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**Series:** Hamilton Jordan's Confidential Files

**Folder:** Cabinet Resignations, 7/79

**Container:** 33

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Office of the Chief of Staff Files, Hamilton Jordan's Confidential Files,  
Cabinet Resignations, 7/79, Container 33

July 1977

Memo to the President

Copy to Hamilton Jordan

I want to reiterate my suggestion that you ask for pro forma resignations from the entire cabinet , White House Staff, and Under and Assistant Secretaries. Reasons:

1. A clear signal that you mean to get tough and do business differently
2. A clean way for you to get rid of some people and one in which they have an opportunity to save face
3. A way to show governmental movement immediately, and then get on to the business of being the leader of the nation not the government.
4. You'll feel good after you do it.

Mr. President,

I think the idea of asking for resignations from within senior staff and cabinet is a good one... but only if you are prepared to make more changes in the cabinet than one.

I have noted without particular concern reports that you may wish to do something with me. I don't think I need to tell you that I'll do whatever you want.

Joey

July 29  
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TO: PRESIDENT CARTER  
FROM: HAMILTON JORDAN *HJ*

This should serve as a briefing memorandum for both the Cabinet and staff meetings with a couple of exceptions which I will mention.

1. It is important that both the staff and the Cabinet understand the Camp David process and the basic change in attitude and approach that you have agreed to.
2. They should see and share your basic sense of confidence about our collective ability to deal with the country's problems, but they should also know that just as you have changed your attitude and approach, they must also.
3. With the staff, you should tell them that we have had a good two years together, but that to accommodate this new attitude and approach, changes here will have to be made. You should say that you have asked me to assume the duties of chief-of-staff, and to have responsibility and authority over White House personnel, over policy and political coordination and over operations. Also, that I will no longer be their peer, but that I will be their boss. You should not stay too long at the senior staff meeting. It should be a crisp appearance and departure.

4. With the Cabinet, you should meet with them alone and with me present. You should not tell them or the senior staff that they are all doing a great job. If we had all done a great job, we would not be in the shape that we are in today. You should make points #1 and #2 of this memo, plus these additional thoughts:

- That you do not intend to get bogged down any more in interdepartmental fights - that you will look to me and Stu to resolve more of these things; on big things you expect to be involved;
- That I will serve as Chief-of-Staff for the purpose of coordination, personnel and accountability, and that a request from me should be treated as a request from you. If they find it to be unreasonable, they can appeal it directly to you
- You should say that neither the Cabinet nor the staff has served you well as a group; changes in process and attitude are necessary in both the White House and the government;

EYES ONLY

July 19, 1979

TO: MEMBERS OF THE CABINET

FROM: HAMILTON JORDAN *H.J.*

The evaluation sheets sent to you earlier which are due tomorrow should not be duplicated, nor should copies be kept by the various departments.

I reiterate my earlier promise to each of you that no one but the President and I will see these forms. They should be delivered in a sealed envelope personally to me by someone that you trust.

Jimmy Carter Library Staff Processing Note: (2/13/87)

Staff archivists have determined that Hamilton Jordan's office staff transferred these materials to Susan Clough, the President's secretary, sometime near the end of the administration. In June 1986, they were subsequently transferred to the Jimmy Carter Library by the Office of Jimmy Carter. The folder titles appear to have been created by Hamilton Jordan.