



OFFICE OF THE VICE PRESIDENT  
WASHINGTON

November 1, 1979

DD/A Registry  
79-3461

MEMORANDUM FOR: ADMIRAL STANSFIELD TURNER  
FROM: THE VICE PRESIDENT  
ZBIGNIEW BRZEZINSKI  
SUBJECT: 1980 AGENDA

DD/A REGISTRY  
FILE: *Meetings*

In order to expedite planning for the 1980 Agenda, your assistance is needed in identifying major legislative and non-legislative priorities of your Department for the coming year. We are requesting that all agencies use the same format for their submissions, and that materials be supplied not later than close of business Monday, November 12th. Sample formats for submission of legislative and non-legislative priorities are provided. Please address your submission to the Vice President, Attention: Gail Harrison, 286 Old Executive Office Building.

Note: The materials requested in this memorandum in no way supercede or take the place of information which has separately been requested by Ambassador McDonald concerning priority events for the remainder of 1979.

I. Legislative Priorities

For each legislative initiative your department plans to submit to the Congress in calendar year 1980, please supply the following information.

1. Short title
2. Brief description with notation of whether it is a new proposal or a carry-over from the 1979 session of Congress.
3. Target date for submission to Congress (allowing at least 10 days for White House/OMB clearance).
4. Recommended priority ranking
5. Brief explanation of basis for priority recommendation.

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Priorities recommendations should be based on the following categories and criteria for selection:

1. Highest Presidential Priority. Will probably include not more than five items on a government wide basis. May group more than one legislative proposal under a single issue heading as was the case in 1979 with Inflation/Economy. Should include only initiatives of sufficient national importance to warrant a substantial commitment of Presidential time, high media visibility and creation of a special White House-Departmental Task Force to coordinate legislative, press and public outreach strategy. 1979 illustrations include: SALT, Energy, and Hospital Cost Containment.
2. Strong Presidential Interest. Will probably include not more than a dozen initiatives on a government wide basis. Should include only items warranting a modest but continuing commitment of Presidential time, strong media visibility and creation of a White House-Departmental Task Force to coordinate legislative, press and public outreach strategy. In addition, should include only initiatives for which there is a reasonable chance of securing Congressional enactment in the 1980 session of Congress and for which your Department is prepared to commit major share of its analytic, Congressional and other resources. 1979 examples include urban policy, welfare reform and regulatory reform.
3. Must Pass Departmental. Will probably include two dozen or more initiatives which for programmatic, budgetary or policy reasons must be passed in the 1980 Congressional session. Initiatives may be of equal or greater priority for 1980 approval than those recommended for Strong Presidential Interest. However, initiatives in this category generally do not lend themselves to high national media visibility, do not require task forces for coordination of strategy and fall within the exclusive jurisdiction of a single department. Lead responsibility will be assigned to designated Cabinet Members, with Presidential involvement on an as needed basis. 1979 illustrations include debt limit extension, and school lunch program reforms.

4. Departmental Priority. Will include the bulk of the Administration's 1980 legislative program. Should require very little if any commitment of Presidential time. Other criteria applicable to Must Pass Departmental are applicable to this category with the primary distinction based upon the degree to which Congressional action is desirable rather than essential in the 1980 session. 1979 illustrations include criminal code reform, small business amendments and drug law reform.

Explanatory Notes:

- For purposes of this submission it is not necessary to display routine and technical initiatives of strictly departmental interest involving no new policy and for which no Congressional difficulties are anticipated.
- No written explanation is needed of the basis for your recommendations to assign initiatives to the Departmental Priority category. Simply provide the title, brief description and whether it is a carry-over or new proposal, and the target date for submission to Congress.
- The agenda planning process in no way supercedes normal White House/OMB clearance functions.

II. Non-Legislative Priorities

Beyond legislative priorities, we are also requesting that all departments identify significant non-legislative initiatives which may warrant White House attention and involvement during the course of the year. Examples include:

1. White House Conferences on matters falling within the jurisdiction of your department.
2. Nationally important or potentially controversial regulatory actions which may result in Congressional or other pressures for White House intervention.
3. Significant management initiatives to reduce paperwork, improve efficiency and curb waste, fraud and abuse.
4. Major achievements in program implementation.
5. Foreign Travel/Foreign Leaders' visits to Washington.
6. International Contingencies.

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For initiatives falling in the Non-Legislative Priorities category please include only matters you judge to be of sufficient importance to justify White House attention or of such potential controversy that they are likely to generate appeals for White House intervention. For each such initiative please provide the following information:

1. Title
2. Brief Description
3. Date upon which action will occur
4. Your recommendation regarding the desirability and nature of White House involvement.

Explanatory Note:

- Please exclude any matters which for legal or other reasons are inappropriate for White House involvement.

AGENCY:

Approved For Release 2006/02/01 : CIA-RDP83-00156R000300040015-5

DATE:

AGENCY STAFF CONTACT:

FORMAT

LEGISLATIVE PRIORITIES

NEW OR CARRY-OVER

TARGET DATE

RATIONALE FOR  
RECOMMENDATION

HIGHEST PRESIDENTIAL PRIORITY

● Initiative/Brief Description

STRONG PRESIDENTIAL INTEREST

Initiative/Brief Description

MUST PASS DEPARTMENTAL

Initiative/Brief Description

DEPARTMENTAL PRIORITY

Initiative/Brief Description

(No Rationale  
Necessary)

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AGENCY:

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DATE:

AGENCY STAFF CONTACT:

FORMAT

NON-LEGISLATIVE PRIORITIES

NATURE/DESIRABILITY OF  
WHITE HOUSE INVOLVEMENT

DATE/TIMETABLE

A. CONFERENCES

Title/Brief Description

B. REGULATORY ACTIONS

Title/Brief Description

C. MANAGEMENT INITIATIVES

Title/Brief Description

D. PROGRAM IMPLEMENTATION ACHIEVEMENTS

Title/Brief Description

E. FOREIGN TRAVEL/FOREIGN LEADERS' VISITS TO WASHINGTON

Title/Brief Description

F. INTERNATIONAL CONTINGENCIES

Title/Brief Description

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Date

# ROUTING AND TRANSMITTAL SLIP

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. EO/DDA	<i>[Signature]</i>	11/5
2.		
3. A/DDA	<i>[Signature]</i>	11/7
4. <i>Z</i> CDM	<i>[Signature]</i>	11/9
5. Reg - subj cc		13 NOV 1979

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

## REMARKS

*I think COMMO has some telecom policy issues but they are probably not OLC Action! worthy of Presidential attention.*

*cc:D/OP and D/OS*

*Danny: I asked OP + OS if they have any non-legislative items to bring up. Can you think of any in DDA, (II Non-Legislative Priorities, page 3)*

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
<i>[Signature]</i>	Phone No.

# EXECUTIVE SECRETARIAT (O/DCI)

## Routing Slip

*Boa*

TO:		ACTION	INFO	DATE	INITIAL
1	DCI		X		
2	DDCI		X		
3	DD/RM		X		
4	DD/NFA				
5	DD/CT				
6	DD/A		X		
7	DD/O				
8	DD/S&T				
9	GC				
10	LC	X			
11	IG		X		
12	Compt		X		
13	D/PA				
14	D/EEO				
15	D/Pers				
16	AO/DCI				
17	C/IPS				
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SUSPENSE DATE: 8 November 1979

Remarks: To 10: Please prepare DCI response.

Executive Secretary