

The original documents are located in Box 10, folder “De Baca - Biographical Sketch and Routine Personal Papers” of the Fernando E.C. De Baca Files at the Gerald R. Ford Presidential Library.

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BIOGRAPHICAL SKETCH
OF
THE HONORABLE FERNANDO E. C. DE BACA
SPECIAL ASSISTANT TO THE PRESIDENT

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September 3, 1975

Dear Captain Simpson,

The biographical sketch is enclosed as you requested in your telephone call this morning.

As to your question of Mr. De Baca's GS rating--Mr. De Baca was a GS-18 when he acquired his appointment . His current appointment as Special Assistant to the President is at the Executive level #2 as a member of the President's senior staff.

Sincerely yours,

Margaret Dress
Secretary to
Fernando E. C. De Baca
Special Assistant to the President

Enclosure

Captain Kendon Simpson
Hdq. USAFE/DPZ
APO New York 09012



WITHDRAWAL SHEET (PRESIDENTIAL LIBRARIES)

FORM OF DOCUMENT	CORRESPONDENTS OR TITLE	DATE	RESTRICTION
DOCUMENT	Social Security Number / Fernando De Baca (1 page)	1975	C

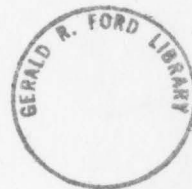
File Location:

Fernando De Baca Files, box 10. Folder: De Baca - Biographical Sketch and Routine Personal Papers

RESTRICTION CODES

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MR. DE BACA WEEK OF 3/17-22

IN DENVER AND WEST.

303 232-3580

222-3347

Home Address 3200 Gonzales Road, S. W. Albuquerque, N. M. 87105

3rd phone number 303 287-7250

Leo
GIVE THIS NUMBER ONLY: Mother in Albuquerque 505 836-5249

 (brother 505 266-1771)

Mr. Mike Zebniak,
236 Central Avenue,
Medford,
Massachusetts 02155



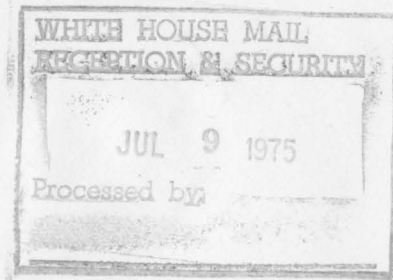
Honorable Fernando E. C. DeBaca,
Special Assistant to President,
The White House,
1600 Pennsylvania Ave., NW,
Washington, D. C. 20500





D-2 University

P. O. BOX 409
DAVIS, CALIFORNIA 95616



Mr. Fernando de Baca
Assistant to the President
Hispanic Affairs
The White House
Washington, D.C.
20500

March 26, 1975

Mr. Luis Viramontez
P. O. Box 98
Fillmore, California 93015

Dear Mr. Viramontez:

Enclosed are a photograph (in color) and a short biography as you requested in a telephone conversation earlier today, of Mr. Fernando E. C. De Baca.

We understand this material is to be used to make up a calendar for schools to encourage bilingual education. Because Mr. De Baca is devoted to the various causes of the Spanish Speaking American, he is pleased to be one of the principals chosen to be featured in this calendar.

We look forward to seeing a copy, as you said you would send to us, of the Chicano History Calendar Eagle Book Sales is preparing.

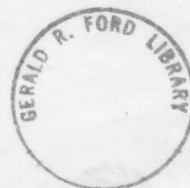
His month of birth is January (day, 20th, year, 1938).

Sincerely yours,

Margaret M. Dress
Secretary to Mr. De Baca

(Mr. De Baca is Special Assistant to the President for
Hispanic Affairs)

Enclosures



~~VICA CARP~~
CARLOS (MONTFOY)
ELANA PERDUGA

VIRAMONTEZ
PO BOX 98
98
FILLMORE

Luis
Vidamontes

8X10
IN COLOR
SHORT-TERM
MONTH
BIRTH

IF POSSIBLE
98
3015
CA Eagle

Chicano History
Calendar

Bilingual in
schools

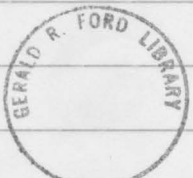
20 X 30"

lack month a

Prominent
Chicano

Chicano

Will
send
copy



sent to Craig son of Martin Castillo, 311 South Spring St.,
Suite 1110, L. A., Ca. 90013 4/16/75

QUESTIONNAIRE

1. Do you feel you are contributing to a better government? Yes X No
2. Do you feel the security of governmental employment leads to less efficiency? Yes No X
3. What need, other than employment does governmental work do for you?
Government exists to serve the needs of people. Government employees are therefore public servants. In my view, there is no greater reward than that arising out of ministering to the needs of people.
4. Is the bright young governmental worker discouraged by seniority and tenure? Yes No X Not in my opinion. There is ample room for advancement for bright, hard-working young people.
5. Are there other things which might discourage young governmental worker? If so, what? Some young people tend to be discouraged by what they see as a generally slow-moving decision-making process within Government. They sometimes forget that Government must represent the interests of all groups and must of necessity take all views into account prior to arriving at a decision which will apply to all
6. In your job, what costs could arrive at a decision which will apply to all
None. I operate on a bare-bones budget and minimum staff. This requires time and the exercise of good judgment.
7. Do you believe the following statement to be turning true: "If businesses were run like government, they'd all go broke"? Yes No X
8. On a scale from 1 - 10 (10 being the best), how do you rate the following as regarding your particular function in government?

1. Efficiency	1. <u>8</u>
2. Contribution to the common good	2. <u>9</u>
3. Personal fulfillment	3. <u>10</u>
4. Opportunity for advancement	4. <u>9</u>
5. Necessity of it's function	5. <u>10</u>
6. Necessity of your function	6. <u>10</u>

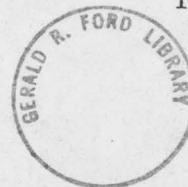
9. Would you rather work in another field, and if so, which one? No
10. Were job benefits an important factor in your decision to work for the government? Yes No X Job benefits are generally better in private enterprise.
11. Would you advise your children to seek your job? Yes X No
12. Overall, do you feel government does a good job? Yes xx No
But, like anything else, it could stand improvement.
13. Is there room in your job for creative thinking? Yes X No
Improvement requires creative thought and the perseverance to pursue needed reform.

Dated: April 15, 1975

Fernando E. C. De Baca
SIGNATURE

Fernando E. C. De Baca

Special Assistant to the
TITLE President



THE WHITE HOUSE
WASHINGTON

March 19, 1975

MAR 21 1975

file

MEMORANDUM FOR:

PARTICIPANTS IN SOUTH
FLORIDA CONFERENCE

FROM:

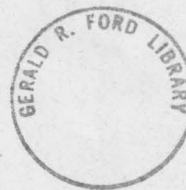
JOHN B. SHLAES
Assistant Director,
White House Conferences

Enclosed are hotel bills for your stay at the South Florida
White House Conference.

Please send your remittance directly to the Diplomat Hotel
in Hollywood, Florida.

Action completed. Check sent on 3/26/75
#64.16

FCB



May 13, 1975

MEMORANDUM FOR: THOMAS J. ENGLISH
FROM: FERNANDO E. C. DE BACA
SUBJECT: TRAVEL

The following amount is estimated to be claimed for reimbursement of travel expenses spent from September 16, 1974 through May 12, 1975:

\$4,200.00

This represents only a rough outside estimate since only one claim for reimbursement has been submitted out of a total of 25 trips made to date (FY 75).

This office was without a secretary for over six months during the period when most of the travel was performed. I have financed the above trips out of my own funds and would welcome help from your office in the preparation and submission of reimbursement vouchers to recoup my expenses.

FECDeB:mmd:5/13/75



THE WHITE HOUSE

WASHINGTON

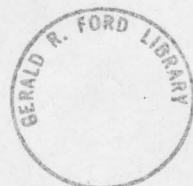
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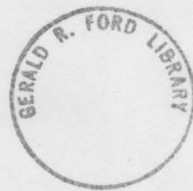
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Mr. De Baca is a graduate in Public Administration of the University of New Mexico and a veteran of the Viet Nam Conflict. At age 36, he is the youngest and highest ranking Federal executive of Hispanic descent in the nation.



Picture sent to

LUIS VIRAMONTEZ



7 09.74 A1139-23

Official Photograph
THE WHITE HOUSE

Wa.

3/26/75

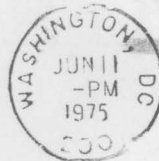
Congressional



Staff Directory

Post Office Box 62

MOUNT VERNON, VA. 22121



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1. FROM: White House Comm. Agency Materiel Branch, EOB Annex				6. DATE MATERIEL REQUIRED			7. PRIORITY		
2. TO: DeBaca, E. C. 195 EOB				8. VOUCHER NUMBER			9. POSTED		DATE BY
3. ACCOUNTING AND FUNDING DATA		a. COST ACCOUNT CODE		b. WORK ORDER NUMBER					
4. END ITEM IDENTIFICATION		a. NAME AND MANUFACTURER		b. MODEL		c. SERIAL NUMBER		d. PUBLICATION	
ITEM NO.	STOCK NUMBER, DESCRIPTION, AND CODING OF MATERIEL AND/OR SERVICES			* CODE	UNIT OF ISSUE	QUANTITY	SUPPLY ACTION	UNIT PRICE	TOTAL COST
	f b					e	f	g	h
1	Recorder, Sony TC-40 ser # 119655			ea		1	1		
☐ FUNDED ☐ UNFUNDED ☐ CONSUMABLE ☐ NON-CONSUMABLE ☐ CREDITABLE ☐ NON-CREDITABLE				SHEET TOTAL		GRAND TOTAL			
*ISSUE—I-Initial; R-Replacement TURN-IN—U-Unserviceable, S-Serviceable				10. ISSUE OR TURN-IN OF QUANTITIES IN "QUANTITY" COLUMN IS REQUESTED		DATE		BY	
10. ISSUE OR TURN-IN OF QUANTITIES IN "QUANTITY" COLUMN IS REQUESTED				DATE		BY		11. RECEIVED QUANTITIES IN "SUPPLY ACTION" COLUMN	
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1 APR 66

REPLACES DD FORM 1150 (for Army use) SUPPLIES OF WHICH WILL BE USED UNTIL EXHAUSTED.

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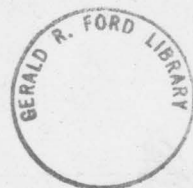
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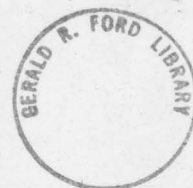
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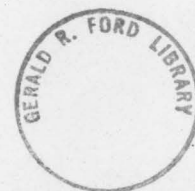
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Name **Dé. Baca Fernando E. C.** Nationality. **American** Date of Birth **Jan. 20, 1938**
Last First Middle Initial (Mexican-American)

Spouse's Name Children (Names & Ages)

Occupation (Please enter employment information including professional status, years of service, title, etc.):

Special Assistant to the President of the United States (Member, White House Senior Staff)
(Appointed September 16, 1974 by President Gerald R. Ford.)

Previous Positions (Please include dates.):

Chairman, Federal Regional Council for Western United States (GS-18)
Regional Director, U. S. Department of Health, Education and Welfare, San Francisco Region
Assistant to the Chairman, U. S. Civil Service Commission, Washington, D. C.
Commissioner, New Mexico Dept. of Motor Vehicles, Santa Fe, New Mexico

Academic Background (Include degrees held, names of institutions attended, graduation dates.):

Special Assistant to the Governor; District Tax Director, New Mexico

B.A./M.A. Public Administration University of New Mexico 6/61
Albuquerque, New Mexico 6/69

Honorary Doctor of Letters, Windsor University, University of Southern California

Publications

Awards, Merits, Citations: **Secretary's Distinguished Employee Award, HEW; U. S. Civil Service Merit Award**
for Outstanding Job Performance.

Memberships: **American Society for Public Administration; Public Personnel Association; VFW, American**
Legion Post 13; IMAGE; National Counterintelligence Corps Association; NCCD; National Puerto
Rican Forum; League of Latin American Citizens; American G. I. Forum; Republican Party;
Republican National Committee.

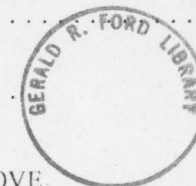
Military Service (Include dates of service, rank attained, reserve status, branch, decorations, etc.):

2 March 1962 to 30 November 1967 U. S. Army Airborne Intelligence Corps - Special Agent (Major)
Bronze Star, Vietnam Campaign Medal, Vietnam Service Medal, Airborne/Special Forces Parachutist Badge

Current Address **Joint Service Commendation Medal, Purple Heart.**

1244 New Hampshire Avenue, N. W., Washington, D. C. 20036

Phone(s)—NOT TO BE PUBLISHED. **(202) 456-1414**



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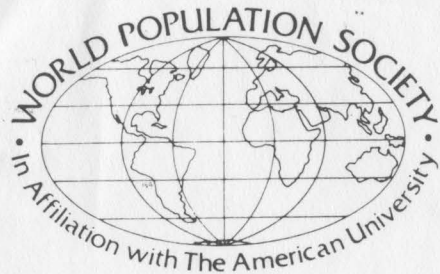
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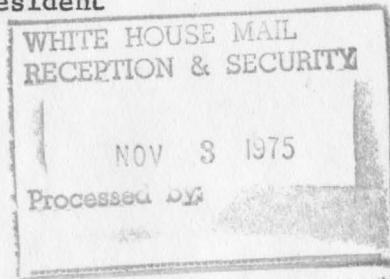
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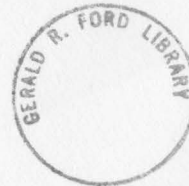
The Hon. Fernando E.C. de Baca
Special Assistant to the President
on Hispanic Affairs
The White House
Washington, D.C.





ORGANIZACION DE LOS ESTADOS AMERICANOS
WASHINGTON, D.C. 20006

SG/MNB-20



Mr. Fernando E.C. De Baca
Special Assistant to the President
The White House
Washington, D.C.

Go out Massachusetts to 46th; pass
American University and turn right
onto 46th. . . to dead-end road which
is River Road where you turn left
Kenwood Country Club; golf Course--
1st traffic light is Goldsboro,
2nd traffic light is Whittier Blvd. *Turn R*
House is in 2nd block of Whittier
number 6808.

(phone: 229-4556)

Jellie



Mr. George Davis
Claims Representative
State Farm Insurance
6511 Braddock Road
Alexandria, Virginia

Dear Mr. Davis:

I am enclosing the body shop estimates for the repair of Mr. Mike Kearney's 1965 Jaguar, license #BGM-451.

I have also requested Mr. Kearney to contact you directly to file a claim for damages.

I want to take this opportunity to thank you for your promptness and courtesy in the handling of this matter.

Yours sincerely,

Fernando E. C. De Baca
(Insured #1119-114-F14-31
1967 Rambler S/S BKM-184)

October 31, 1975

