

FOIA MARKER

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Collection/Record Group: Clinton Presidential Records
Subgroup/Office of Origin: National AIDS Policy Office
Series/Staff Member: Sandra Thurman
Subseries:

OA/ID Number: 40015
FolderID:

Folder Title:
AIDS Policy

Stack:	Row:	Section:	Shelf:	Position:
S	66	6	1	1

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. form	re: Application for White House internship [Personally Identifiable Information] [Non-selection] (2 pages)	05/28/2000	b(6)
002. statement	re: Application for White House internship [Personally Identifiable Information] [partial] (3 pages)	00/00/0000	b(6)
003. transcript	re: Academic record (4 pages)	05/11/2000	b(6)
004. letter	re: Application for White House internship [Personally Identifiable Information] [partial] (1 page)	05/28/2000	b(6)
005. form	re: Application for White House internship [Personally Identifiable Information] [Non-selection] (2 pages)	05/30/2000	b(6)
006. transcript	re: Academic record (1 page)	06/28/2000	b(6)
007. form	re: Application for White House internship [Personally Identifiable Information] [Non-selection] (2 pages)	05/05/2000	b(6)
008. statement	re: Application for White House internship [Personally Identifiable Information] [partial] (4 pages)	00/00/0000	b(6)
009. transcript	re: Academic record (1 page)	05/04/2000	b(6)

COLLECTION:

Clinton Presidential Records
National AIDS Policy Office
Sandra Thurman
OA/Box Number: 40015

FOLDER TITLE:

AIDS Policy

2018-0764-F

jm1999

RESTRICTION CODES

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

- 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.

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

Intern Supervisors Meeting

**Meeting Agenda
August 8, 2000**

Introductions/ Reintroductions:

Status of Fall 2000 Session:

- Fall Acceptances Mailed Out in July - Over 180 Accepted
- Orientation Information for the Fall 2000 Session
Introduction of Supervisors and Pick Up of Interns: September 5, 2000, 11:45am, EEOB 450 - (Please be prepared to give a 2-5 minute speech on your office)
- Fall Session Dates: September 5, 2000 to December 22, 2000
- Reminder: 25 hour commitment

White House Internship Communication Website:

- [http:// www.eop.gov](http://www.eop.gov)
- Please print a copy for your interns or allow them to view the site until their computer accounts are set up. FYI: The website can be viewed in the Intern Office.
- Updated weekly and as changes are made

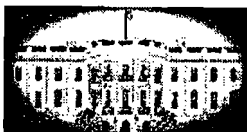
Expediting Requests:

- Blue badges: If you will be requesting a blue badge for an intern, please e-mail Kendee Yamaguchi after the intern has arrived in your office. Only interns who have passed their security clearance (added to the Intern Access List) can be scheduled for drug test appointments. Please e-mail the following information: the intern's name (last, first), social security number, birth date, your office and the best days to schedule a drug test. (The allocated number of blue badges per office is based on the number received from last session. If you are a new supervisor or have forgotten the number allocated, please contact the Intern Office.)
- Computer Accounts - Forms should be sent to the Intern Office (EEOB 84). The Intern Office will sign off on the forms by COB and forward them to Operations.

Distribution of Fall 2000 Applications and Resumes:

- Interns Starting and End Dates
- Subject to Change
- Applications with Resume

Questions/ Comments:



Executive Office of the President



Transportation Subsidy and Employee Survey

To assist with the planning and implementation of this expanded benefits program, please complete this brief on-line survey regarding your current transportation methods and general interest in a subsidy by August 11, 2000.

Retirement Benefits Calculator

A new automated service that provides a way for employees to compute their own retirement annuity estimates!

Online SF-71

Fill out your leave slips in your browser, then print them out. Easy! Convenient!

White House Web Site

Be sure to check out the updated version of the White House Web Site

Office of Administration Homepage



The Office of Administration (OA) is the key provider of support services within the Executive Office of the President.

EOP Competitive Job Vacancies

This site lists competitive job vacancies within the Executive Office of the President.

White House Intern Communication Website

The Intern Communication Website is a valuable source of information about the tours, speakers, and workshops planned by the Intern Office to enhance the White House Interns' experience in Washington, DC and at the White House. In addition, the Intern Working Groups independently pursue the same goal by planning community service opportunities, scheduling social functions, implementing ideas to diversify the applicant pool, and developing a newsletter produced and distributed by interns.

**INTERN COMMUNICATION WEBSITE****THE LATEST INTERN BRIEFING**

Updated on 8.7.00

Cancellation

Due to a scheduling conflict, Secretary Andrew Cuomo will not be speaking on August 11, 2000 at 1:00pm in EEOB 450.

Check Out Procedure

The day before you are checking out, please stop by the White House Internship Program Office (EEOB, Room 84) and pick up an "Intern Program Check Out Form" and a "Program Evaluation form." These forms can be found on the clipboards along the wall. Please fill the forms out entirely. On your last day, bring the completed forms and your blue pass (if you were issued one) to the Intern Office. Please verify the correct forwarding address in case we need to contact you in the future. Interns who have completed their 10-week minimum time commitment to the internship and who have also completed the check out procedure will receive a small gift from the White House for your public service.

Special Announcement

MANY PATHS, ONE JOURNEY: BUILDING ONE AMERICA CAMPUS WEEK OF DIALOGUE 2000
THEME:

OCTOBER 10 - 17, 2000

Campus Week of Dialogue, an effort of the President's Initiative for One American and the Department of Education was launched as part of a broader effort to engage Americans in a conversation on racial reconciliation. College students, university presidents, faculty and administrators are asked to actively participate and sponsor activities on their campuses designed to promote cultural awareness and foster understanding among the many cultures that comprise our youth on campuses nationwide. For more information about Many Paths, One Journey:

Building One America's Campus Week of Dialogue, visit our Web site at

<http://www.ed.gov/campusdialogue/> and <http://www.ed.gov/oneamerica/>. Or email donald_conner@ed.gov and roshone_moore@ed.gov.

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[Links](#) | [Newsletter](#) | [Return to EOP Starting Points](#) | [Rules and Regulations](#)



INTERN COMMUNICATION WEBSITE

CALENDAR OF EVENTS

SCHEDULE

Updated 8.7.00

The Intern Office coordinates a series of tours over the course of the session to enable interns to see and tour other federal agencies in the Washington DC area. Throughout the session, the Intern Office also hosts a Speaker Series program. The goal of this series is to provide interns with an opportunity to meet and hear from Senior White House staff, government officials, and leaders in the Administration.

- Plan ahead as tours are popular events and tend to fill quickly.
- Check the intern hotline (6-5122) and intern briefing for updates regarding their status as well as additions to the schedule.
- Times indicated here reflect our meeting time, not that of the actual tour.
- Please note that more tours and speakers may be added throughout the session.
- Sign up available at 9:00 a.m. in the Intern Office (Room 84) one week before the event unless otherwise specified.
- Click on speaker name or event to learn more about each.
- Please Note: Calendar is subject to change.

		JUNE	
DATE	SIGN-UP	EVENT	TIME
5 Mon. Tour	5.29.00	<u>State Department</u>	8:30 a.m. 17th & G Entrance
7 Wed. Tour	N / A	<u>White House</u>	1:45 p.m.
8 Thur. Tour	6.1.00	<u>Pentagon</u>	1:15 p.m. Visitor's Entrance

16 Fri. Tour	6.9.00	<u>Library of Congress</u>	10:45 a.m. EEOB
20 Tue. Event	N / A	Morocco State Arrival	8:30 a.m. SW Gate
20 Tue. Meeting	N / A	Community Service Committee	12:00 p.m. EEOB 476
21 Wed. Tour	6.14.00	<u>Holocaust Museum</u>	10:30 a.m. 17th & G Entrance
22 Thur. Meeting	N / A	Social Committee	12:00 p.m. EEOB 476
22 Thur. Event	6.15.00	Mercosur for the Millennium	6:00 p.m. Organization of American States
23 Fri. Tour	6.16.00	<u>National Archives</u>	12:00 p.m. 17th & G Entrance
23 Fri. Meeting	N / A	Diversity Committee	12:00 p.m. EEOB 472
24 Sat. Project	N / A	Comm. Service Alexandria / Arlington Project Shelter - Zoo Trip	8:30 a.m. WH / Penn. Entrance
26 Mon. Meeting	N / A	Newsletter Committee	12:00 p.m. EEOB 180
27 Tue. Speaker	6.20.00	Director of Photography Office <u>Sharon Farmer</u>	10:45 a.m. EEOB 450
28 Wed. Tour	6.21.00	<u>Department of Treasury</u> <u>Engraving and Printing</u>	9:45 a.m. 17th & G Entrance
29 Thur. Meeting	N / A	Social Committee	12:00 p.m. EEOB 472
30 Fri. Meeting	N / A	Diversity Committee	12:00 p.m. EEOB 472

		JULY	
DATE	SIGN-UP	EVENT	TIME

3 Mon. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 180
4 Tue. Event	N / A	WH South Lawn Fireworks	7:00 p.m. SW Gate
5 Wed. Tour	6.22.00	<u>CIA</u>	8:15 a.m. EEOB 84
5 Wed. Meeting	N / A	Community Service Committee	12:00 p.m. EEOB 476
5 Wed. Meeting	N / A	Social Committee	12:00 p.m. EEOB 474
7 Fri. Tour	6.30.00	<u>Holocaust Museum</u>	8:45 a.m. 17th & G Entrance
7 Fri. Meeting	N / A	Diversity Committee	12:00 p.m. EEOB 472
8 Sat. Project	N / A	Comm. Service: Mend-A-House	Details in EEOB 84
10 Mon. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 180
10 Mon. Project	N / A	Comm. Service: Sarah House	Details in EEOB 84
11 Tue. Tour	7.3.00	<u>Pentagon</u>	12:15 p.m. 17th & G Entrance
11 Tue. Event	N / A	Comm. Service: Sarah House	8:30 p.m. Details in EEOB 84
12 Wed. Tour	7.5.00	<u>Newseum</u>	8:15 a.m. 17th & G Entrance
13 Thur. Project	N / A	Comm. Service: Martha's Table	6:30 p.m. Details in EEOB 84
13 Thur. Meeting	N / A	Social Committee	12:00 p.m. EEOB 472
13 Thur. Event	N / A	Comm. Service: Sarah House	8:30 p.m. Details in EEOB 84

14 Fri. Speaker	7.7.00	Secretary of Health and Human Services The Honorable <u>Donna E. Shalala</u>	11:45 a.m. EEOB 450
14 Fri. Event	N / A	Social Comm.: Intern Potluck	8:00 p.m. Details in EEOB 84
15 Sat. Event	N / A	Comm. Service: Sarah House	Details in EEOB 84
16 Sun. Project	N / A	Comm. Service: Sarah House	8:30 p.m. Details in EEOB 84
17 Mon. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 180
17 Mon. Project	N / A	Comm. Service: Sarah House	8:30 p.m. Details in EEOB 84
18 Mon. Project	N / A	Comm. Service: Sarah House	8:30 p.m. Details in EEOB 84
19 Wed. Tour	7.12.00	<u>FBI</u>	10:45 a.m. 17th & G Entrance
19 Wed. Project	N / A	Comm. Service: Sarah House	8:30 p.m. Details in EEOB 84
20 Thur. Event	N / A	Social Comm: WH Intern Alumni Panel Discussion	1:00 p.m. EEOB 474
20 Thur. Project	N / A	Comm. Service: Sarah House	8:30 p.m. Details in EEOB 84
21 Fri. Tour	7.14.00	<u>State Department</u>	9:00 a.m. 17th & G Entrance
21 Fri. Meeting	N / A	Diversity Committee	12:00 p.m. EEOB 472
		Deputy Assistant to the President and Senior Advisor	

21 Fri. Speaker	7.14.00	to the Chief of Staff for Indian Affairs and Special Projects Lynn Cutler	12:45 p.m. EEOB 474
22 Sat. Project	N / A	Comm. Service: Mend-A-House	Details in EEOB 84
24 Mon. Tour	7.17.00	<u>Washington Post</u>	9:45 a.m. 17th & G Entrance
24 Mon. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 180
26 Wed. Picture	N / A	Picture with the President	TBA EEOB Steps facing West Wing
27 Thur. Speaker	7.20.00	Assistant to the President and Director of Presidential Personnel Bob Nash	11:45 a.m. EEOB 474
27 Thur. Meeting	N / A	Social Committee	12:00 p.m. EEOB 472
28 Fri. Meeting	N / A	Diversity Committee	12:00 p.m. EEOB 472
28 Fri. Tour	7.21.00	<u>Kennedy Center</u>	3:15 p.m. 17th & G Entrance
31 Mon. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 180

		AUGUST	
DATE	SIGN-UP	EVENT	TIME
1 Tue. Workshop	7.25.00	Graduate Admissions Expert Stephen Goodman	11:45 a.m. EEOB 474
2 Wed. Speaker	7.26.00	Assistant to the President and Director of Public Liaison Mary Beth Cahill	11:45 a.m. EEOB 474
2 Wed. Tour	7.26.00	<u>Department of Engraving and Printing</u>	9:45 a.m. 17th & G Entrance

3 Thur. Tour	7.20.00	<u>CIA</u>	8:15 a.m. EEOB 84
3 Thur. Speaker	7.27.00	Assistant to the President and Deputy Chief of Staff Maria Echaveste	12:15 p.m. EEOB 474
4 Fri. Tour	7.28.00	<u>U.S. Capitol</u>	10:45 a.m. 17th & G Entrance
4 Fri. Speaker	N / A	Chief of Staff to the President John Podesta	10:45 a.m. EEOB 450
7 Mon. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 180
7 Mon. Speaker	N / A	Attorney General The Honorable <u>Janet Reno</u>	2:00 p.m. EEOB 450
9 Wed. Tour	8.2.00	<u>U.S. Capitol</u>	10:45 a.m. 17th & G Entrance
9 Wed. Speaker	N / A	Secretary of Agriculture The Honorable <u>Dan Glickman</u>	11:45 a.m. EEOB 450
10 Thur. Speaker	N / A	Assistant to the President and Director of President's Initiative for One America Ben Johnson	11:45 a.m. EEOB 474
11 Fri. Tour	8.4.00	<u>FBI</u>	10:45 a.m. 17th & G Entrance
14 Mon. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 180
17 Thur. Project	8.10.00	Comm. Serv.: Food and Friends	Details in EEOB 84
17 Thur. Speaker	N / A	<u>Peace Corps</u>	10:45 a.m. EEOB 180
21 Mon. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 180

		SEPTEMBER	
DATE	SIGN-UP	EVENT	TIME
6 Wed. Tour	9.5.00	Eisenhower Executive Office Building	10:00 a.m. EEOB Pennsylvania Entrance Lobby
12 Tue. Tour	N / A	Brown Bag Lunch	12:00 p.m. EEOB 474
13 Wed. Tour	TBA	Supreme Court (tentative)	TBA
14 Thur. Meeting	N / A	Social Committee	12:00 p.m. EEOB 472
14 Thur. Meeting	N / A	Diversity Committee	1:00 p.m. EEOB 472
20 Wed. Tour	TBA	<u>Holocaust Museum</u> (tentative)	10:00 a.m. 17th & G Entrance
21 Thur. Meeting	N / A	Community Service Committee	12:00 p.m. EEOB 472
21 Thur. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 472
27 Wed. Tour	9.20.00	<u>Department of</u> <u>Engraving and Printing</u>	10:00 a.m. 17th & G Entrance
28 Thur. Meeting	N / A	Social Committee	12:00 p.m. EEOB 472
28 Thur. Meeting	N / A	Diversity Committee	1:00 p.m. EEOB 472

		OCTOBER	
DATE	SIGN-UP	EVENT	TIME
4 Wed. Tour	9.27.00	<u>National Archives</u>	9:00 a.m. 17th & G Entrance
5 Thur. Meeting	N / A	Community Service Committee	12:00 p.m. EEOB 472
5 Thur. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 472
11 Wed. Tour	TBA	Supreme Court (tentative)	TBA
12 Thur. Meeting	N / A	Social Committee	12:00 p.m. EEOB 472
12 Thur. Meeting	N / A	Diversity Committee	1:00 p.m. EEOB 472
16 Mon. Workshop	10.9.00	Graduate Admissions Expert Stephen Goodman	11:45 a.m. EEOB 472
18 Wed. Tour	10.4.00	<u>CIA</u>	8:30 a.m. EEOB 84
19 Thur. Meeting	N / A	Community Service Committee	12:00 p.m. EEOB 472
19 Thur. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 472
25 Wed. Tour	10.18.00	<u>U. S. Capitol</u>	11:00 a.m. 17th & G Entrance
26 Thur. Meeting	N / A	Social Committee	12:00 p.m. EEOB 472
26 Thur. Meeting	N / A	Diversity Committee	1:00 p.m. EEOB 472

		NOVEMBER	
DATE	SIGN-UP	EVENT	TIME
1 Wed. Tour	10.25.00	<u>Newseum</u>	11:00 a.m. 17th & G Entrance
2 Thur. Meeting	N / A	Community Service Committee	12:00 p.m. EEOB 472
2 Thur. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 472
6 Mon. Workshop	10.30.00	<u>Peace Corps</u>	12:45 p.m. EEOB 180
8 Wed. Tour	TBA	<u>Holocaust Museum</u>	10:00 a.m. 17th & G Entrance
9 Thur. Meeting	N / A	Social Committee	12:00 p.m. EEOB 472
9 Thur. Meeting	N / A	Diversity Committee	1:00 p.m. EEOB 472
15 Wed. Tour	TBA	<u>Library of Congress</u> (tentative)	TBA
16 Thur. Meeting	N / A	Community Service Committee	12:00 p.m. EEOB 472
16 Thur. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 472
22 Wed. Tour	11.15.00	<u>U. S. Capitol</u> (tentative)	10:45 a.m. 17th & G Entrance
29 Wed. Tour	11.22.00	<u>Pentagon</u>	10:45 a.m. 17th & G Entrance
30 Thur. Meeting	N / A	Social Committee	12:00 p.m. EEOB 472
30 Thur. Meeting	N / A	Diversity Committee	1:00 p.m. EEOB 472

		DECEMBER	
DATE	SIGN-UP	EVENT	TIME
6 Wed. Tour	10.29.00	<u>Department of Engraving and Printing</u>	9:45 a.m. 17th & G Entrance
7 Thur. Meeting	N / A	Community Service Committee	12:00 p.m. EEOB 472
7 Thur. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 472
13 Wed. Tour	12.6.00	<u>Pentagon</u>	10:45 a.m. 17th & G Entrance
14 Thur. Meeting	N / A	Social Committee	12:00 p.m. EEOB 472
14 Thur. Meeting	N / A	Diversity Committee	1:00 p.m. EEOB 472
20 Wed. Tour	12.13.00	<u>Holocaust Museum</u>	9:45 a.m. 17th & G Entrance
21 Thur. Meeting	N / A	Community Service Committee	12:00 p.m. EEOB 472
21 Thur. Meeting	N / A	Newsletter Committee	1:00 p.m. EEOB 472

		ALSO	
TBA	TBA	Secretary of Transportation The Honorable <u>Rodney Slater</u>	TBA

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This page was created by Summer 2000 Intern R. J. Smith

COMPUTER SERVICES REQUEST

OFFICE OF ADMINISTRATION

INFORMATION SYSTEMS AND TECHNOLOGY

DOCUMENT TRACKING

REQUEST SUBMITTED BY (Point Of Contact):

Please Print: (Last , First M. Initial)

DATE SUBMITTED: PHONE:

CUSTOMER, WORK TO BE PERFORMED FOR:

TITLE/POSITION:

Please Print: (Last , First M. Initial)

(As seen in the EOP Phone Book)

DEPARTMENT:

Agy/PAD) (Div/DAD) (Sub-Div/Branch)

BUILDING:

ROOM:

PHONE:

CUSTOMER INFORMATION:

Pass Type: ☐ Permanent ☐ Temporary ☐ Access List ☐ Other

Emp Type: ☐ EOP Staff ☐ Detailee ☐ Intern/Student ☐ Other

(e.g., Volunteer, Fellow, ...)

CONTRACTOR & Non-EOP EMPLOYEES:

Company / Agency Name

Contract #

Purchase Order #

Co/Agy Phone #:

Company / Agency Address

Co/Agy City

Co/Agy State

Co/Agy Zip:

ACTION REQUESTED:

☐ Check if Additional Documentation attached.

Please PRINT. If Customer is replacing out going staff, or should be setup SAME AS other staff, note same and staff members name.

If you have any questions, please contact your Agency Administrator or COTR. Or, call Customer Support at #(202)395-7370.

Specify ONLY when a Specific Date/Time is required and has been approved by ADMIN. MGMT).

REQUIRED DATE:

ACCESS REQUEST:

☐ Create New Account ☐ Modify (Update existing ID) ☐ Delete/Disable (Departing Staff) ☐ Transfer (Transfer Ownership) ☐ Dial-In Access (Justify above) ☐ External Access (Internet & X.400 Mail)

Fill in the User Name, Server Name and IBM Mainframe ID assigned to customer for all but NEW ID Requests.)

☐ IBM Mainframe:

(7 Char. ID)

☐ User Name:

(12 Char ID.(ALL-IN-1 & or LAN))

Novell Server Name:

(E.G.: WHADMIN, OMB_A, IRMD,...)

EQUIPMENT REQUEST:

(If request is for other than New Install, Bar Code# and Previous Equipment OWNER information is required)

☐ New Install ☐ Upgrade ☐ Re-Assign ☐ Re-Allocate ☐ Return to Inv. ☐ Site Survey

PC Load Type: ☐ US-2000 ☐ OASIS 5.0 ☐ Stand Alone ☐ Other

CPU Bar Code #:

(EOP BAR-CODE is located on Right Side of CPU)

CPU S/N#:

Previous or current OWNER of Equipment if not Customer:

(Owner is normally set as Default Login User Name)

Pager/Celluar

☐ Pager

S/N#:

☐ Celluar Phone

S/N#:

AUTHORIZED/APPROVED BY

(The Customer has already printed their name above. However, we request the PRINTED names of all other signatures for effective identification.)

Signature of Customer

Date

Signature of Supervisor or POC: (EOP Staff)

Print:

(Last ,

First

M. Init.)

Date

Signature of AGY/PAD Admin. or COTR:

Print:

(Last ,

First

M. Init.)

Date

EXECUTIVE OFFICE OF THE PRESIDENT

OFFICE OF ADMINISTRATION
WASHINGTON, D.C. 20503

INFORMATION SYSTEM & TECHNOLOGY DIVISION LOGONID USER AGREEMENT

This agreement is issued under the authority of the Computer Security Act of 1987, Public Law 100-235; 101 Stat. 1724.

By signing this agreement, I signify my understanding and acceptance of the policies and practices of the Office of Administration (OA), Executive Office of the President (EOP), concerning access to the Executive Office of the President Data Center (EOPDC) computer systems.

For the purposes of this agreement, the term "exceeds authorized access" is taken directly from 18 U.S.C. § 1030, "Fraud and Related Activity in Connection with Computers", and means to access a computer with authorization and to use such access to obtain or alter information in the computer that the accessor is not entitled to obtain or alter.

I hereby acknowledge that I have received a copy of 18 U.S.C. § 1030 which in general terms provides criminal punishment for the following conduct:

- a. Anyone who intentionally accesses an EOPDC computer without authorization and such conduct affects the use of the government's operation of such computer.
- b. Anyone who knowingly with intent to defraud, accesses an EOPDC computer without authorization, or exceeds authorized access, and by means of such conduct obtains anything of value.
- c. Anyone who intentionally accesses an EOPDC computer without authorization, and by means of such conduct alters, damages, or destroys information in such computer or prevents authorized use of such computers or information and thereby causes loss of a value aggregating \$1,000 or more during any one period.
- d. Anyone who knowingly and with intent to defraud, traffics in any password or similar information through which an EOPDC computer may be accessed without authorization.

I acknowledge that I may be held accountable for any unauthorized use of my LogonID for the purposes of accessing EOPDC computer systems. Any such unauthorized access may subject me to a violation of 18 U.S.C. § 1030. The first violation of this and related statutes could subject me to termination of my employment, a fine, and/or imprisonment (ranging from one to five years).

Additionally, I hereby acknowledge the following:

1. I will not enter classified information into the EOPDC computer systems.
2. I will create my own personal password the first time I logon to the EOPDC. I will not use personal identifiers (eg., name, family member's name, initials and/or date of birth, etc.) as a password.
3. I will protect my personal password from disclosure. My password is used to authenticate my identity and I will not allow its use by another person, code it into programs or write it down where it will be assessable to others.
4. I will logoff my terminal or personal computer when it is unattended.
5. I will immediately relinquish the LogonID when access is no longer required or upon request by the EOP/OA Information Security Officer, or designee.
6. I will report immediately to the EOP/OA Customer Support Help Desk at 202-395-7323:
 - o Suspected or actual unauthorized use of my LogonID; and
 - o A change in my employment status. This includes termination of employment, transfer to another group or leave of absence.

Print Name (Last, First MI) _____

Date _____

Signature _____

LogonID _____

Organization _____

Phone _____

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. form	re: Application for White House internship [Personally Identifiable Information] [Non-selection] (2 pages)	05/28/2000	b(6)

COLLECTION:

Clinton Presidential Records
National AIDS Policy Office
Sandra Thurman
OA/Box Number: 40015

FOLDER TITLE:

AIDS Policy

2018-0764-F
jm1999

RESTRICTION CODES

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

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
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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.

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

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MONIQUE BICH KIM PHAN

Current Address: 5595 Amanda St.
San Diego, CA 92114
(619) 266-9837

Email Address: monique@soundcrawler.com

EDUCATION

University of CA, San Diego 09/94-06/99
La Jolla, CA 92092
Graduated June 1999; Degree: Biochemistry and Cell Biology
Current status: 1999-00 Postbaccalaureate Student at U. of CA, San Diego
School of Medicine.

EXPERIENCES

MID-CITY COMMUNITY CLINIC 10/99-present
Volunteer Vietnamese/English translator for non-English speaking
Vietnamese patients for Dr. Carol Cheney and Dr. Linda Hill.

STUDENT SUPPORT SERVICES PROGRAM
Tutored Organic Chemistry and Metabolic Biochemistry. 9/98-6/99

PHARMERICA PHARMACY 8/15/98-9/25/98
Took refill orders; filled over the counter PO (oral medicine) medications
Triage between the Pharmacists and the Physicians.

OHIO UNIVERSITY COLLEGE OF OSTEOPATHIC MEDICINE 6/14/98-8/1/98
Summer Scholars Premedical Program. During this program, I took five
medical school courses: Pharmacology/Physiology, Histology, Anatomy,
Osteopathic Manipulative Medicine, and Medical Terminology.

UCSD EDUCATIONAL ABROAD PROGRAM 9/06/97-6/10/98
Studied at the University of East Anglia in Norwich, England
as a Biochemistry major.

Conducted a nine months biology research project while abroad
Thesis Title: Overexpression, Purification, and Crystallization of ROS
(Rough Outer Surface) in *E.coli*. Ros protein represses *virC* and *virD*
operons involved in tumor induction.

LA MESA COUNTY CLINIC IN LA MESA, CA
I Advocated and organized a program that provided free medical translators
for non-English speaking Vietnamese patients. I recruited Vietnamese
speaking volunteers and also served as a Vietnamese/English translator for
Dr. Nadine Sidrick. 10/96-08/97
09/98-12/98

UCSD SCHOOL OF MEDICINE, DEPT. OF PHARMACOLOGY 01/97-08/97
Researcher under the auspices of Dr. Paul Insel and Dr. Steven Post
Project involved researching protein interactions involved in
cellular responses to drugs and hormones.

UCSD CAMPUS TOUR GUIDE 05/96-08/97
UCSD AMBASSADOR FOR UCSD HOMECOMING 10/26/96

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DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
002. statement	re: Application for White House internship [Personally Identifiable Information] [partial] (3 pages)	00/00/0000	b(6)

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Monique Bich Kim Phan

SS#: (b)(6)

[002]

Why do you want to be a White House Intern?

I am motivated and interested in working as a White House Intern because it will help to strengthen my background necessary for my future goals. My career plan is to become a physician and work in the area of public health to increase more accessible health care for the underserved community and the availability of education on disease and preventive care.

Currently I am volunteering at Mid-City Community Clinic serving as a translator for Vietnamese refugees. As a mediator between Dr. Carol Cheney and the patients, I have the opportunity to learn from both worlds - the doctor's and the patient's. From Dr. Cheney, I learned the challenges of providing quality health care in a cross-cultural financially strapped environment. From patients, I learned the stark reality of sickness and its tremendous impact on them and their family members. Being aware of these problems, I strive to find ways to help Dr. Cheney eliminate the existing barriers in her quest to provide quality care and thereby helping the patient's well being. I educate and encourage patients to be independent and confident in their ability to manage their own health care. Recently, I started providing non-English speaking patients who suffer from a chronic disease with a copy of their diagnosis, which also includes a list of their current medications and the drug's functions. The purpose of this project is for cases where these non-English speaking patients have to call the emergency 911. In such situations, the patients can immediately present the doctors with this paper. Having a copy of their medical record will help to eliminate the language barrier thus saving time and allowing the emergency physician to quickly provide the proper medical tests and treatments.

An understanding of the barriers Vietnamese patients face also allows me to be open-minded and receptive to the barriers that other ethnic groups endure. Working in a multi-cultural environment and being expose to the patient's concerns has brought to my attention the multiple barriers clinics face in their perseverance to meet their patient's needs while facing severe limitations on the types and number of medicines and procedures they can give. With this awareness, the White House Internship Program will enable me the opportunity to research and explore effective solutions that are both economically feasible and efficient for the betterment of our community. My skills and abilities I have cultivated throughout my life will also add a unique dimension to the program.

Monique Bich Kim Phan

SS# (b)(6)

Question 1: Describe a formative experience in your life

My earliest memories of my life are intertwined with the turbulent events played out in the war torn villages of Central Vietnam. In 1975, after the communists gained control, my father, whose allegiance was to the Republic of Vietnam, was captured and imprisoned in a re-education camp for five years. Out of love and dedication to their eight children, my intrepid parents risked their lives and abandoned all their possessions to liberate us from the stronghold of the communist regime. After several failed attempts, we finally succeeded in escaping to Hong Kong, where we lived in a cramped and unsanitary warehouse of a refugee camp for eight months. In March 1981, my family expatriated to the United States and settled in Los Angeles, CA. I was almost six years old at the time. In the US, I learned to overcome many obstacles in my early life, such as adapting to a new way of life, culture, and having to learn a new language. I attribute my personal success to the hard work, tenacity and opportunities provided by my "guiding lights," my nurturing parents.

Question 2: What is one of your greatest accomplishments?

One of my greatest accomplishments is increasing access to health care for the underserved population of San Diego, CA. In 1996, I advocated and organized an on-going program that offers free medical interpreters to the non-English speaking Vietnamese patients at La Mesa Community Health Services. I recruited friends and fellow members of the Vietnamese Student Association from my undergraduate university to volunteer as Vietnamese/English translator. Currently, I am volunteering at Mid-City Community Clinic as a Vietnamese/English interpreter. Both of these clinics provide medical care to low-income residents in San Diego. My job as an interpreter required that I translate each patient's health concerns to the physician accurately without my personal emotion. I often encountered challenging situations, such as instilling confidence in Vietnamese patients who were afraid to ask questions or to make decisions for themselves. By educating patients about their health, the barrier of silence was easily broken and their worries eased. They became more comfortable and actively participated in their diagnostic procedure. My efforts to help eliminate the barriers to medical care, faced by Vietnamese refugees, showed me that improving access to care is a tremendously complex process, but a process I am privileged to be part of.

Monique Bich Kim Phan

SS# (b)(6)

Writing Sample

In the years following WWII, the popularity of private health insurance soared. In 1940, 12 million out of 132 million Americans, or slightly over 9 percent, were covered by private health insurance. Just a decade later, in 1950, this number increased to 77 million out of 152 million, or just over 50 percent. In 1965, 71 percent of the US population were protected by private insurance. Since most privately insured Americans were part of the working class, obtaining their health insurance as a benefit of employment or as a dependent of the employed, it was the retired elderly and the poor who were left with no medical coverage. As a result, the US government was forced to pass Medicare and Medicaid legislation since the elderly and poor were not part of the rapidly increasing number of privately insured Americans. In 1964, President Lyndon B. Johnson passed the legislation that the federal and state governments would subsidize health care for the elderly and poor.¹

After the implementation of Medicare and Medicaid, health care costs began to skyrocket. In 1995, the US spent about \$190 billion and \$138.4 billion on Medicare and Medicaid programs, respectively. Together they comprise of the two largest public health programs and consume 16 percent of the federal budget. By the year of 2030, Medicaid will be responsible for the health care of 20 percent of the American population that were born during the baby-boomer era, compared to 12.8 percent today. In other words, there will be two workers for every Medicare recipient compared to today's four to one ratio.²

In the past, Medicare relied on the fee-for-service system paying for medical services. Under this system, Medicare paid institutions and practitioners on the basis of their charges.³ This provided physicians with a financial incentive to perform as many services as possible for a patient, because more services bring more fees and greater reimbursement. This contributed heavily to the expanding costs of health care in the US. As a result, Medicare was forced to abandon the fee-for-service and instead adopted a new system where they reimburse hospitals through the use of diagnosis related groups (DRGs) prospective payment. DRGs pay hospitals a flat fee payment to cover the costs of inpatient care for Medicare beneficiaries who share the same diagnosis, regardless of the amount of services used by the patient.

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DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
003. transcript	re: Academic record (4 pages)	05/11/2000	b(6)

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DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
004. letter	re: Application for White House internship [Personally Identifiable Information] [partial] (1 page)	05/28/2000	b(6)

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HEALTH CAREERS OPPORTUNITY PROGRAM
STUDENT OUTREACH SERVICES

9500 GILMAN DRIVE, 0655
LA JOLLA, CALIFORNIA 92093-0655
(619) 534-4170
FAX: (619) 534-5293

May 28, 2000

White House Internship Program
Old Executive Office Building, Room 84
Washington, D.C. 20502

RE: Ms. Monique Bich K. Phan
SSN: [REDACTED] (b)(6)

[004]

Dear Selection Committee:

It gives me great pleasure to write this letter of strong support on behalf of Ms. Monique Phan. Ms. Phan is a trainee in good academic standing in the UCSD School of Medicine Health Careers Opportunity Program/Postbaccalaureate Program for re-applicants to medical school. My involvement with Ms. Phan spans the course of one year, beginning with the summer of 1999. Since my initial introduction to this tenacious, amiable young woman, I have had many occasions to learn about her character, her belief systems and her ultimate goal for the future--to become a primary care physician to the underserved.

As a member of an immigrant family that expatriated from Vietnam in the late seventies, Ms. Phan has certainly endured her share of disparaging encounters. However, she is an intrepid young lady who comes from strong stock.—For Monique, failure is not an option! Monique's family have worked diligently to overcome impoverished conditions, language and social barriers and successfully triumphed adversity to create a new life amid the multicultural populations of Los Angeles, California.

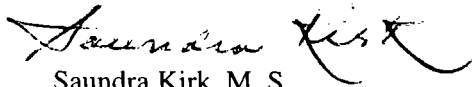
As an aspiring premed student majoring in Biochemistry and Cell Biology at UCSD, Monique chose to turn her attention to helping the underprivileged members of her community by reaching out to immigrant Vietnamese patients at the La Mesa Community Health Services Clinic where she volunteered as a translator and recruited both Vietnamese patients and Vietnamese speakers from the UCSD student community. With approval from the primary physician, Dr. Nadine Sidrick, Monique developed a long-term program to encourage low-income Vietnamese patients to utilize the clinic's services. Her intervention resulted in a contractual preceptorship program for Vietnamese medical students matriculating at UCSD School of Medicine. As a skillful arbitrator, Monique innovated ways to help HMO patients receive restricted medications from local pharmacies and tactfully and accurately applied her communication skills to translate each patient's ailment to the attending physician. It is no wonder that she has such highly developed interpersonal skills, working with populations that resist western medicine and are mistrustful of its practitioners takes great patience and diplomacy.

RE: Ms. Monique B. K. Phan
Page Two

Monique's exposure to the clinical and political aspects of allopathic medicine led her to seek experiences in a less traditional setting. In 1998, she participated in the Summer Scholars Program at Ohio University College of Osteopathic Medicine. As an OMM intern, Monique learned how osteopathic manipulation can be useful in ameliorating pain in patients. The practical application of this new philosophy helped her to improve her basic patient care skills. Monique learned how to give injections to patients; on occasion, performed phlebotomy; and participated in performing histories and physicals. To put her knowledge of science to good use, she conducted research under the aegis of Dr. Paul Insel and Dr. Steven Post from the Pharmacology Dept. at UCSD. Her junior year, she studied abroad at the University of East Anglia in England. There she conducted research on "overexpressed and purified Ros proteins, a DNA binding protein for crystallization studies." Monique will be acknowledged as a co-author when the work is published. Monique did not limit her involvement to the world of clinical medicine, research and community outreach, she also took time to undertake duties as an organic chemistry and metabolic biochemistry tutor for the UCSD Student Support Services Program and serve as a docent and ambassador for the UCSD community. As a postbaccalaureate student, she has been concentrating on upper division science courses while continuing her volunteer work as an English translator for non-English speaking Vietnamese patients at the Mid-City Community Clinic in San Diego.

I enthusiastically recommend Ms. Monique Phan for the White House Internship because she exemplifies the kind of reliable person who will carry out her duties in a responsible and competent manner. Monique possesses outstanding organizational skills and, most importantly, she impresses me as a person who is considerate, demonstrates high moral standards and a high regard for socio-spiritual values as well. Her long-term volunteer work in various health care settings has honed her abilities to maintain confidentiality and to work cooperatively with people from various cultures and age groups. Monique has a strong sense of justice and equality for all; however, she particularly finds great joy in working in low-income communities with people whom she feels need her support and skills. Since she is interested in science and medicine, an internship that will enhance her knowledge and interaction with professionals who set policy and administrate programs focusing on our nation's health care systems will provide the best milieu in which this young professional can flourish. Ms. Monique Phan is a strong advocate for a pluralistic society that promotes healthy lifestyles for all its people. I am confident that if she is awarded this coveted position, she will conduct herself with the maturity and diplomacy of a dedicated professional. Thus, it is my pleasure to endorse her as a highly qualified candidate to assume the duties of a White House intern.

Sincerely,



Sandra Kirk, M. S.
Director, HCOP Student Outreach Services
UCSD School of Medicine

ka

MID-CITY COMMUNITY CLINIC

To whom it may concern:

Re: Monique Phan

When Monique Phan described for me her plans to apply for a White House internship, I was delighted to have the opportunity to write this letter of recommendation.

I have worked with Monique over the past year in her capacity as a volunteer translator at the Mid-City Community Clinic, an inner city clinic serving an ethnically diverse and largely indigent population. We serve a large population of Vietnamese refugees, most of whom are non-English speaking. Monique's services have been invaluable in many ways. She has served as an outstanding translator and over her tenure has gained an excellent understanding of medical issues. She is thus able to "translate" on both linguistic and cultural levels, helping patients to understand our recommendations and physicians to understand the cultural assumptions and concerns brought to the office by our patients.

Monique is a delightful, energetic and positive young woman. She has emerged from the long journey that began when she and her family fled Vietnam under harrowing circumstances as a confident and gifted young woman. I am delighted to learn of her interest in both medicine and public policy. There is no doubt that she will be a great asset to whichever of the branches of the internship program is lucky enough to have the opportunity to work with her. For her part, the opportunity to work within the governmental process will provide direct experience that will serve her well as she molds her career in health and public policy.

I only regret that participation in the White House internship program will take Monique away from the Clinic and our patients.

Sincerely,



Carol Cheney MD, FACP

4290 POLK AVENUE
SAN DIEGO, CA 92105
619-563-0250//FAX 619-563-5573

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005. form	re: Application for White House internship [Personally Identifiable Information] [Non-selection] (2 pages)	05/30/2000	b(6)

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SARA IFTIKHAR KHWAJA

655- Belle Terre Road, Apt 33

Port Jefferson. NY 11777

Tel:917-767-5424

631-476-2113

Sara@netlogik.com

Education: **NEW YORK UNIVERSITY** New York, NY
Robert F.Wagner School of Public Service
Masters Health Administration, Sep 2000
Wagner summer scholarship award
Final project: staff development Program for the Office of Manhattan
Borough President, NY
Leonard N Stern School of Business
Managing Information System, (course)May 1999

FATIMA JINNAH MEDICAL COLLEGE Lahore, Pakistan
Bachelor of Medicine and Bachelor of Surgery (MBBS), 1996

PUNJAB UNIVERSITY Lahore, Pakistan
Bachelor of Science, 1992

Student Wagner Student Association (WSA)
Activities Vice President, Administrations, 1999-2000
At NYU: Member; Non- Profit Network (NPN)
Member; American College of Healthcare Executives (ACHE)
Committee member; Media Task Force (MTF), NYU

Experience: **FATIMA JINNAH MEDICAL COLLEGE & HOSPITAL** Lahore, Pakistan
1996-1997 **House Surgeon**
Provided pre and post – operative care
Assisted major surgeries
Performed various minor surgical procedures and attended to emergencies.

House Physician
Managed acute medical emergencies, including CPR
Assisted GI procedures, invasive and non-invasive
Managed cardiac patients in Coronary Care Units (CCUs)
Performed various routine invasive procedures

Externship
Summer 99 Department of Social and Economic Affairs (DESA), UN New York

Volunteer: An active member, Students Federation for Poor Patients (SFPP)
vice-president, Society for Health And Development Exchange (SHADE)
Secretary health, All Pakistan Youth Federation (APYF)
Ex-Vice-President, Pakistan Medical Association, Lahore (PMA)

1990-Present: Following is a *brief description* of projects and extensive volunteer work done with the above organizations:

- Managed a free of cost medical pharmacy through SHADE
- Launched projects against Hepatitis, Tuberculosis, including arrangement of seminars and mass media campaigns, followed by free vaccinations
- Launched and maintained a web site for Tuberculosis and Hepatitis information
- Assisted the government in National Polio Days
- Maintained accounts and book keeping of all the organization's finances
- Record keeping of epidemiological data
- Organized fund raising events
- An active member of the team preparing feasibility for a Burn Center (the first one in Pakistan)
- In collaboration with the UNICEF and ILO, launched a Campaign against Child Labor in soccer industry in Sialkot city
- Managed free medical camps in rural and remote urban areas
- Represented Pakistan in United Nations NGO-global gathering, Earth Summit II in 1997, New York
- Attended Human Rights meetings and conferences
- Attended various Health and Human Rights TV and Radio talk shows as a guest speaker
- Leading positions throughout the academic career in class, sports, girls guide, music etc.

Professional Membership:

Member of PMDC (Pakistan Medical and Dental Council)

Computer Proficiency:

Can work with Microsoft Word, Excel, Works, Access, SPSS database, Photoshop and Quark XPress (Non-credit courses)

Honors: Gold medal for the Best Worker of a Non-Governmental Organization, SHADE- Society for Health And Development Exchange

Languages: English (S/R/W)
Urdu (S/R/W)
Punjabi (S/R/W)

References: Professor DR Humayun Maqsood
Head Medical Dept., Fatima Jinnah Medical College, Lahore,
Pakistan
Interim, Medical Superintendent; Sir Ganga Ram Hospital, Lahore,
Pakistan

Professor DR Zafar Aziz Khan
Ex- Principal Fatima Jinnah Medical College, Lahore, Pakistan
Head Surgical Dept., Fatima Jinnah Medical College, Lahore, Pakistan

LETTER OF INTENT

Working as a doctor, in a state run hospital in a third world country, I was shocked to see an alarmingly high number of patients with **Tuberculosis** and **Hepatitis B**. A resurgence of TB in the developing World and also among immigrants settled here in the USA is a matter of great concern for me. I have been witness to numerous cases showcasing the devastating effects of these ailments on the already compromised socio-economic conditions of the affected families.

In my medical school, I was an active member of the **Student Federation for Poor Patients (SFPP)**. SFPP, as the name implies, helped the poor patients get proper treatment at our hospital. After graduation, I alongwith a few fellow intern doctors formed a welfare not for profit organization called **Society for Health And Development Exchange (SHADE)**. SHADE provided us a platform to further our cause of helping the poor and needy patients. We established **free drug pharmacies** in various cities, organized **free medical camps**, arranged **free ambulance services**. The official literacy rate in Pakistan is 35% (the actual figure may be significantly lower). To educate the unaware population of Pakistan, we organized awareness seminars on different diseases, including TB and Hepatitis. We provided free long term treatment for TB and preventive vaccination for Hepatitis B. To further broaden the horizons, we launched the very first web-based health site of its kind in Pakistan, which provided information on the two diseases and an interactive discussion board. Our team of doctors made efforts to make TB the country's foremost health priority and held meetings with government officials in this regard. Keeping these efforts in view, SHADE was inducted in the **World TB-net**, a subsidiary of **World Health Organization**.

In my advocacy campaigns, I attended various seminars and conferences and had the honor to represent Pakistan in the **World Summit II**, 1997 in NY. **Masters in Health Administration** from the Robert F Wagner School of Public Service of the New York University, has enabled me to further my mission of fighting diseases that are prevalent in certain population groups in USA and around the world.

I hope to continue my efforts through the White House Initiative on the Asian Americans and Pacific Islanders under the U.S. Department of Health and Human Services. Internship at HHS would be a great honor and a lifetime opportunity for me to experience the workings of a much larger organization and to get firsthand knowledge of health/human care management, and related policies' formulation/implementation.

A Formative experience

I had just started my residency when a fifteen years old girl in terminal stages of tuberculosis was assigned to me. Her disease was diagnosed three months back, maybe a few months too late. I knew the patient's family as they belonged to my village. They enjoyed a happy and content living back then, but now they had sold every thing they owned for the costly treatment. I cannot forget the look in that girl's melancholic eyes as she breathed her last. At that desperate moment, my only thoughts were that if only she had received the required treatment at the right time she could be alive. This was the third such death in their family.

This incident changed my life forever. It gave me a new sense of existence and provided a purpose in life to do all in my power to educate masses about the infectious diseases that can be fought back if treated in time, and to assist those who cannot afford the treatment.

My Greatest Accomplishment

My greatest accomplishment may seem trivial to many, but it rejuvenated my existence by providing a sense of direction.

I was part of a team that organized and managed free treatment camps for Tuberculosis and Hepatitis B (besides others diseases) in villages of Pakistan. By providing in time treatment, we were actually able to save the lives of many that suffered from such infectious diseases. The smile on the face of a convalescing patient can not be expressed in words. I believe that every human being has a purpose in this world and if one can identify that true path, life becomes so much more meaningful. It gives me great satisfaction to think that I could be of some help to the ailing humanity.

I hope to continue my efforts.

FINAL ASSESSMENT - SPRING '99
CONFLICT MANAGEMENT AND NEGOTIATION
PROF. ELLEN ZERKIN

BY
SARA I KHWAJA

This is presented here as a writing sample.

CONFLICT MANAGEMENT AND NEGOTIATION:

The conflict in Kosovo has given a great opportunity to the political scientists; the economists, the international scholars, the thinkers and the writers to study and analyze conflict dynamics and fine-tune the principles of negotiation and conflict management.

Ever since the negotiations over Kosovo started and failed, and air-war began, a plethora of writings have appeared about the conflict and the process of negotiations to resolve the conflict.

Studying various books, articles and columns on the subject of negotiations and conflict dynamics, one gets a deep insight to the wide variety of viewpoints, which either corroborate or contradict the underlying principles of negotiation and conflict management.

Here, I would try to analyze the four articles that form the subject matter of the final Exam, as to how these illustrate or contradict the principles of negotiation.

Phillip Gourevitch, writing an article in The New Yorker¹ about the war in Kosovo maintains that intervention in Yugoslavia was a sort of atonement by the Clinton administration for their hasty retreat from Rwanda and for their side-line standing for too long when the butchery went on unabated in Bosnia. This time though, they let it be known that America's foreign policy was based not only on self-interest but also on a broad foundation of moral concern for the collective good of the humanity.

According to Gourevitch, however, NATO's action was driven not only by decisive moral imperative, but because Clinton Administration was effectively cornered by Slobodan Milosevic who refused to sign on dotted lines at Rambouillet and practically asked NATO to make good its threat of bombardment or be discredited.

The prolonged negotiations under a domineering attitude of NATO did not achieve anything that NATO wanted to achieve. Rather, it has unified Serbs, spurred cleansing and increased the possibility of conflict spillover into other Balkan neighbors. The anticipated early capitulation has not materialized so far.

The article highlights mainly the following points:

- NATO was using the threat of force just as a threat and did not expect to be rebuffed. As Mnookin² puts it, “parties in a negotiation may puff, bluff or lie about their underlying interests and preferences.... (But) have to be open to create value, but... openness may work to... disadvantage.” NATO’s declaration not to commit ground forces was that openness but it gave a clear signal to Milosevic about NATO ‘s threshold limit for war and emboldened him enough to call the bluff.
- The real dilemma for NATO is that if war ends in a stalemate it may find itself engaged in “negotiation jujitsu” as described by Fisher, Ury and Patton as a guessing game of what will be the scenario if the other is more powerful (in terms of obduracy), if won’t buckle under pressure (he has not so far) or uses dirty tricks (is going on with ethnic cleansing).

MIND-SETS: Lawrence Weschler, in his article ‘MIND-SETS, Beyond Victim hood’ observes that Milosevic’s very influential wife Mirjana Markovic is firmly against any negotiated compromise because she believes that by losing Kosovo in a peace accord will destroy their claim on power. However, a hard loss in an unequal and unfair war will keep alive their legal claim to Kosovo to be reclaimed in umpteen years from now. According to Weschler, Serbs are living under a fascist system, which “draws most of its strength from a sense of historic grievance”. As to Serbia, it is “a country who's overriding foundation myth, far from celebrating a triumph, glorifies a six hundred-year-old botched defeat.”

The article points to two propositions, which act as a barrier to a successful resolution of conflict:

- Preventing the Development of an *Enemy Psychology*³: Enemy Psychology simply means the tendency to view other party as a malevolent force. Certainly Serbs have believed and considered themselves as a victim of all types of atrocities for centuries.
- Clearing the Historical Slate: Serbs as a nation harbor historical memory of mistreatment. They should have entered the negotiations after declaring the historical slate clear. To “enter the dialogue with a large *slush fund* of resentment and bitterness will not produce desired results.”⁴

¹ The New Yorker – The Talk of the Town

² Mnookin, Robert H. Why Negotiations Fail: An Exploration of Barriers to the Resolution of Conflict. Summer/Fall 1993 NIDR Forum, Page 24

³ Yates, Jr., Douglas. 1985. Chapter 6: Strategies and tactics for conflict management. P 134-135

MILOSEVIC MIGHT WIN FROM THE LOSS OF KOSOVO: Blaine Harden, the writer of this excellent article elaborates the viewpoint referred to in passing by Lawrence Weschler in the earlier article that 'peaceful surrendering control of Kosovo...would be humiliating. It would break President Milosevic's hold on nationalists, leaving him open to challenge... But a hard military loss of Kosovo' against a powerful enemy will be a sure ticket for survival and continued hold on power.

He quotes Mr. Anastiljevic who believes that a noble loss of Kosovo in an unwinnable war will keep the sentiments alive and in the process Mr. Milosevic will be able to distract Serbs from the many other costs of being a pariah state in Europe.

"The basic problem in a negotiation lies not in a conflicting position but in the conflict between each sides needs, desires, diverse concerns and fears. Such desires and concerns are called *interest*⁵. The failure of the negotiation over the future of Kosovo and the aftermath, the air war, was basically due to this conflict in interests. While NATO wanted a success at negotiating table, Milosevic wanted a failure.

- Milosevic's interest was to avert the loss of Kosovo or in failing to prevent that, to avert the loss of power. Here, "negotiators may be adverse to offering a concession where they view the concession as a sure loss."
- "Conflict is inevitable but efficient and fair solution is not." But "... we have all witnessed disputes where the absence of a resolution imposes substantial and avoidable loss on all parties"⁶. What happened here? Kosovo suffered, Serbia suffered and NATO suffered.

U.S. MISCALCULATIONS TRACED TO ALBRIGHT: Thomas W. Lippman the Staff writer of Washington Post is convinced that Albright is mostly responsible for miscalculating the efficacy of the threat of air war, the actual air war and the extent of ethnic cleansing.

Albright's conviction that Milosevic could be persuaded by mere threat of force was based on his track record when he partially accepted Holbrooke brokered cease-fire agreement. in

⁴ Yates, p 136

⁵ Fisher, Ury and Patton. 1991. Getting to YES: Negotiation Agreement Without Giving in. P

⁶ Mnookin. P24

October and even earlier in Sarajevo. This time though neither the threat of force nor the actual use of force worked. This led NATO into an air war that 'has produced some of the same negative consequences they were trying to head off.' Given the outcome of earlier confrontations and Milosevic's substantial compliance, the rejection of Rambouillet agreement is baffling. The only plausible reason is that 'he is detached from reality. His mind just can't process new inputs.' According to another official, 'he never even asked Holbrooke for any changes in the text (of the peace agreement).' Robert H. Mnookin analyzing this attitude calls it 'Cognitive Barrier'. According to him this " is a by-product of the way human mind processes information, deals with risks and uncertainties, and makes inferences and judgments. Research...suggests several ways in which human reasoning often departs from that suggested by theories of rational judgment and decision making"⁷

In any case both parties to the conflict were not allowed to come at Rambouillet with delaying tactics or plans for drawn-out negotiations. They were to come prepared to accept the plan within two weeks with only minor modifications. Clearly it was 'take it or leave it' sort of offer under threat of force.

Several reasons have been offered by State Department officials for carrying out this final round of negotiations under "the ultimatum and the tight timetable'. But the fact remains that it goes against the basic principles of negotiation. As Beth B. Rosenthal puts it⁸:

- All participants should enter the process with equal power, information and support. This process does not work if someone holds all the power to influence the outcome.
- Allow enough time to go through the whole process. This certainly was not done at Rambouillet.

CONCLUSION

The management of conflict and the principles of conflict management are not based on any scientifically proven, laboratory tested findings. Nor do we have any recipes for dealing effectively with the conflict management process. But certainly there are a series of propositions based on research, observation, personal experience, and reading, that help us analyze the way the conflicts are managed and negotiations are conducted to resolve them.

⁷ Mnookin.P27

⁸ Beth B. Rosenthal, M.S. 1994. The Consensus Solving Process

Conflict management and negotiation

Although varying from situation to situation, conflict dynamics and the principles of negotiations and conflict management still conform to certain time tested rules and patterns. A careful reading of the referred four articles gives us a good understanding of this conformity or departure from the generally agreed standards. We have tried to elaborate some of these within the domain of the respective articles. Generalizing the propositions of all these articles collectively some other points that illustrate or contradict the principles of negotiation and conflict management can be listed here under:

- Of the four principles of negotiation enunciated by Fisher, Ury and Patton⁹, 'Separate people from the problem, Focus on interest, not position, Invent options for mutual gains, the fourth one 'Insist on using objective criteria and never yield to pressure, only to principle' was seriously compromised at Rambouillet. No one yielded and every body has seen the outcome.
- Loss aversion played a critical role in the failure of negotiations on Kosovo in a curious manner. In the scenario that Miletovic agreed to NATO ultimatum and partially surrendered Kosovo, he stood to lose power. This he considered a bigger loss. Hence the negotiations failed.
- The mutual trust and good faith is the basic principle of the conflict negotiations. Miletovic's track record made it very difficult for NATO to completely trust the man. He was equally distrustful.
- As Mnookin puts it "we have all witnessed disputes where the absence of a resolution imposes substantial loss and avoidable costs on all parties"¹⁰. In this case Serbia suffered (due to NATO bombing), Kosovo suffered (due ethnic cleansing) and NATO suffered (huge financial burden due Air war)
- Again, the articles illustrate the shortsightedness of Milosevic who failed to estimate the death and destruction that would be inflicted upon Yugoslavia if he failed to compromise.
- An important factor in this conflict is the personalizing the conflict. NATO considered it as a conflict against Miletovic personally while he worked under an ego problem.

⁹ Fisher, Ury and Patton. 1991. Getting to yes

¹⁰Mnookin, R.H.

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DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
006. transcript	re: Academic record (1 page)	06/28/2000	b(6)

COLLECTION:

Clinton Presidential Records
National AIDS Policy Office
Sandra Thurman
OA/Box Number: 40015

FOLDER TITLE:

AIDS Policy

2018-0764-F
jm1999

RESTRICTION CODES

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

- 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]
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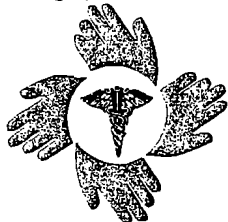
PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

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

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- 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]

You Hope - We Serve



SOCIETY FOR HEALTH & DEVELOPMENT EXCHANGE

REGD. NO. DDSW-LD/96-926

SIR GANGA RAM HOSPITAL LAHORE - PH: 92-42- 6308005-6 EXT: 3034 - FAX:92-42- 6375637

-SHADE

Thursday, May 25, 2000

To Whom It May Concern

It gives me great pleasure to write this note of recommendation for Dr. Sara I Khwaja. She served as vice-president of this organization, Society for Health And Development Exchange (SHADE).

She is an intelligent and devoted volunteer, who has a sharp administrative acumen and a strong sense of leadership with a vision. She is capable of handling a diverse group of responsibilities and emergencies. During her stay, she organized student volunteer groups and provided structural framework to the organization.

Her duties included overseeing community affairs, accounts and handling of financial liabilities.

Her continued efforts against Tuberculosis and Hepatitis B are highly recognized.

She is obedient to her seniors and co-operative with her colleagues. She possesses a good moral character.

I am sure she will prove to be an asset to any institution she serves.

I wish her success in her life.

Firdous Ashiq Awan

Dr Firdous Ashiq Awan

President, Society for Health and Development Exchange

Professor

Dr. Zafar Aziz Khan
F.R.C.S.

PRINCIPAL
Fatima Jinnah Medical College, Lahore
Head of Department of Surgery
VISITING SURGEON
Sir Ganga Ram Hospital, Lahore

Residence:
40-D/1, GULBERG - III, LAHORE
Consultation :
GULBERG HOSPITAL LAHORE

Telephones :

Office Dir : 6363750
6369468
Hospital Dir : 6302
6362152-60
Clinic : Exl. 3006
5751677
5751678
Res. : 5755664
872983
Mobile : 0342-356888

TO WHOM IT MAY CONCERN

(197) *Zafar*
It gives me pleasure to certify that **Dr. Sarah Iftikhar** has worked with us for a period of six months from 8th September 1996 to 7th March 1997, as House Surgeon in the Department of Surgery, Unit-I, Sir Ganga Ram Hospital, Lahore.

During this stay, **Dr. Sarah** assisted her seniors in major operations, attended the emergencies and took keen interest in the care of the patients.

I found her intelligent and hard working doctor. She has pleasing manners and cordial behaviour. She performed her duties regularly and up to satisfaction of her seniors.

I wish her success. I recommend her for studies here and abroad.

PRINCIPAL *Zafar*
Fatima Jinnah Medical College
(PROF. DR. ZAFAR AZIZ KHAN),
LAHORE
F.R.C.S.,
Principal/

Head of Department of Surgery,
F.J. Medical College for Women, Lahore.



Department Of Medicine
FATIMA JINNAH MEDICAL COLLEGE
SIR GANGA RAM HOSPITAL

Shahrah-e-Fatima Jinnah, Lahore-54000 Pakistan.



Prof. Humayun Maqsood Ahmad

F. R. C. P. (Edin)

Tel : 6369468,
Exch : 6362152-60
Fax : 6366058

Thursday, January 1, 1998.

TO WHOM IT MAY CONCERN

It is to certify that Dr.SARA IFTIKHAR worked in Medical Unit 2 at Sir Ganga Ram Hospital Lahore attached as a Teaching Hospital To Fatima Jinnah Medical College Lahore Pakitan.

She worked as a House Physician for 6 months from 23/4/97 to 1/11/97. Her job was full time regular and residential.

During her house job she was responsible for the care of indoor, outdoor, C.C.U., and I.C.U. patients, under supervision of registrars and consultants.

During her stay her performance in the unit was excellent. She is a very hardworking, intelligent, conscientious and dedicated young doctor with a good knowledge of her subject and clinical skill. She has a pleasant personality kind temprament and excellent interpersonal relations with colleagues. She displayed excellent management skills.

She has successfully completed training in C.P.R. & A.C.L.S. (Cardiopulmonary Resucitation & Advanced Cardiac Life Support).

She is a suitable candidate for postgraduate training.

H. Maqsood

Humayun Maqsood Ahmed,

Professor Of Medicine.
Fatima Jinnah Medical College,

Dr. Humayun Maqsood Ahmad
F. R. C. P.
Professor of Medicine
Fatima Jinnah Medical College
Physician Sir Ganga Ram Hospital

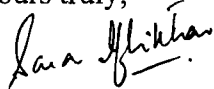
May 30 2000

Dear Sir/Madam

I hereby offer my services for the post of internship with the White House Initiative on Asian Americans and Pacific Islanders (AAPI), in response to your advertisement in the Wagner-OCSS newsletter.

Enclosed here are the original documents with a copy.
I would be pleased to provide any further information required by you.

Thanking you
Yours truly,

A handwritten signature in cursive script, appearing to read "Sara I Khwaja".

Sara I Khwaja
Sara@netlogik.com

Fall 2000 Intern Placement

LAST	FIRST	DEPARTMENT	START_DATE	LEAVE DATE	AVAILABILITY
Donahue	Leah	National AIDS Policy Office *	9/20/2000	12/1/2000	MWThF 9-5
Kwhaja	Sara	National AIDS Policy Office *	9/24/2000	12/22/2000	MWTh 9:30-5:30
Phan	Monique	National AIDS Policy Office *	9/5/2000	12/22/2000	M-Th 8-4:30
Resto	Shaira	National AIDS Policy Office	9/5/2000	12/22/2000	Tu-F 9-4

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DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
007. form	re: Application for White House internship [Personally Identifiable Information] [Non-selection] (2 pages)	05/05/2000	b(6)

COLLECTION:

Clinton Presidential Records
National AIDS Policy Office
Sandra Thurman
OA/Box Number: 40015

FOLDER TITLE:

AIDS Policy

2018-0764-F

jm1999

RESTRICTION CODES

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

- P1 National Security Classified Information [(a)(1) of the PRA]
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PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

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

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UCI Washington, D.C. Center Program
Division of Undergraduate Education

May 3, 2000

Alison Kolwaite
Internship Coordinator
White House
Old Executive Office Building Room 84
Washington, DC 20502

Dear Ms. Kolwaite:

I am pleased to enclose the resume of Ms. Leah Donahue, who is interested in an internship with White House for the fall 2000 quarter. This student applicant has been chosen by the UCI Washington, DC Center Program on an individual basis after a careful screening process. The University of California operates an academic internship program in the Washington, DC area for UC students interested in utilizing the resources of this city for educational development and career enhancement. Through our selection process, we are recommending Ms. Donahue, who we believe will be an asset to your staff.

The fall 2000 quarter begins September 19th and ends December 1st. Travel and housing accommodations will be made as soon as possible. I am aware that your time is limited, but I look forward to hearing from you in the near future regarding our applicant.

It would be my pleasure to provide you with further information regarding the UCI Washington, DC Center Program and/or our participant, Leah Donahue. I appreciate your time and consideration. Additionally, please forward any internship information and materials for my file.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Gary Chen".

Gary Chen
UCI Washington, DC Center Intern Coordinator

enclosures

Leah Donahue
ldonahue@uci.edu

Home Address:
108 Arroyo Drive
Irvine, CA 92612
(949) 856-0315

School Address:
4964 David Way
San Bernardino, CA 92404
(909) 882-2745

Education: Bachelor of Arts, expected June 2002
Political Science
Minor, Humanities and Law
University of California, Irvine
G.P.A. 3.98

Valedictorian, June 1998
International Baccalaureate Diploma
Cajon High School
San Bernardino, CA
G.P.A. 4.0, unweighted

Experience:

Political Science Tutor, Office of Disability Services	Nov. 1999-present
Political Science Tutor, Learning and Academic Resource Center	Sept. 1999-present
Campaign Volunteer for John Campbell, State Assembly	Jan.-Mar. 2000
Research Assistant to Mark Petracca, Department Chair, Politics and Society	1998-1999
Intern, San Bernardino District Attorney's Office	July-Sept. 1998

Service:

UCI Voter Registration Drive (organizer)	May 2000
Election Night Vote Processor, Orange County Registration and Elections Department	March 2000
Circle K International Carnival for Foster Children	March 2000
Volunteer, St. Bernardine's Hospital, Transitional Care Unit	July-Sept. 1999
Classroom Volunteer, Arrowhead Elementary, San Bernardino Unified School District	June-Aug. 1997
Volunteer Usher, San Bernardino Symphony	1996-1998

Activities:

Campuswide Honors Program	Sept. 1998-present
Honors Ambassador	Jan. 2000-present
Political Science Student Association (founding chair)	1999-2000
Model United Nations	Mar.-June 1999
Peer Mentor	1999-2000
Panelist, Honors Program Information Panels	Nov. '99, Mar. 2000
Prospective Freshman Recruiting	Apr. 1999, Apr. 2000
Stay Over Program Host	Apr. 1999, Apr. 2000

Awards and Honors:

Dean's Honor List	All Quarters
U.C. Regents Scholar	May 1998
National Merit Finalist	July 1998
A.P. Scholar Award	July 1998
Sagner Fellow/ Century Institute Summer Program Participant	June 2000

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DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
008. statement	re: Application for White House internship [Personally Identifiable Information] [partial] (4 pages)	00/00/0000	b(6)

COLLECTION:

Clinton Presidential Records
National AIDS Policy Office
Sandra Thurman
OA/Box Number: 40015

FOLDER TITLE:

AIDS Policy

2018-0764-F

jm1999

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- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

[008]

Donahue, Leah
(b)(6)
Statement of Intent

The way the word "liberal" is bandied around in some political arenas, one might think it was a profanity. Some politicians and commentators wield it as a harsh label to be applied to their ideological enemies, attaching to it connotations of wastefulness and irresponsible license. Yet upon consulting a dictionary, one finds no mention of such negative attributes; the *American Heritage Dictionary* defines liberal as: "favoring proposals for reform, open to new ideas for progress, and tolerant of the ideas and behavior of others," and lists the word's etymological root as "free." This, to me, is the true meaning of liberalism: a belief in freedom, progress, and, more importantly, the role of government in providing these. I believe government has not only the ability but the obligation to improve the quality of life for its citizens. This means providing justice, protection, education, and ample opportunities for meaningful democratic participation.

To critics who would complain that this is asking too much from our government, I would respond that not only is filling such a positive role possible and that the American government has, in fact, been filling this role admirably for the last century. That is not to say that there have been no mistakes or injustices; such have regrettably occurred. Yet despite historical blemishes, I staunchly believe that the vast majority of those who have chosen, and still choose, to serve the American people as their elected officials are motivated by the loftiest of goals: ensuring justice and freedom for the American people.

I desire to see firsthand the way elected officials and government agencies interact in order to bring these goods to the people. I am interested in the way constantly changing events and resultant policy needs are brought into conciliation with traditional values. I wish to observe part of the day-to-day process by which dedicated public servants act on behalf of their constituents. The White House is the ideal place to see these things, and to be part of them, if even in a small way. An internship will allow me to work closely with the institutions and individuals at the center of these efforts, and in so doing, acquire the knowledge and skills necessary to further their work. For I believe that, with rare exception, those who work in our nation's capital, whether Republican, Democrat, or Independent, all seek the "liberal" goals of working to bring progress, justice, participation, and above all freedom, to American citizens. Interning in the White House is a unique opportunity for me to confirm that my high trust in government has not been misplaced.

1.) Describe a formative experience in your life.

An important formative experience for the activist-dimension of myself occurred very recently, with my formation of the Political Science Student Association on the University of California, Irvine campus. UCI has never been known as a hotbed of political activism, and no political-based student organization existed until a small group of students and I decided to create an opportunity for politically-minded students to meet and interact. As founding chair, I discovered there is an enormous amount of work that goes into starting a new club, but the results so far have been very rewarding. Our club has grown from five people to fifty people, and we are planning a voter registration drive for the upcoming weeks.

The experience of starting the club motivated me to become more active publicly. It led me to undertake my first act of political activism: I recently collected over 100 signatures on a petition to change the voting eligibility for the UCI Campuswide Honors Program student council. Starting the club awakened the political activist in me, and I know I can never go back.

2.) What is one of your greatest accomplishments?

I ran my first half-marathon at the age of seventeen. Although I had anticipated the pain, exertion, and ultimate exhilaration that would accompany running a 13.2 mile race, I could not have anticipated the way finishing the race without pausing to walk would fill me with a lasting sense of achievement and new awareness of my abilities.

I was very nervous before the race began. I was facing stiff competition: not from anyone who was running the race, but from myself. I have always set exacting standards for myself, and this race was no exception. Although I had always achieved academically, I had never tested my ability to achieve physically. I was scared I would fail myself, but I was determined not to let fear keep me from taking on a new challenge.

Running those thirteen miles without stopping allowed me to achieve in a new dimension, and it confirmed in me the knowledge that I am capable of overcoming my fear to meet new challenges. Though I have since run four half-marathons, none filled me with as great a sense of accomplishment as the first.

The world has always fascinated me. At three years old, this fascination was manifested in a desire to be multi-lingual; I uttered some nonsense and announced to my parents that I could speak Chinese. At the age of twenty, having lost the innocence of a three-year-old, I maintain a strong interest in the world, but my exuberance for all things international has been tempered by the knowledge that serious problems beset billions of people around the globe: war, disease, famine, and unbelievable poverty. I believe these problems, whether their origins are human hostility or natural scarcity, can be ameliorated by cooperation between states in the form of international governmental and non-governmental organizations.

I have gained this perspective through my studies in International Relations and participation in activities like Model United Nations and Student Congress, in which students debated resolutions concerning U.S foreign policy. The need to improve living conditions around the world has been impressed on me not only intellectually, through my studies and voracious consumption of world news, but also personally in two important ways. The first of these was my 1994 trip to East Asia. Visiting China I witnessed unbelievable poverty, captured in my memories by the image of the skinny, dirty, almost naked children begging for money in the Guangzhou train station. Even in Hong Kong, where the miracle of economic neoliberalism was supposed to have brought the benefits of globalism to everyone, I saw many rundown tenements standing in stark contrast to multi-million dollar skyscrapers.

Reminding me daily of the need for international cooperation is my close relationship with a family of Vietnamese refugees. My best friend would not be alive today were it not for international aid money that provided food and medicine to the Thai refugee camp where he spent his childhood. For this reason I will be forever grateful to

the United Nations and certain non-governmental organizations, and I staunchly believe in the potential of these organizations to positively impact the lives of millions around the globe. In fact, I believe in their potential so strongly that I hope to someday work for an international governmental or non-governmental organization as an attorney, providing legal assistance to one of these organizations as it attempts, in the course of its philanthropic objectives, to maneuver within the constraints of foreign laws. I understand that in order to work effectively in an organization of this type it will be efficacious for me to possess a certain political savvy, and to that end I have volunteered my time in a political campaign and I will be doing a government internship in Washington D.C. next fall. Since my ability to affect international change is as of yet limited, I have been seeking to affect local change through my volunteer work in a local school and hospital. I dream of the day when my efforts will make a difference in world, but until that day comes I will be satisfied with making a difference at home.

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
009. transcript	re: Academic record (1 page)	05/04/2000	b(6)

COLLECTION:

Clinton Presidential Records
National AIDS Policy Office
Sandra Thurman
OA/Box Number: 40015

FOLDER TITLE:

AIDS Policy

2018-0764-F

jm1999

RESTRICTION CODES

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

- 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.

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



Department of Political Science

3151 Social Science Plaza
Irvine, CA 92697-5100
(949) 824-5361
FAX (949) 824-8762

May 22, 2000

To Whom It May Concern:

I am delighted to provide my strongest support for the application of Ms. Leah Donahue to serve as an intern in the White House. I have known Ms. Donahue since she was a student in my large introductory course in political science in Fall 1998, her first quarter at UCI. I have interacted with her frequently since then.

Even in this course of 400-plus students, Ms. Donahue stood out for her high intelligence, her extensive knowledge base, and her genuine intellectual engagement. In the course, she performed at the very highest level on a variety of activities, ranging from a reflective paper on her own political belief system to a quantitative analysis of data from 30 countries to group discussions to a challenging essay final examination. She did so superbly in the course that she earned the only A+ I have given in the last several years.

Ms. Donahue entered UCI with a prestigious Regents' Scholarship and is a student in our highly selective Campuswide Honors Program, which provides a rich, interdisciplinary academic program culminating in an Honors Thesis. Her academic record to this point at UCI has been exemplary -- a straight A transcript, Dean's Honor List every quarter, participation in the Model United Nations -- and I am confident she will continue to be one of UCI's "star" students and graduate with many prestigious awards.

I am the Faculty Director for the UC Washington Center Program, through which UCI sends students to Washington, D.C. on an integrated program of academics and a significant internship. Ms. Donahue is clearly among the students most fully qualified to perform at the highest level in this program. In addition to her intellect, she has been very involved in various activities that reveal her ability to work effectively in an organization and, when appropriate, to assert leadership.

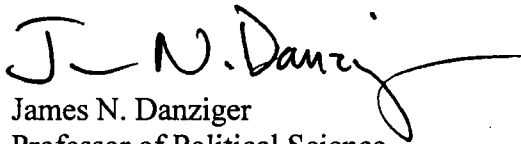
Her resume indicates some of these activities, including volunteer work for a State Assemblyman, at a hospital, for a school district, and on voter registration. On campus, she has served as a student representative, an "Honors Ambassador," and a peer mentor. Most recently, she took the initiative in founding the Political Science Student Association, a club for undergraduate students that has had an extremely successful first few months. Also, I recommended her, although she is only a sophomore this year, to fill the responsible, paid position of peer tutor (in the Learning and Academic Resource

Center) for my large course, and she did an excellent job in helping other undergraduates to be more successful in the class.

In our conversations, I have been impressed by Ms. Donahue's desire to understand politics at all levels, from local government to global society. She reads extensively and she thinks deeply about the problems of the contemporary world. This summer, she will enrich her knowledge of policy issues and policy analysis at the Century Institute Summer Program, through her selection as a Sagner Fellow. In addition to her fine mind, she is a charming young woman -- articulate, caring, outgoing, and exhibiting high ethical values.

I recognize that internships in the White House are the most highly prized and sought after, and that it draws the finest applicants. Ms. Donahue has the full package of attributes and skills one might desire from an outstanding White House intern. Whatever the level of work she is asked to do, she will complete it at the highest level. She is one of those interns who can be given virtually any assignment and you will be confident that it will be done properly and with intelligence and good judgment. Ultimately, I believe that she will work with great effectiveness for an agency of the national government or for an international organization. Ms. Donahue has my strongest recommendation for an internship with your office.

Yours sincerely,

A handwritten signature in black ink, reading "J. N. Danziger". The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

James N. Danziger
Professor of Political Science
Director, UCI Washington D.C. Center Program



Department of Political Science

3151 Social Science Plaza
Irvine, CA 92697-5100
(949) 824-5361
FAX (949) 824-8762

February 4, 2000

LETTER OF RECOMMENDATION
FOR
LEAH DONAHUE

I am delighted to recommend Ms. Leah Donahue, a second-year undergraduate at the University of California, Irvine,¹ for participation in UCI Washington, D.C. Center Program.

A National Merit Finalist, U.C. Regents Scholar, and a member of the Campus-wide Honors Program, Ms. Donahue is majoring in political science with a minor in humanities and the law. Based on her record of academic achievement in high school and thus far as a UCI undergraduate, along with her involvement in extracurricular, civic, and community activities, Ms. Donahue is an outstanding candidate for participation in the Washington, D.C. Center Program.

I first became acquainted with Ms. Donahue as a result of her outstanding performance in PS 6B "Introduction to Political Science: Macro-Politics" during the Winter Quarter of 1999. In a class of some 330 undergraduates, Ms. Donahue received the highest point total in the class based on the quality of written essays and participation in discussion sections. The following quarter, Ms. Donahue was enrolled in my upper-division course "Law at the Millennium." The only first-year student in a class of some 80 students, Ms. Donahue ended up once again with the highest point total for the class. Equally important to my personal knowledge of her, early in the Winter Quarter of 1999 Ms. Donahue approached me about the possibility of assisting with some of my research. After reviewing her academic record and reading her first essay in the class I involved her in my ongoing appraisal of legislative term limits in California, Maine, Michigan, and Ohio. She turned out to be a superb assistant, equal to the best I've ever encountered among UCI undergraduates during the last 16 years. She is thorough, and efficient as well as responsible in carrying out a research assignment.

Ms. Donahue's over-all grade-point average to date—an impressive 3.98—obviously reflects a similar record of academic distinction in the other classes she's taken during her first four quarters at UCI. Indeed, Ms. Donahue's commitment to academic excellence has picked up at UCI right where she left off as the valedictorian in an exceptional graduating class of 420 seniors from Cajon High School.

I have been particularly impressed with Ms. Donahue's skills as a writer and analyst. All of the essays she produced in my courses were effectively designed, intellectually potent, and cogently expressed. She responds fully and directly to an essay assignment (something of a rarity for most undergraduates), carefully analyzes and weighs available information, evidence, and ideas in the process of constructing a response, and presents the final product in clear, uncluttered language. Ms. Donahue's essays are a pleasure to read and testify to the superb training she must have received in high school as well as to her personal commitment to excellence. These same traits are on display when Ms. Donahue speaks up in class. She readily volunteers her point of view, respects the opinions expressed by other students, and thinks quickly on her feet (as it were). What impressed me most about her verbal performance in "Law at the Millennium" is that she was not afraid to enter argumentative exchanges and held her own against much more advanced students with elegance, heart, and even occasional wit.

¹ Ms. Donahue entered UCI in the fall of 1998 with enough advanced-placement credits to be considered a sophomore. At the conclusion of the current academic year, Ms. Donahue will have completed enough units to be considered a senior.

In high school Ms. Donahue was extensively involved in a wide range of activities, including Academic Decathlon, Mock Trial, speech and debate, student government, drama, and athletics. Thus far at UCI, she has been active in the Campus-wide Honors Program, attending and participating in a variety of activities for CHP students, has been conducting research for me on legislative term limits (as mentioned above), is a peer mentor in for CHP, and is an honors ambassador. Off campus, Ms. Donahue is a volunteer for the San Bernardino Symphony, has been a tutor for elementary school students, has interned at the Real Estate Fraud Division of the San Bernardino County District Attorney's Office, and is currently a campaign volunteer for John Campbell (candidate for the State Assembly). Both her on and off campus activities are very impressive for someone who obviously spends a great deal of time studying.

Expectations for a UC Regents Scholar are appropriately quite high at UCI, especially when it comes to academic performance. Ms. Donahue's performance to-date as UCI undergraduate has met and probably exceeded these expectations. I recommend Ms. Donahue for the Washington, D.C. Center Program with the greatest enthusiasm and highest regard.

Your careful assessment of this recommendation is most appreciated. If I can provide any additional information regarding this nomination please do not hesitate to ask.

Sincerely,



Mark P. Petracca
Associate Professor
and Chair

Tel. (949) 924-4012
Email: mppetrac@uci.edu

Additionally, I hereby acknowledge the following:

1. I will not enter classified information into the EOPDC computer systems.
2. I will create my own personal password the first time I logon to the EOPDC. I will not use personal identifiers (eg., name, family member's name, initials and/or date of birth, etc.) as a password.
3. I will protect my personal password from disclosure. My password is used to authenticate my identity and I will not allow its use by another person, code it into programs or write it down where it will be assessable to others.
4. I will logoff my terminal or personal computer when it is unattended.
5. I will immediately relinquish the LogonID when access is no longer required or upon request by the EOP/OA Information Security Officer, or designee.
6. I will report immediately to the EOP/OA Customer Support Help Desk at 202-395-7323:
 - o Suspected or actual unauthorized use of my LogonID; and
 - o A change in my employment status. This includes termination of employment, transfer to another group or leave of absence.

Donahue, Leah E
Print Name (Last, First MI)

Leah Donahue
Signature

ONAP
Organization

9/25/00
Date

LogonID

6-2437
Phone

COMPUTER SERVICES REQUEST

OFFICE OF ADMINISTRATION
INFORMATION SYSTEMS AND TECHNOLOGY

DOCUMENT TRACKING #

REQUEST SUBMITTED BY (Point Of Contact):

Please Print: (Last, First M. Initial) DATE SUBMITTED: PHONE:

CUSTOMER, WORK TO BE PERFORMED FOR:

Please Print: (Last, First M. Initial) TITLE/POSITION: (As seen in the EOP Phone Book)

DEPARTMENT: WH (Agcy/PAD) (Div/DAD) (Sub-Div/Branch) BUILDING: ROOM: PHONE:

CUSTOMER INFORMATION:

Pass Type: ☐ Permanent ☐ Temporary ☒ Access List ☐ Other
Emp Type: ☐ EOP Staff ☐ Detailee ☒ Intern/Student ☐ Other (e.g., Volunteer, Fellow, ...)

CONTRACTOR & Non-EOP EMPLOYEES:

Company / Agency Name Contract # Purchase Order # Co/Agcy Phone #:
Company / Agency Address Co/Agcy City Co/Agcy State Co/Agcy Zip:

ACTION REQUESTED:

☐ Check if Additional Documentation attached.

Please PRINT. If Customer is replacing out going staff, or should be setup SAME AS other staff, note same and staff members name. If you have any questions, please contact your Agency Administrator or COTR. Or, call Customer Support at #(202)395-7370.

(set up network and notes access same as cheryl Bauerle)

(Specify ONLY when a Specific Date/Time is required and has been approved by ADMIN. MGMT.)

REQUIRED DATE:

ACCESS REQUEST:

☒ Create (New Account) ☐ Modify (Update existing ID) ☐ Delete/Disable (Departing Staff) ☐ Transfer (Transfer Ownership) ☐ Dial-In Access (Justify above) ☐ External Access (Internet & X.400 Mail)

(Fill in the User Name, Server Name and IBM Mainframe ID assigned to customer for all but NEW ID Requests.)

☐ IBM Mainframe: (7 Char. ID)

☒ User Name: (12 Char ID, (ALL-IN-1 & or LAN)) Novell Server Name: (E.G.: WHADMIN, OMB_A, IRMD,...)

EQUIPMENT REQUEST: (If request is for other than New Install, Bar Code# and Previous Equipment OWNER information is required)

☐ New Install ☐ Upgrade ☐ Re-Assign ☐ Re-Allocate ☐ Return to Inv. ☐ Site Survey
PC Load Type: ☐ US-2000 ☐ OASIS 5.0 ☐ Stand Alone ☐ Other

CPU Bar Code #: CPU S/N#:

Previous or current OWNER of Equipment if not Customer: (Owner is normally set as Default Login User Name)

Pager/Cellular ☐ Pager S/N#: ☐ Cellular Phone S/N#:

AUTHORIZED/APPROVED BY

(The Customer has already printed their name above. However, we request the PRINTED names of all other signatures for effective identification.)

Leah E. Donahue
Sig e of Customer

9/25/00
Date

Cheryl S. Bauerle
Signature of Supervisor or POC (EOP Staff)

Bauerle Cheryl S
Print: (Last, First M. Init.)

9/25/00
Date

Signature of AGY/PAD Admin. or COTR:

Print: (Last, First M. Init.) Date

THE WHITE HOUSE

WASHINGTON

June 1, 2000

Committee on Admissions
School of Law

To the Committee on Admissions:

It is with great pleasure that I recommend Leah Donahue for admission to your law school.

While I certainly understand that you have no shortage of extraordinary young men and women from which to choose, I think that Leah, whom I came to know through her internship at the White House Office of National AIDS Policy, possesses a unique combination of academic potential and an indomitable work ethic that enables her to give as much as she gets in all her endeavors. She would be an excellent addition to your student body.

At the White House, Leah continually impressed me with her intellect, her capable and dedicated work, and her deep commitment to public service. Since our office had limited staff, Leah was given many different kinds of work, and she performed them all with confidence and quiet enthusiasm resulting from her desire to be meaningfully involved in advocacy and assistance for people around the world who so direly need both. The Office of National AIDS Policy provided her with just such an opportunity.

Throughout her internship, Leah was inquisitive, observant, and objective in her research, without losing sight of her passion and commitment to the very difficult issues with which we deal on a daily basis. Aside from preparing briefs and talking points for myself and my Associate Director, she assisted in drafting correspondence to high-level government officials and AIDS activists worldwide. Her work allowed her to investigate various international health care policy issues, and she developed a strong interest in the HIV/AIDS situation for the particularly devastated demographic of sub-Saharan African women. While educating herself to the greatest extent possible, Leah also collected information for staff review.

Her internship provided Leah the unique opportunity to observe and learn about the challenges and rewards of policymaking and political life, and she took full advantage of that opportunity at every turn. As a result, she has gained a stronger understanding of the interplay between political, social, and economic factors that influence health, and specifically HIV/AIDS, policy at the national level. She is now eager to pursue a degree in law - a pursuit that will equip her with the knowledge and skills necessary to begin a career as an attorney advocating for those in need, either through international non-profit organizations, or the United States government itself.

I have worked in public health for 20 years, and have advocated at the forefront of the HIV/AIDS epidemic since the beginning. I learned very quickly what it takes to truly handle the

complex and multi-faceted issues surrounding this work. It is clear to me that today, more than ever before, the legal community and more importantly society needs people who have a sense of responsibility to those in need and to those who remain most vulnerable due to inequality, injustice, and discrimination. The next generation of legal workers must be ready to take on these issues and their implications – and they must have the passion to commit to a life of service and of advocacy. I am confident that Leah has this passion and will rise to meet the challenge that is presented to her.

I am certain that Leah's talents and intellect will thrive under the rigorous demands of your academic training. Her natural leadership abilities, interpersonal skills, and experience in the academic and public service arenas would make her an invaluable addition to your student body. I encourage you to consider Leah's application carefully. I can think of no better candidate for selection to your exceptional law program.

If you have any questions or need additional information, please do not hesitate to contact me at (202) 456-2437.

Sincerely,

A handwritten signature in black ink, appearing to read "Sandra L. Thurman", written over a horizontal line.

Sandra L. Thurman
Presidential Envoy for AIDS Cooperation, and
Director, White House Office of National AIDS Policy

THE WHITE HOUSE
WASHINGTON

December 1, 2000

Truman Scholarship Selection Committee
Harry Truman Scholarship Foundation

To the Truman Scholarship Selection Committee:

It is with great pleasure that I recommend Leah Donahue for selection as a 2001 Truman Scholar.

Leah, whom I came to know through her internship at the White House Office of National AIDS Policy, continually impressed me with her intellect, her capable and dedicated work, and her deep commitment to public service. Since our office had limited staff, Leah was given many different kinds of work, and she performed them all with confidence and quiet enthusiasm resulting from her desire to be meaningfully involved in advocacy and assistance for people around the world who so direly need both. The Office of National AIDS Policy provided her with just such an opportunity.

At the White House, Leah was inquisitive, observant, and objective in her research, without losing sight of her passion and commitment to the very difficult issues with which we deal on a daily basis. Aside from preparing briefs and talking points for myself and my Associate Director, she assisted in drafting correspondence to high-level government officials and AIDS activists worldwide. Her work allowed her to investigate various international health care policy issues, and she developed a strong interest in the HIV/AIDS situation for the particularly devastated demographic of sub-Saharan African women. While educating herself to the greatest extent possible, Leah also collected information for staff review.

Her internship provided Leah the unique opportunity to observe and learn about the challenges and rewards of policymaking and political life, and she took full advantage of that opportunity at every turn. As a result, she has gained a stronger understanding of the interplay between political, social, and economic factors that influence health, and specifically HIV/AIDS, policy at the national level. She is now eager to pursue a degree in law - a pursuit that will equip her with the knowledge and skills necessary to begin a career as an attorney advocating for those in need, either through international non-profit organizations, or the United States government itself.

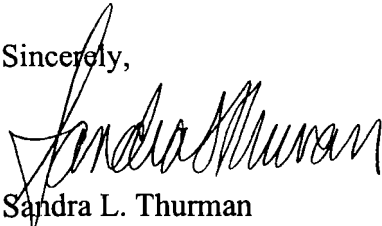
I have worked in public health for 20 years, and have advocated at the forefront of the HIV/AIDS epidemic since the beginning. I learned very quickly what it takes to truly handle the complex and multi-faceted issues surrounding this work. It is clear to me that today, more than ever before, the legal community and more importantly society needs people who have a sense of responsibility to those in need and to those who remain most vulnerable due to inequality, injustice, and discrimination. The next generation of legal workers must be ready to

take on these issues and their implications – and they must have the passion to commit to a life of service and of advocacy. I am confident that Leah has this passion and will rise to meet the challenge that is presented to her.

I am certain that Leah's talents and intellect will thrive with the opportunities presented by being a Truman Scholar. Her natural leadership abilities, interpersonal skills, and experience in the academic and public service arenas make her an ideal recipient. I encourage you to consider Leah's application carefully. I can think of no better candidate for selection as a Truman Scholar.

If you have any questions or need additional information, please do not hesitate to contact me at (202) 456-2437.

Sincerely,

A handwritten signature in black ink, appearing to read "Sandra L. Thurman". The signature is fluid and cursive, with a large initial "S" and "T".

Sandra L. Thurman
Presidential Envoy for AIDS Cooperation, and
Director, White House Office of National AIDS Policy

Shaira Resto

(703) 247-8256

- Home #

Contact Information

Leah Elizabeth Donahue

Address:

6480 Franciscan Road
Carlsbad, CA 92009

Phone:

(760) 929-0112

Email:

leahdonahue@hotmail.com

University of California, Irvine
Political Science

Internship Dates: September 20-December 1, 2000

Letters of recommendation saved as *H/Interns/Leah/Rec Letter-Truman*, and *Rec Letter-Law*
(both based on *H/Staff/Thurman/Personal/Johanna Law School Rec*)



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

FACSIMILE TRANSMITTAL SHEET

TO: Ramela Forman FROM: Cheryl Bawene
COMPANY: _____ DATE: December 15, 2000
FAX NUMBER: _____ TOTAL NO. OF PAGES INCLUDING COVER: 2
PHONE NUMBER: _____
RE: _____

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

NOTES/COMMENTS:

Please call me with questions—many
apologies for the delay.

Cheryl (456-2959)

**UCDC WASHINGTON CENTER
UC IRVINE
Employer Evaluation – Fall 2000**

This performance evaluation provides the UCDC Washington Center a means for receiving constructive feedback on the intern's experience as a potential employee in your field.

Student Intern: Leah Donahue
Name of Organization: White House Office of National AIDS Policy

Internship Title White House Intern # Weeks worked 10 #Hours per week 33

Compensation: Volunteer ☒ Stipend _____ Salary _____

Has your organization used interns from the UCDC Washington Center before? Yes ☒ No _____

Would you be interested in working with this program in the future? Yes ☒ No _____

Briefly describe the student's work assignment. What were his/her primary activities?

Assisted with meetings and staffing needs for the director. Prepared trip briefs, talking points and statistical sheets on HIV/AIDS issues.

What did the student contribute to your organization? We are very short staffed, and rely on our interns a great deal. Leah played a vital role in 'keeping us a float' during the time she was here.

Please describe this intern's strengths and weaknesses. If there were deficiencies, please suggest areas in which preparation could have been stronger.

Leah did an excellent job. She was conscientious, a delight to work with, a self-starter, and very much a team player.

Overall Performance Rating:

Outstanding ☒ Very Good _____ Average _____ Marginal _____ Unsatisfactory _____

Please add any comments or suggestions about the UCDC Washington Center program that you might have.

Evaluated by: Cheryl Bawene Title Associate Director Date 11/15/00

Please return by 8 December 2000 to Pamela Forman, UC Irvine Washington Center Program, 2301 M Street, NW, 5th Floor: Washington, DC 20037. Fax to: 202.466.1490.

7110

*** TX REPORT ***

TRANSMISSION OK

TX/RX NO	1959	
CONNECTION TEL		94667110
CONNECTION ID		
ST. TIME	12/15 13:37	
USAGE T	00'49	
PGS.	2	
RESULT	OK	

UNIVERSITY OF CALIFORNIA

BERKELEY • DAVIS • IRVINE • LOS ANGELES • MERCED • RIVERSIDE • SAN DIEGO • SAN FRANCISCO



SANTA BARBARA • SANTA CRUZ

UC IRVINE WASHINGTON CENTER PROGRAM

2301 M Street, NW,
Fifth Floor
Washington, DC 20037
Phone: 202-466-1134
FAX: 202-466-1190

13 November 2000

Cheryl Bauerle
Associate Director
White House Office of National AIDS Policy
736 Jackson Place, NW
Washington, DC 20503

Dear Ms. Bauerle,

I am writing to thank you for supervising Leah Donahue's internship in conjunction with the University of California – Irvine, Washington DC Center Program for the Fall 2000 Quarter.

I also am sending you a form for the evaluation of Leah Donahue's performance at the Office of National AIDS Policy. I am grateful for your cooperation in completing this form by 8 December 2000, which will enable the program to determine whether she has satisfactorily met the requirements for credit for this program.

I have enclosed a self-addressed envelope for your convenience.

Sincerely,

A handwritten signature in cursive script, appearing to read "P. Forman", followed by a horizontal line.

Pamela J. Forman
Program Administrator

THE WHITE HOUSE

WASHINGTON

December 14, 2000

To the Department of Human Resources:

It is with great pleasure that I recommend Sara I. Khwaja for recruitment to your institution.

While I certainly understand that you have no shortage of extraordinary professional men and women from which to choose, I think that Sara, whom I came to know through her internship at the White House Office of National AIDS Policy, possesses a unique combination of academic potential and a strong work ethic that will enable her to give as much as she gets in all her endeavors. She would be an excellent addition to your institution.

At the White House, Sara continually impressed me with her intellect, her capable and dedicated work, and her deep commitment to public service. Since our office has a limited staff, Sara was given a wide range of projects including writing country and regional reports on HIV/AIDS. She performed the assigned tasks with confidence and quiet enthusiasm, a result of her desire to be meaningfully involved in advocacy for people around the world who are in need. Her work in this office provided Sara with just such an opportunity.

Throughout her internship, Sara was inquisitive, observant, and objective in her research, without losing sight of her commitment to the very difficult issues with which we deal on a daily basis. Aside from preparing briefs and talking points for my Associate Director and myself, she assisted in drafting correspondence to senior government officials and to AIDS communities worldwide. Her work allowed her to investigate various international health care policy issues, and she developed a strong interest in the HIV/AIDS situation for the particularly devastated demographic of sub-Saharan African women.

Sara's internship afforded her the opportunity to observe and learn about the challenges and rewards of policymaking and political life. As a result, she has gained a stronger understanding of the interplay between political, social, and economic factors that influence health, and specifically HIV/AIDS, policy at the national level.

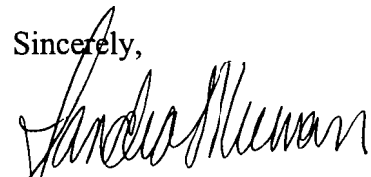
I have worked in public health for 20 years, and have advocated at the forefront of the HIV/AIDS epidemic since the beginning. I learned very quickly what it takes to truly handle the complex and multi-faceted issues surrounding this work. It is clear to me that today, more than ever before, the administrative community and more importantly, society, needs people who have a sense of responsibility to those who remain most vulnerable due to inequality, injustice, and discrimination. The next generation of Public Administrators must be ready to take on these issues and their implications – and they must have the passion to commit to a life of service and

of leadership. I am confident that Sara has this passion and will rise to meet the challenge presented to her.

I am certain that Sara's talents will thrive under the rigorous demands of your institute. Her natural leadership abilities and significant experience in the academic and public service arenas will make her a wonderful addition to your organization. I encourage you to consider Sara's application carefully.

If you have any questions or need additional information, please do not hesitate to contact me at (202) 456-2437.

Sincerely,

A handwritten signature in black ink, appearing to read "Sandra L. Thurman". The signature is fluid and cursive, with the first name "Sandra" being more prominent than the last name "Thurman".

Sandra L. Thurman
Presidential Envoy for AIDS Cooperation, and
Director, White House Office of National AIDS Policy

THE WHITE HOUSE

WASHINGTON

December 14, 2000

To Whom It May Concern:

It is with great pleasure that I recommend Sara I. Khwaja to be a part of your organization. While I certainly understand that you have no shortage of extraordinary professional men and women from which to choose, I think that Sara, whom I came to know through her internship at the White House Office of National AIDS Policy, possesses a unique combination of academic potential and a strong work ethic that will enable her to give as much as she gets in all her endeavors. She would be an excellent addition to your organization.

At the White House, Sara impressed me with her intellect, her capable and dedicated work, and her deep commitment to public service. Since our office has a limited staff, Sara was given many different kinds of work including writing country and regional reports on HIV/AIDS. She performed the assigned tasks with confidence and quiet enthusiasm, a result of her desire to be meaningfully involved in advocacy for people around the world who are in need. Her work here at our office provided Sara with just such an opportunity.

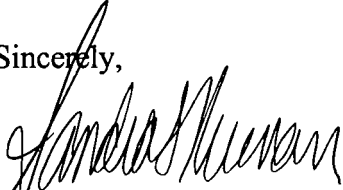
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Sandra L. Thurman
Presidential Envoy for AIDS Cooperation, and
Director, White House Office of National AIDS Policy

SARA I. KHAWAJA (BEFORE 20th Dec)

18. LANDING LANE —

PORT JEFFERSON

NY 11777

(AFTER 20th Dec)

D-16

MOHD ALI HOUSING SOCIETY

KARACHI- 75350

PAKISTAN \

EMAIL

Sak2210@aol.com

Sak2210@yahoo.com

US: 631-331-0593

(cell) 917-767-5424

PAK: +92-21-4547079 —

92-21-4523360

GMT+5 hrs

September 10, 1999

113 King Mill Court
Harrisburg, PA 17110

Sandra Thurman
Director
Office of National AIDS Policy
736 Jackson Place
Washington, DC 20502

Dear Ms. Thurman,

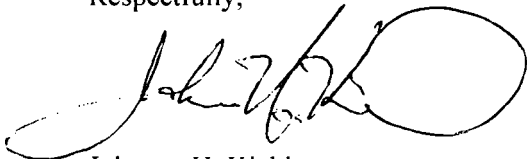
When I received the intern program acceptance letter at the start of this summer, I knew that the experience would offer me many possibilities for the future. However, any expectations I held were surpassed. You were personally involved in my internship from the start. Witnessing your awesome schedule, it was always an unexpected pleasure to listen to your experiences and share in the excitements and disappointments that come with advocating and advising in the Office of National AIDS Policy.

My experiences this summer are invaluable and irreplaceable. The smallest daily office tasks have better prepared me for future career opportunities, and I hold this as an incredible asset. However, I must admit that the most fantastic experience this summer was having the opportunity to hear you speak to the needs millions of people, standing by the Vice President, Archbishop Tutu, and all other honored guests who came in support. I know that such is an occasion that many will never have the opportunity to witness, and I feel truly grateful for being included.

Within these last few months, I have developed a greater personal commitment to recognize the need for and affect change not only in HIV/AIDS related issues, but in any issue that threatens the community of which I am a part. This is the greatest asset I take from my internship.

The *Washington Post* "Style" article that you mailed my father years ago, travels with me on all permanent moves and serves as a constant reminder that there are people out there who work extremely hard to better the condition of the world for their friends, families, and most importantly, people that they will never meet. Thank you for being such an inspiration. Best wishes to you in the future.

Respectfully,

A handwritten signature in black ink, appearing to read 'Johanna H. Kiehl', with a large, stylized loop at the end.

Johanna H. Kiehl

Additionally, I hereby acknowledge the following:

1. I will not enter classified information into the EOPDC computer systems.
2. I will create my own personal password the first time I logon to the EOPDC. I will not use personal identifiers (eg., name, family member's name, initials and/or date of birth, etc.) as a password.
3. I will protect my personal password from disclosure. My password is used to authenticate my identity and I will not allow its use by another person, code it into programs or write it down where it will be assessable to others.
4. I will logoff my terminal or personal computer when it is unattended.
5. I will immediately relinquish the LogonID when access is no longer required or upon request by the EOP/OA Information Security Officer, or designee.
6. I will report immediately to the EOP/OA Customer Support Help Desk at 202-395-7323:
 - o Suspected or actual unauthorized use of my LogonID; and
 - o A change in my employment status. This includes termination of employment, transfer to another group or leave of absence.

MOSES, HOWARD R. 8/13/99
Print Name (Last, First MI) Date

Howard R. Moses _____
Signature LogonID

ONAP / EOP 456-2437 X 51442
Organization Phone

ADMIN-Volunteers-
Moses, Howard

COMPUTER SERVICES REQUEST

OFFICE OF ADMINISTRATION

INFORMATION SYSTEMS AND TECHNOLOGY

DOCUMENT TRACKING

REQUEST SUBMITTED BY (Point Of Contact):

SUMMERS TODD A. 8/17/99 () 6-2437

Please Print: (Last , First M. Initial) DATE SUBMITTED: PHONE:

CUSTOMER, WORK TO BE PERFORMED FOR:

Moses, Howard R. TITLE/POSITION: Agency Rep

Please Print: (Last , First M. Initial) (As seen in the EOP Phone Book)

DEPARTMENT:

AIDS Policy 736 Jackson

(Agcy/PAD) (Div/DAD) (Sub-Div/Branch) BUILDING: ROOM: PHONE:

CUSTOMER INFORMATION:

Pass Type: ☐ Permanent ☐ Temporary ☒ Access List ☐ Other

Emp Type: ☐ EOP Staff ☐ Detailee ☐ Intern/Student ☒ Other Agency Rep.

(e.g. Volunteer, Fellow, ...)

CONTRACTOR & Non-EOP EMPLOYEES:

Company / Agency Name Contract # Purchase Order # Co/Agcy Phone #:

Company / Agency Address Co/Agcy City Co/Agcy State Co/Agcy Zip:

ACTION REQUESTED:

☐ Check if Additional Documentation attached.

Please PRINT. If Customer is replacing out going staff, or should be setup SAME AS other staff, note same and staff members name.
If you have any questions, please contact your Agency Administrator or COTR. Or, call Customer Support at #(202)395-7370.

Please create NT and Notes account per user Daniel Montoya

(Specify ONLY when a Specific Date/Time is required and has been approved by ADMIN. MGMT).

REQUIRED DATE:

ACCESS REQUEST:

☒ Create (New Account) ☐ Modify (Update existing ID) ☐ Delete/Disable (Departing Staff) ☐ Transfer (Transfer Ownership) ☐ Dial-In Access (Justify above) ☐ External Access (Internet & X.400 Mail)

(Fill in the User Name, Server Name and IBM Mainframe ID assigned to customer for all but NEW ID Requests.)

☐ IBM Mainframe: (7 Char. ID)

☐ User Name: (12 Char ID, (ALL-IN-1 & or LAN))

Novell Server Name: (E.G.: WHADMIN, OMB_A, IRMD,...)

EQUIPMENT REQUEST:

(If request is for other than New Install, Bar Code# and Previous Equipment OWNER information is required)

☐ New Install ☐ Upgrade ☐ Re-Assign ☐ Re-Allocate ☐ Return to Inv. ☐ Site Survey

PC Load Type: ☐ US-2000 ☐ OASIS 5.0 ☐ Stand Alone ☐ Other

CPU Bar Code #: CPU S/N#:

(EOP BAR-CODE is located on Right Side of CPU)

Previous or current OWNER of Equipment if not Customer:
(Owner is normally set as Default Login User Name)

Pager/Cellular ☐ Pager S/N#: ☐ Cellular Phone S/N#:

AUTHORIZED/APPROVED BY

(The Customer has already printed their name above. However, we request the PRINTED names of all other signatures for effective identification.)

Signature of Customer

SUMMERS, TODD A.

Date

8/17/99

Signature of Supervisor or POC: (EOP Staff)

Print: (Last , First M. Init.)

Date

Signature of AGY/PAD Admin. or COTR:

Print: (Last , First M. Init.)

Date

Leah Donahue

Normal Schedule

M, W, Th, F 9am - 5pm

This week only (9/25 - 9/29)

Tue - noon - 5

Wed - 9 - 5

Th, Fri - not available due to sister's wedding

THESE DOCUMENTS SONT DESTINES A ETRE LUS PAR LES MEMBRES DU COMITE D'ETUDE ET D'INFORMATION SUR LA SITUATION DE LA REGION DE LA GUYANE FRANCAISE. ILS SONT A LOANER ET A RENDRE A LA BIBLIOTHEQUE DE LA REGION DE LA GUYANE FRANCAISE.

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WOMEN'S INITIATIVES

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