



County of Los Angeles  
**CHIEF ADMINISTRATIVE OFFICE**

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012  
(213) 974-1101  
<http://cao.co.la.ca.us>

DAVID E. JANSSEN  
Chief Administrative Officer

**REVISED**

December 28, 2004

**VIA FACSIMILE**

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

To: All Department Heads

From: David E. Janssen  
Chief Administrative Officer

**DONATIONS FOR TSUNAMI AND EARTHQUAKE VICTIMS**

Our hearts go out to the thousands of people who suffered catastrophic losses in the recent earthquake and tsunami in the Indian Ocean. The costs of relief and recovery will be very high, because of the large area impacted.

I know that many County employees will want to donate to relief agencies. Please let your employees know that in-kind donations of clothing and medicine are usually not helpful in this type of emergency. The costs of organizing and shipping donated goods are far greater than using the money to purchase relief items. Most relief organizations purchase as many relief items as possible in affected countries to help rebuild their economies.

I am attaching a partial list of non-governmental organizations that are accepting donations to support specific relief operations in the affected countries. I encourage our employees to make cash donations to these or other relief organizations. This list is available on-line at the Los Angeles Times website, at [www.latimes.com](http://www.latimes.com).

Questions regarding donations and relief programs may be referred to Bill Butler in the Office of Emergency Management at (323) 980-2258, or [bbutler@lacoec.org](mailto:bbutler@lacoec.org).

DEJ:CP  
WB:aec

Attachment

c: Each Supervisor

These aid agencies are among those accepting contributions for assistance that they or their affiliates will provide for those affected by the earthquake and tidal waves in Asia:

American Jewish World Service  
45 West 36th Street, 10th Floor  
New York, NY 10018  
800-889-7146  
[www.ajws.org](http://www.ajws.org)

---

American Red Cross  
International Response Fund  
PO Box 37243  
Washington, DC 20013  
800-HELP NOW  
[www.redcross.org](http://www.redcross.org)

---

Catholic Relief Services  
PO Box 17090  
Baltimore, MD 21203-7090  
800-736-3467  
[www.catholicrelief.org](http://www.catholicrelief.org)

---

Direct Relief International  
27 South La Patera Lane  
Santa Barbara, CA 93117  
805-964-4767  
[www.directrelief.org](http://www.directrelief.org)

---

Doctors Without Borders/Medecins Sans Frontieres  
PO Box 2247  
New York, NY 10116-2247  
888-392-0392  
[www.doctorswithoutborders.org](http://www.doctorswithoutborders.org)

---

International Medical Corps  
11500 West Olympic Blvd., Suite 506  
Los Angeles, CA 90064  
800-481-4462  
[www.imcworldwide.org](http://www.imcworldwide.org)

---

International Orthodox Christian Charities  
Middle East Crisis Response  
PO Box 630225  
Baltimore, MD 21263-0225  
877-803-4622  
[www.iocc.org](http://www.iocc.org)

---

Mercy Corps  
PO Box 2669  
Portland, OR 97208  
800-852-2100  
[www.mercycorps.org](http://www.mercycorps.org)

---

Operation USA  
8320 Melrose Avenue, Ste. 200  
Los Angeles, CA 90069  
800-678-7255  
[www.opusa.org](http://www.opusa.org)