

RECORDS MANAGEMENT, WHITE HOUSE OF (WHORM): Records, 1981-1989 -  
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**WHITE HOUSE OFFICE OF RECORDS MANAGEMENT (WHORM): Records, 1981-1989**

The White House Office of Records Management (WHORM) is the central record keeping unit within the White House Office. The Office of Records Management maintained the basic filing systems resulting in the major collections held at the Reagan Library: Alphabetical (Name) File, Subject File, Bulk Mail Sample, President's Handwriting File, Staff and Office Files and the Storage Information and Retrieval System (STAIRS) automated IBM database and search system.

As material was retired, the Office made determinations about its filing status and entered information about the material into the STAIRS system if necessary. The STAIRS system contains online descriptions of the WHORM Subject File case files, a small amount of information regarding Alphabetical file information, box information and folder lists for White House Staff and Office material, a database for gifts, an online version of the Presidential Diary and a database for White House audio-visual materials. Retired material was stored at the White House and most material was eventually moved to the Presidential Materials storage at the National Archives. The office provided reference and retrieval for all the materials stored locally or at the Presidential Materials storage at the National Archives. On average, the Office received about 50,000 pages weekly for storage and 150-200 reference requests regarding stored material.

The storage of material and the reference and retrieval services of this office were generally known as White House Central Files in previous administrations. References to this older name are seen within these records. During the Reagan Administration, the name was used for the storage area for retired records only.

Since the White House Office of Records Management is one of the "permanent" staff offices at the White House, the documentation of their work is maintained at the White House. The Library has a relatively small amount of material generated regarding the records management work conducted during the Reagan Administration and it is mostly from the second administration. In addition to record-keeping practices, WHORM also conducted exit interviews with staff members leaving the White House. The Library maintains these interviews in a separate collection: White House Office of Records Management (WHORM): [Exit Interviews](#).

**Scope and Content Note**

The White House Office of Records Management collection consists of three series: SERIES I: Subject File; SERIES II: Document Requests Regarding Nofziger/Meese Investigation; and

SERIES III: Publications. Series III contains three subseries.

SERIES I: SUBJECT FILE (5.8 l.ft.; Box 1-15)

This series consists of material relating to documentation for the WHORM Subject File and application of subject classifications; a copy of the White House Staff Manual; a copy of the White House Telephone Book; copies of original box inventories filed by office and by the date the box number was generated; formal statements on transfer of staff material to Records Management and lists of White House personnel, noting White House and detailees for 1984-1989. The series is arranged alphabetically.

SERIES II: DOCUMENT REQUESTS REGARDING NOFZIGER/MEESE INVESTIGATION  
(2.2 l.ft.; Box 15-20)

This series contains material relating to WHORM's efforts to locate Reagan Administration documents in its custody that were responsive to the Independent Counsel investigation involving the Wedtech Corporation, Franklyn (Lyn) Nofziger, and Edwin Meese III. White House Counsel staff attorney Peter Keisler worked with WHORM Director Terry W. Good, and the Department of Justice, to locate and review relevant documents.

Most of this series consists of search printouts from STAIRS. All of the databases maintained at the White House were searched for relevant documents or folders responsive to the Independent Counsel's requests.

Mr. Keisler and Justice Department staff examined the STAIRS search printouts produced for the investigation. They used self-stick notes ("Post-It Notes") and handwritten marks to flag printouts describing possibly relevant records that required direct examination. Keisler and Good pulled the records marked on the printouts, leaving pink charge-out cards in their place. If the Justice Department decided that some pulled records were indeed relevant, two photocopies were made, one for the Justice Department and one for Mr. Keisler.

In addition to STAIRS printouts, this collection contains most of the used charge-out cards, notes and memos on searches for relevant records, reference lists of White House staff members, and memos and handwritten lists that describe generally the contents of boxes in WHORM custody.

For related material to this series, see also Series IV: Investigations of the Peter D. Keisler collection, and Series V: Lyn Nofziger/Wedtech/Edwin Meese Independent Counsel - James McKay of the collection Counsel to the President, White House Office of: Investigations: Records.

SERIES III: PUBLICATIONS (l.ft.; Box 20-)

This series consists of publications transferred to WHORM by various White House staff members and offices. It contains three subseries: Subseries A: Publications from the Office of Rhett Dawson; Subseries B: Publications from Various Staff Members and Offices; Subseries C:

*Congressional Quarterly & National Review* Publications.

All of the publications within this series appear to have been items collected by the Records Management staff from various offices and also appears to have been publications from the end of the tenure of a particular staff person. The most numerous or noted staff members for the material include James Baker, Kenneth Barun, Pat Buchanan, Patricia Bryant, the Drug Abuse Policy Office, Kenneth Duberstein, Fred Fielding, Edwin Gray, Ann Higgins, Al Kingon, Lee Verstandig, Roger Porter, Robert Reilly, Jack Svahn, Helene Von Damm, and Richard Williamson. Some of the material was originally placed in the White House Office of Records Management Subject File PU (Publications) and the Library has transferred this material to this series. Additionally there was a large amount of publications belonging to Craig Fuller. This material was transferred to his collection since he already had a publications series. The Library also transferred the *Weekly Compilation of Presidential Documents*, 1982 to our journal collection. Bulky publications have been transferred to the book collection. Transfer information can be found within the series. The first two subseries are arranged alphabetically and the third subseries is arranged chronologically.

## CONTAINER LIST

### SERIES I: Subject File

#### Box 1

Alphabetical Subject File Cross Reference, 06/25/1985 (1)-(3)  
 Appointees – Vault Info Received Too Late to Enter  
 Biff Henley’s Sample Book [Includes Subject/Computer Input Instructions] (1)-(4)  
 Box Inventories – Received Separate Not Numbered with WHORM Numbers (1)-(4)  
 Copies of Box Memo Inventories  
 Copies of OA & CF Inventories (1)-(4)  
 EOP (Executive Office of the President) Telephone Directory, August 1988 (1)-(3)  
 [Inventories] Office of Administration – Operations Inventories  
 [Inventories] Administration, Office of [Reception & Security Office – Mail Records]  
 [Inventories] Advance Office Inventories (1)-(3)  
 [Inventories] Cabinet Affairs Inventories]

#### Box 2

[Inventories] Chief of Staff Inventories (1)(2)  
 [Inventories] Communications, Office of Inventories (1)(2)  
 [Inventories] Communications, Speechwriters – Nancy Roberts Inventories (1)-(12)  
 [Inventories] Consumer Affairs/Virginia Knauer Inventories  
 [Inventories] Correspondence Office Inventories (1)

#### Box 3

[Inventories] Correspondence Office Inventories (2)  
 [Inventories] Council of Economic Advisors Inventories (1)(2)  
 [Inventories] Counsel’s Office Inventories (1)-(14)  
 [Inventories] Counsellor’s Office (Meese) Inventories (1)(2)

## Box 4

[Inventories] Counsellor's Office (Meese) Inventories (3)-(11)  
[Inventories] Deputy Chief of Staff (Deaver) Inventories (1)-(3)  
[Inventories] Domestic Affairs Office Inventories  
[Inventories] Executive Clerk Office Inventories  
[Inventories] First Lady Office Inventories (1)-(7)

## Box 5

[Inventories] Gift Unit Inventories  
[Inventories] Harper, Edwin Inventories  
[Inventories] Intergovernmental Affairs Inventories (1)-(8)  
[Inventories] Legislative Affairs Inventories (1)-(4)  
[Inventories] Library, White House Inventories  
[Inventories] Media & Broadcast Relations Inventories  
[Inventories] Operations, White House Inventories  
[Inventories] Personal Items for Reagans] – White House Subject File Inventories  
[Inventories] Planning and Evaluation Inventories  
[Inventories] Policy Development Inventories (1)-(5)

## Box 6

[Inventories] Policy Development Inventories (6)-(11)  
[Inventories] Political Affairs Inventories (1)(2)  
[Inventories] President, Office of Inventories  
[Inventories] President's Briefing Papers Inventories [Transferred from PR007-01 by  
Library]  
[Inventories] President's Scrapbook Project Inventory  
[Inventories] Presidential Personnel Inventories (1)(2)  
[Inventories] Press Secretary Inventories (1)-(4)  
[Inventories] Private Sector Initiatives Inventories (1)-(5)

## Box 7

[Inventories] Public Affairs Inventories (1)-(4)  
[Inventories] Public Diplomacy for Central America Inventories  
[Inventories] Public Liaison Inventories (1)-(16)

## Box 8

[Inventories] Scheduling [Appointments & Scheduling] Inventories  
[Inventories] Secret Service Gate Lists (1)(2)  
[Inventories] Social Affairs Inventories (1)-(4)  
[Inventories] Staff Secretary Inventories  
[Inventories] Television Office Inventories  
[Inventories] Transition Inventories  
[Inventories] Transition – Foreign Policy Advisory Board (Interim) Inventories  
[Inventories] Travel and Telegraph Inventories

[Inventories] Visitors Office Inventories  
 [Inventories] WHORM (White House Office of Records Management) Inventories  
 Inventories Numbered with OA & CF Numbers, Received After 01/19/1989 (1)-(6)  
 Miscellaneous Inventories from 563 OEOB  
 NARA Box Call Backs, 1985  
 NARA Box Call Backs, 1986 (1)-(3)  
 NARA Box Call Backs, 1987 (1)

#### Box 9

NARA Box Call Backs 1987 (2)(3)  
 NARA Box Call Backs, 1988 (1)-(3)  
 New Box Numbers (1)-(5)  
 New Boxes – 1987 (1)-(4)  
 New Boxes 1988 January '88 (1)(2)  
 New Boxes 1988 February '88 (1)(2)  
 New Boxes 1988 March-May '88 (1)(2)

#### Box 10

New Boxes 1988 March-May '88 (3)(4)  
 New Boxes 1988 June 1988-November 1988 (1)-(7)  
 New Boxes December 1988 Inventories (1)-(4)  
 New Boxes 1988 – Post 12/21/1988 (1)-(6)

#### Box 11

New Boxes 1988 – Post 01/12/1989 (1)-(7)  
 Personnel on Board – White House/Non-White House – 1984 (1)-(5)  
 Personnel on Board – White House/Non-White House – 1985 (1)-(6)  
 Personnel on Board – White House/Non-White House – 1986 (1)(2)

#### Box 12

Personnel on Board – White House/Non-White House – 1986 (3)-(6)  
 Personnel on Board – White House/Non-White House – 1987 (1)-(6)  
 Personnel on Board – White House/Non-White House – 1988 (1)-(4)  
 Political Affairs Manual  
 Statement of Deposit of Presidential Records – A  
 Statement of Deposit of Presidential Records – B (1)-(4)  
 Statement of Deposit of Presidential Records – C (1)(2)

#### Box 13

Statement of Deposit of Presidential Records – D (1)(2)  
 Statement of Deposit of Presidential Records – E  
 Statement of Deposit of Presidential Records – F (1)(2)  
 Statement of Deposit of Presidential Records – G (1)(2)  
 Statement of Deposit of Presidential Records – H (1)-(3)  
 Statement of Deposit of Presidential Records – I-J

Statement of Deposit of Presidential Records – K  
 Statement of Deposit of Presidential Records – L (1)(2)  
 Statement of Deposit of Presidential Records – M (1)(2)  
 Statement of Deposit of Presidential Records – Mc & N  
 Statement of Deposit of Presidential Records – O  
 Statement of Deposit of Presidential Records – P (1)(2)  
 Statement of Deposit of Presidential Records – Q (Empty)  
 Statement of Deposit of Presidential Records – R (1)-(3)

## Box 14

Statement of Deposit of Presidential Records – S (1)-(3)  
 Statement of Deposit of Presidential Records – T (1)(2)  
 Statement of Deposit of Presidential Records – U-V  
 Statement of Deposit of Presidential Records – W (1)(2)  
 Statement of Deposit of Presidential Records – XYZ  
 Statement of Deposit of Presidential Records – Not Sorted (1)-(3)  
 Vault Files on Computer – T. Good & N.S. Finan (1)-(7)  
 White House Office Staff Manual, January 1984 (1)

## Box 15

White House Office Staff Manual, January 1984 (2)(3)  
 WHORM Subject File Classification Index System Manual, 06/26/1986 (1)-(4)  
 WHORM Subject File Classification Index System Manual, 05/02/1988 (1)-(4)  
 [WHORM Subject File - Classification Updates from Older Version]

## SERIES II: Document Requests Regarding Nofziger/Meese Investigation

Box 15, cont.

Charge-Out Cards (1)-(6)  
 [Chief of Staff, Office of the – Staff Files Inventories Reviewed]  
 [Collection Description (Memo for the Record)]  
 Elizabeth Dole [Copies of Inventories for Dole Collection]  
 Fairchild/Baker/Nofziger [STAIRS Search Results: (James Jim) and Baker and oversize]  
 (1)-(3)

## Box 16

Fairchild/Baker/Nofziger [STAIRS Search Results: (James Jim) and Baker and oversize]  
 (4)-(6)  
 Fairchild, etc. – Printouts (Duplicate) [STAIRS Search Results – Various] (1)-(8)  
 Fairchild, etc. – Printout (Duplicate) [STAIRS Search Results: Meese and oversize]  
 (1)-(8)

## Box 17

Fairchild, etc. – Printout (Duplicate) [STAIRS Search Results: Meese and oversize] (9)  
 Fairchild – [STAIRS Search Results:] Lent and (Norm Norman) (1)-(5)  
 Fairchild – [STAIRS Search Results:] Lent and (Norm Norman) (6)-(16)

Fairchild Working Papers  
Meese Investigation

Box 18

Meese/Nofziger [STAIRS Search Results (part): Meese and oversize] (1)-(4)

[Memo for the Record re: Series]

[Miscellaneous STAIRS Printouts, Working Papers, and Notes]

Nofziger [STAIRS Printouts re Nofziger/Meese – Flagged] (1)(2)

Returns

[STAIRS Printouts:] 05/11/1987 – Finished (1)(2)

[STAIRS Printouts] Not Relevant (1)-(5)

[STAIRS Printouts Pulled for Peter Keisler] (1)(2)

Box 19

[STAIRS Printouts: Search Results: Meese and oversize (05/12/1987)] (1)-(10)

[STAIRS Printouts: Search Results: Meese and oversize (Printouts for Meese OAs Removed)] (1)-(4)

Telephone Logs [File Locations of Logs, Plus Miscellaneous Material]

Welbilt/Wedtech Duplicate Printout [STAIRS Search Results: Meese and oversize] (1)-(4)

Box 20

Welbilt/Wedtech Duplicate Printout [STAIRS Search Results: Meese and oversize] (5)-(9)

Welbilt/Wedtech – Terry W. Good's Working File (1)-(9)

SERIES III: Publications, 1981-1989

Subseries A: Publications from the Office of Rhett Dawson

Box 20, cont.

*Almanac of American Political Science*, 1986

America's Response to Aids

*American Education: Making it Work*

*The Annual Guide to Public Policy Experts*, 1988

Box 21

Apartheid Article, *Washington Times*, 01/10/1986

*An Appeal for Religious Freedom in the Soviet Union on the Occasion of the Millennium of Christianity in Kievan Rus'*

*Armed Forces Journal International*, March 1988

Associates Memo, 10/01/1988, 10/19/1988

Manhattan Institute for Policy Research *Associates Memo*, No. 9, 1988

*Capital Source*, Fall 1987

Chart of Venice with Overlay (In Oversize Box)

Council on Competitiveness *Challenges*, v. 1, nos.3-5, 1988

*Civil Justice Memo*, no. 6-7, 1988

*Congressional Directory*, 1985-1986, 99<sup>th</sup> Congress  
*CSIS News*, January/February 1988  
*Discriminate Deterrence: Report of the Commission on Integrated Long-Term Strategy*  
*Evans-Novak Political Report*, Nos. 628, 633-34, 1988  
*Fortune*, 01/18/1988 excerpt  
*Government Executive*, February 1988  
 Heritage Foundation – *Asian Studies Center Backgrounder*, no. 77, 05/10/1988  
 Heritage Foundation – *The Backgrounder*, March-April 1988  
 Heritage Foundation – *The Backgrounder Update*, no. 73-76, 1988  
 Heritage Foundation – *Education Update*, Winter 1988  
 Heritage Foundation – *Executive Memorandum*, no. 195-196, 198-199, 1988  
 Heritage Foundation – *The Heritage Lectures*, #150, U.S.-China Economic Issues,  
 06/17/1988  
 Heritage Foundation – *The Heritage Lectures*, #152, 155-157, 1987-1988  
 Heritage Foundation – *Insider Newsletter*, May 1988  
 Heritage Foundation – *Issue Bulletin*, 139-140, April 1988  
 Heritage Foundation – *National Security Record*, February 1988, September 1988,  
 October 1988  
 Heritage Foundation – *This Month at Heritage*, March 1988  
*Hudson Opinion*, November 1988  
*Human Events*, 04/02/1988  
*Legal Times*, 02/01/1988  
*Legal Times*, 02/29/1988  
*Liberation Bulletin*, #9, 02/01/1988  
 [Moscow Orthodox News] (?) Newspaper in Russian with photographs  
*National Security Strategy of the United States*, January 1988  
 Newsclipping re: Reagan Use of Astrology  
*New York Times* Article, 11/24/1987  
*New York Times Magazine*, 01/10/1988 – (In Oversize Box)  
 Old Executive Office Building Preservation Office *Newsletter*, March-April 1988  
*Public Opinion*, November-December 1987

#### Box 22

*The Republican Woman*, March/April 1988  
 Republic National Committee, *Talking Points*, v. 8, no.2, 05/13/1988  
*Wall Street Journal* Article re: INF, NATO – 12/30/1987  
*Washington Journalism Review*, November 1988  
 U.S. ENGLISH News Press Release  
*White House Economic Bulletin*, May 1988  
 White House Staff Manual January 1984 (1)-(3)

Subseries B: Publications from Various Staff Members and Offices  
 Box 22, cont.

*1984 National Strategy for the Prevention of Drug Abuse and Drug Trafficking*  
*Acquired Immune Deficiency Syndrome and Chemical Dependency*

*Affirmative Action from Kennedy to Reagan: Redefining American Equality*, by Herman Belz, Washington Legal Foundation  
*AFNA Bulletin*, Fall 1983  
*America is Coming Back: Prouder, Stronger, Better: Talking Points on Domestic Issues and the Economy*, Republican National Committee, August 1984  
*The American Political Report*, 05/01/1987, 11/27/1987  
*American Public Opinion and U.S. Foreign Policy 1987*, The Chicago Council on Foreign Relations  
 [Amerika, Newspaper Article]  
*Annual Report to the President FY 1986*, National Advisory Council on Education  
*Are World Population Trends A Problem?*, AEI Conference, December 1984  
*Arms Control Handbook: A Guide to the History, Arsenal and Issues of U.S.- Soviet Negotiations*  
*At the Market*, June/July 1985  
 Background Paper: Central America, 05/27/1983  
 “Battle Over the Wilderness” – *Newsweek*, 07/25/1983  
 Beatrice Companies, Inc, *Annual Report* Fiscal Year Ended February 1985  
*Beijing Review*, 01/18/1988-01/24/1988  
*Beijing’s Blockade Threat to Taiwan* – The Heritage Lectures, 07/30/1985  
*Better Off: A Review of the Republican Record for the Eighties*, January 1983  
*Beyond the Tower Commission*, by Melvyn Laird  
*Briefing Book on Current Issues of Interest to Discount Retailers*, 09/26/1983-09/27/1983 (1)

Box 23

*Briefing Book on Current Issues of Interest to Discount Retailers*, 09/26/1983-09/27/1983 (2)-(6)  
*The Brookings Review*, Winter 1988/1989  
*The Bulletin of the American Society of Newspaper Editors*, January 1987  
*Business Scan*, November 1983  
*The CATO Journal*, Winter 1985  
*The Capital Source*, Spring 1986  
*Capital to Capital*, 08/13/1984  
*Challenge and Commitment: A Defence Policy for Canada*  
*The Challenge to Democracy in Central America*, June 1986, The Depts. of State and Defense  
*Challenges*, November 1988, Council on Competiveness  
*Changing Public Attitudes on Governments and Taxes: A Commission Survey*, 1983 – Advisory Commission on Intergovernmental Relations (ACIR)  
 “Chanukah: A Lesson in Religious Freedom”  
 Charles A. Dana Awards – Mrs. Reagan  
 Chase Manhattan Corporation – 1984 Annual Report  
 Children’s Nutrition Research Center – Annual Report, 1983  
*Choices and Life Circumstances: An Ethnographic Study of Project Redirection Teens* by Sydelle Brooks Levy with William J. Grinker, June 1983

## Box 24

*The Christian Contender Newsmagazine*, July, 1984  
 Chrysler Corporation, Report to Shareholders, 10/28/1985  
 Cigahotels Magazine68  
 Citicorp Reports 1984  
*Citizen's Choice National Commission on Taxes and the IRS: Final Report*  
 Citizens for America Briefing Papers and Press Releases  
 Citizens for God & Country Press Releases  
 "City Leadership in a Changing World" 1983 Congress of Cities and Exposition  
 Coalition for Peace Through Strength *News*, 09/14/1984  
*Commitment to Excellence: the Remarkable Amway Story* (In Oversize Box)  
*Commitment to Freedom: Security Assistance as a U.S. Policy Instrument in the Third World*, May 1988  
 Common Cause Publications  
*Commonsense: A Republican Journal of Thought and Opinion*, December 1983  
*Congress: Past, Present & Future: Panel Discussions on Issues Confronting the 100<sup>th</sup> Congress*, House Republican Research Committee  
*Congressional Quarterly Weekly Report*, 10/03/1987  
*Congressional Quarterly Weekly Report*, Index January-September 1988  
*Congressional Record*, 11/04/1987  
*Congressional Record*, 11/09/1987  
*Congressional Record*, 11/10/1987  
*Congressional Record*, 11/12/1987

## Box 25

*Conservative Digest*, May 1987 – Interview with President Reagan  
 Conus Satellite Article  
*Correspondent*, January/February 1987  
 Council on Foreign Relations – Annual Report, 1984-1985  
*County Line*, August 1984  
*Creating a Center for Education Statistics: A Time for Action*, 1986  
 "Crowding Out: Is Housing the Culprit?" – Speech by David O. Maxwell, Chairman & CEO, Federal National Mortgage Association  
*Current News*, Dept. of Defense, 11/30/1988  
*Currents*, November 1983 – Transportation Institute  
*Daily Report for Executives*, 03/13/1986  
*Daily Report for Executives*, 03/14/1986  
*Daily Report: Asia & Pacific*, 05/16/1983  
*Daily Report: China*, 05/16/1983  
*Daily Report: Eastern Europe*, 05/16/1983  
*Daily Report: South Asia*, 05/16/1983  
*Daily Report: Western Europe*, 05/16/1983  
 Defenders of Christian Ethics in Government – Information Release on Blackmun Decisions

Department of State Press Conference by the Honorable George P. Shultz, 10/25/1983  
 Department of the Treasury News Clips, 09/16/1985  
 Department of the Treasury News Clips, 09/27/1985  
*Discriminate Deterrence: Report of the Commission on Integrated Long-Term Strategy*  
*Donatello: At Close Range* (In oversize box)  
 Drexel Burnham Lambert Annual Review 1982 – “The Evolving Marketplace: A  
 Response to the Changing Economic Structure”  
 Drug Enforcement Administration, EPIC Brief, 05/14/1985  
*Economic and Budget Outlook: Fiscal Years 1988-1992*, CBO Annual Report 1987  
*An Economic Bill of Rights*, by Martin Anderson, 1984  
*Economic Bulletin*, 10/07/1988, 11/04/1988  
*Economic Development Commentary*, Winter 1983 – National Council for Urban  
 Economic Development

## Box 26

“The Economics of the Health Care Industry” - Speech by Corwin D. Denney  
 Editions Spotkania – Livres et Revues Polonais (Book Catalog)  
*The Equitable Healthcare Survey: Options for Controlling Costs*, August 1983  
*Education for Democracy: A Statement of Principles*  
*Education Week*, 12/14/1983  
*Energy Security: A Report to the President of the United States*  
*An Evaluation of the Methodologies for Producing Narcotics Intelligence Estimates* –  
 The National Narcotics Intelligence Consumers Committee  
*Evans-Novak Political Report*  
 Executive Council on Foreign Diplomats in America, 1985 *Report to the Secretary of*  
*State The Honorable George P. Shultz*  
 Executive Office of the President Telephone Directory, June 1987  
 Executive Office of the President Telephone Directory, January 1988 (1)(2)  
 Executive Recruitment Article by Lester Korn and Richard Perry  
*FACS Forum*, November 1983, Federation of American Controlled Shipping  
 Fair Labor Standards Act (Garcia Case)  
*FED Fortnightly*, 10/14/1986  
*Federal Aid to Criminal Justice: Rhetoric, Results, Lessons* by John K. Hudzik  
*Federal Employees Retirement System Transfer Handbook*, June 1987  
 Federal National Mortgage Association – News Release 12/20/1983  
*FFIS Newsletter*, November 1983 (Federal Funds Information for States)  
*First Monday*, January/February 1987  
*Focus World Outlook*, D.R.I.  
*Foreign Affairs*, Fall 1985, “Forty Years of Troubled Coexistence,” by Adam Ulam  
*Foreign Affairs*, Fall 1985, “Gorbachev and Economic Reform,” by Marshall Goldman  
*Foreign Affairs*, Fall 1985, ”Superpower Summitry” by Richard Nixon  
*Fortune*, 09/15/1986

## Box 27

*Foxhall Review*, 11/18/1983 & 12/02/1983

*Foxhall Review*, 01/13/1984  
*Free Market Energy: the Way to Benefit Consumers*, edited by S. Fred Singer  
*French Company Handbook*, 1986  
*Futures: Policy and Prospects for a Dynamic Market*  
*F.Y.I.: A Bulletin for ALEC Leaders about State, Federal and Local Issues*, 10/23/1985  
*Geo-Economics: A New Science in the Service of Mankind*, by McKinley Conway –  
 31<sup>st</sup> in a Series from the Industrial Development Research Council  
 George Bush Campaign Pin (1988)  
 The Germond-Witcover Political Report, 10/05/1983  
 Gorbachev View of America, Gorbachev Speech – News Clip  
 Gorbachev Visit to US – *USA Today* Clipping, 09/22/1987  
*Governor's Bulletin*, 11/25/1983  
 “A Growth Path to the 21<sup>st</sup> Century” by Jude Wanniski – The Political Economy in  
 Perspective  
*Guidelines for Facilities: Treating Chemically Dependent Patients at Risk for AIDS or  
 Infected by HIV Virus*  
*Handbook for the Development of a Cooperative Adult Basic Education Program in  
 Industry*, June 1979 (1)(2)  
*Handbook for the Development of a Cooperative Adult Basic Education Program in  
 Industry*, June 1981  
*Harvard Journal of Law and Public Policy*, Summer 1983  
*Health Policy Week*, 06/16/1986  
 The Heritage Foundation - Asian Studies Center – *Backgrounder*, 02/25/1986  
 The Heritage Foundation – *Backgrounder*, Various Issues, 1983-1987  
 The Heritage Foundation – Critical Issues, *Banking and Monetary Reform*, by  
 Catherine England  
 The Heritage Foundation – Critical Issues, *A Conservative Agenda for Black Americans*,  
 edited by Joseph Perkins  
 The Heritage Foundation – *The Executive Memorandum*, 11/02/1987, 06/29/1988  
 The Heritage Foundation – The Heritage Lectures, “Europe and America: 1984” by  
 Owen Harries  
 The Heritage Foundation – *Issue Bulletin*, 01/17/1984  
 The Heritage Foundation – *National Security Record: A Report from Washington on  
 National Security Affairs*, December 1983  
 The Heritage Foundation – *This Month at Heritage*, February 1988  
 The Heritage Foundation – *This Month at Heritage*, December 1988  
 The Heritage Foundation – U.N. Studies, *The Food and Agriculture Organization: A  
 Flawed Strategy in the War Against Hunger* by George Fauriol  
*HLI Reports*, September 1984 (Human Life International)  
*Holy Name Newsletter*, Summer 1984  
 Homelessness Article, *Wall Street Journal*  
 House Republican Research Committee, December 1984, “But the Sky Didn’t Fall:  
 How the National Democrats Have Misread the Economy”  
 Houston *Chronicle* Clip re: Democratic Convention Site  
*Human Events*, 10/05/1983

*Human Events*, 11/23/1985

*Human Events*, 03/08/1986, "Cut Foreign Aid – But Cut Carefully," by Jeane Kirkpatrick

Box 28

*Ideal Quincenal*, June 1983

*Implementation of the 1982 Federal Strategy for Prevention of Drug Abuse and Drug Trafficking*, August 1983 (1)-(3)

Income Distribution Article, *New York Times*

*Inside the Administration*, 06/27/1985

*Invitation to the Islands*

*Involvement in Learning: Realizing the Potential of American Higher Education*

*Irish America*, Premier Issue, 1985 – re: Top 100 Irish-Americans

*Issues Bulletin*, July/August 1987 (Food Marketing Institute)

*Issues in Law and Medicine*, January 1987

*The Job Training Partnership Act: A Report by the National Commission for Employment Policy*, September 1987

*John Naisbett's Trend Letter*, 12/15/1983

*John Naisbett's Trend Letter*, 06/13/1985

*Joint Maritime Congress*, Various Issues, 1983-1984

*The Journal of the Institute for Socioeconomic Studies*, Summer 1983

*The Journal of the Institute for Socioeconomic Studies*, Autumn 1983

*The Journal of the Institute for Socioeconomic Studies*, Summer 1984

*The Journal of the Institute for Socioeconomic Studies*, Summer 1986

Kappa Alpha Theta Washington Area Directory

*Kennebec Journal*, 11/10/1988, Annotated

King Ranch Foreman Article, *Lubbock Avalanche-Journal*, 03/14/1982

*Know News*, July-August 1983

Korean Airline Massacre, Address to the Nation, 09/05/1983

*Korea and World Affairs*, Spring 1988

Box 29

*Lantern: Journal of Knowledge and Culture*, June 1983 (South Africa)

*Leaders*, January, February & March 1987 – Special 10<sup>th</sup> Anniversary Edition

*Leadership and America's Future in Space: A Report to the Administrator – NASA*, August 1987

Lehman, John Article

"Let's Build and Work in Peace," P.W. Botha Statement, 06/12/1986

*Liberation Bulletin*, 11/02/1987

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