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THE WHITE HOUSE
WASHINGTON

JULY 11, 1984

MEMORANDUM FOR: MICHAEL K. DEEVER

FROM: FREDERICK J. RYAN, JR. *FJR*

SUBJECT: THE PRESIDENT'S SUMMARY SCHEDULE FOR JUNE 1984

The time accounted for herein does not include staff time, personal time, social events, private appointments and travel time. NOTE: The President was in Ireland, Normandy and London between June 1-10.

NSC	18 hours 20 minutes	30%
CABINET TIME	7 hours 45 minutes	13%
CONGRESSIONAL	6 hours 15 minutes	11%
PRESS	5 hours 40 minutes	10%
POLITICAL	4 hours 40 minutes	8%
MISCELLANEOUS *	3 hours 54 minutes	7%
PRIVATE SECTOR INITIATIVES	2 hours 45 minutes	5%
VICE PRESIDENT	2 hours	4%
SECRETARY SHULTZ	1 hour 55 minutes	3%
PUBLIC LIAISON	1 hour 15 minutes	2%
ADMINISTRATIVE TIME	1 hour 10 minutes	2%
PERSONNEL	1 hour	2%
TAPINGS	45 minutes	1%
INTERGOVERNMENTAL	45 minutes	1%
ISSUES LUNCHEONS	45 minutes	1%
MILITARY OFFICE	15 minutes	>1%

* Includes - Welcome NBA Champions; Dedication Ceremony at National Geographic Society; Eureka College Representatives

cc: Michael A. McManus

THE PRESIDENT'S SUMMARY SCHEDULE

JANUARY - JUNE 1984

	<u>JANUARY</u>	<u>FEBRUARY</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>AVERAGE %</u>
ADMINISTRATIVE TIME	1%	2%	1%	1%	2%	2%	2%
BUDGET	4%	>1%	1%	-	-	-	1%
CABINET	8%	7%	7%	8%	10%	13%	9%
CONGRESSIONAL	10%	3%	9%	9%	5%	11%	8%
COUNSEL	-	-	-	-	-	-	-
ECONOMIC AFFAIRS	-	-	-	-	-	-	-
INTERGOVERNMENTAL	2%	6%	4%	1%	>1%	1%	2%
ISSUES LUNCHEONS	3%	1%	1%	2%	1%	1%	2%
MILITARY OFFICE	-	-	-	-	-	>1%	>1%
MISCELLANEOUS	12%	14%	5%	9%	10%	7%	10%
NSC	29%	30%	32%	27%	32%	30%	30%
POLITICAL	12%	17%	8%	2%	7%	8%	9%
PRIVATE SECTOR INITIATIVES	-	>1%	2%	-	2%	5%	2%
PERSONNEL	1%	1%	1%	1%	1%	2%	1%
PUBLIC LIAISON	6%	4%	11%	28%	5%	2%	9%
POLICY DEVELOPMENT	1%	-	-	-	-	-	>1%
PRESS	5%	11%	10%	9%	11%	10%	9%
SECRETARY SHULTZ	2%	1%	3%	2%	2%	3%	2%
TAPINGS	1%	1%	1%	1%	2%	1%	1%
VICE PRESIDENT	3%	2%	2%	-	2%	4%	2%