rev. William H. Gray, III
Dr. Eamon Kelly
Mr. Donald M. Kendall
Hon. William E. Simon
Mr. Maceo K. Sloan
Dr. Mac A. Stewart
Hon. Louis W. Sullivan
Dr. Blenda J. Wilson
Directors

Mr. Frank T. Cary
Mr. George Champion
Mr. Brooks McCormick
Mr. James M. Roche
Honorary Directors

C.E. Wright, Ph.D.
Executive Director

The Global Sullivan Principles are intended to be a positive, aspirational framework against which the internal policies and practices of social responsibility companies, small and large, can be aligned. They are succinct (rather than detailed or highly prescriptive), understandable (by all stakeholders) and universal (rather than reflective of any particular social, cultural or geographical tradition).

I hope that your busy schedule will allow you to meet the Secretary General, several chief executive officers, governmental representatives, NGO leaders, and myself at the UN on November 2. If not, please feel free to send a representative. So that we may appropriately receive you or your designee, the UN has requested that we provide them with your name and affiliation. Also, you should be prepared to present a photo ID upon entering the UN.

☒ I will attend the opening session and the luncheon

☐ I will attend the opening session only

☐ I will attend the luncheon only

☐ I am unable to attend but will be represented by _____
who will attend the _____ opening session and/or the _____ luncheon

☐ We will be unable to participate in the November meeting, but please send us additional information on the Global Sullivan Principles

Suite 260
5040 East Shea Boulevard
Phoenix, Arizona 85254 4610
(480) 443-1800
Fax (480) 443-1824

Honorable Sandra Thurman
October 11, 1999
Page Two

Please provide the above requested information to my Chief of Staff, Dr. C.T. Wright by fax at (480) 681-5407 posthaste. Should you have questions or need additional information, you can reach Dr. Wright by phone at (480) 451-1389 or by e-mail at wrightjack@aol.com.

Looking forward to seeing you at the United Nations on November 2.

Sincerely,



Leon H. Sullivan

LHS:prj

Ms. Thurman,
Please assist us in ^{arranging} ~~appeals~~
the presentation of senior level ^{representatives} from
our Government at this important
event. Thanks + regards
JS.



OFFICE OF NATIONAL AIDS POLICY
EXECUTIVE OFFICE OF THE PRESIDENT
THE WHITE HOUSE

FACSIMILE TRANSMITTAL SHEET

TO: Alex Ross

FROM: Cheryl

COMPANY:

DATE:

FAX NUMBER:

219-0508

TOTAL NO. OF PAGES INCLUDING COVER:

PHONE NUMBER:

RE:

☐ URGENT ☐ FOR REVIEW ☐ PLEASE COMMENT ☐ PLEASE REPLY ☐ PLEASE RECYCLE

NOTES/COMMENTS:

Here's what was faxed to US.

Thanks!

736 Jackson Place
Washington, DC 20503
(202) 456-2437
(202) 456-2438 (fax)

THE GLOBAL SULLIVAN PRINCIPLES

February 1, 1999

The Preamble

The objectives of the Global Sullivan Principles are to support economic, social and political justice by companies where they do business; to support human rights and to encourage equal opportunity at all levels of employment, including racial and gender diversity on decision making committees and boards; to train and advance disadvantaged workers for technical, supervisory and management opportunities; and to assist with greater tolerance and understanding among peoples; thereby, helping to improve the quality of life for communities, workers and children with dignity and equality.

I urge companies large and small in every part of the world to support and follow the Global Sullivan Principles of corporate social responsibility wherever they have operations.

The Reverend Leon H. Sullivan

THE PRINCIPLES

As a company which endorses the Global Sullivan Principles we will respect the law, and as a responsible member of society we will apply these Principles with integrity consistent with the legitimate role of business. We will develop and implement company policies, procedures, training and internal reporting structures to ensure commitment to these principles throughout our organization. We believe the application of these Principles will achieve greater tolerance and better understanding among peoples, and advance the culture of peace.

Accordingly, we will:

- Express our support for universal human rights and, particularly, those of our employees, the communities within which we operate, and parties with whom we do business.
- Promote equal opportunity for our employees at all levels of the company with respect to issues such as color, race, gender, age, ethnicity or religious beliefs, and operate without unacceptable worker treatment such as the exploitation of children, physical punishment, female abuse, involuntary servitude, or other forms of abuse.
- Respect our employees' voluntary freedom of association.
- Compensate our employees to enable them to meet at least their basic needs and provide the opportunity to improve their skill and capability in order to raise their social and economic opportunities.
- Provide a safe and healthy workplace; protect human health and the environment; and promote sustainable development.
- Promote fair competition including respect for intellectual and other property rights, and not offer, pay or accept bribes.
- Work with governments and communities in which we do business to improve the quality of life in those communities – their educational, cultural, economic and social well-being – and seek to provide training and opportunities for workers from disadvantaged backgrounds.
- Promote the application of these principles by those with whom we do business.

We will be transparent in our implementation of these principles and provide information which demonstrates publicly our commitment to them.

DRAFT PROGRAM

Global Sullivan Principles Announcement at the United Nations

Opening Statement	Mr. John Ruggie Assistant Secretary General United Nations
Greetings from the Core Drafting Committee	Mr. Alan Detheridge Senior Corporate Advisor Shell International Petroleum Company, Ltd.
Statement of Support	His Excellency Pierre Sans Director General Amnesty International
Overview of the United Nations	Mr. Patrick Hayford Director for African Affairs Executive Office of the Secretary General United Nations
Corporate Support	Mr. Reuben Mark Chairman & Chief Executive Officer Colgate-Palmolive Company
Statement of Support	His Excellency Richard Howitt Member of Parliament European Union
Corporate Support	Mr. Jack Smith Chairman and Chief Executive Officer General Motors Corporation
.....	Mr. Ken Derr Chairman and Chief Executive Officer Chevron, Inc.
Addresses	His Excellency Kofi Annan Secretary General United Nations
.....	Reverend Dr. Leon H. Sullivan Author, Global Sullivan Principles
Adjournment	

EASYLINK 5464853S001 29OCT99 13:44/13:44 EST
FROM: 62029160
AMERICAN EXPRESS TRAVEL
TO: 2024562439

SALES PERSON: 60
CUSTOMER NBR: 1695000023

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DATE: 29 OCT 99
PAGE: 01

TO: AMERICAN EXPRESS TRAVEL
OEOB ROOM 87
WASHINGTON DC 20502
TEL 202-456-2250/FAX 202-456-6670
MS SANDY THURMAN

FOR: THURMAN/SANDY MS

02 NOV 99 - TUESDAY

AIR	DELTA AIR LINES INC	FLT:1742	COACH	SNACK
	LV WASHINGTON REAGAN		730A	EQP: BOEING 727-200
	DEPART: TERMINAL B			59MIN
	AR NEW YORK LGA		829A	NON-STOP
	ARRIVE: MARINE AIR TERMINAL			REF: V64K0V
AIR	DELTA AIR LINES INC	FLT:1761	COACH	SNACK
	LV NEW YORK LGA		430P	EQP: BOEING 727-200
	DEPART: MARINE AIR TERMINAL			01HR 09MIN
	AR WASHINGTON REAGAN		539P	NON-STOP
	ARRIVE: TERMINAL B			REF: V64K0V

26 APR 00 - WEDNESDAY

OTHER WASHINGTON
HAVE A GOOD TRIP.

THE FARE AS OF 29OCT IS 96.50 USD
AIR FARE SUBJECT TO CHANGE. PLEASE CALL FOR CORRECT
FARE BEFORE PROCESSING TRAVEL AUTHORIZATION.

SECURITY ALERT INFORMATION

DUE TO THE FAA MANDATED INCREASE IN AIRPORT SECURITY
YOU MAY BE REQUIRED TO PRODUCE A PHOTO IDENTIFICATION
AT AIRPORT CHECKIN.

REMINDER

ALL FREQUENT FLYER BENEFITS EARNED ON OFFICIAL TRAVEL
ARE THE SOLE PROPERTY OF THE U.S. GOVERNMENT AND CANNOT
BE REDEEMED FOR PERSONAL USE.

ALL UNUSED TICKETS ARE TO BE RETURNED TO AMERICAN
EXPRESS OR YOUR TRAVEL COORDINATOR IMMEDIATELY UPON
RETURN FROM TRAVEL OR WHEN TRIP HAS BEEN CANCELED.

FOR AFTER HOURS EMERGENCIES

CALL 800-847-0242/YOUR HOTLINE CODE IS KC52

.....
THANK YOU FOR TRAVELING WITH AMERICAN EXPRESS.

**Sandra L. Thurman
Director
Office of National AIDS Policy
Global Sullivan Principals Announcement
New York, November 2, 1999**

8:30 – 9:30 AM Delta Airlines Shuttle Flight #1744
Departing Washington National en route LaGuardia

Taxi to: United Nations Headquarters
1st Avenue and 46th Street
Proceed to Visitors entrance and you will be escorted to meeting room.
With problems, ask for Pearlina Jackson (with Rev. Sullivan's office)
P: 212/963-1234 (UN main number – dial 0 for operator and ask for
Secretary generals office)

10:30 – 1:00 PM Announcement/Meeting in Conference Room IV

1:15 – 3:00 PM Lunch- West Terrace Dining Room
Informal lunch- there will be speakers (some CEOs) but the agenda is
not firm

Taxi to LaGuardia

4:30 – 5:39 PM Delta Airlines Shuttle Flight #1761
Departing LaGuardia en route Washington National

Contacts	<u>Cheryl</u>	Page: Signal	Office: 202/456-2959
	<u>Sarah</u>	Page: 672-9860	Office: 202/395-1441

ADP00 COVERAGE

REVEREND LEON SULLIVAN TO ANNOUNCE CORPORATE SOCIAL RESPONSIBILITY PRINCIPLES

— Historic United Nations Meeting November 2nd —

Before an audience of 500 dignitaries, world leaders, humanitarians and corporate CEOs, Reverend Leon H. Sullivan, recipient of the Presidential Medal of Freedom, will announce at The United Nations a historical, unprecedented set of corporate responsibility principles, aptly named, the "Global Sullivan Principles." Media Q&A session and lunch to follow.

Reverend Sullivan will be joined by Secretary-General Kofi Annan, as well as CEOs from Sunoco, Inc.; Chevron; Colgate-Palmolive; General Motors Corporation, Shell Oil and CALPERS.

The historical impact of this event will be most significant. The Principles are in keeping with the "Global Compact" that the Secretary-General Kofi Annan issued earlier this year. They are rooted in the 1977 "Sullivan Principles for South Africa," which played a large part in ending apartheid in that country, and have since been adopted by multinational companies and a Latin American business association for adoption by businesses around the world. They address universal human rights, equal employment and compensation opportunities, healthy and safe workplaces and private/public partnerships to advance the quality of life in the communities in which companies operate.

The United Nations
Entrance: 44th Street & 1st Avenue
Conference Room #2
New York, NY

Tuesday, November 2, 1999
Special Session: 10:30 a.m. to 12 noon
Media Q&A at 12 noon
Lunch with additional VIP speakers to follow

Corporate CEO remarks at 10:30 a.m.
Secretary-General Kofi Annan to speak at 12 noon
Reverend Leon Sullivan to speak at 12:15 p.m.
Media Q&A to follow

REGISTRATION: Covering media must register in advance no later than Friday, October 29th at 10:30 a.m. Please contact Maura Fox (215) 790-4403; Laura Lebaudy (215) 790-4396 or Jimmy Chang (215) 790-4352.

DRAFT PROGRAM

Sullivan Principles Announcement at the United Nations

Mr. John Ruggie
Assistant Secretary General
United Nations

Former Vice-Chair Drafting Committee Mr. Alan Detheridge
Senior Corporate Advisor
Shell International Petroleum Company, Ltd.

Mr. G. SAGGIA His Excellency Pierre Sarr
Director General
Amnesty International

United Nations Mr. Patrick Hayford
Director for African Affairs
Executive Office of the Secretary General
United Nations

..... Mr. Reuben Mark
Chairman & Chief Executive Officer
Colgate-Palmolive Company

Mr. J. S. Sussner His Excellency Richard Howitt
Member of Parliament
European Union

Mr. Jack Smith
Chairman and Chief Executive Officer
General Motors Corporation

..... Mr. Ken Dart
Chairman and Chief Executive Officer
Chevron, Inc.

..... His Excellency Kofi Annan
Secretary General
United Nations

..... Reverend Dr. Leon H. Sullivan
Author, *Global Sullivan Principles*