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NATIONAL SECURITY COUNCIL

December 4, 1987

Tom Griscom.

As requested.

Mary Kay Stults
(for Gen. Powell)

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THE WHITE HOUSE

WASHINGTON

December 6, 1987

MEMORANDUM FOR ALL CONCERNED STAFF

FROM: JAMES L. HOOLEY *JLH (for)*
SUBJECT: LATEST WASHINGTON SUMMIT SCHEDULE

Attached please find the latest schedule for the visit to Washington by General Secretary and Mrs. Mikhail Gorbachev. The Advance Office is currently engaged in continuing talks with Soviet officials on these arrangements, but few major changes on times are anticipated, if any.

12/06/87 6:00 p.m.

THE WHITE HOUSE

WASHINGTON

LATEST SUMMARY SCHEDULE

FOR THE VISIT OF

GENERAL SECRETARY AND MRS. GORBACHEV

MONDAY, DECEMBER 7, 1987

4:40 p.m. General Secretary and Mrs. Mikhail Gorbachev arrive Andrews Air Force Base. Met by: Secretary of State and Mrs. George Shultz; Brief arrival statement.

5:10 p.m. General Secretary and Mrs. Gorbachev arrive Soviet Embassy.

5:15 p.m. General Secretary and Mrs. Gorbachev host a tea for Secretary of State and Mrs. George Shultz at Soviet Embassy.

Evening NO FURTHER EVENTS PLANNED

TUESDAY, DECEMBER 8, 1987

9:55 a.m. The President and Mrs. Reagan proceed to Diplomatic Entrance.

10:00 a.m. The President and Mrs. Reagan greet General Secretary and Mrs. Gorbachev. Arrival ceremony with General Secretary and Mrs. Gorbachev on the South Lawn.
* Brief remarks with interpretation. (3 mins.)

10:25 a.m. The President and General Secretary Gorbachev proceed to Library via elevator for official photograph.
NOTE: Mrs. Reagan and Mrs. Gorbachev proceed on separate schedule for coffee in Green Room.

The President and General Secretary Gorbachev depart the Residence en route The Oval Office.

10:30 a.m. The President and General Secretary Gorbachev arrive The Oval Office and begin 1st meeting.

11:00 a.m. Mrs. Gorbachev departs on separate schedule.

12:00 Noon Meeting concludes.

12:05 p.m. General Secretary Gorbachev departs The White House en route Soviet Embassy.

1:25 p.m. The President and Mrs. Reagan proceed to Diplomatic Entrance.

1:30 p.m. The President and Mrs. Reagan greet General Secretary and Mrs. Gorbachev.

12/06/87 6:00 p.m.

The President and Mrs. Reagan and General Secretary and Mrs. Gorbachev proceed inside to Red Room via elevator.

NOTE: U.S. Officials and Soviet Delegation are seated in East Room.

NOTE: Mrs. Reagan and Mrs. Gorbachev are seated in East Room.

- 1:45 p.m. The President and General Secretary Gorbachev arrive East Room for INF Treaty Signing Ceremony.
* Brief remarks with consecutive interpretation. (3 mins.)
* INF Treaty Signing at table.
- 2:05 p.m. INF Treaty Signing Ceremony concludes. The President and General Secretary Gorbachev proceed to State Dining Room. The President and General Secretary Gorbachev arrive State Dining Room for televised messages.
- 2:10 p.m. Broadcast messages to the American and Soviet people.
* Brief remarks with simultaneous interpretation. (5 mins.)
- 2:25 p.m. Conclude broadcast.
Mrs. Reagan escorts Mrs. Gorbachev to Diplomatic Entrance. Mrs. Gorbachev departs on separate schedule.
The President and General Secretary Gorbachev depart the State Dining Room en route The Oval Office.
- 2:30 p.m. The President and General Secretary Gorbachev arrive The Oval Office and begin 2nd meeting.
- 3:30 p.m. Meeting concludes.
3:35 p.m. General Secretary Gorbachev departs The White House en route Soviet Embassy.
NOTE: General Secretary Gorbachev has meeting with 50-60 members of Academic community at 4:30 p.m.
- 6:55 p.m. The President and Mrs. Reagan proceed to Diplomatic Entrance.
- 7:00 p.m. The President and Mrs. Reagan greet General Secretary and Mrs. Gorbachev.
State Dinner for General Secretary and Mrs. Gorbachev, followed by entertainment.
* Brief toasts with consecutive interpretation (3 mins.)
- 10:00 p.m. Entertainment concludes.
10:05 p.m. General Secretary and Mrs. Gorbachev depart The White House en route Soviet Embassy.

- 9:00 a.m. General Secretary Gorbachev hosts meeting with Senate and House Leadership at Soviet Embassy.
- 10:00 a.m. Meeting with Senate and House Leadership concludes.
- 10:30 a.m. The President proceeds to C-9 to greet General Secretary Gorbachev and proceeds to The Oval Office. The President and General Secretary Gorbachev arrive The Oval Office and begin 3rd meeting.
- 11:30 a.m. Mrs. Reagan hosts Mrs. Gorbachev for tour of Residence and private coffee in Red Room.
- 12:30 p.m. Meeting concludes. The President and General Secretary Gorbachev depart The Oval Office en route the Diplomatic Reception Room. The President and General Secretary Gorbachev arrive the Diplomatic Reception Room and join Mrs. Reagan and Mrs. Gorbachev.
- 12:35 p.m. General Secretary and Mrs. Gorbachev depart The White House en route Soviet Embassy.
- 1:00 p.m. General Secretary and Mrs. Gorbachev attend luncheon at Department of State, hosted by Secretary of State and Mrs. George Shultz.
- 2:45 p.m. Luncheon concludes. General Secretary and Mrs. Gorbachev return to Soviet Embassy.
- 4:30 p.m. General Secretary and Mrs. Gorbachev host meeting with U.S. editors and publishers. The President and Mrs. Reagan proceed to motorcade for boarding.
- 7:05 p.m. The President and Mrs. Reagan depart The White House en route the Soviet Embassy.
- 7:10 p.m. The President and Mrs. Reagan arrive Soviet Embassy for Reciprocal Dinner.
* Brief toasts with printed interpretation. (3 mins.)
- 9:00 p.m. The President and Mrs. Reagan depart Soviet Embassy en route The White House.
- 9:05 p.m. The President and Mrs. Reagan arrive The White House and proceed inside.

THURSDAY, DECEMBER 10, 1987

- 9:00 a.m. General Secretary Gorbachev has brief meeting with Vice President Bush at Soviet Embassy.
- 9:15 a.m. General Secretary and Mrs. Gorbachev have breakfast meeting with Vice President and Mrs. Bush and selected Americans.
- 10:20 a.m. Breakfast meeting concludes. General Secretary Gorbachev departs en route The White House.

The President proceeds to C-9 to greet General Secretary Gorbachev and proceeds to The Oval Office.

10:30 a.m. The President and General Secretary Gorbachev arrive The Oval Office and begin 4th meeting.

12:00 Noon Meeting concludes.
The President and General Secretary Gorbachev depart The Oval Office en route the Family Dining Room for working luncheon (5th meeting).

12:05 p.m. The President and General Secretary Gorbachev arrive the Old Family Dining Room and begin working luncheon.

1:50 p.m. Mrs. Gorbachev arrives the North Portico Entrance.
NOTE: Mrs. Reagan greets Mrs. Gorbachev in North Portico Entrance and escorts her to Red Room.

1:55 p.m. Working luncheon concludes.
The President and General Secretary Gorbachev depart the Old Family Dining Room en route the Red Room.
The President and General Secretary Gorbachev arrive the Red Room and join Mrs. Reagan and Mrs. Gorbachev.
NOTE: The working luncheon participants will be escorted to the Diplomatic Reception Room.
The President and Mrs. Reagan and General Secretary and Mrs. Gorbachev depart the Red Room en route the Diplomatic Reception Room.

2:10 p.m. The President and Mrs. Reagan and General Secretary and Mrs. Gorbachev arrive the Diplomatic Reception Room and bid farewell to Soviet Official Party and U.S. working luncheon participants.
The President and Mrs. Reagan and General Secretary and Mrs. Gorbachev proceed outside to dais.
Departure ceremony on the South Lawn with General Secretary and Mrs. Gorbachev.
* Brief remarks with consecutive interpretation. (3-5 mins.)

2:30 p.m. The President and Mrs. Reagan escort General Secretary and Mrs. Gorbachev to motorcade for boarding.
General Secretary and Mrs. Gorbachev depart The White House en route Soviet Embassy.

OFFICIAL VISIT ENDS

3:00 p.m. General Secretary and Mrs. Gorbachev host meeting with industry and business leaders at the Soviet Embassy.

5:30 p.m. General Secretary Gorbachev holds press conference at the Club Room of the Soviet Embassy.

8:00 p.m. General Secretary and Mrs. Mikhail Gorbachev depart Andrews Air Force Base.

THE WHITE HOUSE

WASHINGTON

December 7, 1987

MEMORANDUM FOR THOMAS C. GRISCOM

FROM: JAMES L. HOOLEY
DEPUTY ASSISTANT TO THE PRESIDENT
DIRECTOR OF PRESIDENTIAL ADVANCE

SUBJECT: SUMMIT ACCESS

Enclosed are passes for persons within your office who have been approved for unlimited access to those areas within the White House complex which have been designated as "Summit Areas" (December 8-10). The attached memo from Senator Baker outlines those areas and explains their intended use. Persons who will not be required to have an access pass include the Vice President, Secretary Shultz, Secretary Carlucci, Senator Baker and Lt. General Powell.

Others who need access to meetings taking place within the "Summit Area" on a one-time or on-call basis will be issued passes for the time they are needed only. Persons demonstrating a need for access need simply call 456-7052 for clearance into the White House complex (full name and date of birth must be provided). Entrance to the West Wing will be permitted through West Basement entrance only (off West Executive drive). The Secret Service Officer at the desk will call for an escort who will provide an access pass.

No person with a legitimate need to be in the "Summit Area" need be concerned.

Names and pass numbers have been assigned below.


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THE WHITE HOUSE

WASHINGTON

December 2, 1987

MEMORANDUM FOR WHITE HOUSE STAFF

FROM: HOWARD H. BAKER, JR. 

SUBJECT: POLICIES AND PROCEDURES REGARDING ACCESS
DURING U.S./U.S.S.R. SUMMIT MEETINGS

In order to ensure the proper setting for the upcoming Summit meetings and to ensure that various security, access and day-to-day business requirements are met, there are some general procedures which have been developed of which you should be aware.

Soviet visitors to the White House complex will be escorted by Secret Service personnel at all times. Soviet visitors will be allowed into no locations other than those designated as "Summit Areas" (see below). Rooms are being provided to the Soviets for the purposes of meetings and holding areas only.

Activities taking place in the Residence such as the State Dinner and the Signing Ceremony will be governed by existing procedures -- i.e., U.S.S.S., Ushers, State Department Protocol and Social Office policies for access and activities.

Similarly, the State Arrival and Departure Ceremonies will be modeled largely after existing procedures.

Certain rooms have been designated as being within the "Summit Area." Special arrangements have been made regarding access to and use of these rooms:

The Oval Office: Presidential meetings.

The Cabinet Room: To be used for plenary meetings which may take place concurrently with meetings in the Oval Office between the President and General Secretary, limited to high level meeting participants only.

The Roosevelt Room: To be used as a holding area for potential meeting participants (U.S. and Soviet) who need to be close at hand.

The West Lobby: Other approved U.S. and Soviet essential staff (i.e., doctors, Military Aides, translation equipment technicians, personal assistants, protocol representatives, etc.) who are required to be close at hand.

The Map Room: For the personal use of the General Secretary and the Foreign Minister in the event they request a personal, private area for their use during the Summit meetings or to take or receive a phone call over Soviet phone lines. Beyond this contingency, no use of the Map Room by the Soviet side is anticipated.

The Staff Dressing Rooms: Located beneath the Library and Vermeil Room in the Residence. This space is designated as a holding area for "all other" U.S. and Soviet personnel who are authorized to be in the Summit Area (i.e., additional support, communications and security personnel).

As a whole, these rooms, and the hallways and colonnade connecting them, constitute the "Summit Area." To keep this Summit Area orderly and also to avoid disruption in the day-to-day West Wing business, passes will be issued to an approved list of all those U.S. and Soviet personnel who will be required to be in the Summit Area. With the exceptions of the President, the Vice President, the Secretary of State, the Secretary of Defense, the Chief of Staff and the National Security Advisor, everybody in the Summit Area during meeting times will be required to display this pass to gain access to the Summit Area. No one without an approved pass, including members of the senior staff with offices in the West Wing, will have access to these rooms. Conversely, non-West Wing personnel who are issued Summit passes will be asked not to enter parts of the West Wing which are not Summit Areas.

There will be two passes issued, one for U.S. personnel and one for Soviet personnel.

Several other policies deemed necessary to make this system work:

-- All pass holders entering and departing the West Wing during the period December 8 through December 10 will be required to use the West Basement entrance. The West Lobby door will be closed to access during this period.

-- Staff are discouraged from clearing or escorting guests and visitors into the West Wing during this period.

-- The Staff Mess will be limited to members only (no guests) during this period. This is due to extra support requirements imposed on the Mess during Summit meetings.

-- The West Wing will be closed to tours at all times during these dates.

-- The White House Residence/State Floors will be closed to tours on these dates with the exception of Congressional tours on Wednesday and Thursday mornings.

Thank you for your cooperation in helping provide an environment for successful Summit meetings.