

EDO Principal Correspondence Control

FROM: DUE: / / EDO CONTROL: G20000258
President Clinton DOC DT: 05/16/00
FINAL REPLY:

TO:
Agency Heads

FOR SIGNATURE OF : ** GRN ** CRC NO: 00-0330

DESC: ROUTING:
Assistance for Federal Employees Affected by the
Fires in the Los Alamos Area
Travers
Paperiello
Miraglia
Norry
Blaha
Burns

DATE: 05/23/00

ASSIGNED TO: CONTACT:
HR Bird

SPECIAL INSTRUCTIONS OR REMARKS:
For Appropriate Action.

OFFICE OF THE SECRETARY
CORRESPONDENCE CONTROL TICKET

Date Printed: May 22, 2000 15:01

PAPER NUMBER: LTR-00-0330 **LOGGING DATE:** 05/22/2000
ACTION OFFICE: EDO

AUTHOR: WILLIAM CLINTON
AFFILIATION: WH
ADDRESSEE: AGENCY HEADS
SUBJECT: ASSISTANCE FOR FED EMPLOYEES AFFECTED BY THE FIRES IN THE LOS ALAMOS AREA

ACTION: Appropriate
DISTRIBUTION: RF

LETTER DATE: 05/16/2000
ACKNOWLEDGED: No
SPECIAL HANDLING:

NOTES: OCM #2613
FILE LOCATION: ADAMS

DATE DUE: **DATE SIGNED:**

EDO --G20000258

THE WHITE HOUSE

WASHINGTON

May 16, 2000

MEMORANDUM FOR THE HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

SUBJECT: Assistance for Federal Employees Affected by the Fires in the Los Alamos Area

I am deeply concerned about the devastating losses suffered by many as a result of the fires in the Los Alamos, New Mexico, area. Many parts of the Federal Government have been mobilized to respond to this disaster.

As part of this effort, I ask the heads of executive departments and agencies to excuse from duty without charge to leave or loss of pay those Federal civilian employees who are affected by the fires in the Los Alamos area and their aftermath and who can be spared from their usual responsibilities. Specifically, I request that excused absence be granted to employees who are needed for emergency law enforcement, relief, or cleanup efforts authorized by Federal, State, or other officials having jurisdiction and employees who are prevented from reporting for work or faced with a personal emergency because of the fires and their aftermath.

I am also authorizing the Office of Personnel Management (OPM) to determine whether there is a need to establish an emergency leave transfer program to assist employees affected by this major disaster. An emergency leave transfer program would permit employees in an executive agency to donate their unused annual leave for transfer to employees of the same or other agencies who were adversely affected by the fires in the Los Alamos area and who need additional time off for recovery. If the need for donated annual leave becomes evident, I direct the OPM to establish the emergency leave transfer program and provide additional information to agencies on the program's administration.

William S. Clinton

REC'D BY

21 MAY 00