

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. memo	To WAVES from Evan Ryan re: clearing Robert Greenstein and Sharon Parrott (partial) (1 page)	10/05/94	b(6)

COLLECTION:

Clinton Presidential Records
First lady's Office
Maggie Williams (Subject Files)
OA/Box Number: 12165

FOLDER TITLE:

EMR [Evan Maureen Ryan] Memos [2]

2013-0359-S

ry1398

RESTRICTION CODES

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

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

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P3 Release would violate a Federal statute [(a)(3) of the PRA]
P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
P6 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. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

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]
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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 concerning wells [(b)(9) of the FOIA]

THE WHITE HOUSE
WASHINGTON

November 1, 1994

MEMORANDUM TO: JODIE TORKELSON
JUNE KING
WHITE HOUSE MANAGEMENT AND ADMINISTRATION

FROM: EVAN RYAN 
OFFICE OF THE FIRST LADY

SUBJECT: KEYS TO FIRST LADY'S OFFICE AND MAGGIE WILLIAMS
WEST WING OFFICE

Marge Tarmey is the new Assistant to the Chief of Staff. In her new position it would be very helpful if she had keys to the First Lady's Office, Room 100 OEOB, and to Maggie Williams West Wing Office. Please call me at x66266 if you have any questions. Thank you.

THE WHITE HOUSE

WASHINGTON

October 31, 1994

MEMORANDUM TO: TRACY LABRECQUE

FROM:

EVAN RYAN 

Warren Cowan talked to HRC a couple of nights ago at Merv Griffin's house. He is married to Barbara Rush, the actress. He called the office today because he wants to be a guest at a State Dinner. Maggie wanted to send this request to Ann since the Ukraine dinner is coming up. His number is 310-275-0777. Please tell Ann that Maggie would like him to be considered. Call me at x66266 if you have any questions. Thanks.

WALTER H. ANNENBERG

October 12, 1994

Ms. Evan Ryan
Office of the Chief of Staff
to the First Lady
The White House
1600 Pennsylvania Avenue
Washington, DC 20500

Dear Ms. Ryan:

Per our conversation this morning, I am enclosing a letter to the President from Ambassador Annenberg and I do thank you for agreeing to see that it is routed directly to President Clinton, thereby avoiding its getting lost in the sea of mail he receives.

Best regards.

Sincerely,



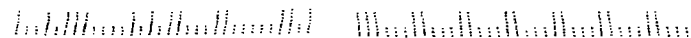
Renée A. Rogen (Mrs.)
Secretary to W. H. Annenberg

Enclosure

St. Davids Center
Suite A-200
150 Radnor-Chester Road
St. Davids, PA 19087



Ms. Evan Ryan
Office of the Chief of Staff
to the First Lady
The White House
1600 Pennsylvania Avenue
Washington, DC 20500



WALTER H. ANNENBERG
ST. DAVIDS CENTER, SUITE A-200
150 RADNOR-CHESTER ROAD
ST. DAVIDS, PENNSYLVANIA 19087

PHOTOCOPY
PRESERVATION

THE WHITE HOUSE
WASHINGTON

October 12, 1994

MEMORANDUM TO: ANDREA RUTLEDGE

FROM: EVAN RYAN *ER*

SUBJECT: EAST EXECUTIVE AVENUE PARKING

Carolyn Huber would like to relinquish her parking space on East Executive Avenue. In her place she would like Eric Hothem to have her space. Eric understands that the tax liability on this space would accrue to him. I appreciate any help you are able to give us on this matter. If you have any questions, please call me at x66266. Thank you.

Withdrawal/Redaction Marker

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October 5, 1994

MEMORANDUM TO WAVES

FROM EVAN RYAN

Please clear Robert Greenstein, (b)(6), and Sharon Parrott, (b)(6),
(b)(6), in to Room 100 OEOB tomorrow, October 6, 1994 at 4:00
p.m.. Call me at x66266 if you have any questions. Thank you.

[001]

THE WHITE HOUSE
WASHINGTON

October 3, 1994

MEMORANDUM TO CRAIG LIVINGSTONE
FROM EVAN RYAN *ER*
OFFICE OF THE FIRST LADY
SUBJECT HARD BADGE FOR ESTABANIA LASTRA

Estabania Lastra has been a volunteer in the Office of the First Lady in the evenings since March 1993. It would be very helpful if she had a hard badge to get her into the building in the evenings. Any assistance you can provide on this matter would be greatly appreciated. If you have any questions, please don't hesitate to call me on x66266. Thank you.

THE WHITE HOUSE
WASHINGTON

October 17, 1994

Michelle Stuart
1282 Ashby State Road
Fitchburg, Massachusetts 01412

Dear Ms. Stuart:

I am happy to forward the enclosed material. I understand you will be representing professional women this year.

Have a safe and happy Halloween.

Sincerely,

Evan Ryan
Office of the First Lady

THE WHITE HOUSE
WASHINGTON

October 18, 1994

MEMORANDUM TO: CLAUDE TAYLOR

FROM: EVAN RYAN 
OFFICE OF THE FIRST LADY

SUBJECT: VOLUNTEERS FOR THE OFFICE OF THE FIRST LADY

We are interested in having some new volunteers in the First Lady's Office. Volunteers will be answering the phone, opening and distributing mail, xeroxing, and occasionally drafting correspondence. We are interested in a diverse group of people. The time slots that are of particular importance to this office are evenings from 5-8 p.m., and all day Friday.

THE WHITE HOUSE
WASHINGTON

October 18, 1994

Kate Britton
8708 Brook Road
McLean, VA 22102

Dear Kate:

Thank you and please thank all the members of your Prayer Group for including the First Lady's staff in your thoughts and prayers. I know that every member of the staff appreciates your thoughtfulness. We truly rely on the prayers and support of people like yourself. Below, please find the names of First Lady staff members.

Maggie Williams
Marge Tarmey
Evan Ryan
Melanne Verveer
Lisa Caputo
Neel Lattimore
Karen Finney
Ann Stock
Robyn Dickey
Tracy LaBrecque

Helen Dickey
Capricia Marshall
Alice Pushkar

Chief of Staff
Assistant to the Chief of Staff
Office Manager
Deputy Chief of Staff
Press Secretary
Deputy Press Secretary
Deputy Press Secretary
Social Secretary
Deputy Social Secretary
Special Assistant to the Social
Secretary
Assistant to the Social Secretary
Special Assistant to the First Lady
Director of First Lady's
Correspondence

If there is anything else I can do, please do not hesitate to contact me. Thank you again for your prayers.

Sincerely,



Evan Ryan
Office Manager
Office of the First Lady

Oct. 3, 1994

KATE BRITTON

Dear Evan,

Our little Prayer Group would like to be able to pray for Hillary's staff by name each month when we meet. Could you provide me with a list of all of you? We know how much you all do for the nation which goes unrecognized ^{and} we feel a particular duty ^{and} joy in thanking God for each of you, as well as requesting his protection, comfort ^{and} wisdom over each

of you.

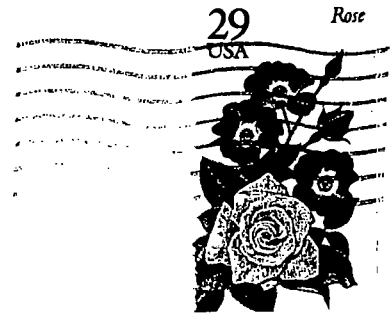
Your help in this would be greatly appreciated. Just send it to me ^{and} I'll pass copies.

Gratifully,

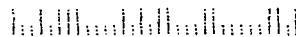
♥ Kate

"Whatever you do, do it heartily,
as to the Lord, ^{and} not unto men."
St. Paul's Letter to the Colossians 3:23

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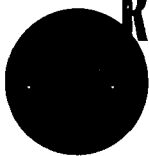
Evan Ryan
office of the First Lady
Room 100
OEOB
Washington, D.C. 20500



8708 BROOK ROAD
MCLEAN, VIRGINIA 22102

PHOTOCOPY
PRESERVATION

Eran



ROCKHURST

Kansas City's Jesuit College

Ed Lieberman
828-1348

October 13, 1994

Dear Maggie,

Hope this finds things going well for you. I met the President again on his latest trip to Kansas City, and he was in excellent form. My wife went to the dinner for Alan Wheat with a friend whom we have gotten involved as a donor to Alan's campaign, and both were very impressed and excited. I also enjoyed my volunteer work helping check in media folks covering the President's visit.

We will be in Washington next month when I attend a higher education conference on national media, and plan to stay over after the conference. From noon on Friday, Nov. 11, through Wednesday morning, Nov. 16, we will be tourists in Washington with our daughter. Any advice or assistance you could give would be greatly appreciated, and if possible we would enjoy meeting you while we are there.

Keep up the great work in the face of huge obstacles. As always, please let me know if there is anything I can do to help.

Sincerely,

Bob

Bob Jacobi, Jr.
Director
Media Relations

call & get them White House Tour -

1046-1048
Nov. 15th
3 tickets 8:45

then set up meeting with me

Office of Public Relations and Marketing

1100 Rockhurst Road, Kansas City, MO 64110-2561 Fax 816-926-4136 816-926-4895

THE WHITE HOUSE
WASHINGTON

October 24, 1994

MEMORANDUM FOR PATSY THOMASSON
OFFICE OF ADMINISTRATION

FROM: MARGE TARMEY *M. Tarmey*
OFFICE OF THE FIRST LADY

RE: REQUEST FOR BADGE CHANGE

Nicole Rabner has worked in our office as Melanne Verveer's assistant for a full year. Her official status, however, is volunteer and she carries a VOL badge. This prevents her from clearing people in through WAVES, etc. Please let me know how we might change her badge to a "W," so that she can perform her job more effectively. Thank you for your help. Please call me at Ext. 66266 to follow up.

Judy LaBrecque

November 14, 1994

MEMORANDUM TO: STAFF

FROM: MAGGIE WILLIAMS

Please return this sheet to Evan Ryan, Room 100 OEOB, with your signature, when you have read the attached memos. Make sure that you understand the policies and rules regarding White House contacts with different agencies. Thank you.

Judy LaBrecque

I have read and understand the memos regarding:

- Contacts With Agencies On Rulemaking Matters;
- WH Contacts With Agencies And Departments Regarding Investigations, Enforcement Actions, And Adjudications;
- Contacts With Independent Agencies And The IRS

Ann Stock

November 14, 1994

MEMORANDUM TO: STAFF

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[Signature]

11/15/94

I have read and understand the memos regarding:

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- WH Contacts With Agencies And Departments Regarding Investigations, Enforcement Actions, And Adjudications;
- Contacts With Independent Agencies And The IRS

Robyn Dickey

November 14, 1994

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FROM: MAGGIE WILLIAMS

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ROBYN G. DICKEY

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- WH Contacts With Agencies And Departments Regarding Investigations, Enforcement Actions, And Adjudications;
- Contacts With Independent Agencies And The IRS

THE WHITE HOUSE

WASHINGTON

November 10, 1994

MEMORANDUM FOR WHITE HOUSE STAFF

FROM:

ABNER J. MIKVA 
COUNSEL TO THE PRESIDENT

JOEL I. KLEIN 
DEPUTY COUNSEL TO THE PRESIDENT

SUBJECT: CONTACTS WITH AGENCIES ON RULEMAKING MATTERS

This memorandum sets forth the policies on contacts by White House staff with executive branch departments and agencies on pending rulemaking matters.

The courts have consistently recognized the President's constitutional authority to supervise and guide rulemaking by Executive Branch departments and agencies. In 1993, President Clinton signed Executive Order 12866, "Regulatory Planning and Review," as part of this Administration's efforts to reform the regulatory review process. Consistent with this Executive Order, White House staff should adhere to the following guidelines:

1. White House staff may contact executive branch departments and agencies regarding a pending rulemaking matter if the purpose of the communication is not to influence the outcome of a pending rulemaking proceeding (e.g., a status inquiry). In such cases, White House staff should immediately state that their purpose is not to influence the outcome of the proceeding.

2. If the purpose of a contact is to influence the outcome of a pending rulemaking, White House staff members should, prior to making the contact, (a) obtain approval from the Assistant or Deputy Assistant to the President who is their principal supervisor, and (b) coordinate the contact with the Administrator of OIRA, who will advise on the appropriateness of the contact.

3. If a member of the public (that is, a person not employed by the Executive Branch, Congress or the federal judiciary) approaches the White House and asks to have a position or information considered in a pending rulemaking proceeding, White House staff members should inform the person that input from the public must be submitted in writing if it is to be incorporated into the rulemaking process. Non-written comments from the public should not be communicated by White House staff to departments, agencies, OIRA or anyone else involved in the rulemaking or review process.

4. Any written communications from members of the public on pending rulemaking matters are to be forwarded by the recipient to the relevant department or agency for inclusion in the public docket. These rules apply to all pending rulemaking matters, including matters under review by the President, Vice President, or any other regulatory policy advisor.

THE WHITE HOUSE

WASHINGTON

November 10, 1994

MEMORANDUM FOR WHITE HOUSE STAFF

FROM:

ABNER J. MIKVA *AM*
COUNSEL TO THE PRESIDENT

JOEL I. KLEIN *JK*
DEPUTY COUNSEL TO THE PRESIDENT

SUBJECT:

WHITE HOUSE CONTACTS WITH AGENCIES AND DEPARTMENTS
REGARDING INVESTIGATIONS, ENFORCEMENT ACTIONS, AND
ADJUDICATIONS

This memo concerns one of the particularly important categories of White House contacts with Executive Branch departments and agencies -- those involving investigations, enforcement actions, or adjudications. It is imperative that all White House staff abide by these rules.

"Investigations" and "enforcement actions" are matters related to investigating, reviewing, or pursuing potential or actual administrative, criminal, or civil charges for alleged violations of law or regulations by specific individuals or entities. "Adjudications" are matters decided at an administrative or judicial hearing, or similar proceeding in which a department or agency determines the rights of particular individuals or entities.

Contact with any Executive Branch department or agency concerning any investigation, enforcement action, or adjudication -- whether civil or criminal -- should be undertaken only by the Counsel's Office. You should not contact any department or agency regarding any such matter. Rather, you should request that the contact be made by the Counsel or the Deputy Counsel, who will decide whether the contact is appropriate and will report back to you to the extent warranted.

By the same token, if anyone at any department or agency or anybody from outside the government contacts you about any investigation, enforcement action, or adjudication, you should promptly advise the Counsel or Deputy Counsel, who will decide whether to pursue the contact and will report back to you as warranted.

If you have any question about whether a department or agency matter involves an investigation, enforcement action, or adjudication, or if you have any other question concerning the matters raised in this memorandum, please direct it promptly to the Counsel's Office.

THE WHITE HOUSE

WASHINGTON

November 10, 1994

MEMORANDUM FOR WHITE HOUSE STAFF

FROM: ABNER J. MIKVA *ajm*
COUNSEL TO THE PRESIDENT

JOEL I. KLEIN
DEPUTY COUNSEL TO THE PRESIDENT

SUBJECT: CONTACTS WITH INDEPENDENT AGENCIES AND THE IRS

Congress has created a number of so-called "independent" agencies. These include the Commodity Futures Trading Commission, Consumer Product Safety Commission, Federal Communications Commission, Federal Election Commission, Federal Maritime Commission, Federal Reserve Board, Federal Trade Commission, Interstate Commerce Commission, National Credit Union Administration, National Labor Relations Board, National Transportation Safety Board, Nuclear Regulatory Commission, Occupational Safety and Health Review Commission, Securities and Exchange Commission, and U.S. International Trade Commission.

As in the case of executive branch agencies, contact with any "independent" department or agency concerning any investigation, enforcement action or adjudication should be undertaken, if appropriate, only by the Counsel or Deputy Counsel. You should not contact, or respond to a contact from, an "independent" agency regarding any such matter. Rather, you should request that any contact or response be made by the Counsel or the Deputy Counsel, who will decide whether the contact is appropriate and will report to you as warranted.

In addition, it is also White House policy that communications with "independent" agencies regarding any other matters, including policy matters or requests for status reports, should be cleared in advance by the Counsel's Office to ensure that the communication is appropriate and that no special rules apply. (Where appropriate, advance clearance can be provided for categories of contacts.) The sole exception to this policy is communication on routine administrative matters (e.g., obtaining an address or phone number, public releases or documents, or scheduling).

* * *

Finally, because of the sensitive investigative and enforcement powers of the Internal Revenue Service, and the confidential personal information the IRS handles, it is White House policy that no member of the White House staff should have any communication of any type with the IRS without prior approval of the Counsel or Deputy Counsel.

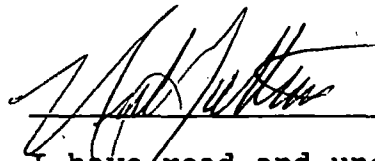
Neel

November 14, 1994

MEMORANDUM TO: STAFF

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Please return this sheet to Evan Ryan, Room 100 OEOB, with your signature, when you have read the attached memos. Make sure that you understand the policies and rules regarding White House contacts with different agencies. Thank you.



I have read and understand the memos regarding:

- Contacts With Agencies On Rulemaking Matters;
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THE WHITE HOUSE

WASHINGTON

November 10, 1994

MEMORANDUM FOR WHITE HOUSE STAFF

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ABNER J. MIKVA 
COUNSEL TO THE PRESIDENT

JOEL I. KLEIN 
DEPUTY COUNSEL TO THE PRESIDENT

SUBJECT: CONTACTS WITH AGENCIES ON RULEMAKING MATTERS

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The courts have consistently recognized the President's constitutional authority to supervise and guide rulemaking by Executive Branch departments and agencies. In 1993, President Clinton signed Executive Order 12866, "Regulatory Planning and Review," as part of this Administration's efforts to reform the regulatory review process. Consistent with this Executive Order, White House staff should adhere to the following guidelines:

1. White House staff may contact executive branch departments and agencies regarding a pending rulemaking matter if the purpose of the communication is not to influence the outcome of a pending rulemaking proceeding (e.g., a status inquiry). In such cases, White House staff should immediately state that their purpose is not to influence the outcome of the proceeding.

2. If the purpose of a contact is to influence the outcome of a pending rulemaking, White House staff members should, prior to making the contact, (a) obtain approval from the Assistant or Deputy Assistant to the President who is their principal supervisor, and (b) coordinate the contact with the Administrator of OIRA, who will advise on the appropriateness of the contact.

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THE WHITE HOUSE

WASHINGTON

November 10, 1994

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THE WHITE HOUSE

WASHINGTON

November 10, 1994

MEMORANDUM FOR WHITE HOUSE STAFF

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COUNSEL TO THE PRESIDENT

JOEL I. KLEIN
DEPUTY COUNSEL TO THE PRESIDENT

SUBJECT: CONTACTS WITH INDEPENDENT AGENCIES AND THE IRS

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Marge

November 14, 1994

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Maggie Williams

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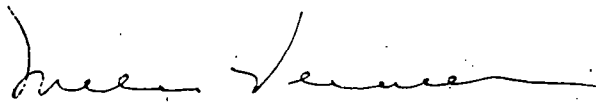
Melanne

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THE WHITE HOUSE

WASHINGTON

November 10, 1994

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COUNSEL TO THE PRESIDENT

JOEL I. KLEIN 
DEPUTY COUNSEL TO THE PRESIDENT

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3. If a member of the public (that is, a person not employed by the Executive Branch, Congress or the federal judiciary) approaches the White House and asks to have a position or information considered in a pending rulemaking proceeding, White House staff members should inform the person that input from the public must be submitted in writing if it is to be incorporated into the rulemaking process. Non-written comments from the public should not be communicated by White House staff to departments, agencies, OIRA or anyone else involved in the rulemaking or review process.

4. Any written communications from members of the public on pending rulemaking matters are to be forwarded by the recipient to the relevant department or agency for inclusion in the public docket. These rules apply to all pending rulemaking matters, including matters under review by the President, Vice President, or any other regulatory policy advisor.

THE WHITE HOUSE

WASHINGTON

November 10, 1994

MEMORANDUM FOR WHITE HOUSE STAFF

FROM:

ABNER J. MIKVA *ajm*
COUNSEL TO THE PRESIDENT

JOEL I. KLEIN *JK*
DEPUTY COUNSEL TO THE PRESIDENT

SUBJECT:

WHITE HOUSE CONTACTS WITH AGENCIES AND DEPARTMENTS
REGARDING INVESTIGATIONS, ENFORCEMENT ACTIONS, AND
ADJUDICATIONS

This memo concerns one of the particularly important categories of White House contacts with Executive Branch departments and agencies -- those involving investigations, enforcement actions, or adjudications. It is imperative that all White House staff abide by these rules.

"Investigations" and "enforcement actions" are matters related to investigating, reviewing, or pursuing potential or actual administrative, criminal, or civil charges for alleged violations of law or regulations by specific individuals or entities. "Adjudications" are matters decided at an administrative or judicial hearing, or similar proceeding in which a department or agency determines the rights of particular individuals or entities.

Contact with any Executive Branch department or agency concerning any investigation, enforcement action, or adjudication -- whether civil or criminal -- should be undertaken only by the Counsel's Office. You should not contact any department or agency regarding any such matter. Rather, you should request that the contact be made by the Counsel or the Deputy Counsel, who will decide whether the contact is appropriate and will report back to you to the extent warranted.

By the same token, if anyone at any department or agency or anybody from outside the government contacts you about any investigation, enforcement action, or adjudication, you should promptly advise the Counsel or Deputy Counsel, who will decide whether to pursue the contact and will report back to you as warranted.

If you have any question about whether a department or agency matter involves an investigation, enforcement action, or adjudication, or if you have any other question concerning the matters raised in this memorandum, please direct it promptly to the Counsel's Office.

THE WHITE HOUSE

WASHINGTON

November 10, 1994

MEMORANDUM FOR WHITE HOUSE STAFF

FROM: ABNER J. MIKVA *ajm*
COUNSEL TO THE PRESIDENT

JOEL I. KLEIN
DEPUTY COUNSEL TO THE PRESIDENT

SUBJECT: CONTACTS WITH INDEPENDENT AGENCIES AND THE IRS

Congress has created a number of so-called "independent" agencies. These include the Commodity Futures Trading Commission, Consumer Product Safety Commission, Federal Communications Commission, Federal Election Commission, Federal Maritime Commission, Federal Reserve Board, Federal Trade Commission, Interstate Commerce Commission, National Credit Union Administration, National Labor Relations Board, National Transportation Safety Board, Nuclear Regulatory Commission, Occupational Safety and Health Review Commission, Securities and Exchange Commission, and U.S. International Trade Commission.

As in the case of executive branch agencies, contact with any "independent" department or agency concerning any investigation, enforcement action or adjudication should be undertaken, if appropriate, only by the Counsel or Deputy Counsel. You should not contact, or respond to a contact from, an "independent" agency regarding any such matter. Rather, you should request that any contact or response be made by the Counsel or the Deputy Counsel, who will decide whether the contact is appropriate and will report to you as warranted.

In addition, it is also White House policy that communications with "independent" agencies regarding any other matters, including policy matters or requests for status reports, should be cleared in advance by the Counsel's Office to ensure that the communication is appropriate and that no special rules apply. (Where appropriate, advance clearance can be provided for categories of contacts.) The sole exception to this policy is communication on routine administrative matters (e.g., obtaining an address or phone number, public releases or documents, or scheduling).

* * *

Finally, because of the sensitive investigative and enforcement powers of the Internal Revenue Service, and the confidential personal information the IRS handles, it is White House policy that no member of the White House staff should have any communication of any type with the IRS without prior approval of the Counsel or Deputy Counsel.

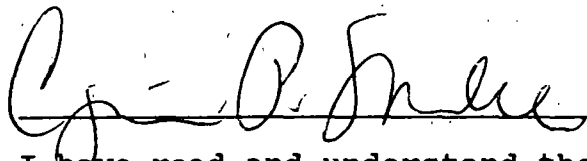
Caprice Marshall

November 14, 1994

MEMORANDUM TO: STAFF

FROM: MAGGIE WILLIAMS

Please return this sheet to Evan Ryan, Room 100 OEOP, with your signature, when you have read the attached memos. Make sure that you understand the policies and rules regarding White House contacts with different agencies. Thank you.



I have read and understand the memos regarding:

- Contacts With Agencies On Rulemaking Matters;
- WH Contacts With Agencies And Departments Regarding Investigations, Enforcement Actions, And Adjudications;
- Contacts With Independent Agencies And The IRS

THE WHITE HOUSE

WASHINGTON

November 10, 1994

MEMORANDUM FOR WHITE HOUSE STAFF

FROM:

ABNER J. MIKVA *ajm*
COUNSEL TO THE PRESIDENT

JOEL I. KLEIN *JK*
DEPUTY COUNSEL TO THE PRESIDENT

SUBJECT: CONTACTS WITH AGENCIES ON RULEMAKING MATTERS

This memorandum sets forth the policies on contacts by White House staff with executive branch departments and agencies on pending rulemaking matters.

The courts have consistently recognized the President's constitutional authority to supervise and guide rulemaking by Executive Branch departments and agencies. In 1993, President Clinton signed Executive Order 12866, "Regulatory Planning and Review," as part of this Administration's efforts to reform the regulatory review process. Consistent with this Executive Order, White House staff should adhere to the following guidelines:

1. White House staff may contact executive branch departments and agencies regarding a pending rulemaking matter if the purpose of the communication is not to influence the outcome of a pending rulemaking proceeding (e.g., a status inquiry). In such cases, White House staff should immediately state that their purpose is not to influence the outcome of the proceeding.

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THE WHITE HOUSE

WASHINGTON

November 10, 1994

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FROM: ABNER J. MIKVA *ajm*
COUNSEL TO THE PRESIDENT

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THE WHITE HOUSE

WASHINGTON

November 10, 1994

MEMORANDUM FOR WHITE HOUSE STAFF

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COUNSEL TO THE PRESIDENT

JOEL I. KLEIN
DEPUTY COUNSEL TO THE PRESIDENT

SUBJECT: CONTACTS WITH INDEPENDENT AGENCIES AND THE IRS

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Karen

November 14, 1994

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Karen Finney

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THE WHITE HOUSE

WASHINGTON

November 10, 1994

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JOEL I. KLEIN 
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THE WHITE HOUSE

WASHINGTON

November 10, 1994

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ABNER J. MIKVA *ajm*
COUNSEL TO THE PRESIDENT

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THE WHITE HOUSE

WASHINGTON

November 10, 1994

MEMORANDUM FOR WHITE HOUSE STAFF

FROM: ABNER J. MIKVA *AM*
COUNSEL TO THE PRESIDENT

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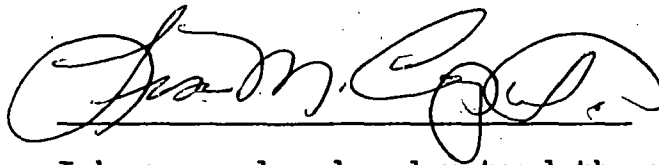
Lisa

November 14, 1994

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A handwritten signature in dark ink, appearing to read "Evan Ryan", written over a horizontal line.

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- WH Contacts With Agencies And Departments Regarding Investigations, Enforcement Actions, And Adjudications;
- Contacts With Independent Agencies And The IRS

THE WHITE HOUSE

WASHINGTON

December 4, 1995

Ms. Pamela Schofield
98 Pierce Road
Watertown, MA 02172

Dear Ms. Schofield:

Enclosed you will find the remarks by the First Lady at the Fifth Conference of Wives of Heads of State and of Governments of the Americas in Asuncion, Paraguay.

I hope your daughter will enjoy having this piece of history from her native land.

If you need anything else just let us know.

Sincerely,

A handwritten signature in cursive script that reads "Evan Ryan".

Evan Ryan
Special Assistant to the
Chief of Staff
Office of the First Lady