

**Materials in the
President's Office Files
White House Special Files**

The Presidential historical materials comprising the President's Office Files are in the custody of the National Archives and Records Service, General Services Administration, under the provisions of Title I of the Presidential Recordings and Materials Preservation Act of 1974 (P.L. 93-526, 88 Stat. 1695) and implementing regulations. In accordance with the act and regulations, archivists reviewed the file group to identify personal and private materials (including materials that are outside the date span covered by the act) and nonhistorical items. These items have been returned to former President Nixon.

Materials covered by the act have been archivally processed and are described in this register. Items that are security classified or otherwise restricted under the act and regulations have been removed and placed in a closed file. A Document Withdrawal Record (GSA Form 7279) with a description of each restricted document has been inserted at the beginning of each folder from which materials have been removed. A Document Control Record marks the original position of the withdrawn item. Employees of the National Archives will review periodically the unclassified portions of closed materials for the purpose of opening materials which no longer require restriction. Certain classified documents may be declassified under authority of Executive Order 12065 in response to a Mandatory Review Request (GSA Form 7277) submitted by the researcher.

Linear feet of materials: 47.5

Approximate number of pages: 91,200

Organization Note

The President's Office Files consists of materials drawn together by the Special Files Unit from several administrative subdivisions within the White House Office. President Nixon's chiefs of staff, H. R. Haldeman (1969-73) and Alexander M. Haig (1973-74), were in charge of the overall operation of the White House Office. Alexander P. Butterfield, as Deputy Assistant to the President, was responsible for the final review of all memoranda and reports going to the President and for handling and marking the material seen by him. Stephen B. Bull assumed these duties in 1973. The bulk of the papers retrieved from the President's outbox were sent to the Central Files or to Henry A. Kissinger for the National Security Council Files. However, materials containing the President's handwriting or of a particularly sensitive nature were sent by Butterfield to the Staff Secretary's Office for disposition and storage.

It is the handwriting and sensitive papers sent to the Staff Secretary that now comprise much of the President's Office Files. The manner in which these materials were processed depended on the procedures established by the Staff Secretary. John R. Brown III (1969-71), Jon M. Huntsman (1971), Bruce A. Kehrli (1972-74) and Jerry H. Jones (1974) held this position in the Nixon White House.

Butterfield and, later, David C. Hoopes were responsible for ensuring that meetings attended by the President were documented in the files. This included instructing staff members to be present at specific meetings in order to prepare memoranda for the record, and following up to make sure the required memoranda were completed and submitted.

The Appointments Office, headed by Dwight L. Chapin, handled the preparation of the President's daily schedule. The First Lady's Office informed Chapin of the public activities of Mrs. Nixon, Patricia Nixon Cox and Julie Nixon Eisenhower for inclusion in the President's official schedule.

Scope and Content Note

The materials in the President's Office Files, White House Special Files* date from 1969-74. They provide a detailed record of the President's official responsibilities as head of state, chief executive, commander-in-chief and political leader. The files are divided into six series which include papers the President saw or may have seen, documentation of his daily activities and administrative control records. The two series most closely associated with the President are the President's Handwriting and the Annotated News Summaries. The President's Handwriting contains memoranda and reports bearing notes in the President's handwriting. The President's notations range from the approval or disapproval of plans for social events to the initiation of major domestic or foreign policy programs. The principal aides represented in this series are Patrick J. Buchanan, Arthur F. Burns, Charles W. Colson, Harry S. Dent, John D. Ehrlichman, Alexander M. Haig, H.R. Haldeman, Henry A. Kissinger, Paul W. McCracken, Robert P. Mayo, Daniel Patrick Moynihan, Peter, G. Peterson, George P. Shultz, Herbert Stein, and Caspar W. Weinberger.

News summaries were prepared for the President on a regular basis by the Office of Media Analysis and Speechwriting. The Annotated News Summaries contain the President's marginalia on a wide variety of subjects. As with the President's Handwriting series, the notations were often intended by the President to be directives to his staff. In such cases, the Staff Secretary would provide a memorandum to the appropriate person informing him of the President's request.

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The Staff Secretary was also responsible for the disposition of Presidential handwriting material. From January 1969--October 1971 only those pages of the news summary on which the President wrote were retained in the file. Thereafter, the complete issue was retained regardless of the amount of Presidential handwriting it contained.

The News Summaries series, which included the unannotated copies from 1971-74, is not complete. The materials of Patrick J., Buchanan and Lyndon K. (Mort) Allin in the White House Central Files, Staff Member and Office Files should be examined for issues of the news summaries not found in the President's Office Files.

Other prominent file groups which contain the President's handwriting are the National Security Council Files, and the President's Personal Files.

*The White House Special Files Unit maintained files considered sensitive either for reason of political content or security classification.

The third series in the President's Office Files is the President's Meetings File, 1969-74. The major subseries -Memoranda for the President's File--describes the meetings and ceremonies in which the President participated. These memoranda were written by White House staff members whose attendance was required at specific meetings and who were assigned the task of recording the event for the files. Frequently staff members prepared "color" reports of meetings, which recorded anecdotes involving the President and his advisors. The chief correspondents are John K. Andrews, Patrick J. Buchanan, Alexander P. Butterfield, Stephen B. Bull, Charles W. Colson, Alexander M. Haig, Henry A. Kissinger, Tom C. Korologos, Peter G. Peterson, Raymond K. Price, and Caspar W. Weinberger.

The President's meetings with the Republican and Democratic leaders, the Cabinet and the Quadriad (the Administration's economic policymakers) are well documented in the Memoranda for the President's File subseries. However, other meetings of the President are not as well covered and gaps of several days occur when he traveled abroad or to Key Biscayne or San Clemente. Beginning in late 1973 the quantity of memoranda decreases. In addition, some staff members failed to provide the memoranda for meetings to which they were assigned. In such instances, the President's briefing paper in advance of the event or the reminder to the staff member about his overdue memorandum was inserted in the file.

The Chronological File series, 1969-74, consists almost entirely of copies of the President's confidential correspondence to heads of state, congressmen, religious leaders, White House and Administration officials, and private citizens. From 1969 until early 1970, the file also includes copies of memoranda the President wrote to his top-level assistants, principally H. R. Haldeman and John D. Ehrlichman.

Two of the series which document the President's daily activities are the desk copies of his daily schedule and the logs maintained by the White House telephone operators. The daily schedules cover the period September 1969-December 1972. Beginning in June 1971 the schedules are fewer in number and there are gaps of several weeks. Prepared in advance, the schedules are generally divided into morning and afternoon segments. Frequently, the afternoon segment contains the public activities of Mrs. Nixon, Patricia Nixon Cox and Julie Nixon Eisenhower. The President's Telephone Calls series dates from January 1969-December 1973. These logs were used by the Office of Presidential Papers and Archives to compile the President's daily diaries.

Other White House Special Files materials relating directly to the papers in the President's Office Files can be found in the Staff Secretary's Files and the President's Personal Files.

Description of Series

Container Nos.

Series

1-29

PRESIDENT'S HANDWRITING, 1969-74

Originals and electrostatic copies of memoranda, reports, letters, telephone call recommendations, newspaper clippings, action memoranda, routing slips, telegrams and scraps of paper annotated by the President or his top-level White House assistants. Also includes particularly sensitive materials without handwritten notes. Materials created prior to Jan. 20, 1969, were returned to owner. Arranged in chronological order. With the following subseries:

Memoranda of Presidential Handwriting, 1969-73, Boxes 28-29. Carbon copies of a form designed to cross reference materials with the President's handwriting to the appropriate subject categories in the White House Central Files. Arranged alphabetically by name or subject.

30-76

NEWS SUMMARIES, 1969-74

Originals and electrostatic copies of daily news summaries, editorial cartoons, weekly mail samples, Staff and Department Briefs and action memoranda. Arranged in two subseries as follows:

Annotated News Summaries, 1969-73, Boxes 30-50. Arranged in chronological order.

Unmarked News Summaries, 1971-74, Boxes 51-76. Arranged in chronological order.

Description of Series (cont.)

<u>Container Nos.</u>	<u>Series</u>
77-99	<p>PRESIDENT'S MEETINGS FILE, 1969-74</p> <p>Originals and electrostatic copies of memoranda, status reports, the President's schedule and index cards. Arranged in two subseries as follows:</p> <p style="padding-left: 40px;">Memoranda for the President's File, 1969-74, Boxes 77-94. Arranged in chronological order.</p> <p style="padding-left: 40px;">Administrative File, 1970-74. Boxes 95-99. Back-up materials maintained to ensure staff members completed the required memoranda on the President's meetings.</p>
100	<p>CHRONOLOGICAL FILE, 1969-74</p> <p>Tissue and electrostatic copies of letters, telegrams, memoranda, executive orders, proclamations, and press releases. Materials created prior to Jan. 20, 1969, were returned to owner. Arranged in chronological order.</p>
101-103	<p>PRESIDENT'S DAILY SCHEDULE, 1969-72</p> <p>Originals and some electrostatic copies of the President's official schedule. Arranged in chronological order.</p>
104-114	<p>PRESIDENT'S TELEPHONE CALLS, 1969-73</p> <p>Originals and some electrostatic copies of the official White House telephone logs and several memoranda and notes. Arranged in chronological order. NOTE: Archivists must restrict home telephone numbers prior to providing these materials to researchers.</p>

Folder Title List

PRESIDENT'S HANDWRITING

Box 1

White House Notes

President's Handwriting 1968 [empty-withdrawn and returned]

President's Handwriting, January 1969

President's Handwriting, February 1969

President's Handwriting, March 1 thru 15, 1969

President's Handwriting, March 16 thru 31, 1969

President's Handwriting, April 1969

Box 2

President's Handwriting, May 1969

President's Handwriting, June 1969

President's Handwriting, July 1969

President's Handwriting, August 1969

Box 3

President's Handwriting, September 1969

President's Handwriting, October 1 thru 15, 1969

President's Handwriting, October 16 thru 30, 1969

President's Handwriting, November 1 thru 15, 1969

President's Handwriting, November 16 thru 30, 1969

Box 4

President's Handwriting, December 1 thru 15, 1969

President's Handwriting, December 16 thru 31, 1969

President's Handwriting, January 1 thru 15, 1970

Box 5

President's Handwriting, January 16 thru 31, 1970

President's Handwriting, February 1 thru 15, 1970

President's Handwriting, February 16 thru 28, 1970

President's Handwriting, March 1 thru 15, 1970

Box 6

President's Handwriting, March 16 thru 31, 1970

President's Handwriting, April 1970

President's Handwriting, May 1970

President's Handwriting, June 1970
President's Handwriting, July 1970

Box 7

President's Handwriting, [Aug. 1-15, 1970]
President's Handwriting, [Aug. 16-31, 1970]
President's Handwriting, September 1970
President's Handwriting, October 1970

Box 8

President's Handwriting, November 1970
President's Handwriting, [December 1-15, 1970]
President's Handwriting, [Dec. 16-31, 1970]

Box 9

President's Handwriting, January 1971
President's Handwriting, February 1 thru 15, 1971
President's Handwriting, February 16 thru 28, 1971
President's Handwriting, March 1 thru 15, 1971

Box 10

President's Handwriting, March 16 thru 31, 1971
President's Handwriting, April 1 thru 15, 1971
President's Handwriting, April 16 thru 30, 1971
President's Handwriting, May 1 thru 10, 1971

Box 11

President's Handwriting, May 11 thru 21, 1971
President's Handwriting, May 22 thru 31, 1971
President's Handwriting, June 1 thru 10, 1971

Box 12

President's Handwriting, June 11 thru 20, 1971
President's Handwriting, June 21 thru 30, 1971
President's Handwriting, July 1 thru 15, 1971
President's Handwriting, July 16 thru 31, 1971

Box 13

President's Handwriting, August 1 thru 15, 1971
President's Handwriting, August 16 thru 1, 1971
President's Handwriting, September 1 thru 15, 1971
President's Handwriting, September 16 thru 30, 1971

Box 14

President's Handwriting, October 1 thru 15, 1971
President's Handwriting, October 16 thru 31, 1971
President's Handwriting, [Nov. 1-5, 1971]
President's Handwriting, [Nov. 6-15, 1971]

Box 15

President's Handwriting, November 16 thru 30, 1971
President's Handwriting, December 1 thru 15, 1971
President's Handwriting, December 16 thru 31, 1971

Box 16

President's Handwriting, January 1972
President's Handwriting, February 1972
President's Handwriting, March 1972

Box 17

President's Handwriting, April 1972
President's Handwriting, May 1972
President's Handwriting, June 1-15, 1972
President's Handwriting, June 16-30, 1972

Box 18

President's Handwriting, July 1-15, 1972
President's Handwriting, July 16-31, 1972
President's Handwriting, August 1972
President's Handwriting, September 1-15, 1972
President's Handwriting, September 16-30, 1972

Box 19

President's Handwriting, October 1972
President's Handwriting, November 1972
President's Handwriting, December 1 thru 15, 1972

Box 20

President's Handwriting, December 16 thru 31, 1972
President's Handwriting, January 1973
President's Handwriting, February 1-15, 1973
President's Handwriting, February 16-28, 1973

Box 21

President's Handwriting, March 1-10, 1973
President's Handwriting, March 11 thru 31, 1973
President's Handwriting, April 1973

Box 22

President's Handwriting, May 1973
President's Handwriting, June 1-15, 1973
President's Handwriting, June 16-30, 1973
President's Handwriting, July 1973
President's Handwriting, August 1973

Box 23

President's Handwriting, September 1-8, 1973
President's Handwriting, September 9-30, 1973
President's Handwriting, October 1973
President's Handwriting, November 1-15, 1973

Box 24

President's Handwriting, November 16-30, 1973
President's Handwriting, December 1-15, 1973
President's Handwriting, December 16-31, 1973

Box 25

President's Handwriting, January 1-15, 1974
President's Handwriting, January 16-31, 1974

Box 26

President's Handwriting, February 1974
President's Handwriting, March 1974
President's Handwriting, April 1974
President's Handwriting, May 1974

Box 27

President's Handwriting, June 1974
President's Handwriting, July 1974
President's Handwriting, August 1974 [empty]
President's Handwriting, May-September [1973] [transferred to WHSF: Alexander M. Haig]
President's Handwriting, October [1973] [transferred to WHSF: Alexander M. Haig]
President's Handwriting, November [1973] [transferred to WHSF: Alexander M. Haig]

MEMORANDUM OF PRESIDENTIAL HANDWRITING, 1969-1973

Box 28

"A" - "P" [17 dividers]

Box 29

"Q" - "Z" [8 dividers]

ANNOTATED NEWS SUMMARIES, 1969-1973

Box 30

News Summaries - January 1969
News Summaries - February 1969
News Summaries - March 1969
News Summaries - April 1969
News Summaries - May 1969
News Summaries - June 1969
News Summaries - July 1969
News Summaries - August 1969
News Summaries - September 1969

Box 31

News Summaries - October 1969
News Summaries - November 1969
News Summaries - December 1969

News Summaries - January 1970
News Summaries - February 1970
News Summaries - March 1970
News Summaries - April 1970
News Summaries - July 1970

Box 32

News Summaries - August 1970
News Summaries - September 1970
News Summaries - October 1970
News Summaries - November 1970
News Summaries - December 1970
News Summaries - January 1971
News Summaries - February 1971
News Summaries - March 1971

Box 33

News Summaries - April 1971
News Summaries - May 1971
News Summaries - June 1971
News Summaries - July 1971
News Summaries - August 1971
News Summaries - September 1971
News Summaries - October 1971

Box 34

News Summaries - October 1-11, 1971
News Summaries - October 13-20, 1971 [1 of 2]
News Summaries - October 13-20, 1971 [2 of 2]

Box 35

News Summaries - October 21-30, 1971 [1 of 2]
News Summaries - October 21-30, 1971 [2 of 2]
News Summaries - November 1-15, 1971 [1 of 2]
News Summaries - November 1-15, 1971 [2 of 2]

Box 36

News Summaries - November 16-23, 1971
November 24-30, 1971 [1 of 2]
November 24-30, 1971 [2 of 2]

Box 37

[Dec. 2-7, 1971]
[Dec. 9-24, 1971]
[Jan. 4-8, 1972]
[Jan. 10-12, 1972]

Box 38

[Jan. 13-18, 1972]
[Jan. 19-24, 1972]
Jan. 25-31, 1972]
[Feb. 1-7, 1972]
[Feb. 8-10, 1972]

Box 39

March 1-10, 1972
March 11-16, 1972 [1 of 2]
March 11-16, 1972 [2 of 2]
March 18-25, 1972 [1 of 2]
March 18-25, 1972 [2 of 2]

Box 40

March 27-31, 1972
April 1-11, 1972 [1 of 2]
April 1-11, 1972 [2 of 2]
April 12-25, 1972
June 7-23, 1972 [1 of 2]
June 7-23, 1972 [2 of 2]

Box 41

June 1972 26-29 [1 of 2]
June 1972 26-29 [2 of 2]
July 1-24, 1972 [1 of 2]
July 1-24, 1972 [2 of 2]
July 25-31, 1972 [1 of 2]
July 25-31, 1972 [2 of 2]

Box 42

August 1-4, 1972 [1 of 2]
August 1-4, 1972 [2 of 2]
August 5-11, 1972 [1 of 2]

August 5-11, 1972 [2 of 2]

Box 43

Sept. 1-18, 1972 [1 of 3]
Sept. 1-18, 1972 [2 of 3]
Sept. 1-18, 1972 [3 of 3]
Sept. 19-30, 1972 [1 of 4]
Sept. 19-30, 1972 [2 of 4]
Sept. 19-30, 1972 [3 of 4]
Sept. 19-30, 1972 [4 of 4]

Box 44

October 1-13, 1972 [1 of 3]
October 1-13, 1972 [2 of 3]
October 1-13, 1972 [3 of 3]
[Oct. 16-17, 1972]
October 18-21, 1972 [1 of 2]
October 18-21, 1972 [2 of 2]

Box 45

Oct. 23-31, 1972 [1 of 4]
Oct. 23-31, 1972 [2 of 4]
Oct. 23-31, 1972 [3 of 4]
Oct. 23-31, 1972 [4 of 4]
Nov. 1972 [1 of 2]

Box 46

Nov. 1972 [2 of 2]
Dec. 1972 [1 of 3]
Dec. 1972 [2 of 3]
Dec. 1972 [3 of 3]
Jan. 1973
Feb. 1-7, 1973 [1 of 3]

Box 47

Feb. 1-7, 1973 [2 of 3]
Feb. 1-7, 1973 [3 of 3]
Feb. 8-17, 1973 [1 of 4]
Feb. 8-17, 1973 [2 of 4]
Feb. 8-17, 1973 [3 of 4]
Feb. 8-17, 1973 [4 of 4]

Box 48

Feb. 19-27, 1973 [1 of 3]
Feb. 19-27, 1973 [2 of 3]
Feb. 19-27, 1973 [3 of 3]
March 1-7, 1973 [1 of 3]
March 1-7, 1973 [2 of 3]

Box 49

March 1-7, 1973 [3 of 3]
March 8-13, 1973 [1 of 2]
March 8-13, 1973 [2 of 2]
[Mar. 14-19, 1973] [1 of 2]
[Mar. 14-19, 1973] [2 of 2]

Box 50

March 20-31, 1972 [1 of 2]
March 20-31, 1972 [2 of 2]
May 1973
July 1973 [1 of 3]
July 1973 [2 of 3]
July 1973 [3 of 3]
August 1973

UNMARKED NEWS SUMMARIES, 1971-1974

Box 51

News Summaries - September 1971
News Summaries - Oct. & Nov. 1971

Box 52

News Summaries - December 1971
News Summaries - January 1972

Box 53

News Summaries - February 1972
[News Summaries - Mar. 1972]
News Summaries - April 1972

Box 54

News Summaries - May 1972 [1 of 2]
News Summaries - May 1972 [2 of 2]

Box 55

News Summaries - June 1972
News Summaries - July 1972
News Summaries - August 1972

Box 56

News Summaries - September 1972
News Summaries - [Oct. 1972]
News Summaries - November 1972
News Summaries - December 1972

Box 58

News Summaries - 1-2-73 to 1-11-73
News Summaries - 1-12-73 to 1-31-73

Box 59

News Summaries - Feb. & March 1973
News Summaries - April 2-14, 1973

Box 60

News Summaries - Apr. 16-30, 1973
News Summaries - May 1-16, 1973

Box 61

News Summaries - May 17-30, 1973
News Summaries - June 1973 (1)

Box 62

News Summaries - June 1973 (2)

Box 63

News Summaries - July 1973 (1)
News Summaries - July 1973 (2)

Box 64

News Summaries - August 1973 (1)

News Summaries - August 1973 (2)

Box 65

News Summaries - September 1973 (1)

Box 66

News Summaries - September 1973 (2)

News Summaries - October 1973 (1)

Box 67

News Summaries - October 1973 (2)

Box 68

News Summaries - November 1973 (1)

News Summaries - November 1973 (2)

Box 69

News Summaries - December 1973 (1)

News Summaries - December 1973 (2)

Box 70

News Summaries - January 1974 (1)

News Summaries - January 1974 (2)

Box 71

News Summaries - February 1974 (1)

News Summaries - February 1974 (2)

Box 72

News Summaries - March 1974 (1)

News Summaries - March 1974 (2)

Box 73

News Summaries - April 1974 (1)
News Summaries - April 1974 (2)

Box 74

News Summaries - May 1974 (1)

Box 75

News Summaries - May 1974 (2)
News Summaries - June 1974 (1)

Box 76

News Summaries - June 1974 (2)
News Summaries - July 1974 (1)
News Summaries - July 1974 (2)
News Summaries - August 1974 (1)
News Summaries - August 1974 (2)

PRESIDENT'S MEETING FILE, 1969-1974

Box 77

Memoranda for the President--Beginning January 21, 1969
Memoranda for the President--Beginning January 26, 1969
Memoranda for the President--Beginning February 2, 1969
Memoranda for the President--Beginning February 9, 1969
Memoranda for the President--Beginning February 16, 1969
Memoranda for the President--Beginning February 23, 1969
Memoranda for the President--Beginning March 2, 1969
Memoranda for the President--Beginning March 9, 1969
Memoranda for the President--Beginning March 16, 1969
Memoranda for the President--Beginning March 23, 1969
Memoranda for the President--Beginning March 30, 1969
Memoranda for the President--Beginning April 6, 1969

Box 78

Memoranda for the President--Beginning April 13, 1969
Memoranda for the President--Beginning April 20, 1969
Memoranda for the President--Beginning April 27, 1969
Memoranda for the President--Beginning May 4, 1969
Memoranda for the President--Beginning May 11, 1969

Memoranda for the President--Beginning May 18, 1969
Memoranda for the President--Beginning May 25, 1969
Memoranda for the President--Beginning June 1, 1969
Memoranda for the President--Beginning June 8, 1969
Memoranda for the President--Beginning June 15, 1969
Memoranda for the President--Beginning June 22, 1969
Memoranda for the President--Beginning June 29, 1969
Memoranda for the President--Beginning July 6, 1969
Memoranda for the President--Beginning July 13, 1969
Memoranda for the President--Beginning July 20, 1969
Memoranda for the President--Beginning July 27, 1969

Box 79

Memoranda for the President--Beginning August 3, 1969
Memoranda for the President--Beginning August 10, 1969
Memoranda for the President--Beginning August 17, 1969
Memoranda for the President--Beginning August 24, 1969
Memoranda for the President--Beginning August 31, 1969
Memoranda for the President--Beginning September 7, 1969
Memoranda for the President--Beginning September 14, 1969
Memoranda for the President--Beginning September 21, 1969
Memoranda for the President--Beginning September 28, 1969
Memoranda for the President--Beginning October 5, 1969
Memoranda for the President--Beginning October 12, 1969
Memoranda for the President--Beginning October 19, 1969
Memoranda for the President--Beginning October 26, 1969
Memoranda for the President--Beginning November 2, 1969
Memoranda for the President--Beginning November 9, 1969
Memoranda for the President--Beginning November 16, 1969
Memoranda for the President--Beginning November 23, 1969
Memoranda for the President--Beginning November 30, 1969
Memoranda for the President--Beginning December 7, 1969
Memoranda for the President--Beginning December 14, 1969
Memoranda for the President--Beginning December 21, 1969
Memoranda for the President--Beginning December 28, 1969

Box 80

Memoranda for the President--Beginning January 4, 1970
Memoranda for the President--Beginning January 11, 1970
Memoranda for the President--Beginning January 18, 1970
Memoranda for the President--Beginning January 25, 1970
Memoranda for the President--Beginning February 1, 1970
Memoranda for the President--Beginning February 8, 1970
Memoranda for the President--Beginning February 15, 1970

Memoranda for the President--Beginning February 22, 1970
Memoranda for the President--Beginning March 1, 1970
Memoranda for the President--Beginning March 8, 1970
Memoranda for the President--Beginning March 15, 1970
Memoranda for the President--Beginning March 22, 1970
Memoranda for the President--Beginning March 29, 1970
Memoranda for the President--Beginning April 5, 1970
Memoranda for the President--Beginning April 12, 1970
Memoranda for the President--Beginning April 19, 1970
Memoranda for the President--Beginning April 26, 1970
Memoranda for the President--Beginning May 3, 1970
Memoranda for the President--Beginning May 10, 1970
Memoranda for the President--Beginning May 17, 1970
Memoranda for the President--Beginning May 24, 1970
Memoranda for the President--Beginning May 31, 1970

Box 81

Memoranda for the President--Beginning June 7, 1970
Memoranda for the President--Beginning June 14, 1970
Memoranda for the President--Beginning June 21, 1970
Memoranda for the President--Beginning June 28, 1970
Memoranda for the President--Beginning July 5, 1970
Memoranda for the President--Beginning July 12, 1970
Memoranda for the President--Beginning July 19, 1970
Memoranda for the President--Beginning July 26, 1970
Memoranda for the President--Beginning August 2, 1970
Memoranda for the President--Beginning August 9, 1970

Box 82

Memoranda for the President--Beginning August 16, 1970
Memoranda for the President--Beginning August 23, 1970
Memoranda for the President--Beginning August 30, 1970
Memoranda for the President--Beginning September 6, 1970
Memoranda for the President--Beginning September 13, 1970
Memoranda for the President--Beginning September 20, 1970
Memoranda for the President--Beginning September 27, 1970
Memoranda for the President--Beginning October 4, 1970
Memoranda for the President--Beginning October 11, 1970
Memoranda for the President--Beginning October 18, 1970
Memoranda for the President--Beginning October 25, 1970

Box 83

Memoranda for the President--Beginning November 1, 1970
Memoranda for the President--Beginning November 8, 1970
Memoranda for the President--Beginning November 15, 1970
Memoranda for the President--Beginning November 22, 1970
Memoranda for the President--Beginning November 29, 1970
Memoranda for the President--Beginning December 6, 1970
Memoranda for the President--Beginning December 13, 1970
Memoranda for the President--Beginning December 20, 1970
Memoranda for the President--Beginning December 27, 1970
Memoranda for the President--Beginning January 3, 1971
Memoranda for the President--Beginning January 10, 1971
Memoranda for the President--Beginning January 17, 1971

Box 84

Memoranda for the President--Beginning January 24, 1971
Memoranda for the President--Beginning January 31, 1971
Memoranda for the President--Beginning February 7, 1971
Memoranda for the President--Beginning February 14, 1971
Memoranda for the President--Beginning February 21, 1971
Memoranda for the President--Beginning February 28, 1971
Memoranda for the President--Beginning March 7, 1971
Memoranda for the President--Beginning March 14, 1971
Memoranda for the President--Beginning March 21, 1971
Memoranda for the President--Beginning March 28, 1971
Memoranda for the President--Beginning April 4, 1971
Memoranda for the President--Beginning April 11, 1971
Memoranda for the President--Beginning April 18, 1971
Memoranda for the President--Beginning April 25, 1971

Box 85

Memoranda for the President--Beginning May 2, 1971
Memoranda for the President--Beginning May 9, 1971
Memoranda for the President--Beginning May 16, 1971
Memoranda for the President--Beginning May 23, 1971
Memoranda for the President--Beginning May 30, 1971
Memoranda for the President--Beginning June 6, 1971
Memoranda for the President--Beginning June 13, 1971
Memoranda for the President--Beginning June 20, 1971
Memoranda for the President--Beginning June 27, 1971
Memoranda for the President--Beginning July 4, 1971
Memoranda for the President--Beginning July 11, 1971
Memoranda for the President--Beginning July 18, 1971

Memoranda for the President--Beginning July 25, 1971
Memoranda for the President--Beginning August 1, 1971
Memoranda for the President--Beginning August 8, 1971
Memoranda for the President--Beginning August 15, 1971

Box 86

Memoranda for the President--Beginning August 22, 1971
Memoranda for the President--Beginning August 29, 1971
Memoranda for the President--Beginning September 5, 1971
Memoranda for the President--Beginning September 12, 1971
Memoranda for the President--Beginning September 19, 1971
Memoranda for the President--Beginning September 26, 1971
Memoranda for the President--Beginning October 3, 1971
Memoranda for the President--Beginning October 10, 1971
Memoranda for the President--Beginning October 17, 1971
Memoranda for the President--Beginning October 24, 1971
Memoranda for the President--Beginning October 31, 1971
Memoranda for the President--Beginning November 7, 1971
Memoranda for the President--Beginning November 14, 1971
Memoranda for the President--Beginning November 21, 1971
Memoranda for the President--Beginning November 28, 1971
Memoranda for the President--Beginning December 5, 1971

Box 87

Memoranda for the President--Beginning December 12, 1971
Memoranda for the President--Beginning December 19, 1971
Memoranda for the President--Beginning December 26, 1971
Memoranda for the President--Beginning January 1, 1972
Memoranda for the President--Beginning January 9, 1972
Memoranda for the President--Beginning January 16, 1972
Memoranda for the President--Beginning January 23, 1972
Memoranda for the President--Beginning January 30, 1972
Memoranda for the President--Beginning February 6, 1972
Memoranda for the President--Beginning February 13, 1972
Memoranda for the President--Beginning February 20, 1972

Box 88

Memoranda for the President--Beginning February 27, 1972
Memoranda for the President--Beginning March 5, [1972]
Memoranda for the President--Beginning March 12, [1972]
Memoranda for the President--Beginning March 19, [1972]
Memoranda for the President--Beginning March 26, [1972]
Memoranda for the President--Beginning April 2, [1972]

Memoranda for the President--Beginning April 9, [1972]
Memoranda for the President--Beginning April 16, [1972]
Memoranda for the President--Beginning April 23, [1972]
Memoranda for the President--Beginning April 30, [1972]
Memoranda for the President--Beginning May 7, [1972]
Memoranda for the President--Beginning May 14, [1972]
Memoranda for the President--Beginning May 21, [1972]
Memoranda for the President--Beginning May 28, [1972]

Box 89

Memoranda for the President--Beginning June 4 [1972] [empty]
Memoranda for the President--Beginning June 11, [1972]
Memoranda for the President--Beginning June 18, [1972]
Memoranda for the President--Beginning June 25, [1972]
Memoranda for the President--Beginning July 2, [1972]
Memoranda for the President--Beginning July 9, [1972]
Memoranda for the President--Beginning July 16, [1972]
Memoranda for the President--Beginning July 23, [1972]
Memoranda for the President--Beginning July 30, [1972]
Memoranda for the President--Beginning August 6, [1972]
Memoranda for the President--Beginning August 13, [1972]
Memoranda for the President--Beginning August 20, [1972]
Memoranda for the President--Beginning August 27, [1972]
Memoranda for the President--Beginning September 3, [1972]
Memoranda for the President--Beginning September 10, [1972]
Memoranda for the President--Beginning September 17, [1972]

Box 90

Memoranda for the President--Beginning September 24, [1972]
Memoranda for the President--Beginning October 1, [1972]
Memoranda for the President--Beginning October 8, [1972]
Memoranda for the President--Beginning October 15, [1972]
Memoranda for the President--Beginning October 22, [1972]
Memoranda for the President--Beginning October 29, [1972]
Memoranda for the President--Beginning November 5, [1972]
Memoranda for the President--Beginning November 12, [1972]
Memoranda for the President--Beginning November 19, [1972]
Memoranda for the President--Beginning November 26, [1972]
Memoranda for the President--Beginning December 3, [1972]
Memoranda for the President--Beginning December 10, [1972]
Memoranda for the President--Beginning December 17, [1972]
Memoranda for the President--Beginning December 24, [1972]
Memoranda for the President--Beginning January 1, [1972]
Memoranda for the President--Beginning January 8, [1973]

Memoranda for the President--Beginning January 15, [1973]
Memoranda for the President--Beginning January 22, [1973]
Memoranda for the President--Beginning January 29, [1973]

Box 91

Memoranda for the President--Beginning February 4, [1973]
Memoranda for the President--Beginning February 11, [1973]
Memoranda for the President--Beginning February 18, [1973]
Memoranda for the President--Beginning February 25, [1973]
Memoranda for the President--Beginning March 4, [1973]
Memoranda for the President--Beginning March 11, [1973]
Memoranda for the President--Beginning March 18, [1973]
Memoranda for the President--Beginning March 25, [1973]
Memoranda for the President--Beginning April 1, [1973]
Memoranda for the President--Beginning April 8, [1973]
Memoranda for the President--Beginning April 15, [1973]
Memoranda for the President--Beginning April 22, [1973]
Memoranda for the President--Beginning April 29, [1973]
Memoranda for the President--Beginning May 6, [1973]
Memoranda for the President--Beginning May 13, [1973]
Memoranda for the President--Beginning May 20, [1973]
Memoranda for the President--Beginning May 27, [1973]

Box 92

Memoranda for the President--Beginning June 3, [1973]
Memoranda for the President--Beginning June 10, [1973]
Memoranda for the President--Beginning June 17, [1973]
Memoranda for the President--Beginning June 24, [1973]
Memoranda for the President--Beginning July 1, [1973]
Memoranda for the President--Beginning July 8, [1973]
Memoranda for the President--Beginning July 15, [1973]
Memoranda for the President--Beginning July 22, [1973]
Memoranda for the President--Beginning July 29, [1973]
Memoranda for the President--Beginning August 5, [1973]
Memoranda for the President--Beginning August 12, [1973]
Memoranda for the President--Beginning August 19, [1973]
Memoranda for the President--Beginning August 26, [1973]
Memoranda for the President--Beginning September 2, [1973]
Memoranda for the President--Beginning September 9, [1973]
Memoranda for the President--Beginning September 16, [1973]
Memoranda for the President--Beginning September 23, [1973]
Memoranda for the President--Beginning September 30, [1973]
Memoranda for the President--Beginning October 7, [1973]
Memoranda for the President--Beginning October 14, [1973]

Box 93

Memoranda for the President--Beginning October 21, [1973]
Memoranda for the President--Beginning October 28, [1973]
Memoranda for the President--Beginning November 4, [1973]
Memoranda for the President--Beginning November 11, [1973]
Memoranda for the President--Beginning November 18, [1973]
Memoranda for the President--Beginning November 25, [1973]
Memoranda for the President--Beginning December 2, [1973]
Memoranda for the President--Beginning December 9, [1973]
Memoranda for the President--Beginning December 16, [1973]
Memoranda for the President--Beginning December 23, [1973]
Memoranda for the President--1974 Beginning January 1
Memoranda for the President--Beginning January 6, [1974]
Memoranda for the President--Beginning January 13, [1974]
Memoranda for the President--Beginning January 20, [1974]
Memoranda for the President--Beginning January 27, [1974]
Memoranda for the President--Beginning February 3, [1974]
Memoranda for the President--Beginning February 10, [1974]
Memoranda for the President--Beginning February 24, [1974]
Memoranda for the President--Beginning March 3, [1974]
Memoranda for the President--Beginning March 10, [1974]
Memoranda for the President--Beginning March 17, [1974]

Box 94

Memoranda for the President--Beginning March 24, [1974]
Memoranda for the President--Beginning March 31, [1974]
Memoranda for the President--Beginning April 7, [1974]
Memoranda for the President--Beginning April 14, [1974]
Memoranda for the President--Beginning April 21, [1974]
Memoranda for the President--Beginning April 28, [1974]
Memoranda for the President--Beginning May 5, [1974]
Memoranda for the President--Beginning May 12, [1974]
Memoranda for the President--Beginning May 19, [1974]
Memoranda for the President--Beginning May 26, [1974]
Memoranda for the President--Beginning June 2, [1974]
Memoranda for the President--Beginning June 9, [1974]
Memoranda for the President--Beginning June 16, [1974]
Memoranda for the President--Beginning June 23, [1974]
Memoranda for the President--Beginning June 30, [1974]
Memoranda for the President--Beginning July 7, [1974]
Memoranda for the President--Beginning July 14, [1974]
Memoranda for the President--Beginning July 21, [1974]
Memoranda for the President--Beginning July 28, [1974]
Memoranda for the President--Beginning August 4, [1974]

Memoranda for the President--Anecdotes-Original Memos for President's File [Note: "found in Research Box #5" oddments, 1971-72]

Box 95

Administrative File--Status of memoranda for the President's file (as of Dec. 31, 1970) [1 of 2, 1969 memos]

Administrative File--Status of memoranda for the President's file (as of Dec. 31, 1970) [2 of 2, 1969 memos]

Administrative File--The President's schedule, April 1, 1970-December 31, 1970 [annotated with memoranda assignments] [1 of 2]

Administrative File--The President's schedule, April 1, 1970-December 31, 1970 [annotated with memoranda assignments] [2 of 2]

Box 96

Administrative File--[Overdue memoranda for the President's file, 1971, by name] [1 of 2]

Administrative File--[Overdue memoranda for the President's file, 1971, by date] [2 of 2]

Administrative File--To: Alexander P. Butterfield Report for the President's File [empty]

Administrative File--[Status of memoranda for the President's file, 1972] [1 of 2]

Administrative File--[Status of memoranda for the President's file, 1972] [2 of 2]

Box 97

Administrative File--Daily schedules and memo requests January 1972

Administrative File--Daily schedules and memo requests February 1972

Administrative File--Daily schedules and memo requests March 1972

Administrative File--Daily schedules and memo requests April 1972

Administrative File--The President's schedule May 1972

Administrative File--The President's schedule June 1972

Administrative File--The President's schedule July 1972

Administrative File--The President's schedule August 1972

Administrative File--Presidential daily schedule September 1972

Administrative File--Presidential daily schedule October 1972

Administrative File--Presidential schedule November 1972

Administrative File--The President's schedule December 1972

Administrative File--Summaries of daily diaries & memo requests January-June 1973

Administrative File--Summaries of daily diaries and memo requests July-December 1973

Box 98

Administrative File--The President's schedule January 1973

Administrative File--The President's schedule February 1973

Administrative File--The President's schedule March 1973

Administrative File--The President's schedule April 1973

Administrative File--President's schedule May 1973
Administrative File--President's schedule June 1973
Administrative File--President's schedule July 1973
Administrative File--Daily schedule August 1973
Administrative File--President's schedule September 1973
Administrative File--President's schedule October 1973
Administrative File--President's daily schedule November and December 1973
Administrative File--President's daily schedules January-April 1974
Administrative File--Summaries of daily diaries and memo requests January-March 1974
Administrative File--Summaries of daily diaries and memo requests April and May 1974
Administrative File--President's daily schedules May-August 1974

Box 99

Administrative File--Overdue memoranda for the President's file 1972
Administrative File--Overdue memoranda for the President's file 1973
[Administrative File--Overdue memoranda for the President's file 1974]

CHRONOLOGICAL FILE

Box 100

Chronological File 12/1/68 - 6/30/69 [material dated prior to 1/20/69 was withdrawn and returned]
Chronological File 7/1/69 - 12/31/69
Chronological File 1/1/70 - 12/31/70
Chronological File 1/1/71 - 12/31/71
Chronological File 1/1/72 - 12/31/72
Chronological File 1/1/73 - 12/31/73
Chronological File 1/1/74 - 12/31/74 [8/4/74]

PRESIDENT'S DAILY SCHEDULE, 1969-1972

Box 101

[President's Daily Schedule, Sept. 23, 1969-Oct. 31, 1969]
[President's Daily Schedule, Nov.-Dec. 1969]
[President's Daily Schedule, Jan.-Feb. 1970]
[President's Daily Schedule, Mar.-Apr. 1970]
[President's Daily Schedule, May-June 1970]

Box 102

[President's Daily Schedule, July-Aug. 1970]
[President's Daily Schedule, Sept.-Oct. 1970]
[President's Daily Schedule, Nov.-Dec. 1970]

[President's Daily Schedule, Jan.-Feb. 1971]
[President's Daily Schedule, Mar.-May 1971]

Box 103

[President's Daily Schedule, June-Aug. 1971]
[President's Daily Schedule, Sept.-Dec. 1971]
[President's Daily Schedule, Jan.-Mar. 1972]
[President's Daily Schedule, Apr.-July 1972]
[President's Daily Schedule, Aug.-Sept. 1972]
[President's Daily Schedule, Oct.-Dec. 1972]

PRESIDENT'S TELEPHONE CALLS, 1969-1973

Box 104

[Inventory of Phone Logs and Accompanying Memorandum]
[President's Telephone Calls, Jan.-Mar. 1969]
[President's Telephone Calls, Apr.-June 1969]
[President's Telephone Calls, July-Sept. 1969]
[President's Telephone Calls, Dec. 1969-Jan. 15, 1970]

Box 105

Presidential Phone Calls Jan.-Mar. '70 [1 of 2]
Presidential Phone Calls Jan.-Mar. '70 [2 of 2]
Presidential Phone Calls April-May '70 [1 of 2]
Presidential Phone Calls April-May '70 [2 of 2]

Box 106

Presidential Phone Calls June-July 1970 [1 of 2]
Presidential Phone Calls June-July 1970 [2 of 2]
Presidential Phone Calls Aug.-Oct. 1970 [1 of 3]
Presidential Phone Calls Aug.-Oct. 1970 [2 of 3]
Presidential Phone Calls Aug.-Oct. 1970 [3 of 3]
Presidential Phone Calls Nov.-Dec. 1970 [1 of 2]
Presidential Phone Calls Nov.-Dec. 1970 [2 of 2]

Box 107

Presidential Phone Calls Jan.-Feb. 1971 [1 of 2]
Presidential Phone Calls Jan.-Feb. 1971 [2 of 2]
Presidential Phone Calls Mar.-April 1971 [1 of 2]
Presidential Phone Calls Mar.-April 1971 [2 of 2]
Presidential Phone Calls (May-June 1971) [1 of 2]

Presidential Phone Calls (May-June 1971) [2 of 2]

Box 108

Presidential Phone Calls (July 1971-August 1971) [1 of 2]

Presidential Phone Calls (July 1971-August 1971) [2 of 2]

Presidential Phone Calls September-October 1971 [1 of 2]

Presidential Phone Calls September-October 1971 [2 of 2]

Box 109

Presidential Phone Calls November-December 1971 [1 of 2]

Presidential Phone Calls November-December 1971 [2 of 2]

Presidential Phone Calls January-February 1972 [1 of 2]

Presidential Phone Calls January-February 1972 [2 of 2]

Presidential Phone Calls March-April 1972 [1 of 2]

Presidential Phone Calls March-April 1972 [2 of 2]

Box 110

Presidential Phone Calls May-June 1972 [1 of 2]

Presidential Phone Calls May-June 1972 [2 of 2]

Presidential Phone Calls-July 1972

Presidential Phone Calls-Aug. 1972

Presidential Phone Calls-Sept. '72

Presidential Phone Calls-October '72

Box 111

Presidential Phone Calls-November 1972

Presidential Phone Calls-Dec. 1972

Presidential Phone Calls-January 1973

Presidential Phone Calls Feb. '73

Presidential Phone Calls March-April 1973 [1 of 2]

Presidential Phone Calls March-April 1973 [2 of 2]

Box 112

Presidential Phone Calls May 1973

Presidential Phone Calls June 1973

Presidential Phone Calls July 1973

Presidential Phone Calls August 1973

Box 113

Presidential Phone Calls Sept. 1973

[Presidential Telephone Calls Oct. 1973]

[Presidential Telephone Calls Nov.-Dec. 1973]

Presidential Phone Calls Jan.-Mar. 1973 [copy] [1 of 3]

Presidential Phone Calls Jan.-Mar. 1973 [copy] [2 of 3]

Presidential Phone Calls Jan.-Mar. 1973 [copy] [3 of 3]

Box 114

Presidential Phone Calls Apr.-June 1973 [copy] [1 of 3]

Presidential Phone Calls Apr.-June 1973 [copy] [2 of 3]

Presidential Phone Calls Apr.-June 1973 [copy] [3 of 3]

Presidential Phone Calls July-Sept. 1973 [copy] [1 of 3]

Presidential Phone Calls July-Sept. 1973 [copy] [2 of 3]

Presidential Phone Calls July-Sept. 1973 [copy] [3 of 3]

Presidential Phone Calls Oct.-Dec. 1973 [copy] [1 of 2]

Presidential Phone Calls Oct.-Dec. 1973 [copy] [2 of 2]