

LBJ LIBRARY DOCUMENT WITHDRAWAL SHEET

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<u>Doc #</u>	<u>DocType</u>	<u>Doc Info</u>	<u>Classification</u>	<u>Pages</u>	<u>Date</u>	<u>Restriction</u>
	memo	To Mildred Stegall from Okamoto		1	2/20/68	C
	Memo	To Okamoto from Mary Matheus with attachments		7	4/25/68	C
	Standard Form 50	Notification of personnel action		1	5/21/68	C
	Standard Form 50	Notification of personnel action		1	5/21/68	C
	memo	To Jim Jones from Okamoto		3	12/6/68	C

Collection Title Office Files of Yoichi Okamoto

Folder Title "Photo Personnel - Office and lab 1968 -"

Box Number 2

Restriction Codes

- (A) Closed by Executive Order 13292 governing access to national security information.
(B) Closed by statute or by the agency which originated the document.
(C) Closed in accordance with restrictions contained in the donor's deed of gift.

2/8/2007

SM
Initials

THE WHITE HOUSE

WASHINGTON
WORKED

CLAIM

Date	WASHINGTON WORKED	CLAIM
Nov. 6/3	8 hrs Comp	0900-1730
Tues 6/4	0900-1700 1930-0030	0900-1700 1930-0000
Wed 6/5	0900-1740	0900-1730
Thurs 6/6	0900-1700	0900-1730
Fri 6/7	0900-1630	0900-1730

Phoned to Mrs Melorey

9AM Mon 6/10/68

RM

~~LCDR ATKINS~~

OKE

WHITE HOUSE PRODUCTIONS

WEEKLY STATUS REPORT

FOR THE WEEK OF: 30 September 1968

"THE PRESIDENT: OCTOBER 1967"

Script ready for approval:	29 November 1968
White House script approval needed by:	6 December 1968
Interlock:	2 January 1969
Composite-answer print due:	7 February 1969

"THE PRESIDENT: DECEMBER 1967"

Second interlock approved by Simone Poulain and
Harry Middleton at NPC on 3 October 1968.

Composite-answer print due:	31 October 1968
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"THE PRESIDENT: JANUARY 1968"

Completed and approved at a screening held at the
White House, Sunday, 29 September 1968. In processing
for distribution prints. Five (5) prints have been
ordered.

"THE PRESIDENT: FEBRUARY 1968"

Completed and approved at a screening on 27 September 1968, at NPC. Only correction involved supertitles of Mrs. Fowler and Mrs. Volpe. In processing for three (3) distribution prints.

"THE PRESIDENT: MARCH 1968"

Second interlock approved by Simone Poulain and Harry Middleton at NPC on 3 October 1968.

Composite-answer print due: 22 November 1968

"THE PRESIDENT: APRIL 1968"

Interlock: 30 October 1968

Composite-answer print due: 29 November 1968

"THE PRESIDENT: MAY 1968"

Interlock: 21 October 1968

Composite-answer print due: 20 December 1968

"THE PRESIDENT: JUNE 1968"

Interlock:	18 October 1968
Composite-answer print due:	27 November 1968

"THE PRESIDENT: JULY 1968"

Script ready for approval:	18 October 1968
White House script approval needed by:	26 October 1968
Interlock:	12 November 1968
Composite-answer print due:	30 December 1968

"THE PRESIDENT: AUGUST 1968"

Script ready for approval:	11 October 1968
White House script approval needed by:	18 October 1968
Interlock:	25 November 1968
Composite-answer print due:	9 January 1969

"THE PRESIDENT: SEPTEMBER 1968"

Outline ready for approval:	9 October 1968
Script ready for approval:	28 October 1968
White House script approval needed by:	31 October 1968
Interlock:	23 November 1968
Composite-answer print due:	24 January 1969

"THE PRESIDENT: OCTOBER 1968"

Outline ready for approval:	18 November 1968
Script ready for approval:	6 December 1968
White House script approval needed by:	10 December 1968
Interlock:	3 January 1969
Composite-answer print due:	28 February 1969

"THE PRESIDENT: NOVEMBER 1968"

Outline ready for approval:	15 December 1968
Script ready for approval:	3 January 1969
White House script approval needed by:	7 January 1969
Interlock:	28 January 1969
Composite-answer print due:	21 March 1969

"THE PRESIDENT: DECEMBER 1968"

Outline ready for approval:	17 January 1969
Script ready for approval:	7 February 1969
White House script approval needed by:	11 February 1969
Interlock:	10 March 1969
Composite-answer print due:	25 April 1969

"THE PRESIDENT: JANUARY 1969"

Outline ready for approval:	14 February 1969
Script ready for approval:	28 February 1969
White House script approval needed by:	4 March 1969
Interlock:	28 March 1969
Composite-answer print due:	16 May 1969

"CROSSING THE TRAILS OF TEXAS"

Completed and approved at a screening on 27 September 1968, at NPC. The only change involved the end sequence, in which Hector Legg's voice should be moved so that he is not speaking about Vietnam, while Mrs. Johnson is seen in a "light" mood. In processing for distribution print. Five(5) prints have been ordered.

"THE HUDSON"

Interlock approved, subject to some corrections, at
a screening on 27 September 1968, at NPC.

Composite-answer print:

8 November 1968


A. F. WINTERFELDT
Head, White House Productions

1429

December 10, 1968

TO: HONORABLE CLARK CLIFFORD
FROM: OKAMOTO

Attached are brief summaries of my two key men that I spoke to you about this morning. As you can see, they are under DOD administratively.

These two men are tops and have knocked themselves out for the Boss to an extent that is almost beyond his comprehension.

Rumor has it that under Assistant Secretary Horowitz, a Mr. Cook is developing a special audio-visual activities group. He might need two men with these qualifications.

In any event, I would deeply appreciate your doing something for them.

cc: General Earle Wheeler

Moravek, William V. GS-14/1
Supervisory Photographer (Lab) 11594sF GS1060

OCC-E, U. S. Army Photographic Agency,
Director of Administration,
White House Element
Washington, D. C.

20 years with LOOK Magazine Photo Lab
10 years as deputy chief

As chief of the White House Photo Laboratory, William Moravek has supervised and is responsible for the quality, production, and the speed that has made the White House photographer the envy of the photographic profession. He is an expert in color, black and white, and all the latest machinery, quality control and production-line techniques. He is a superb trainer of darkroom technicians; a just disciplinarian and a leader capable of maintaining the highest morale under extreme pressure. He is always knowledgeable about the latest technical developments in a rapidly changing profession. He is a highly qualified picture editor.

This man is such a rarity that I would hate to see the U. S. Government lose him to the commercial world.

Mullaly, James L. Age 42 GS-13/1 \$13,507.00
Supervisory Photographer (Lab) 13027sF O.C. GS1060

16 years with LOOK Magazine as photographic technician.

James Mullaly came down from LOOK Magazine with Moravek to become assistant Lab Chief. He has all the qualifications of Moravek except picture editing. He has spent more time in quality control and in the training of military laboratory technicians to our requirements. He took and handled all of Moravek's responsibilities during his absence.

He is also a man who would be a great benefit to any photo lab that he might join.

Geissinger, Michael A. GS-9/1
Staff Photographer to the President 3374 GS1060

Defense Intelligence Agency
DIASA-1
The Pentagon
Washington, D.C.

4 Years at the Rochester Institute of Technology-Bachelor of Fine Arts degree
2 Years with the United States Air Force.

While serving in the Air Force, Mike was assigned to the White House Photo Lab and served as a photographer for six months. He displayed initiative and talent in photography and upon completion of his military service in January, 1967, he returned to the Photo Office as a civilian.

During the two years Mike has been working for me, he has shown high quality and professionalism in his photographic work as well as the ability to get along with and handle important people.

LBJ LIBRARY DOCUMENT WITHDRAWAL SHEET

Page 1 of 1

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2/8/2007

SAH
 Initials

December 3, 1968

CONFIDENTIAL

TO: JIM JONES
FROM: OKAMOTO
SUBJECT: Photo Lab Staffing

Our Photo Lab is authorized 36 technicians. Because of inadequate replacement, we are now operating with 29 bodies. The strength authorized was based on the President's demand that he receive black and white and color prints within 24 hours of the time they were taken.

Even full strength, we were not able to keep up with the workload. We are currently a full week behind with such orders as reproductions of the White House Presidential paintings; approximately 6,000 prints of Presidential and family portraits for Tom Beury; over 8,000 color prints, mounted, to be sent for LBJ Library stock signature photos; and similar orders have kept us behind. We see no decline in picture orders from now to January 20.

Everyone on the lab staff has worked overtime that cannot be compensated monetarily or with time off because of this workload.

To be absolutely honest, I see no way of completing our commitments to all offices, even if the Press Office reduces its requirements, without our full authorized strength of 36 bodies being maintained.

CONFIDENTIAL

Library
handshakes
staff albums

We were originally authorized 25 military and 10 civilian lab technicians. We are currently operating with 19 mil. and 10 civ. lab techs. ~~but~~ In 10 days we will lose another mil. man. We now have a backlog of approx. one weeks work. With the additional work requested of from the photo lab. ie White House off. pres. portraits, ^{68 paintings} give away portraits of the pres & first family, ^(40 mags) ~~200 ea~~ (Tom Bury), future give away Pres pictures, 4 mags room, east wing personal pictures, it is impossible for the lab to maintain its commitment of 48 hr. service to the Pres. and First Lady. As the work load increases towards the end of the year the lab ~~will~~ must ~~have~~ ^{maintain} at least the same amount of personnel that it now functions with. Any ~~decrease~~ ^{reduction} ~~in the~~ ^{in force} amount of ~~people~~ would mean an even slower production rate, elimination of the evening shift, and the possibility of not being able to supply the pres. his needs before he leaves office. ~~The civilian personnel~~

As a result of the shortage of lab techs

the civilians have built up an accumulation
of 154 hrs camp time which will ~~prob~~
probably not be given to them.

Photographic Laboratory
Six Month Production Report
1 January 1968

Total 11 x 14 Prints (B/W)	39,267
Total 11 x 14 Prints (Color)	19,172
Total 8 x 10 Prints (B/W)	18,193
Total 8 x 10 Prints (Color)	20,480
Total 16 x 20 Prints (B/W)	9
Total 16 x 20 Prints (Color)	156
Total 5 x 7 Prints (B/W)	4,520
Total 5 x 7 Prints (Color)	1,006
Total 20 x 24 Prints (B/W)	9
Total 4 x 5 B/W Transparencies	85
Total 4 x 5 Color Transparencies	609
Total B/W Rolls Processed	1,579
Total Color Rolls Processed	1,380
<hr/>	
Total B/W Prints	62,083
Total Color Prints	41,423
Total Prints	103,506
Total Rolls Processed	2,959

August 8, 1968

TO: JUANITA ROBERTS

FROM: OKAMOTO

Lt. Gary Gross, who was one of our movie men, has transferred to another assignment. Would it be possible to get this print signed "With appreciation" by the President?

Attachment

D682-9a

A handwritten signature, possibly reading "J. Gross", is written in dark ink.

THE WHITE HOUSE
WASHINGTON

Oke to Louis


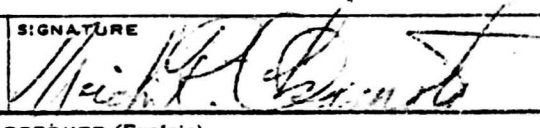
7/2/68

Get Presidential Photo for
Lt Gross, possibly a
picture of the President in
which Lt Gross appears also.

Send to Gross

Oke says someone could
possibly remember a shot
like this.

D 682-9A

REQUEST FOR APPROVAL OF OUTSIDE EMPLOYMENT OR ACTIVITY BY CIVILIAN EMPLOYEE			TO BE PREPARED IN TRIPLICATE. CONTINUE ON REVERSE IF NECESSARY.
1. EMPLOYEE'S NAME (Last - First - Middle Initial) William V. Moravek		2. DATE 4 October 1967	
3. JOB TITLE Photogs Lab (Supervisor)	4. GRADE 14	5. DAYS AND HOURS OF DUTY 9*5:30 M,T,W,Th,F.	
6. AGENCY U.S.Army Photo. Agency	7. DIVISION OR DIRECTORATE		
8. BRANCH White House	9. SECTION		
10. OUTSIDE EMPLOYER AND/OR FIRM Paragon Press (H.S. and college yearbook pub.)	11. ADDRESS Box 17, Montgomery, Alabama		
12. DESCRIPTION OF PART TIME JOB OR ACTIVITY AND DAYS AND HOURS OF DUTY Photographing... various subjects on college campus for use in yearbooks. The photography would be done on Thursday and Friday, October ... fifth and sixth, 1967			
13. I REQUEST APPROVAL OF THE ABOVE-DESCRIBED PART TIME JOB OR ACTIVITY. I VERIFY THAT I HAVE READ AND AM FAMILIAR WITH THE PROVISIONS OF CPR C2, "CONDUCT AND DISCIPLINE", AND THAT THE ABOVE-DESCRIBED OUTSIDE EMPLOYMENT WILL IN NO WAY CONFLICT WITH THE PERFORMANCE OF MY GOVERNMENT DUTIES. <div style="text-align: right; margin-right: 50px;">  (Signature of Employee) </div>			
14. SUPERVISOR'S RECOMMENDATION <input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED (Explain) <div style="height: 80px; position: relative;"> X </div>			
DATE	TITLE AND TEL EXT OF IMMEDIATE SUPERVISOR	SIGNATURE 	
15. AGENCY'S ACTION <input type="checkbox"/> APPROVED <input checked="" type="checkbox"/> DISAPPROVED (Explain) <div style="height: 100px; position: relative;"> J </div>			
DATE	TYPED NAME OF AGENCY HEAD OR DESIGNEE	SIGNATURE	
DISTRIBUTION OF COPIES: Original - Employee Duplicate - Retained by Organization			
Triplicate - Send To: Office Chief of Staff ATTN: SCPD-EF			

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

November 16, 1967

TO: PHOTO OFFICE AND LAB STAFF

FROM: OKAMOTO

All free lance photography must be covered by a memo addressed to me and previously approved by DeVier Pearson. All work must be done on your own time, not government time. Annual leave must be used. Your assignment must not be obtained because of your employment at the White House. Do not accept any assignment that would embarrass the President or the White House.

Example: Henry Ford is coming to a luncheon 2 weeks from now. You obtain an assignment photographing cars. You are paid a lot of money for it. The next time he is at the White House you would be obligated to take pictures for him at an outsider's request.

Sample memo:

TO: YOICHI R. OKAMOTO

FROM: your name

I have been offered an assignment from (Black Star, LIFE, etc.) to photograph what on May 20, 1968 through May 22, 1967. No government equipment or supplies will be used in the taking or the processing of these photographs. I shall request annual leave for the above time. The pictures will be of subject, for use in .

Approve Disapprove

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

November 27, 1967

TO: DE VIER PIERSON

FROM: OKAMOTO

This is a typical type of request for permission to do some outside free-lancing. I see nothing wrong with it and would like to approve. If you will OK this with your initials, I shall also approve.

Attachment

THE WHITE HOUSE
WASHINGTON

24 November 1967

TO: YOICHI R. OKAMOTO
FROM: WILLIAM V. MORAVEK

I have been offered an assignment from Paragon Press to photograph the University of Alabama on December 6, 1967. No government equipment or supplies will be used in the taking or the processing of these photographs. I shall request annual leave for the above time. The pictures will be of students, faculty, and campus for use in the student yearbook.

Approve



Disapprove _____

OK


To: DeVier Pierson

From: Okamoto

I recommend approval on this.

THE WHITE HOUSE

WASHINGTON

December 4, 1967

TO: YOICHI R. OKAMOTO

FROM: KEVIN S. SMITH

I have been offered an assignment from a friend of my wife to photograph her wedding on December 16, 1967. No government equipment or supplies will be used in the taking or the processing of these photographs. I will be taking these photographs on a Saturday which is my normal day off. They will be used for wedding albums for the bride and groom.

Approve

Disapprove

OK
WSS

THE WHITE HOUSE
WASHINGTON

TO: YOICHI R. OKAMOTO
FROM: William V. Moravek

I have been offered an assignment from Paragon Press to photograph Mary Baldwin College on December 14, 1967. No government equipment or supplies will be used in the taking or the processing of these photographs. I shall request annual leave for the above time. The pictures will be of students and faculty for use in the college yearbook.

Approve

A handwritten signature in black ink, appearing to be 'W. Moravek', written over a horizontal line.

Disapprove

A handwritten signature in blue ink, appearing to be 'W. Moravek', written below the 'Approve' line.

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

November 16, 1967

TO: PHOTO OFFICE AND LAB STAFF

FROM: OKAMOTO

All free lance photography must be covered by a memo addressed to me and previously approved by DeVier Pearson. All work must be done on your own time, not government time. Annual leave must be used. Your assignment must not be obtained because of your employment at the White House. Do not accept any assignment that would embarrass the President or the White House.

Example: Henry Ford is coming to a luncheon 2 weeks from now. You obtain an assignment photographing cars. You are paid a lot of money for it. The next time he is at the White House you would be obligated to take pictures for him at an outsider's request.

Sample memo:

TO: YOICHI R. OKAMOTO

FROM: your name

I have been offered an assignment from (Black Star, LIFE, etc.) to photograph (what) on May 20, 1968 through May 22, 1967. No government equipment or supplies will be used in the taking or the processing of these photographs. I shall request annual leave for the above time. The pictures will be of subject, for use in .

Approve

Disapprove

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

November 16, 1967

TO: PHOTO OFFICE AND LAB STAFF

FROM: OKAMOTO

All free lance photography must be covered by a memo addressed to me and previously approved by DeVier Pearson. All work must be done on your own time, not government time. Annual leave must be used. Your assignment must not be obtained because of your employment at the White House. Do not accept any assignment that would embarrass the President or the White House.

Example: Henry Ford is coming to a luncheon 2 weeks from now. You obtain an assignment photographing cars. You are paid a lot of money for it. The next time he is at the White House you would be obligated to take pictures for him at an outsider's request.

Sample memo:

TO: YOICHI R. OKAMOTO

FROM: your name

I have been offered an assignment from (Black Star, LIFE, etc.) to photograph (what) on May 20, 1968 through May 22, 1967. No government equipment or supplies will be used in the taking or the processing of these photographs. I shall request annual leave for the above time. The pictures will be of subject, for use in .

Approve

Disapprove

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

November 16, 1967

TO: PHOTO OFFICE AND LAB STAFF

FROM: OKAMOTO

All free lance photography must be covered by a memo addressed to me and previously approved by DeVier Pearson. All work must be done on your own time, not government time. Annual leave must be used. Your assignment must not be obtained because of your employment at the White House. Do not accept any assignment that would embarrass the President or the White House.

Example: Henry Ford is coming to a luncheon 2 weeks from now. You obtain an assignment photographing cars. You are paid a lot of money for it. The next time he is at the White House you would be obligated to take pictures for him at an outsider's request.

Sample memo:

TO: YOICHI R. OKAMOTO

FROM: your name

I have been offered an assignment from (Black Star, LIFE, etc.) to photograph (what) on May 20, 1968 through May 22, 1967. No government equipment or supplies will be used in the taking or the processing of these photographs. I shall request annual leave for the above time. The pictures will be of subject, for use in .

Approve

Disapprove

December 4, 1968

TO: JIM JONES

FROM: OKAMOTO

On Tuesday, December 10 at 5:30 p.m., Bess Abell has scheduled a reception for the Navy lab photographers and their wives. No matter whose idea this was, the number of people in the Navy photo lab who work full time on photographic products for the President or the First Family is nowhere near in proportion the number in the WHCA still lab. We have darkroom people who have worked for the President for as long as four years and have never been so honored.

If this party is given in its present form, we will indeed have a bad morale problem, as the still lab boys know that their outfit is more directly involved with the President than the invitees.

Would you please ask Bess to invite the following people to this December 10 reception, even if it means doing it through the President,

Bill Moravek
James Mullaly
Oswald Rapp
Ivan Andrews
Howard Bibeau
James Bice
Thomas Book
Jimmy Davisson
Donald Dean
Wilbur Durrence
Richard Falt
Fredric Froyd
Donald Harris
William Holt
Gerald Hunter
Joseph Maida
Clyde Miller
Howard Moore
Robert Overbey

Gary Papson
Alan Perkinson
Michael Rusnak
Steven Sulka
Charles Story
Tony Tatman
Mark Tilly
Michael Toohey
David Towle
Frank Vincent
Donovan Wascher
Gerard Rooney

and my secretary, Mary Matheus

THE WHITE HOUSE
WASHINGTON

8-26-68

Mary:

Per our conversation.

Helen

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

TO: MRS. MILDRED F. STEGALL

FROM: (Signature)

Title _____ Organization _____

It is requested that you authorize issuance of a pass, as follows, to the following named employee, who will enter on duty in this office on _____ (date)

Background data:

Name _____

Address _____

Birth date _____ Birth place _____

Nature of Assignment _____

Where to be assigned _____
(office location, building, room number and telephone)

Status _____
(state whether permanent, temporary, or detailed, giving approximate length of assignment if temporary)

Security Clearance _____
(level of clearance and date)

Type of Pass requested:

_____ Permanent White House

_____ Temporary White House(30) _____ (60) _____ (90) _____

_____ Permanent Executive Office

_____ Temporary Executive Office(30) _____ (60) _____ (90) _____

Remarks:

Submit requests to Mrs. Stegall in duplicate
5cc to White House police for new employees

West Wing

President's Office

Press Office

Congressional Liaison

Executive Assistant's Office

Special Assistants to the President

Secret Service

WHCA (Recording)

Mansion

Mrs. Johnson (directly)

Ashton Gonella

(Personal Secretary to Mrs. Johnson)

Flower Shop

Housekeeper

Curator

Grounds Keeper

Mrs. Luci Nugent

Mrs. Lynda Robb

East Wing

Military Aide's Office

Social Office

Press Office

Beautification Office

Sandy Fox (Calligrapher)

Tour Office

White House Police

Executive Office Building

Archivist's Office

Gift Unit

White House Supply Section

WHCA (Commanding Officer's Office)

Bob,

It looks like we are all losing leave.
Unless I can get some time off, I am
losing 15 days of annual leave.

It seems to me that we have a very busy
time ahead with the Johnsons spending
Christmas here at the White House.
I cannot give you approval on this until
we know definitely what the President,
Mrs. Johnson, Luci and Lynda will be
wanting.

Oke

Photo Office Staff

Okamoto, Mr. and Mrs. Yoichi R.
5602 Roosevelt Street
Bethesda, Maryland

Wolfe, Mr. and Mrs. Frank
4328 Taney Avenue
Alexandria, Virginia

Matheus, Mrs. Mary T.
1401 South Edgewood Street
Apartment 495
Arlington 4, Virginia

Knudsen, Mr. and Mrs. Robert L.
3712 Woodburn Road
Annandale, Virginia

Kightlinger, Mr. and Mrs. Jack
3633 North Ferndale Road
Woodbridge, Virginia 22191

Geissinger, Mr. and Mrs. Michael A.
419 Prince Street
Alexandria, Virginia

LIST OF
MOTION PICTURE PERSONNEL

ABEL, Donald Charles PHC 316 Marcy Avenue Apt. #T1 Oxon Hill, Maryland 20021 567-1442	Sound Technician
ATKINS, Thomas LCDR 1741 Harvard Street N.W. Washington, D. C. 20009 232-3709	Cameraman
BOTTS, David Randolph PH2 53 55th Street S.E. Washington, D. C. 20019 581-8715 or LU 3-2191	Cameraman
D'ANDREA, Douglas Alexander PHC 3416 Brinkley Road Apt. #102 Oxon Hill, Maryland 20031 630-3967	Cameraman
FISHER, William Henry PHC Bldg. 72 Rm. #4 Naval Station Washington, D. C. 20390 OX 3-2020	Cameraman
GILBERTSON, LeRoy Dean PH1 6038 Richmond Highway Alexandria, Virginia 22303 765-3289	Sound Technician
NOONAN, Paul Francis PHC5 4647 Careybrook Lane Oxon Hill, Maryland 20021 248-2309	Cameraman

cc: Photo Office
Armed Forces Aide Office
Signal Board
White House Board

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

November 20, 1968

MEMORANDUM TO: *Photo Office*

RE: Christmas List

In connection with the preparation of a Christmas List, will you please up-date the attached Personnel List for your Office. Please re-type in final form for inclusion in the Christmas List Book and return to Carson M. Howell, Room 100, East Wing, as soon as possible.

Carson M. Howell
Administrative Officer

12/1/67

Photo Office Staff

✓ Okamoto, Mr. and Mrs. Yoichi R.
5602 Roosevelt Street
Bethesda, Maryland

✓ Wolfe, Mr. and Mrs. Frank
4328 Taney Avenue
Alexandria, Virginia

✓ Knudsen, Mr. and Mrs. Robert L.
3712 Woodburn Road
Annandale, Virginia

Geissinger, Mr. Michael A.
~~2501 Navahoe Street~~ 419 Prince St.
Adelphi, Maryland *Alex, Va.*

~~Smith, Mr. and Mrs. Kevin~~
~~B 1214 South Thomas Street~~
~~Arlington, Virginia~~

Matheus, Mrs. Mary T.
✓ 1401 South Edgewood Street
Apartment 495
Arlington 4, Virginia

Atkins, Lt. Cdr. Tom
~~Capitol Park Towers~~
~~800 Fourth Street, SW.~~
~~Washington, D. C.~~

Gross, Lt. and Mrs. Gary
~~1005 Spruce Street~~
~~Waldorf, Maryland 20601~~

Fisher, Mr. and Mrs. William
~~29 Flag Green (SW.)~~
~~Washington, D. C. 20032~~

Kightlinger, Mr. and Mrs. Jack
3633 N. Ferndale Road
Woodbridge, Virginia 22191

Photo Office Staff

Okamoto, Mr. and Mrs. Yoichi R.
5602 Roosevelt Street
Bethesda, Maryland

Wolfe, Mr. and Mrs. Frank
4328 Taney Avenue
Alexandria, Virginia

Matheus, Mrs. Mary T.
1401 South Edgewood Street
Apartment 495
Arlington 4, Virginia

Knudsen, Mr. and Mrs. Robert L.
3712 Woodburn Road
Annandale, Virginia

Kightlinger, Mr. and Mrs. Jack
3633 North Ferndale Road
Woodbridge, Virginia 22191

Geissinger, Mr. and Mrs. Michael A.
419 Prince Street
Alexandria, Virginia

WHITE HOUSE PRODUCTIONS

WEEKLY STATUS REPORT

FOR THE WEEK OF: 21 October 1968

SPECIAL NOTE: The production dates listed in this report are still the ones provided in the report for the week of 30 September 1968. However, in accordance with the request for certain productions to be expedited, the production schedules are in the process of being reviewed and revised to meet the request. At the time of this report though, all revisions have not been made and therefore do not appear in this report. They will appear in next weeks report -- the week of 28 October 1968.

"THE PRESIDENT: OCTOBER 1967"

Script ready for approval:	29 November 1968
White House script approval needed by:	6 December 1968
Interlock:	2 January 1969
Composite-answer print due:	7 February 1969

COMMENT: No change in schedule.

"THE PRESIDENT: DECEMBER 1967"

Composite-answer print due:	31 October 1968
-----------------------------	-----------------

COMMENT: No change in schedule.

"THE PRESIDENT: JANUARY 1968"

In processing for five prints.

COMMENT: No change.

"THE PRESIDENT: FEBRUARY 1968"

In processing for three prints.

COMMENT: No change.

"THE PRESIDENT: MARCH 1968"

Composite-answer print due: 22 November 1968

COMMENT: This film continues to move ahead very well and, as stated in last weeks report, we should get a composite print a bit ahead of schedule.

"THE PRESIDENT: APRIL 1968"

Interlock: 30 October 1968
Composite-answer print due: 29 November 1968

COMMENT: Interlock screening for Mrs. Johnson set for 10 a.m. Wednesday, 30 October 1968.

"THE PRESIDENT: MAY 1968"

Interlock:	21 October 1968
Composite-answer print due:	29 November 1968

COMMENT: Interlock held at NPC on 21 October and was approved.

"THE PRESIDENT: JUNE 1968"

Interlock:	18 October 1968
Composite -answer print due:	27 November 1968

COMMENT: Interlock held at NPC on 21 October and was approved.

"THE PRESIDENT: JULY 1968"

Script ready for approval:	23 October 1968
White House script approval needed by:	26 October 1968
Interlock:	12 November 1968
Composite-answer print due:	30 December 1968

COMMENT: The script review date has switched with the "September 1968" script review date. Advance copies of the script will be delivered to Miss Poulain on Monday, 28 October and the script review will be held sometime Tuesday, the 29th - the specific time yet to be set.

"THE PRESIDENT: AUGUST 1968"

Script ready for approval:	11 October 1968
White House script approval needed by:	18 October 1968

"THE PRESIDENT: AUGUST 1968" (continued)

Interlock:	25 November 1968
Composite-answer print due:	9 January 1969

COMMENT: No change in schedule. - Script was reviewed and approved at the White House at a conference on 16 October, with moderate changes and/or corrections.

"THE PRESIDENT: SEPTEMBER 1968"

Outline ready for approval:	9 October 1968
Script ready for approval:	28 October 1968
White House script approval needed by:	31 October 1968
Interlock:	23 November 1968
Composite answer print due:	24 January 1969

COMMENT: Script review conference date was switched with "July" - held 23 October and approved with some changes and corrections.

"THE PRESIDENT: OCTOBER 1968"

Outline ready for approval:	18 November 1968
Script ready for approval:	6 December 1968
White House script approval needed by:	7 January 1969
Interlock:	28 January 1969
Composite-answer print due:	21 March 1969

COMMENT: No change in schedule.

"THE PRESIDENT: NOVEMBER 1968"

Outline ready for approval:	15 December 1968
Script ready for approval:	3 January 1969
White House script approval needed by:	7 January 1969
Interlock:	28 January 1969
Composite answer print due:	21 March 1969

COMMENT: No change in schedule.

"THE PRESIDENT: DECEMBER 1968"

Outline ready for approval:	17 January 1969
Script ready for approval:	7 February 1969
White House script approval needed by:	11 February 1969
Interlock:	10 March 1969
Composite-answer print due:	25 April 1969

COMMENT: Composite screening set for Mrs. Johnson 10 a.m. Thursday, 31 October. Every effort is being made, however, to have this print available on the 30th so that it can be viewed after the "April" interlock, Mrs. Johnson's schedule permitting.

"THE PRESIDENT: JANUARY 1969"

Outline ready for approval:	14 February 1969
Script ready for approval:	28 February 1969
White House script approval needed by:	4 March 1969
Interlock:	28 March 1969
Composite-answer print due:	16 May 1969

COMMENT: No change in schedule.

"CROSSING THE TRAILS OF TEXAS"

Delivered five prints to Miss Poulain on 23 October 1968.

"THE HUDSON"

Composite answer print due:

8 November 1968

AGENDA FOR MONTH OF OCTOBER (**corrected)

1. "September" outline review. 16 October 1968**
2. "August" script final approval. 16 October 1968**
3. "June" interlock. 21 October 1968**
4. "May" interlock 21 October 1968
5. "September" script approval 23 October 1968**
6. "July" script approval 29 October 1968**
7. "April" interlock 30 October 1968
8. "December" composite. 31 October 1968


A. F. WINTERFELDT
Head, White House Productions

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

TO: MRS. MILDRED F. STEGALL

FROM: (Signature)

Title Staff Assistant Organization Photo Office

It is requested that you authorize issuance of a pass, as follows, to the following named employee, who will enter on duty in this office on _____ (date)

Background data:

Name Frank R. Vincent

Address 417 Bragg Lane, Manassas, Va. 22110

Birth date 20 Oct 1935 Birth place Denver, Colorado

Nature of Assignment Photographic Technologist

Where to be assigned Photo Lab, 3248 M St, 395-4110
(office location, building, room number and telephone)

Status Permanent
(state whether permanent, temporary, or detailed, giving approximate length of assignment if temporary)

Security Clearance Top Secret
(level of clearance and date)

Type of Pass requested:

xx Permanent White House

_____ Temporary White House(30) _____(60) _____(90) _____

_____ Permanent Executive Office

_____ Temporary Executive Office(30) _____(60) _____(90) _____

Remarks:

Submit requests to Mrs. Stegall in duplicate
5cc to White House police for new employees

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

TO: MRS. MILDRED F. STEGALL

FROM: (Signature)

Title Staff Assistant Organization Photo Office

It is requested that you authorize issuance of a pass, as follows, to the following named employee, who will enter on duty in this office on _____ (date)

Background data:

Name Thomas V. Book

Address 123 Southampton Dr. Silver Spring Md.

Birth date 3 February 1941 Birth place Ellwood City, Pa.

Nature of Assignment Photographer (Lab)

Where to be assigned Photo Lab, 3248 M St. 395-4110
(office location, building, room number and telephone)

Status Permanent
(state whether permanent, temporary, or detailed, giving approximate length of assignment if temporary)

Security Clearance Top Secret
(level of clearance and date)

Type of Pass requested:

xx Permanent White House

_____ Temporary White House(30) _____(60) _____(90) _____

_____ Permanent Executive Office

_____ Temporary Executive Office(30) _____(60) _____(90) _____

Remarks:

Submit requests to Mrs. Stegall in duplicate
5cc to White House police for new employees

November 13, 1968

TO: MILDRED STEGALL

FROM: OKAMOTO

Would you please issue a permanent White House pass to
Howard Bibeau, lab technician at our Photo Lab.

October 17, 1968

~~CONFIDENTIAL~~

TO: JIM JONES

FROM: OKAMOTO

The top pros on my staff whom I believe deserve your concerned effort to be made permanent White House personnel are as follows:

Bill Moravek
Jim Mullaly
Frank Wolfe
Mike Geissinger
Ozzie Rapp
Joe Maida
Frank Vincent

Please keep in mind that all these people are paid by Defense.

Determined to be an
administrative marking

By Jah On 2/27/07

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

July 11, 1968

MEMORANDUM FOR JIM JONES

FROM Yoichi Okamoto

OK

Frank R. Vincent is in charge of our Film Developing and Quality Control at the Photo Laboratory. He is being discharged from the Army late in August and has no interest in re-enlisting. Vincent is one of those rare scientific-minded laboratory technicians, a good supervisor over his unit and plays a major role in the top quality prints that our Laboratory is able to maintain for the President.

I urgently request that you permit us to take him on as a civilian. He would be on the Defense Intelligence Agency payroll, if you approve, and would be paid a GS-11, which is about the equivalent of his pay and allowance as an enlisted man.

July 30, 1968

TO: MILDRED STEGALL

FROM: OKAMOTO

Attached is a Form 86 for Frank Vincent who has been working at the White House Photo Lab for the past two years.

Pending his full field investigation, would you please issue an interim clearance so he can begin work there, as a civilian, on August 24th.

Attachment

Interim

THE WHITE HOUSE
WASHINGTON

29 July

Please send this
form 86 to Mildred
Stegall for clearance.

I would like to have
an interim clearance
so he can start work on
Aug 24. while he is
being fully cleared.
Thompson BM.

Photography accomplished by Knudsen

Friday 26 July, 1968

Mrs Johnson with H. K. Smith and crew - b&w - schedule

Mrs Johnson receives peaches from Cong. Edmondson - color - schedule

Display in Curators office - color - Liz Carpenter

Sunday 28 July, 1968

First Family and House guests - color - Mrs Johnson

~~5~~^x 52776

x 77425

Mrs

Schroff

WM Lanson

Col. Reed contacted for vacation replacement
for MTM July of 1967.

Army Liaison - Staff Civ. P. cont.
Col. Reed
Sey, Gen. Staff

McDonald's ofc.
C 11 x 56560
Davis Greene
x 59748
Chief, of Liaison
S. P. of, etc.
D 438
Pentagon

Photography accomplished by Knudsen

Monday 29 July, 1968

Gifts in Curators office - black & white -
New York Ave. N. W. Beautification area- color - Mrs. Johnson

Photography accomplished by Knudsen

15 July 1968

Lynda Robb at Childrens Hospital - Schedule - Color

Lynda Robb at Bethesda Hospital - Schedule -

16 July 1968

Mrs. Johnson doing movie in East Garden - color

17 July 1968

Mrs Johnson receives Youth Conference Report - Schedule - color

Mrs Johnson at 'Liz's Strip'- Mrs Johnson - color

Dogwood tree planting , Memorial Bridge area - Mrs Johnson - color

June 27, 1968

To: Major Lanier

From: Mary Matheus

From tomorrow, June 28 through July 12, Mrs. Doris Greene from Department of the Army, Pentagon, will be filling in for me while I am on vacation.

Will you please notify the various gates and issue a temporary pass for her ?

Many thanks.

June 25, 1968

D.I.A. Personnel
Room 2E239
Mr. Dan Thomas
The Pentagon
Washington, D.C.

This is to request the reissue of blanket travel orders for fiscal year 1969 to cover Francis L. Wolfe and Michael A. Geissinger in the performance of their duties as staff photographers to the President.

Yoichi R. Okamoto
Staff Assistant
to the President

June 24, 1968

The Photo Lab;

**These pins are a token of not only our appreciation for the
fine photographic work but they also come from all those here
at "the House" to which the end product of your labors pass.**

**The work we do here may seem of little significance and of
less importance but given enough time all ventures bear fruit.**

The Photo Office

Photography accomplished by Knudsen

5/22/68 - Ground breaking ceremony for Wolf Trap Park for the Arts - color - scheduled

5/23/68 - Mrs Johnson with schoolmates - color - Mrs Johnson

- Senate Ladies Luncheon - color & black & white - schedule

- New white House China place settings - color and b&w - Liz & Ketchum

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Page 1 of 1

<u>Doc #</u>	<u>DocType</u>	<u>Doc Info</u>	<u>Classification</u>	<u>Pages</u>	<u>Date</u>	<u>Restriction</u>
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	Memo	To Okamoto from Mary Matheus with attachments		7	4/25/68	C
	Standard Form 50	Notification of personnel action		1	5/21/68	C
	Standard Form 50	Notification of personnel action		1	5/21/68	C
	memo	To Jim Jones from Okamoto		3	12/6/68	C

Collection Title Office Files of Yoichi Okamoto
Folder Title "Photo Personnel - Office and lab 1968 -"
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2/8/2007 *Sah*
 Initials

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2/8/2007

Sah
Initials

Mr. Vincent is responsible for a most important step in photography, quality control and all processing of films and prints.

The best photographic quality can be assured only through strict and stringent controls involving chemical analysis, sensitometric and densitometric applications, continuous monitoring of film and paper processors, and the entire science of quality control of which he has a complete and thorough knowledge.

It is also necessary for him to modify or develop completely new chemistry for use in an extraordinary situations. He has shown a great deal of creativity and scientific knowledge in this area. He spends many hours both in the photo lab and at home developing new and better chemistry and methods for the processing of film and prints. Many of the developments and modifications have been major breakthroughs and have enabled us to maintain a higher quality process, and product than the manufacturer is able to achieve.

Mr. Vincent, due to his vast knowledge of chemistry, sensitometry, and densitometry is able to provide us with the unique capability of processing films and paper in this specially formulated chemistry that

allows our photographers to obtain excellent quality photographs under conditions that would be otherwise impossible and therefore would be a very valuable asset to our civilian staff.

A DISCOVER AMERICA TRIP

American Beginnings on the Hudson River May 17 - May 19

The Hudson River -- described as the world's most beautiful river -- holds some of this country's oldest memories. It also holds some of the greatest potential for travelers to discover America.

The trip will point up some of the "American beginnings": at the Statue of Liberty, the beginning for foreigners coming by sea to America; at Sunnyside, the beginning of our national literature in the person of Washington Irving; the beginning of the Hudson River School of Painters; and all along the beginning of settlements, many now restored for tourists; the beginning of "Son et Lumiere" at Boscobel as a technique for bringing history to life.

FRIDAY, MAY 17, 1968

8:30 a. m. Press check-in at Battery Park Circle Line Docks, Gangway 3. All press must have credentials. (These may be obtained either from: Elizabeth Carpenter's office at the White House in Washington, or from Frank Metzger, Park Service Information Officer, 28 East 20th Street in New York (telephone: 573-6161), or at docks.

NOTE: For those staying overnight in Tarrytown, luggage will be picked up at docks and driven to the Hilton Inn and placed in press rooms.

9:00 a. m. Chartered Circle Line boat leaves promptly for Statue of Liberty (20-minute ride).

10:00 a. m. Dedication of new American Museum of Immigration at Statue of Liberty.

Program:

Invocation: Rev. Warren Ast -- Director, Christian Ministry for National Parks.

"America the Beautiful" -- First U. S. Army Band
(Director, Chief Warrant Officer Arthur Shettle)

Greeting, Alexander Hamilton (Master of Ceremonies) - Secretary-Treasurer of the American Museum of Immigration.

Welcome - National Park Service Director George Hartzog.

Introduction of the First Lady - George Hartzog.

Remarks - Mrs. Lyndon B. Johnson.

Benediction

Ribbon-cutting and tour of interim exhibit will follow ceremonies.

10:45 a. m.

Mrs. Johnson and Laurance Rockefeller, Director, New York Council of Parks and Outdoor Recreation, and accompanying party depart Statue of Liberty by Circle Line boat for ride up Hudson River.

Presentation of plan to develop East Harlem Park will be described aboard by Sy Shulman, Executive Director, New York State Council of Parks and Outdoor Recreation.*

PRESS NOTE:

At 1:15, a stop will be made at the Consolidated Edison dock (approximately 170th Street on the Harlem River) to drop off any press and/or film for delivery back to mid-Manhattan. Bus transportation will be available to downtown Manhattan, and a Park Service employee will be available to deliver film or copy for those members of the press remaining on the boat going to Tarrytown.

Luncheon will be served aboard.

2:45 p. m.

Arrival at Irvington, New York -- Weyerhaeuser Company docks -- and bus to Hilton Inn at Tarrytown where press will be housed overnight. (Press room located in Rm. 403. Phones and Western Union facilities available.)

Filing time and rest.

- 2 -

MORE

(* Sam Aldrich, Chairman of the Hudson River Commission will give an historic introduction to the river.)

- 5:15 p. m. Press bus departs front of Inn for Boscobel.
- 6:30 p. m. Candlelight tour, buffet dinner and Sound and Light presentation of the history of the Hudson River and Boscobel, an outstanding example of Adams-style architecture restored by Mr. and Mrs. DeWitt Wallace.
- 9:30 p. m. Depart Boscobel.

SATURDAY, MAY 18

- 10:30 a. m. Depart Tarrytown by bus for Van Cortlandt Manor to see early Dutch farm and a "Sheep to Shawl" show of early Hudson River crafts.
- 12:30 p. m. Depart for Sunnyside, home of Washington Irving for picnic luncheon on grounds and tour of house. Presentation about this first American man of letters by Dana Creel, Joe Butler (Curator of Sunnyside) and Carl Carmer, authority on Washington Irving.
- 3:00 p. m. End of luncheon.
- Optional stops for press in Tarrytown -- Sleepy Hollow Church and Phillipsburg Manor (old mill being restored).
- 6:00 p. m. Cocktail party at Lyndhurst for press with exhibits of Hudson River painting school. James Biddle, President of National Trust for Historic Preservation to be present.
- 7:30 p. m. Press dinner at the Tappan Hill Inn in Tarrytown.
- The First Lady will attend a private dinner at the home of Mrs. Vincent Astor.

SUNDAY, MAY 19

- Morning Press returns to commercial flights of their own choice in New York City. (Charter bus will go from Tarrytown to Laguardia Airport.)

#####

SCHEDULE

Tuesday, May 28, 1968

8:45 a.m. E.D.T. -- Depart Dulles Airport via American Airlines #111

10:00 a.m. M.S.T. -- Arrive Phoenix, Arizona

no ceremony

greeted by three hosts and their wives from the Board of Trustees of the Valley Beautiful Citizens Council, Inc.

Mr. and Mrs. Eugene Pulliam

Mr. and Mrs. Lewis Ruskin

Mr. and Mrs. Walter Bimson

10:30 a.m. -- Dedication of new civic center in downtown Phoenix
half-hour ceremony to be conducted by Mayor

11:00 a.m. -- Depart downtown Phoenix for Scottsdale - Paradise Valley area.

11:30 a.m. -- Arrive at home of Mr. and Mrs. Lewis Ruskin (He is Chairman of the Board of Trustees of Valley Beautiful Citizens Council, Inc.)
Very small, private luncheon.

1:15 p.m. -- Depart Ruskin home.

1:30 p.m. -- Arrive Racquet Club at base of Camelback Mountain for very brief ceremony in which Secretary Udall presents check representing federal funds matching privately raised contributions to buy land on Camelback Mountain higher than 1800 feet so that scenic landmark can be preserved in its natural state.

State park officials, members of Valley Beautiful, and the chairman of the drive --- Barry Goldwater --- will participate.

Brief ceremony will be followed by refreshments inside Racquet Club.

2:15 p.m. -- Depart Racquet Club.

2:45 p.m. -- Dedication of new Phoenix Post Office with Postmaster General Watson (45 minutes)

3:30 p.m. -- Depart Post Office

3:45 p.m. -- Arrive Westward Ho Hotel.

Remainder of afternoon left free for rest, etc.

8:00 p.m. -- Reception for head table guests (around 20) in suite at

Westward Ho to be determined.

8:30 p.m. -- Head Table guests enter Thunderbird Room of Westward Ho for dinner sponsored by Valley Beautiful Citizens Council, Inc. Black tie, 1000 guests expected.

9:30 p.m. -- Program begins, featuring a fifteen minute slide presentation on beautification efforts throughout Arizona with special emphasis on Phoenix.

10:30 p.m. -- Program ends and head table guests go ^{to} the reception room adjoining Thunderbird Room to greet other guests.

Wednesday, May 29, 1968

Departure for L.B.J. Ranch in morning (hour to be determined)

####

Marta Ross

Photography accomplished by Knudsen

9 May -

White House Preservation committee meeting - b&w - Mrs Johnson

White House China presentation ceremony - color - Schedule

10 May -

Mrs Johnson makes Lasker awards - New York City - color - schedule

Visit to Sagimore Hill New York - color - Mrs Johnson

Photography accomplished by Knudsen

7 May 1968

Mrs Johnson dedicating playground - Buchanan School - color - schedule

Mrs Johnson meeting with Council on Humanities - b&w - schedule

Judicial reception - color - schedule

8 May 1968

Mrs Johnson receiving gift - color - schedule

State Dinner - color - schedule



DEFENSE INTELLIGENCE AGENCY

WASHINGTON, D. C. 20301

NOTICE OF TRIAL PERIOD

(DIAR 22-31)

TO: DIASA-8

Name of Employee: Mr. Francis L. Wolfe Completion Date 03-26-69

1. The above named employee has been employed in DIA subject to the satisfactory completion of a trial period of one year which will end on the above date.
2. This trial period is required in order that a determination may be made with respect to the employee's qualifications for continued employment. These include, in addition to satisfactory performance of job requirements, high standards of integrity, mature personality, good work habits, respect for higher authority and fellow employees, and willingness to learn and improve.
3. An employee who is found to be lacking in fitness for continued employment may be separated without undue formality at any time during the trial period.
4. To assure a full and fair test of an employee's abilities and capacities, you are responsible for providing orientation, training, and careful planning of his work assignments and for closely observing his performance and conduct.
5. At the end of ten months of the trial period, the Civilian Personnel office will send you DIA Form 257, "Notice of Completion of Probation of Trial Period," on which you will certify that the employee's performance, conduct, and general character traits have been found satisfactory or unsatisfactory and on which you will state whether or not the employee should be retained.
6. Should you determine at any time during the trial period that the employee should not be retained, contact the Civilian Personnel Office for procedural advice.
7. As a reminder, file this notice with DIA Form 309, "Supervisor's Record of Employee."

Chief, Unit
Civilian Personnel Division

*Checklist
sent 5/7/68
MTM.*

[illegible]

Photography accomplished by Knudsen

1 May 1968

Filming of Mrs Johnson in Treaty room - color - schedule
Ashton Gonella - b&w -

2 May 1968

Women doers luncheon - color - schedule

3 May 1968

Filming of Mrs Johnson on balcony - color - schedule

6May 1968

White House Fellows reception - color - schedule
South Lawn rehearsal - color tests -

Photography accomplished by Knudsen 30 April, 1968

Mrs Johnson at Senate Ladies Luncheon - color - schedule

Photography accomplished by Knudsen

24 April 1968

International Chefs Award to W. H. Chef - color - schedule

4H tour & Presentation to Mrs Johnson - black & white - schedule

25 April 1968

Congressional Club Brunch - color - schedule

American Soc. Landscape Architects - color - schedule

26 April 1968

Arbor Day Ceremony - North Grounds - color - schedule

Mrs Johnson with guests - color - Mrs Johnson

Photography accomplished by Knudsen

12 April 1968

seven rolls of parks in use - Mrs Johnson - color

16 April 1968

Presentation to Mrs Johnson by DAR - color - schedule

A. S. N. E. reception - color - schedule

17 April 1968

Bus Tour of Washington beautification areas - color - schedule

Beautification luncheon - color - schedule

Y. W. C. A. award to Mrs Johnson - color - schedule

18 April 1968

Presentation of Bess Truman Portrait - color - schedule

departed for LBJ Ranch

19, 20, 21 & 22 April misc photography at LBJ Ranch

23 April 1968

Mrs. Humphrey - color & black and white -

Diplomatic reception - color - schedule

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
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2/8/2007


 Initials

Photography accomplished by Knudsen Wednesday 10 April 1968

Nugent family picture - color - Mrs Jhnson

Mrs J hnson and Lynn in garden - color - Mrs Johnson

Photography accomplished by Knudsen Thursday 11 April 1968

Mrs Johnson receives commendation from AIID - color - schedule

Photography accomplished by Knudsen Tuesday 2 April 1968

Mrs Johnson, Mrs Humphrey & poster boy - color - schedule

Women doers luncheon - color - schedule

Photography accomplished by Knudsen Friday 29 March 1968

Luci Nugent with Miss Teenage contestants - color - schedule

Kemper Headstart students at White House - color - schedule

Photography accomplished by Knudsen Saturday 30 March 1968

Pres & Mrs Johnson with Trinny Robb - color - schedule

Mrs Johnson with flowers arround Washington area - color - Mrs Johnson

Pat Nugent golfing on south lawn - color - Mrs Johnson

Lynn Nugent playing on south lawn & with President - color -

Photography accomplished by Knudsen Thursday 28 March 1968

Magnolia trees blooming along Pa. Ave. S. E. - Color - Mrs Johnson

Model of Johnson Libuary being built in Texas - color - Mrs Johnson

Photography accomplished by Knudsen Tuesday 26 March 1968

Mrs. Johnson in West Garden and on Balcony - color - schedule

Mrs Johnson at B'nai B'rith Womens Luncheon - color - schedule

Mountain Ash Tree presented to Mrs Johnson - color -

Luci Nugent & Miss Perkins - color - Mrs Nugent

Photography accomplished by Knudsen Wednesday 27 March 1968

Mrs. Johnson on Truman Balcony - color - Mrs Johnson

Mrs Holts arrival at Diplomatic entrance - color - schedule

State Dinner for Pres. Tubman - color - schedule

Mr. & Mrs Adams with Bust of an ancestor - color - Mrs Johnson

NAME

KNUDSEN, Robert L., Tag 829-21254

POSITION TITLE AND GRADE

Sup. Photo., GS-1060-12/3, \$12,225 pa

BUREAU OR OFFICE AND SUBUNIT

NPC

SSN 505-28-7481

STEP INCREASE NO.

4

DATE DUE

06-16-68

☐ I certify that the above named employee's work IS of an ACCEPTABLE level of competence as required by the Federal Salary Reform Act of 1962 for granting within-grade increases.

☐ I certify that the above named employee's work IS NOT of an ACCEPTABLE level of competence as required by the Federal Salary Reform Act of 1962 for granting within-grade increases. Specific basis for this determination is:

☐ PERFORMANCE
RATING WARNING

☐ LETTER OF CAUTION
OR REQUIREMENT

☐ FORMAL
DISCIPLINARY ACTION

☐ ORAL
DISCUSSION

Brief summary of checked item and date issued:

Reconsideration of decision to withhold this within-grade increase may be requested in writing within 10 calendar days.

SUPERVISOR (Typed name and title)

(Signature)

DATE

REVIEWING OFFICIAL (Typed name and title)

(Signature)

DATE

CERTIFICATION— WITHIN - GRADE SALARY INCREASE NAVEXOS - 12552/2 (Rev. 1-63)

March 26, 1968

TO WHOM IT MAY CONCERN:

This is to request blanket temporary duty orders for Francis L. Wolfe of my staff. He is a Supervisory Photographer (Lab), GS-12.

The period to be covered would be the remainder of this fiscal year -- March 1 to June 30, 1968.

The purpose is to carry out his duties as photographer to the President. The per diem rate would be \$16 per day, and the baggage allowance would be 66 pounds.

Mr. Wolfe has a Top Secret security clearance.

The geographical limits of this blanket authorization would be within and without the continental limits of the United States.

Mr. Wolfe shall be designated as official acting transportation officer, and all modes of travel should be authorized.

The duties of Presidential photographers require them to travel on short notice. All Wolfe travel requests will be authorized by the undersigned as official duty. Any questions on the official duties shall be made to this office.

Yoichi R. Okamoto
Staff Assistant
to the President

Photography accomplished by Knudsen Monday 25 March 1968

Mrs Johnson and Lynn - black & white

Mrs Johnsons Tea for Ambassadors wives - black & white - schedule

Photography accomplished by Knudsen Wednesday 20 March 1968

State Gifts for President of Paraguay - color - Abell

Lyn Nugent walking - color

Dinner for President of Paraguay - color - schedule

Mrs. Johnson - color

Photography accomplished by Knudsen

Saturday 16 March 1968

arrival at Bergstrom AFB - color -

enroute of Yuki - black & white

Sunday 17 March 1968

Church in Stonewall - color

Church in Fredricksburg - color

Rooms in new wing of ranch house - color

east garden at ranch - color

Monday 18 March 1968

press with President on AF#1 - black & white

President addressing National Farmers Union - color

Photography accomplished by Knudsen Tuesday 19 March 1968

Mrs Johanson with Head Start Children - color - schedule

Photography performed by Knudsen Friday 15 March 1968

Mrs. Johnson with new White House China - color - schedule

Photography performed by Knudsen Thursday 14 March 1968

Mrs Johnson at Circus - color - schedule

Dinner honoring Prime Minister of Somalia - color - schedule

Photography accomplished by Knudsen Monday 11 March 1968

Photograph painting Bess Truman - black & white and color - Abell

Photography accomplished Friday 8 March 1968

(revised) *R. Knudsen*

Fireplace mantals in Georgetown - black & white - Mrs Johnson

East foyer - black & white - Abell

furniture - black & white - curators office

Painting - color & black & white - Mrs Johnson

Photographic coverage for Tuesday 5 March 1968 Knudsen

Mrs Lynda Robb with Ford Theater representatives - C requested by Carpenter

Photographic coverage by Knudsen 4 March 1968

Chuck & Lynda Robb at thier home color requested by Robbs

Congressional Tea given by ,M^rs Johnson color & b&w schedual

Photography accomplished Friday 8 March 1968

Fireplace mantels in Georgetown house - black & white - Curator

Thomas Jefferson painting - black & white and color - Mrs Johnson

NOTICE OF COMPLETION OF STEP INCREASE WAITING PERIOD AND PERFORMANCE CERTIFICATION

TO: AFQWH-AA	FROM: AFESSCA	DATE 02-12-68
NAME OF EMPLOYEE RAPP, OSWALD J. MR.	WAITING PERIOD ENDS 05-19-68	SUSPENSE DATE 05-09-68

INSTRUCTIONS TO FIRST-LINE SUPERVISOR: As provided in AFR 40-527 you must make a determination on whether the above-named employee's work is of an acceptable level of competence. If acceptable and is likely to continue to be, retain this form and make your final determination *not earlier than 2 weeks before the waiting period ends*. If the employee's work is not of an acceptable level of competence, notify him in writing at least 45 days before his waiting period ends and make a final determination at least 2 weeks before the waiting period ends. If it is determined that his performance is still unacceptable, the employee must be notified in writing. When final determination is made and the employee has been notified complete the certification in Section I below and return it to the Staff Civilian Personnel Division (AFESSCA) in a sealed envelope by the suspense date. Complete Section II or III only when returned by AFESSCA for review of a previous determination that work was not acceptable.

See AFR 40-527 and HOI 40-527 for complete information on criteria for determining acceptable level of competence, consultation with higher level supervisor, details on written notices required, assistance to the employee in improving his performance, and documentation of AF Form 971. Contact your Personnel Management Specialist (AFESSCC) if you need assistance in preparing a written notice or have any questions on the provisions of AFR 40-527 or HOI 40-527.

CERTIFICATION

(Check applicable box and complete as appropriate)

I. ORIGINAL DETERMINATION

I CERTIFY THAT THE WORK OF THE ABOVE-NAMED EMPLOYEE

☒ IS OF AN ACCEPTABLE LEVEL OF COMPETENCE

☐ IS NOT OF AN ACCEPTABLE LEVEL OF COMPETENCE. ATTACHED IS A COPY OF THE NOTICE GIVEN TO THE EMPLOYEE IN ACCORDANCE WITH AFR 40-527.

DATE
20 March 1968

TYPED NAME AND TITLE OF FIRST-LINE SUPERVISOR
William Moravek
Photo Lab Supervisor

SIGNATURE

William V. Moravek

II. REDETERMINATION OF STEP INCREASE WITHHELD DUE

SIX-MONTH PERIOD ENDS

I CERTIFY THAT THE WORK OF THE ABOVE-NAMED EMPLOYEE

☐ HAS REACHED AN ACCEPTABLE LEVEL OF COMPETENCE

☐ HAS NOT REACHED AN ACCEPTABLE LEVEL OF COMPETENCE

DATE

TYPED NAME AND TITLE OF FIRST-LINE SUPERVISOR

SIGNATURE

III. REDETERMINATION OF STEP INCREASE WITHHELD DUE

SIX-MONTH PERIOD ENDS

I CERTIFY THAT THE WORK OF THE ABOVE-NAMED EMPLOYEE

☐ HAS REACHED AN ACCEPTABLE LEVEL OF COMPETENCE

☐ HAS NOT REACHED AN ACCEPTABLE LEVEL OF COMPETENCE

DATE

TYPED NAME AND TITLE OF FIRST-LINE SUPERVISOR

SIGNATURE

DEPARTMENT OF THE ARMY
U. S. ARMY PHOTOGRAPHIC AGENCY
WASHINGTON, D. C. 20310

APA

SUBJECT: Request to Mail Civilian Paycheck

TO: U. S. Army Joint Support Command
Finance & Accounting Office
ATTN: Civilian Payroll
Fort Ritchie, Maryland 21719

EMPLOYEE'S NAME: Mrs. Mary T. Mathews

EMPLOYEE NUMBER: 3093

BLOCK NUMBER: 02

1. I request that my paycheck be mailed to the following address:

BANK NA X

ACCOUNT NUMBER X NA

STREET ADDRESS Room 18, West Wing

P. O. BOX The White House

CITY Washington STATE D.C. ZIP CODE 20500

Items not applicable indicate N/A

2. SIGNATURE Mary T. Mathews DATE January 9, 1968

DISPOSITION FORM

(AR 340-15)

REFERENCE OR OFFICE SYMBOL

SUBJECT

APA

Mailing Civilian Paychecks

TO All Civilian Employees

FROM CO, USAPA

DATE 16 Oct 67 CMT 1

Mrs. Johnson/75896

1. A study of civilian paycheck procedures has been conducted by USASCC-CONUS, Finance & Accounting Office. The conclusions, as a result of this study, has prompted the following actions:

a. All civilian paychecks will be mailed directly from Ft. Ritchie.

b. Submission of Time and Attendance Reports will be directly to Mrs. Mastronardy, Finance & Accounting Office, Room 4130, Munitions Building, by 1100 hours on Fridays. In order to meet this deadline, APA Time and Attendance Reports should be in the Admin Office by 1000 hours on Thursdays following Pay Day.

2. Civilians may choose one of the following addresses for having his paycheck mailed:

a. Home Address.

b. Post Office Box.

c. Bank Address (to include account number).

3. To implement the new procedures the following information is required:

a. Full name (as it appears on your check).

b. Block Number (02)

c. Employee number.

d. Address to which check should be mailed, including zip code.

e. Bank account number, if applicable.

f. Signature of individual and date.

4. Attached for your convenience is a copy of APA-FL 5 Form to be used in submitting the required information to Ft. Ritchie. Form is to be prepared in 4 copies. Three copies for submission and one for your files.

5. Earnings and Leave Statements will be mailed with the paychecks when a home address or Post Office Box is used. If checks are mailed to a bank the Earnings and Leave Statement will be received in APA, Admin Office and routed to the individual. All bonds will be mailed separately in accordance with name and

APA

16 Oct 67

SUBJECT: Mailing Civilian Paychecks


address furnished on Bond Application DA Form 1727.

6. Upon implementation of the new procedures, all inquiries pertaining to pay, leave, deductions, change of address, change in withholdings, etc., will be referred to Mrs. Johnson.

7. This form letter (APA-FL 5) will become a part of the civilian personnel processing-in procedure. New employees will be required to complete and sign the letter and it will be submitted thru the Admin Office to Ft. Ritchie.

8. Information requested in paragraphs 3 and 4 above will be submitted to this Office ATTN: Mrs. Johnson NLT 18 October 1967.

1 Incl
as


WALTER T. HALLORAN
LTC, Signal Corps
Commanding

LBJ LIBRARY DOCUMENT WITHDRAWAL SHEET

Page 1 of 1

<u>Doc #</u>	<u>DocType</u>	<u>Doc Info</u>	<u>Classification</u>	<u>Pages</u>	<u>Date</u>	<u>Restriction</u>
	memo	To Mildred Stegall from Okamoto		1	2/20/68	C
	Memo	To Okamoto from Mary Matheus with attachments		7	4/25/68	C
	Standard Form 50	Notification of personnel action		1	5/21/68	C
	Standard Form 50	Notification of personnel action		1	5/21/68	C
	memo	To Jim Jones from Okamoto		3	12/6/68	C

Collection Title Office Files of Yoichi Okamoto

Folder Title "Photo Personnel - Office and lab 1968 -"

Box Number 2

Restriction Codes

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(B) Closed by statute or by the agency which originated the document.
(C) Closed in accordance with restrictions contained in the donor's deed of gift.

2/8/2007

SAH
Initials

February 17, 1968

Dear Mr. Pullen:

My thoughts and prayers go out to you in your illness.

May the concern we all share for your well-being in some small way convey our gratitude for the kindness and willingness you always showed to us. And may you know how much we cherish your five years of faithful service and how heartily we wish you well.

Sincerely,

LYNDON B. JOHNSON

Mr. Leonard Pullen
Cabrini Memorial Hospital
1310 Southern Avenue, SE.
Washington, D.C.

LEJ:WRS:EH:ck

cc: Juanita Roberts, Will Sparks, Loyd Hackler, Mary Hooper,
Yoichi Okamoto, Eliska Hasek, Central Files

Requested by Mr. Okamoto.

*Copy given to
Tom Atkins*

February 9, 1968

TO WHOM IT MAY CONCERN:

Kevin S. Smith has been a member of the White House Photo Office since May, 1966. During that time he has shown his ability in many areas. Mr. Smith competently handled the unique requirements of photographing the President and activities in the White House on a daily basis. He has proven himself a loyal, dedicated and hard-working member of our staff. He has worked, without complaint, many overtime hours without compensation. His attention to administrative detail in the office was exceptional.

Prior to becoming a Presidential photographer, Kevin Smith worked at the White House Photo Laboratory in all phases of the operation, developing and printing photographs for the President.

His talents in photography lean toward the outdoors, and he is very sensitive to wild life and the beauties of nature.

**Yoichi R. Okamoto
Staff Assistant**

Thursday, January 25, 1968

TO: MARVIN WATSON

FROM: OKAMOTO

Lt. Gross has asked to be relieved of his post as a Presidential motion picture photographer due to personal reasons. Lt. Cmdr. Atkins has recommended that this request be granted and has selected a qualified replacement who has had previous White House photographic experience. If you approve we can have the new candidate's security clearance updated.

His name is Douglas D'Andrea, PHC, USN

THE WHITE HOUSE

Personnel

This will aid in the identification of Jack Kightlinger who is replacing Kevin Smith in the Photo Office of the White House. Jack is now working in the Photo Office.

A handwritten signature in blue ink, appearing to be 'FW' or 'Frank Wolfe', written in a cursive style.

Frank Wolfe
Photo Office

This will aid in the identification of Jack Kightlinger who is replacing Kevin Smith in the Photo Office of the White House. Jack is now working in the Photo Office.

Frank Wolfe
Photo Office

This will aid in the identification of Jack Kightlinger who is replacing Kevin Smith in the Photo Office of the White House. Jack is now working in the Photo Office.



Frank Wolfe
Photo Office



[multiple copies in folder]

NOTICE OF COMPLETION OF STEP INCREASE WAITING PERIOD AND PERFORMANCE CERTIFICATION

TO: QWH-AA	FROM: AFESSCA	DATE 01-17-68
NAME OF EMPLOYEE MICHAEL RUSNAK	WAITING PERIOD ENDS 01-13-68	SUSPENSE DATE ASAP

INSTRUCTIONS TO FIRST-LINE SUPERVISOR: As provided in AFR 40-527 you must make a determination on whether the above-named employee's work is of an acceptable level of competence. If acceptable and is likely to continue to be, retain this form and make your final determination *not earlier than 2 weeks before the waiting period ends*. If the employee's work is not of an acceptable level of competence, notify him in writing *at least 45 days before his waiting period ends* and make a final determination *at least 2 weeks before the waiting period ends*. If it is determined that his performance is still unacceptable, the employee must be notified in writing. When final determination is made and the employee has been notified *complete the certification in Section I below and return it to the Staff Civilian Personnel Division (AFESSCA) in a sealed envelope by the suspense date*. Complete Section II or III only when returned by AFESSCA for review of a previous determination that work was not acceptable.

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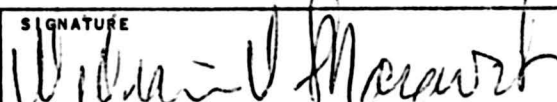
CERTIFICATION

(Check applicable box and complete as appropriate)

I. ORIGINAL DETERMINATION

I CERTIFY THAT THE WORK OF THE ABOVE-NAMED EMPLOYEE

<input checked="" type="checkbox"/>	IS OF AN ACCEPTABLE LEVEL OF COMPETENCE
<input type="checkbox"/>	IS NOT OF AN ACCEPTABLE LEVEL OF COMPETENCE. ATTACHED IS A COPY OF THE NOTICE GIVEN TO THE EMPLOYEE IN ACCORDANCE WITH AFR 40-527.

DATE	TYPED NAME AND TITLE OF FIRST-LINE SUPERVISOR	SIGNATURE
22 Jan 68	WILLIAM V. MORAVEK, Lab Supervisor	

II. REDETERMINATION OF STEP INCREASE WITHHELD DUE

SIX-MONTH PERIOD ENDS

I CERTIFY THAT THE WORK OF THE ABOVE-NAMED EMPLOYEE

<input type="checkbox"/>	HAS REACHED AN ACCEPTABLE LEVEL OF COMPETENCE
<input type="checkbox"/>	HAS NOT REACHED AN ACCEPTABLE LEVEL OF COMPETENCE

DATE	TYPED NAME AND TITLE OF FIRST-LINE SUPERVISOR	SIGNATURE

III. REDETERMINATION OF STEP INCREASE WITHHELD DUE

SIX-MONTH PERIOD ENDS

I CERTIFY THAT THE WORK OF THE ABOVE-NAMED EMPLOYEE

<input type="checkbox"/>	HAS REACHED AN ACCEPTABLE LEVEL OF COMPETENCE
<input type="checkbox"/>	HAS NOT REACHED AN ACCEPTABLE LEVEL OF COMPETENCE

DATE	TYPED NAME AND TITLE OF FIRST-LINE SUPERVISOR	SIGNATURE

January 19, 1968

TO: MARVIN WATSON

FROM: OKAMOTO

In the past year the positions held by James Mullaly (Assistant Lab Chief), Charles Story (Lab Technician), and Michael Geissinger (Photographer) have resulted in a marked increase in responsibility in each of their areas. Each man has handled these new challenges in an outstanding manner.

I would like your permission to advance these three employees to the next grade on the ladder commensurate to their current GS ratings.

Currently they are:

James Mullaly - GS12-3

Charles Story - GS7-1

Michael Geissinger - GS7-1