Staff Secretary, White House Office of the

Thomas (Tommy) von der Heydt – Bush Record Policy Memos

Position: Staff Assistant
Date Ranges: 2001-2009 (bulk 2008-2009)
Extent and Forms of Material: 1 linear foot, 4 linear inches

Abstract: The Bush Record Policy Memos contain summary information concerning numerous domestic and foreign topics and serve as a compilation of accomplishments and decision making for the Administration. Compiled by White House Offices and submitted to the Staff Secretary, these memos were given final approval by the President. The project was assembled by Tommy von der Heydt at the end of administration, although many staff contributed time and effort to the project.

Repository: George W. Bush Presidential Library, National Archives and Records Administration, Dallas, TX  gwBush.library@nara.gov  (214-346-1557)

Access: Access to Bush Presidential Records is governed by the Freedom of Information Act (FOIA) (5 USC 552 as amended) and the Presidential Records Act (PRA) (44 USC 22) and therefore records may be restricted in whole or part in accordance with legal exemptions.

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Custodial History: Official records of George W. Bush’s presidency are housed at the George W. Bush Presidential Library and administered by the National Archives and Records Administration (NARA) under the provisions of the Presidential Records Act (PRA).

Processing note: Processed by Malisa Lewis, archivist, January 2013.

Preferred Citation: Type of document; names of sender and recipient, or title of document; date; folder title or White House Office of Records Management Subject Code and case number; box number; Collection Title and series/subseries, George W. Bush Presidential Library.

Biographical History: Tommy von der Heydt began his time in the White House as an intern in the White House Counsel’s Office in May of 2008. He then became a staff assistant in the White House Office of the Staff Secretary in August of 2008 and stayed until the end of the
Administration. Mr. von der Heydt graduated from the University of Dallas in 2008 with a Bachelor’s degree in Politics. He currently serves as the Regional Development Officer with Americans for Prosperity and previously served as Donor Relations Officer.

**Scope and Content Note:** Bush Record Policy Memos consists of Presidential memoranda, speeches, addresses, messages, etc. compiled and organized by topic and thereunder chronologically. Most topics contain a summary memorandum and timeline with the accompanying documentation afterwards. Nearly all compilations contain documents in their final form, but a slight few contain drafts.

**System of Arrangement:** The collection is arranged into three subseries, of which only the first is processed: Bush Record Policy Memos, General Files [unprocessed], and Speech Files [unprocessed]. This material is arranged alphabetically.

**Related Collections:** Confidential File/Staff Secretary, Brent McIntosh - Bush Record Policy Memos [unprocessed]

**Container List:**

**Box 1**

**Von Der Heydt, Thomas (Tommy) - Bush Record Policy Memos**

7 Immigration: A Timeline (2001 - 2008) [1]

**Box 2**

**Von Der Heydt, Thomas (Tommy) - Bush Record Policy Memos**

5 No Child Left Behind: A Timeline (2001 - 2008) [1]
7 No Child Left Behind: A Timeline (2001 - 2008) [3]
Box 3

Von Der Heydt, Thomas (Tommy) - Bush Record Policy Memos

7 Stem Cells: A Timeline (2001 - 2008)

Box 4

Von Der Heydt, Thomas (Tommy) - Bush Record Policy Memos

1 United States Trade Representative: A Timeline (2001 - 2008)
6 White House Counsel's Office; Council on Environmental Quality: A Timeline (2001 - 2008)