

UNITED STATES CIVIL SERVICE COMMISSION  
WASHINGTON 25, D. C.

ADDRESS ONLY  
"CIVIL SERVICE COMMISSION"  
IN YOUR REPLY REFER TO  
FILE MS:JDH:asw  
AND DATE OF THIS LETTER

February 24, 1956

Dr. Edward Weidner  
Coordinator - Viet Nam Program  
Michigan State University  
E. Lansing, Michigan

RECEIVED

FEB 24 1956

MICHIGAN STATE COLLEGE  
Dept. of Political Science

Dear Dr. Weidner:

Mr. A. A. Rosenfeld from your office recently visited the Commission seeking information for the Government of Viet Nam.

While here, he learned of the Commission's College and Foreign Visitor Program. He felt that you would be interested in learning of the program which encourages visits to the Commission by foreign officials.

Visits to the Commission provide the foreign officials and our college students with a first-hand insight into the administration of the personnel system for the Federal Government; an understanding of civil-service objectives and methods; what Government is and what Government workers do.

If at any time a group or individual visitor is coming to Washington to observe the operations of Government, I will be very happy to arrange for them to visit the Commission. They may remain with us for a day, week, or month, depending on their interests. There is no fee charged for this service.

Under separate cover, I am sending you a number of kits of information on various subject matters--security, retirement, political activity, incentive awards, performance evaluation, etc.

If we can be of service, please write.

With best wishes.

Sincerely,

*J. Douglas Hoff*  
J. Douglas Hoff  
Manager  
College and Foreign Visitor Program

March 5, 1956  
ref: File MS:JDH:asw

Mr. J. Douglas Hoff, Manager  
College and Foreign Visitor Program  
United States Civil Service Commission  
Washington 25, D. C.

Dear Mr. Hoff:

Thank you for yours of February 24 and your thoughtfulness in sending us a number of kits of information. We are going to pass these on to our group in Saigon for their use. We will also keep in mind your kind offer of touring our visitors past the U. S. Civil Service Commission in Washington.

Regards.

Cordially,

Edward W. Weidner  
Coordinator  
Vietnam Project

EWW:jb

March 12, 1957

Mr. J. Douglas Hoff  
College and Foreign Visitors' Program  
U. S. Civil Service Commission  
Washington 25, D. C.

Dear Mr. Hoff:

I enjoyed talking to you again yesterday. I am enclosing some data sheets on Miss Tang Thi Ti, Mr. Cao Hau Dong and Mr. Hoang Huu Hau. I hope I will not be upsetting your plans if I request that Miss Ti's schedule be pushed back one week and instead of her being with you April 1st to the 19th she would be with you from April 8th to May 3rd. Mr. Dong's schedule remains unchanged from April 8th to 19th and likewise, Mr. Hau from May 13th to May 29th.

Miss Ti has been a bit more specific in her requests and she says that she would like to see your personnel division, the budgeting division and the office service division. I leave it to your judgement to make arrangements for her, Mr. Dong and Mr. Hau.

Needless to say, I am very grateful for the efforts you take with these people. This kind of field work makes their training in the United States much more fruitful.

Sincerely yours,

Stanley K. Sheinbaum  
Assistant Coordinator

SKS:jb  
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