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THE VICE PRESIDENT WASHINGTON

January 14, 1983

The Honorable Robert Dole United States Senate Washington, D.C. 20510

Dear Bob:

As you may have heard, Susan Alvarado, my able assistant for legislative affairs, is leaving on the first of February to pursue an opportunity with the National Association of Broadcasters.

I have named Joseph Hagin as Susan's replacement. Joe has been with me in various capacities for almost four years, the last two years serving as my personal assistant. He enjoys my full confidence.

Joe has traveled extensively with me and knows firsthand the inner workings of my staff and office. He will be stopping by your office to get acquainted, and I hope you will take a few minutes to say hello.

Attached please find an updated listing of my staff on Capitol Hill. If Joe or any of them can be of assistance to you or your staff, please don't hesitate to call.

Sincerely, Bush

Enclosure