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11/21/1985) File 2 (2)

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WITHDRAWAL SHEET

Ronald Reagan Library

| DOCUMENT NO. AND TYPE | SUBJECT/TITLE | DATE | RESTRICTION |
|---|---|----------|-------------|
| 1. memo (91175) | From Jack Matlock/Tyrus Cobb to Robert McFarlane re: NSC Meeting on Geneva, November 15, 1985. (1 p.) | 11/14/85 | P1 |
| 2. outline (91175) | re: National Security Council Meeting, November 15, 1985. (1 p.) | n.d. | P1 |
| 3. agenda (91175) | NSC Meeting Friday, November 15, 1985. (1 p.) | n.d. | P1 |
| 4. note | To William Martin re: U.S.-Soviet Cooperation re Fusion. (1 p.) | 11/13/85 | P1 |
| 5. report | re: U.S.-Soviet Cooperation re Fusion. (3 pp.) | 11/13/85 | P1 |
| COLLECTION: Coordination Office, NSC: Records, 1981-88 | | | rs |
| FILE FOLDER: 156 To Geneva (11/16-21/85) File 2 (2) | | | 11/3/95 |

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P-1 National security classified information [(a)(1) of the PRA].
- P-2 Relating to appointment to Federal office [(a)(2) of the PRA].
- P-3 Release would violate a Federal statute [(a)(3) of the PRA].
- P-4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA].
- P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA].
- P-6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA].

C. Closed in accordance with restrictions contained in donor's deed of gift.

Freedom of Information Act - [5 U.S.C. 552(b)]

- F-1 National security classified information [(b)(1) of the FOIA].
- F-2 Release could disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA].
- F-3 Release would violate a Federal statute [(b)(3) of the FOIA].
- F-4 Release would disclose trade secrets or confidential commercial or financial information [(b)(4) of the FOIA].
- F-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA].
- F-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA].
- F-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA].
- F-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA].

Concur

NATIONAL SECURITY COUNCIL
WASHINGTON, D.C. 20506

November 15, 1985

ACTION

MEMORANDUM FOR ROBERT C. McFARLANE

FROM: STEVEN E. STEINER *Steve*

SUBJECT: Geneva Themes

Per your request, we are starting a process of daily themes for the use of those U.S. officials authorized to deal with the media while we are in Geneva. Provided you agree, we will do five sets of themes of about two pages each:

1. The setting before the meetings.
2. Tuesday, emphasizing fundamentals and arms control.
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4. Thursday, a wrap-up, putting the emphasis on the major accomplishments.
5. Immediate post-Geneva.

At Tab I for your approval are proposed themes for the first stage, the setting. These emphasize in particular what got us to Geneva, how the President's policies have put us in a good position to deal realistically with the Soviet Union, and our broad summit objectives. Per your request that we take up Ken Adelman's offer to work with us in preparing the themes, I have shared these proposed themes with him--but, pending your approval, with no others beyond the NSC.

RECOMMENDATION

That you approve the themes at Tab I, as well as our five-part plan.

Approve _____

Disapprove _____

Bob Linhard, Jack Matlock, Ty Cobb, Johnathan Miller, Steve Sestanovich, Ed Djerejian, Karna Small and Bud Korengold concur.

Attachment

Tab I Proposed scene-setting themes

Proposed Scene-Setting Themes

Background

--A lot of hard work in preparation. President has prepared himself thoroughly and is ready for the hard work ahead. Fine contribution from the agencies involved: State, Defense, JCS, ACDA, USIA, intelligence community.

--Meetings will reflect broad US/Soviet agenda: regional issues, human rights, bilateral matters and security and arms control issues. All these areas relate to our overriding aim: to begin the long-term effort of strengthening the peace.

--President cautiously optimistic. Cautious because he is deeply aware of vast differences between our systems, values, international conduct and the way we treat our own citizens. These differences present serious obstacles to progress.

--But President prepared do his part to put relationship on more constructive long-term footing. Part of his long-standing foreign policy strategy. Success of this strategy shown, in part, by fact of meeting, and fact that Soviets are now back at the negotiating table. Basis for progress in US/Soviet relations has been set by President's success in strengthening the US politically, militarily and economically, as well as in reinvigorating our alliances.

--This dramatic renewal of Western strength, unity and ability to deter aggression contrasts markedly with 1970's when US unilaterally let its strength slip. This weakened our alliances and led to increased Soviet risk-taking.

Objectives

--President seeks to chart a course for the conduct of the relationship fundamentally different from that sought by his predecessors. He has studied carefully what has worked and what hasn't worked in fashioning a more constructive relationship and hopes to build upon past experience.

--Meeting should not be judged by whether there are any signed agreements, or some kind of "agreed statements" with Soviets. What we seek instead is long term progress, to make relationship more stable and predictable, and perhaps to provide a "roadmap" for pursuing negotiations in all four areas. Meeting is not a substitute for those negotiations, but can provide highest level direction and impetus for them.

--Will do our part to find reasonable common ground, but it will take comparable effort on Soviets' part.

--Could be some months, in some cases years, before we know how successful this summit has been. As President emphasized in November 13 address to nation, he is seeking improvements in the relationship which last well beyond his own Presidency.

--Important that people of democracies look at this realistically. We wish to chart a careful, predictable course that brings steady progress without leading to the extreme public moods about the relationship sometimes exhibited in past, fluctuating from periods of anxiety that we may be on brink of conflict to new euphoria that we may be able to bridge most of our differences.

--We have already made specific proposals in each agenda area, and will have more to say in Geneva on each.

--In his address to UN, President laid out his initiative for resolving major regional conflicts which are undermining the prospects for improved US/Soviet relations. In arms control, President authorized new set of US proposals to be presented at Nuclear and Space Arms Talks in Geneva at beginning of November. And in area of people to people contacts, he set out far-reaching new initiatives in his address to the nation on November 14.

Specific Areas: Key Objectives

--Regional Issues: US and allies determined maintain our deterrent strength. We want to build a safer, more stable world, and this means countries must stop trying to expand their influence through armed intervention and subversion.


--Human Rights: President acutely conscious that he represents a free society with deep respect for human rights. As leader of a free people, he seeks peaceful expansion of human liberties globally. Bottom line is that freedom and democracy are best guarantors of a stable peace.

--Bilateral Issues: Already making some progress in improving communications between us. Seek further improvement, and dramatic expansion people-to-people contacts. President wants to build genuine constituencies for peace in both countries.

--Security and Arms Control: President seeks to strengthen the peace on global basis. One of principal goals in this area is to reduce danger of nuclear war through deep, equitable and verifiable reductions in offensive nuclear arsenals, as well as through research to identify defensive technologies which would threaten no one.

--In all areas, meeting in Geneva represents an important new phase in this process. Our efforts to reach these ambitious goals will continue.

November 15, 1985

MEMORANDUM FOR JOHNATHAN MILLER
FROM: BUD KORENGOLD 
SUBJECT: Proposals for Post-Geneva

At our meeting yesterday you expressed interest in a post-Geneva game plan. Phil and I have worked up a skeleton, quick and dirty, which at least could get the discussion started. I am giving a copy to Ed Djerejian on the same informal basis. Let me know if this looks like a start. It has been cleared with no one.

~~SECRET~~

PUBLIC DIPLOMACY IMPLEMENTATION
AFTER THE GENEVA MEETINGS
Revised: November 15, 1985

Post Geneva

- TBD Senior officials dispatched worldwide to brief Allies not represented at President's Brussels briefing. (TENTATIVE)
- Regional speaking engagements on Geneva results for senior officials (State Public Affairs). (TENTATIVE)
- State Department's Direct Line telephone interviews on U.S.-Soviet Relations after Geneva. Palmer, Parris, others. (PROPOSED)
- Ongoing US-USSR Incidents At Sea Talks to resume.
- By-liners by senior USG officials on aspects of US post-Geneva carried by Wireless File

WEEK OF NOVEMBER 18-24

- 11/21: President returns to Washington (with Allied briefing in Brussels enroute) for report to Congress. Televised domestically, internationally and carried on VOA and WORLDNET.
- 11/21: Soviet-U.S. maritime talks. Questions and answers to be positioned.
- 11/22: Shultz Roosevelt Room briefing for columnists and commentators with Presidential drop-by.
- 11/22: House adjourns.
- 11/22: Distribution by American Embassy Moscow and American Consulate Leningrad of printed Russian version of President's VOA speech to Soviet people (printed insert included in February issue of Amerika Magazine - 62,000 copies distributed in USSR)
- 11/23: President's Saturday radio address. (PROPOSED)
- 11/23: VOA Press Conference USA Geneva summation with Palmer or other official. (PROPOSED)
- 11/24: McFarlane on "This Week With David Brinkley."
- 11/24: Shultz on "Meet The Press."

~~SECRET~~

DECLASSIFIED
E.O. 12356, Sec. 3.4(b)
White House Guidelines, Feb. 24, 1983
BY RP, NARA, Date 9/27/95

WEEK OF NOVEMBER 25-DECEMBER 1

- TBD: Palmer backgrounder at Foreign Press Center. (TENTATIVE)
- TBD: Shultz lunch or drinks with six selected journalists. (PROPOSED)
- TBD: Senior USG official, e.g. McFarlane, briefs at Los Angeles Foreign Press Center
- 11/25: ARNET with Elliott Abrams
- 11/26: Presidential Oval Office interview with four U.S. TV anchors. (PROPOSED)
- 11/26: EURONET with DAS Mark Palmer.
- 11/26: Senior official to brief at Royal Institute for International Affairs in London. (PROPOSED)
- 11/27: Presidential written interviews with four key foreign newspapers. Corriera Dela Sera (Italy), Die Welt (FRG), Neue Zurichher Zeitung (Switzerland) and Sunday Times (UK). (PROPOSED)
- 11/30: President's radio talk.

AFTER DECEMBER 1

- TBD: Presidential decisions on Pentagon's recommendations regarding Soviet noncompliance.
- TBD: Worldnets with Nitze, Schifter, Amb. Walters, US dels to Budapest Cultural Forum
- TBD: Production by USIA of pamphlet containing four Presidential speeches: UNGA, VOA, Nov. 14, Nov. 21
- TBD: Production by USIA of updated version of arms control pamphlet entitled "In Search of Peace"
- TBD: Release by USIA of updated Chronology of Arms Control and Reduction Initiatives
- 12/3: WORLDNET to Asia with Wolfowitz.

SECRET

3

- 12/2-6: Matlock visit to Berlin and Bonn and address at annual Atlantic Security Conference of German Armed Forces. "East-West Relations After The Summit" (PROPOSED)
- 12/10: Presidential proclamation for Human Rights Day referring to Geneva results.

AFTER JANUARY 1

- 1/16: Arms Talks resume in Geneva. (Addendum to U.S. proposals?).
- 1/31: Annual report on Human Rights due to Congress

NB: Other events to be added should be linked to concrete follow-up actions on bilateral or other agenda items that obtain Soviet-American agreement in Geneva.

SECRET

NATIONAL SECURITY COUNCIL
WASHINGTON, D.C. 20506

November 15, 1985

MillerMEMORANDUM FOR NICHOLAS PLATT
Executive Secretary
Department of State

SUBJECT: Participation in Brussels Events

There follows participants in various Brussels events:

Brussels, Belgium, November 21, 1985Official US Delegation for Belgian Arrival Ceremony (3:30 pm)The President and Mrs. Reagan
Secretary Shultz
Ambassador and Mrs. Swaebe
Ambassador and Mrs. Abshire
Ambassador and Mrs. Middendorf
Donald Regan
Robert McFarlane
Patrick Buchanan
Larry Speakes
Dennis Thomas
Assistant Secretary Ridgway
Jack MatlockPrivate Meeting (3:40 p.m.)The President
King BaudouinExpanded Meeting (3:45 p.m.)The President
Secretary Shultz
Donald Regan
Robert McFarlane
Assistant Secretary Ridgway
Ambassador Swaebe
Peter Sommer (notetaker)King Baudouin
Prime Minister Martens
Foreign Minister Tindemans
(Understand Belgians may wish to add other Ministers)

NATO Consultations (4:15 p.m.)

The President and Secretary Shultz (at table)

Donald Regan
Robert McFarlane
Ambassador Abshire
Assistant Secretary Ridgway
Jack Matlock
USSS



William F. Martin
Executive Secretary

NATIONAL SECURITY COUNCIL
WASHINGTON, D.C. 20506

9019
add-on

ACTION

November 13, 1985

MEMORANDUM FOR WILLIAM F. MARTIN

SIGNED

FROM:

PETER R. SOMMER *PS*

SUBJECT:

Participation in Belgian Events

As you know, Bud has approved the Belgian participation list, and we need to send it formally to State.

Recommendation

That you sign the Tab I memorandum to Platt.

Agree

lm

Disagree

OPM
Johnathan Miller concurs.

Attachment

Tab I Memorandum, Martin to Platt

cc: Jack Matlock

NATIONAL SECURITY COUNCIL
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July + Markel

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--Important that people of democracies look at this realistically. We wish to chart a careful, predictable course that brings steady progress without leading to the extreme public moods about the relationship sometimes exhibited in past. These moods fluctuated from periods of anxiety that we may be on brink of conflict to near euphoria that we may be able to bridge most of our differences.

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From: NSCS --CPUA
To: NSEF --CPUA
NSKFL --CPUA
NSGVE --CPUA
NSDGR --CPUA

Date and time 11/14/85 11:42:55
NSHJW --CPUA
NSJWF --CPUA
NSJKM --CPUA
NSPPS --CPUA

Miller

EXPEDITE

NOTE FROM: SECRETARIAT

Subject: Follow up to Poindexter - Thomas meeting

*** Forwarding note from NSWRP --CPUA 11/14/85 10:15 ***

To: NSCS --CPUA

NOTE FROM: BOB PEARSON

Subject: Follow up to Poindexter - Thomas meeting

Please task as indicated on a red tag basis.

nsdfp

*** Forwarding note from NSWFM --CPUA 11/13/85 20:02 ***

To: NSWRP --CPUA NSJSM --CPUA

-- SECRET --

NOTE FROM: WILLIAM F. MARTIN

SUBJECT: Follow up to Poindexter - Thomas meeting

This meeting again emphasized the need for coordination at all levels in Geneva and the need to do as much spade work prior to leaving in figuring the scheduling of the various participants (the master plan) as well as identifying key daily themes for public spokesmen. Tasks:

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2. Presidential memos in Geneva: Clearly, we will have to update the day books in light of the meetings. To do this we will need to debrief the substantive team and produce a meeting memorandum for the President for the next's days meetings. This will be particularly critical on Tuesday night (key issue: arms control) and Wednesday night (Brussels remarks, characterization of meeting results). David Chew has indicated that we need this as early as possible the day before. Action: Cobb/Linhard.

3. Public Diplomacy Themes - Dennis Thomas made a point of saying that we need daily themes for briefers. I think that we should look at themes for weekend talk shows, Monday, Tuesday, Wednesday, Thursday. These can be adjusted on the road, but we might be able to get some basic themes down on paper in advance of Geneva. In addition we will need a common outcome set of talking points which characterizes the results of Geneva, to be used by the dozen spokesmen as well as Asst. Secretaries heading to the far corners of the globe. Action: Steve Steiner Comment: Miller, Small.

4. Agreements - While we should not appear that we are pushing for final agreements/signing ceremonies in the eight or so areas, we need a central point of coordination. Fact sheets and q's and a's. Action: Cobb Comment: Thompson, Martin.

5. Poindexter asked us to ask State about the historical significance of having so many heads of state at the NAC meeting. Action: Sommer

6. System Procedures: We need guidance on secretariat functioning/responsibilities in Geneva and Washington. Action: Pearson.

7. Arrival Statement, Toasts, Joint Session Address/Fact sheet Action: Steve Sestanovich. Comment: Cobb, Linhard, Steiner.

8. Coordination of Events/Participants in Geneva. Action: Miller

9. Day Books Action: Cobb/Linhard

10. 3x5 cards Action: Matlock/Linhard. Coordination meeting with State. Friday 1:00 pmin Sit room.

11. Brussels Events: Action: Sommer

12. Post Geneva public diplomacy: Action: Mandel

13. Geneva briefings (senior staff on Thursday; all traveling party on Friday). Action: Miller

cc: NSWRP --CPUA
NSTC --CPUA
NSSES --CPUA
NSPBT --CPUA
NSPRS --CPUA
NSJEM --CPUA
NSCLM --CPUA

NSJSM --CPUA
NSREL --CPUA
NSKS --CPUA
NSWFM --CPUA
NSJFM --CPUA
NSCMB --CPUA

From: NSCS --CPUA
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nsdfp

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From: NSCS --CPUA Date and time 11/14/85 11:42:55
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4. Agreements - While we should not appear that we are pushing for final agreements/signing ceremonies in the eight or so areas, we need a central point of coordination. Fact sheets and q's and a's. Action: Cobb Comment: Thompson, Martin.

5. Poindexter asked us to ask State about the historical significance of having so many heads of state at the NAC meeting. Action: Sommer

6. System Procedures: We need guidance on secretariat functioning/responsibilities in Geneva and Washington. Action: Pearson.

7. Arrival Statement, Toasts, Joint Session Address/Fact sheet Action: Steve Sestanovich. Comment: Cobb, Linhard, Steiner.

8. Coordination of Events/Participants in Geneva. Action: Miller

9. Day Books Action: Cobb/Linhard

10. 3x5 cards Action: Matlock/Linhard. Coordination meeting with State. Friday 1:00 pmin Sit room.

11. Brussels Events: Action: Sommer

12. Post Geneva public diplomacy: Action: Mandel

13. Geneva briefings (senior staff on Thursday; all traveling party on Friday). Action: Miller

cc: NSWRP --CPUA
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NSCMB --CPUA

NATIONAL SECURITY COUNCIL
WASHINGTON, D.C. 20506

November 14, 1985

MEMORANDUM FOR NSC STAFF

FROM: WILLIAM F. MARTIN *WFM*

SUBJECT: NSC Staffing/Procedures for Geneva

We will have a larger than usual NSC contingent traveling with the President for the Geneva meeting between the President and General Secretary Gorbachev. Staffing and logistical decisions have been weighed very carefully to ensure NSC's ability to provide maximum support for the President and Mr. McFarlane with the absolute minimum required resources. The staffing and procedures to be followed in support of the Geneva mission are outlined below:

NSC Staffing in Geneva The NSC Staff will have a separate fully functioning office in support of Mr. McFarlane. Wilma Hall will provide direct support for Mr. McFarlane; Carol Cleveland and Kay Zerwick will provide direct support for the Executive Secretary's office. Stella Brackman will be the NSC support person to provide secretarial support for NSC staff officers in Geneva.

Executive Secretary Staffing The NSC Executive Secretary's office in Geneva will be staffed from 7:00 a.m. local time Geneva until 9:00 p.m. or later as circumstances require.

In Washington, Bob Pearson will sit in the West Wing. The Deputy Executive Secretary's office in the OEOB will be open from 7:00 a.m. to 3:00 p.m. daily with Cathy Bergeron and Bev Petchel. Staffing for the West Wing Executive Secretariat will not change: Dona Proctor will open the office at 7:00 a.m., Cathy Millison will work from 8:30 a.m. to 5:00 p.m. and Elaine Mitsler will work from 1:30 p.m. to 10:00 p.m. Bev Petchel will move to the West Wing at 3:00 p.m. each day beginning Monday, November 18, through Thursday, November 21.

Secretariat Staffing The NSC Secretariat will staff on a 21-hour a day basis in support of the NSC team in Geneva. For November 19, 20, 21, Brian Merchant will cover the West Wing desk from midnight to 9:00 a.m., George Van Eron from 9:00 a.m. to 5:30 p.m., and other NSC/S personnel will cover the West Wing desk until 9:00 p.m. EST, or later as circumstances require.

Processing Documents to Geneva Beginning with this trip, the NSC is inaugurating a secure point-to-point word processing capability. Documents for Mr. McFarlane's action will be sent via this system, providing original packages for RCM action in Geneva. The West Wing NSC/S staff person will operate the point-to-point.

The process for handling documents for Presidential/McFarlane action in Geneva:

- a. Admiral Poindexter or at his direction Bob Pearson will approve all documents transmitted via the point-to-point system.
- b. When a time sensitive document is to be sent via the point-to-point system, Executive Secretary's office will ask the Situation Room to DACOM a copy to Mr. McFarlane marked "advance", with an info copy to Bill Martin.
- c. The NSC/S West Wing desk will dispatch the document via the point-to-point system and record the document in the electronic log.
- d. The NSC Executive Secretary's office in Geneva will print the document as an original and provide to Bill Martin for action by Mr. McFarlane.
- e. When action has been taken, the NSC Executive Secretary in Geneva will notify the Washington Executive Secretary's office of action taken, DACOM a copy of the document and file the original for return to Washington and record the transaction in the electronic log.

We hope this combined effort, together with your cooperation, will make it possible to further strengthen our support for the President and Mr. McFarlane during this critical trip. This is the most ambitious undertaking we have ever made to provide "at home" support for our principals while traveling. We thank you in advance for your assistance in making that process even more responsive and efficient. If you have any suggestions or further questions please contact Bob Pearson.

SENIOR GENEVA TRAVEL PARTY BRIEFING

Thursday, November 14, 1985

Roosevelt Room

3:30 p.m. - 4:30 p.m.

Agenda

- | | | |
|------|---|-------------------------------|
| I. | Opening Remarks | Donald T. Regan |
| II. | Geneva Overview (with emphasis on teamwork, coordination, discretion) | Robert C. McFarlane |
| III. | Scheduling/Logistics | William Henkel |
| IV. | Security | David G. Major (NSC) |
| V. | Systems/Paper | David Chew/ William Martin |
| VI. | Press Rules | Larry Speakes |

Meeting on Geneva
Roosevelt Room
Thursday, November 14
3:30-4:30 p.m.

- 1 Donald Regan - SPEAKING (at beginning for 15-20 minutes)
- 2 Robert McFarlane - SPEAKING (at beginning for 15-20 minutes)
- 3 Patrick Buchanan - 2174 - ~~██████████~~ Karen
- 4 Larry Speakes - SPEAKING - Connie - 2100
- 5 Dennis Thomas - ~~██████████~~ Cathy 2533
- 6 David Chew - Phyllis - 2702
- 7 Thomas Dawson - 6594 - himself
- 8 Bently Elliott - Donna - 6266
- 9 William Henkel - SPEAKING - Debby.
- 10 William Martin - Dona - 2224
- 11 James Rosebush - 2957 - Mazy Jane.
- 12 Jack Matlock - Stella - 5113
- 13 Johnathan Miller - himself
- 14 Edward Rowny - Sheila - 632-5804
- 15 Fred Ikle - Woody - 695-6064
- 16 Ken Adelman - Stephen - 632-4766
- 17 Roz Ridgway - Sheila - 632-5804
- 18 Mark Palmer - Sheila - 632-5804
- 19 Bernard Kalb - Sheila - 632-5804
- ~~Charles Redman~~
- 20 Bob Linhard - Melinda - 5865
- ~~██████████~~
- 21 Paul Nitze - Sheila
- ~~██████████~~
- 22 Jim Kuhn - himself
- 23 Charlie Hill - Sheila
- 24 Charlie Wick ~~██████████~~
- Richard Perle (?)
- Kempelman, Tower, Glitman (?)
- ~~██████████~~
- ~~██████████~~

Regan
Mr. McFarlane

Henkel

4:00 - Speakes

4:25 - Speakes

David Major - Security
4:

Russian Phrases

| | |
|--|---|
| daBRAW puZHAHlovat | welcome |
| ZDRAHstvooeetyeh | hello (can be used at any time of day) |
| DAWbruyeh Ootruh | good morning |
| DAWbree DYEN | good day |
| DAWbree VYECher | good evening |
| duh sveeDAHNyeh | goodbye |
| fsyiVAV khaRAWShuvuh | all the best |
| shastLEEvuvuh puTEE | bon voyage |
| puZHAHLustuh | please <u>and</u> your welcome |
| puZHAHLustuh, vuhzMEETyeh yiSHAW | please, take some more |
| spuSEEbuh -- puZHAHLustuh | thank you -- your welcome |
| kak vwe puhzhiVAYityeh? | how are you? (Unlike the American custom, the Russian response does not call for an automatic "all right", but may elicit a longer answer.) |
| Yah AWchin rada preeVYEHTstvuvahht vas | I am very happy to welcome you |
| kak preeYAHTnuh SVAHmee puznuKAWMeetsuh | What a pleasure to meet you |
| VayDEETyeh puZHAHLustuh | Come in, please. |

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NATIONAL SECURITY COUNCIL
WASHINGTON, D.C. 20506

November 14, 1985

MEMORANDUM FOR NSC STAFF

FROM: WILLIAM F. MARTIN

SUBJECT: NSC Staffing/Procedures for Geneva

We will have a larger than usual NSC contingent traveling with the President for the Geneva meeting between the President and General Secretary Gorbachev. Staffing and logistical decisions have been weighed very carefully to ensure NSC's ability to provide maximum support for the President and Mr. McFarlane with the absolute minimum required resources. The staffing and procedures to be followed in support of the Geneva mission are outlined below:

NSC Staffing in Geneva The NSC Staff will have a separate fully functioning office in support of Mr. McFarlane. Wilma Hall will provide direct support for Mr. McFarlane; Carol Cleveland and Kay Zerwick will provide direct support for the Executive Secretary's office. Stella Brackman will be the NSC support person to provide secretarial support for NSC staff officers in Geneva.

Executive Secretary Staffing The NSC Executive Secretary's office in Geneva will be staffed from 7:00 a.m. local time Geneva until 9:00 p.m. or later as circumstances require.

In Washington, Bob Pearson will sit in the West Wing. The Deputy Executive Secretary's office in the OEOB will be open from 7:00 a.m. to 3:00 p.m. daily with Cathy Bergeron and Bev Petchel. Staffing for the West Wing Executive Secretariat will not change: Dona Proctor will open the office at 7:00 a.m., Cathy Millison will work from 8:30 a.m. to 5:00 p.m. and Elaine Mitsler will work from 1:30 p.m. to 10:00 p.m. Bev Petchel will move to the West Wing at 3:00 p.m. each day beginning Monday, November 18, through Thursday, November 21.

Secretariat Staffing The NSC Secretariat will staff on a 21-hour a day basis in support of the NSC team in Geneva. For November 19, 20, 21, Brian Merchant will cover the West Wing desk from midnight to 9:00 a.m., George Van Eron from 9:00 a.m. to 5:30 p.m., and other NSC/S personnel will cover the West Wing desk until 9:00 p.m. EST, or later as circumstances require.

Processing Documents to Geneva Beginning with this trip, the NSC is inaugurating a secure point-to-point word processing capability. Documents for Mr. McFarlane's action will be sent via this system, providing original packages for RCM action in Geneva. The West Wing NSC/S staff person will operate the point-to-point.

The process for handling documents for Presidential/McFarlane action in Geneva:

- a. Admiral Poindexter or at his direction Bob Pearson will approve all documents transmitted via the point-to-point system.
- b. When a time sensitive document is to be sent via the point-to-point system, Executive Secretary's office will ask the Situation Room to DACOM a copy to Mr. McFarlane marked "advance", with an info copy to Bill Martin.
- c. The NSC/S West Wing desk will dispatch the document via the point-to-point system and record the document in the electronic log.
- d. The NSC Executive Secretary's office in Geneva will print the document as an original and provide to Bill Martin for action by Mr. McFarlane.
- e. When action has been taken, the NSC Executive Secretary in Geneva will notify the Washington Executive Secretary's office of action taken, DACOM a copy of the document and file the original for return to Washington and record the transaction in the electronic log.

We hope this combined effort, together with your cooperation, will make it possible to further strengthen our support for the President and Mr. McFarlane during this critical trip. This is the most ambitious undertaking we have ever made to provide "at home" support for our principals while traveling. We thank you in advance for your assistance in making that process even more responsive and efficient. If you have any suggestions or further questions please contact Bob Pearson.

NATIONAL SECURITY COUNCIL
WASHINGTON, D.C. 20506INFORMATION

MEMORANDUM FOR ROBERT C. MCFARLANE

FROM: JOHNATHAN S. MILLER

SUBJECT: Talking Points for Meeting with Senior Officials
Travelling to Geneva

As you know, there will be a meeting of the senior officials traveling Geneva this afternoon at 3:30 p.m. in the Roosevelt Room. Attached at Tab A are some suggested talking points which you might find helpful. I have also included at Tab B and C, respectively, the agenda and the list of attendees.

Attachments

| | | |
|-------|---|----------------|
| Tab A | - | Talking Points |
| Tab B | - | Agenda |
| Tab C | - | Clearance List |



Talking Points

-- The meeting in Geneva, although nominally a bilateral that normally would necessitate modest staff support, has grown to a huge operation (there are estimates that there will be up to 800 USG personnel as opposed to 200 Soviets).

-- The meeting, the most important of the President's Administration, places extreme demands on the substantive and logistical support systems of the President. These systems, as the presence of the senior officials gathered at today's meeting, are to support the President. The system is not, except as part of the Presidential team support, designed to serve as a support system for anybody else. To the extent that additional demands are placed on the system (be it security, communications, motorpool), support for the President deteriorates.

-- This group is a high powered talented team, which has to be worked in unison. It is, therefore, imperative that we speak with one voice. Since there will be over 7,000 reporters in and around Geneva, it is crucial, that any contact whatsoever by any USG official be cleared by us. Larry, Don and I will serve as the guidance center for all USG press instructions. Larry will devote his briefing time to the "rules of the road" for you in Geneva as you interact with the press.

-- Given the superb team assembled, I know that this series of meetings will be a success, provided that we pool our diversity of thoughts and talents toward the common goal of supporting the President.



SENIOR GENEVA TRAVEL PARTY BRIEFING

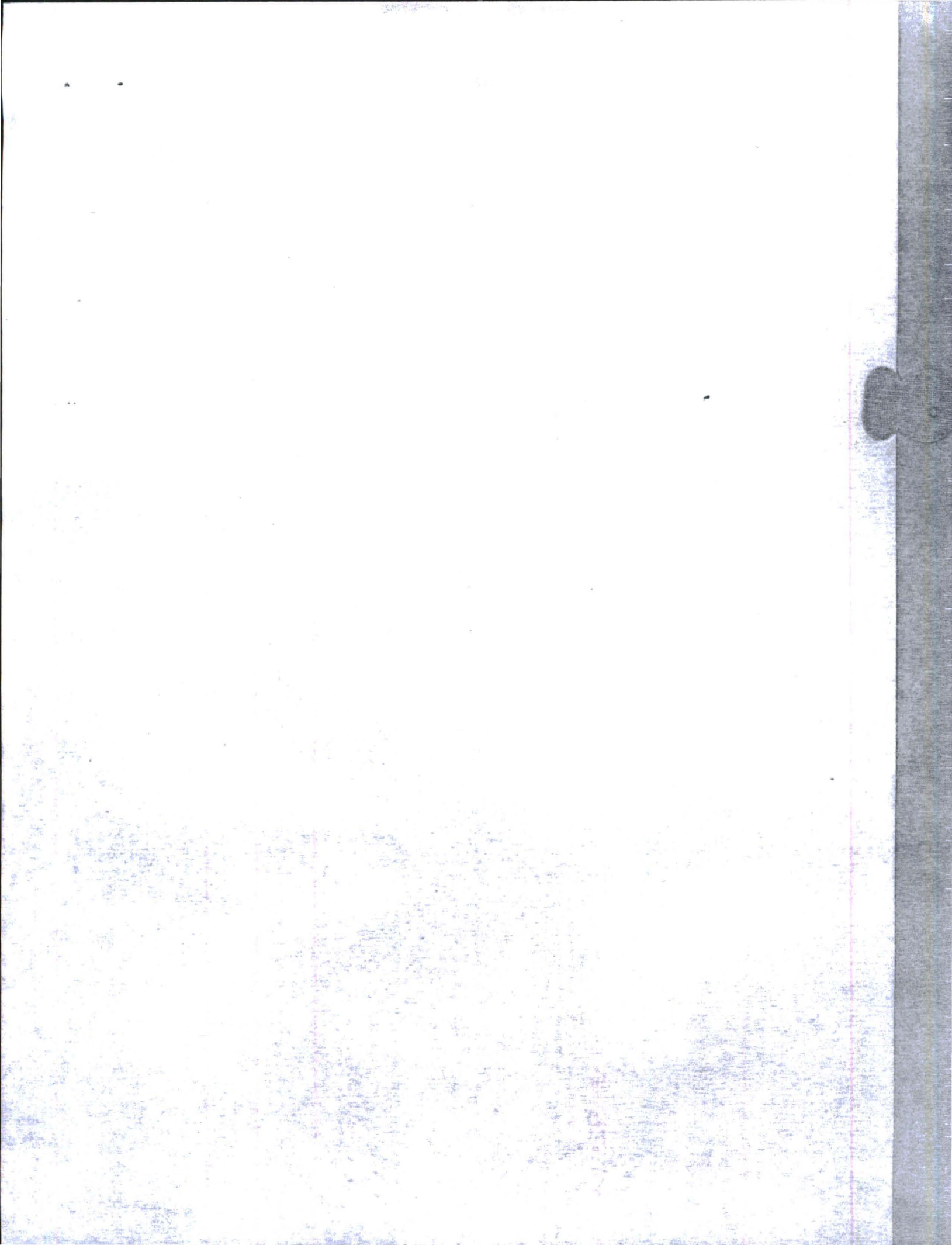
Thursday, November 14, 1985

Roosevelt Room

3:30 p.m. - 4:30 p.m.

Agenda

- | | | |
|------|---|-------------------------------|
| I. | Opening Remarks | Donald T. Regan |
| II. | Geneva Overview (with emphasis on teamwork, coordination, discretion) | Robert C. McFarlane |
| III. | Scheduling/Logistics | William Henkel |
| IV. | Security | David G. Major (NSC) |
| V. | Systems/Paper | David Chew/ William Martin |
| VI. | Press Rules | Larry Speakes |



Office of Management and
Appointments Center
Room 050 DEOB

Please admit the following appointments on November 14, 1985

for Robert C. McFarlane of White House
(NAME OF PERSON TO BE VISITED) (AGENCY)

White House:

Donald Regan
Patrick Buchanan
Larry Speakes
Dennis Thomas
David Chew
Thomas Dawson
Bentli Elliott
William Henkel
James Rosebush
James Kuhn

NSC:

William Martin
Jack Matlock
Johnathan Miller
Robert Linhard

State:

Paul Nitze
Edward Rowny
Roz Ridgway
Mark Palmer
Charles Hill
Bernard Kalb

Defense:

Fred Ikle

ACDA:

Kenneth Adelman

MEETING LOCATION

Building West Wing White House

Requested by Carol Cleveland

Room No. Roosevelt Room

Room No. 374 Telephone 3044

Time of Meeting 3:30 p.m.

Date of request November 14, 1985

Additions and/or changes made by telephone should be limited to three (3) names or less.

APPOINTMENTS CENTER: SIG/DEOB - JPS 5045 IN WHITE HOUSE - 456-4742

Miller

NATIONAL SECURITY COUNCIL
WASHINGTON, D.C. 20506

November 14, 1985

INFORMATION

RCM HAS SEEN

MEMORANDUM FOR ROBERT C. MCFARLANE

FROM: JOHNATHAN S. MILLER *J.S.M.*

SUBJECT: Talking Points for Meeting with Senior Officials
Travelling to Geneva

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- Tab A - Talking Points
- Tab B - Agenda
- Tab C - Clearance List

Talking Points

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SENIOR GENEVA TRAVEL PARTY BRIEFING

Thursday, November 14, 1985

Roosevelt Room

3:30 p.m. - 4:30 p.m.

Agenda

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| IV. | Security | David G. Major (NSC) |
| V. | Systems/Paper | David Chew/ William Martin |
| VI. | Press Rules | Larry Speakes |
| VII. | Closing Remarks | Donald T. Regan |

Office of Management and
Appointments Center
Room 050 DECE

Please admit the following appointments on November 14, 1985
for Robert C. McFarlane of White House
(NAME OF PERSON TO BE VISITED) (AGENCY)

White House:

Donald Regan
Patrick Buchanan
Larry Speakes
Dennis Thomas
David Chew
Thomas Dawson
Bently Elliott
William Henkel
James Rosebush
James Kuhn

NSC:

William Martin
Jack Matlock
Johnathan Miller
Robert Linhard

State:

Paul Nitze
Edward Rowny
Roz Ridgway
Mark Palmer
Charles Hill
Bernard Kalb

Defense:

Fred Ikle

ACDA:

Kenneth Adelman

USIA:

Charles Wick

MEETING LOCATION

Building West Wing White House

Requested by Carol Cleveland

Room No. Roosevelt Room

Room No. 374 Telephone 3044

Time of Meeting 3:30 p.m.

Date of request November 14, 1985

Additions and/or changes made by telephone should be limited to three (3) names or less.

APPOINTMENTS CENTER: SIG/OEOB - 305-5046 or WHITE HOUSE - 456-6742

91175

RONALD W. REAGAN LIBRARY

THIS FORM MARKS THE FILE LOCATION OF ITEM NUMBER 1-2 LISTED ON THE
WITHDRAWAL SHEET AT THE FRONT OF THIS FOLDER.

PARTICIPANTS LIST FOR NSC MEETING

Friday, November 15, 1985
11:00 a.m. - 12:00 noon

The President
The Vice President
Secretary Baker
Attorney General Meese
Donald T. Regan
Robert C. McFarlane

In addition, Principals plus one from the following agencies:

Department of State
Department of Defense
Central Intelligence Agency
Joint Chiefs of Staff
Office of Management and Budget

United States Information Agency

RONALD W. REAGAN LIBRARY

THIS FORM MARKS THE FILE LOCATION OF ITEM NUMBER 3 LISTED ON THE
WITHDRAWAL SHEET AT THE FRONT OF THIS FOLDER.

TALKING POINTS

- Mr. President, this meeting provides an opportunity to conduct a final review of the various events, briefing sessions and meetings with the Soviets you will have in Geneva. George will take us on a walk through your schedule, and then we will open this meeting up to general discussion. George.

- Mr. President, I would like to open this session to general discussion now.

- This concludes our overview meeting.

THE WHITE HOUSE

WASHINGTON

November 14, 1985

MEMORANDUM FOR: DONALD T. REGAN
ROBERT MCFARLANE

FROM: Larry Speakes 

Attached is the communications plan for the President's visit to Geneva. It includes briefing schedules, television appearances, and other press related activities for the Summit.

The list of "the group of 12" which appears on page 2, is, of course, subject to your additions and deletions.

cc: John Poindexter
Dennis Thomas
Jonathan Miller

COMMUNICATIONS PLAN

Meeting of the President with General Secretary Gorbachev
Geneva, Switzerland
November 16-21, 1985

SATURDAY, NOVEMBER 16, 1985

The President's Schedule

- o President departs Washington
- o President arrives Geneva, and makes remarks at welcoming ceremony

SUNDAY, NOVEMBER 17, 1985

The President's Schedule

- o President meets with senior advisors
- o President has private preparation time

Television Interview Shows

| | | | |
|----------|-----|---|--------------------------------|
| 5:30 pm | ABC | "This Week With David Brinkley" Location to be determined | Secretary Shultz |
| 4:00 pm | CBS | "Face the Nation" Hotel Metropol | Donald Regan Georgi Arbatov |
| 4:00 pm | NBC | "Meet the Press" Naga Hilton NBC studio | Robert McFarlane |
| 11:00 am | CNN | "Newsmaker" Intercontinental Hotel | Paul Nitze |

Action: Speakes/Brisley

11:00 am White House press briefing by Larry Speakes
White House Press Briefing Room
Intercontinental Hotel

Action: Speakes

5:00 pm Robert McFarlane gives on-the-record pre-summit
briefing for international press corps
International Press Center
Action: McFarlane/Small

MONDAY, NOVEMBER 18, 1985

The President's Schedule

- o President has working lunch
- o President makes remarks at Swiss arrival ceremony

Television Interview Shows

| | | |
|-----|------------------------|---|
| ABC | "Good Morning America" | Donald T. Regan |
| CBS | "CBS Morning News" | Secretary Shultz |
| NBC | "Today Show" | Robert McFarlane |
| CNN | General usage | Secretary Shultz, or Ambassador Hartman |

Action: Speakes/Brisley

8:00 am "The group of 12" -- designated backgrounders --
National Security Council provides talking points for
private, casual meetings with reporters:

Ambassador Paul Nitze
Ambassador Arthur Hartman
Ambassador Max Kampelman
Ambassador John Tower
Ambassador Maynard Glitman
Assistant Secretary Mark Palmer
Assistant Secretary Rozanne Ridgway
Assistant Secretary Richard Perle
Under Secretary Fred Ikle
Special Assistant to the President John Matlock
Special Assistant to the President Robert Linhard
Special Assistant to the President Steve
Sestanovich

Action: McFarlane

10:00 am White House press briefing by Larry Speakes

White House Press Briefing Room
Intercontinental Hotel

Action: Speakes

4:00 pm Robert McFarlane gives on-the-record pre-summit
briefing to White House press corps

White House Press Briefing Room
Intercontinental Hotel

Action: Speakes/Small

TUESDAY, NOVEMBER 19, 1985

The President's Schedule

- o President has meeting with General Secretary Gorbachev
- o President has working lunch with senior advisors
- o President has second meeting with General Secretary Gorbachev
- o President attends dinner hosted by Soviet delegation

Television Interview Shows

| | | |
|-----|------------------------|-----------------------------|
| ABC | "Good Morning America" | Paul Warnke Gerard Smith |
| CBS | "CBS Morning News" | Robert McFarlane |
| NBC | "Today Show" | Donald T. Regan |
| CNN | General usage | Paul Nitze |

Action: Speakes/Brisley

8:00 am "The group of 12" -- designated backgrounders --
National Security Council provides talking points for
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Ambassador Paul Nitz
Ambassador Arthur Hartman
Ambassador Max Kampelman
Ambassador John Tower
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Assistant Secretary Rozanne Ridgway
Assistant Secretary Richard Perle
Under Secretary Fred Ikle
Special Assistant to the President Jack Matlock
Special Assistant to the President Robert Linhard
Special Assistant to the President Steve
Sestanovich

Action: McFarlane

5:00 pm Secretary Shultz gives on-the-record White House
briefing on day's meetings

White House Briefing Room
Intercontinental Hotel

Action: Kalb

5:30 pm (Tentative) BACKGROUND briefing by specialist on
agreements signed

White House Briefing Room
Intercontinental Hotel

Action: Djerejian/Small

6:00 pm Robert McFarlane holds BACKGROUND briefing for selected
White House reporters -- including

ABC
NBC
CBS
CNN
Washington Post
Los Angeles Times
New York Times

Intercontinental Hotel

Action: Speakes/Small

WEDNESDAY, NOVEMBER 20, 1985

The President's Schedule

- o President has third meeting with General Secretary Gorbachev
- o President has working lunch
- o President has fourth meeting with General Secretary Gorbachev
- o President attends reception hosted by Swiss Government
- o President attends dinner hosted by United States

Television Interview Schedule

| | | |
|-----|------------------------|--|
| ABC | "Good Morning America" | Robert McFarlane |
| CBS | "CBS Morning News" | Paul Nitze |
| NBC | "Today Show" | Secretary Shultz |
| CNN | General usage | Assistant Secretary Palmer or Ambassador Hartman |

Action: Speakes/Brisley

8:00 am "The group of 12" -- designated backgrounders --
National Security Council provides talking points for
private, casual meetings with reporters:

Ambassador Paul Nitze
Ambassador Arthur Hartman
Ambassador Max Kampleman
Ambassador John Tower
Ambassador Maynard Glitman
Assistant Secretary Mark Palmer
Assistant Secretary Rozanne Ridgway
Assistant Secretary Richard Perle
Under Secretary Fred Ikle
Special Assistant to the President John Matlock
Special Assistant to the President Robert Linhard
Special Assistant to the President Steve
Sestanovich

Action: McFarlane

11:00 am White House press briefing by Larry Speakes

White House Press Briefing Room
Intercontinental Hotel

Action: Speakes

5:00 pm Secretary Shultz gives on-the-record White House press briefing on day's meetings.

White House Press Briefing Room
Intercontinental Hotel

Action: Speakes/Kalb

5:30 pm (Tentative) BACKGROUND briefing by specialist on agreements signed

White House Press Briefing Room

Action: Djerejian/Small

6:00 pm Robert McFarlane holds private BACKGROUND briefing for selected White House reporters-- including

ABC
CBS
NBC
CNN
Washington Post
Los Angeles Times
New York Times

Intercontinental Hotel

Action: Speakes/Small

THURSDAY, NOVEMBER 21, 1985

The President's Schedule

- o President participates in final day's events
- o President briefs NATO allies in Brussels
- o President addresses Joint Session of Congress at U.S. Capitol

Television Interview Shows

| | | |
|-----|------------------------|------------------|
| ABC | "Good Morning America" | Secretary Shultz |
| CBS | "CBS Morning News" | Donald T. Regan |
| NBC | "Today Show" | Robert McFarlane |
| CNN | General usage | Robert McFarlane |

Action: Speakes/Brisley

10:00 am Tentative: Robert McFarlane briefs the press on specifics of summit agreements and conclusions

White House Press Briefing Room
Intercontinental Hotel

Action: Speakes/Small

FRIDAY, NOVEMBER 22, 1985

11:00 am Secretary Shultz conducts in-depth briefing to selected columnists on results of Summit.

11:45 am President joins Secretary Shultz briefing.

Roosevelt Room - White House

Action: Buchanan

SATURDAY, NOVEMBER 23, 1985

12:06 pm President's radio address
Oval Office

SUNDAY, NOVEMBER 24, 1985

| | | | |
|----------|-----|------------------------------------|------------------|
| 11:30 am | ABC | "This Week With David Brinkley" | Robert McFarlane |
| 11:30 am | CBS | "Face The Nation" | Not determined |
| 12:30 pm | NBC | "Meet the Press" | Secretary Shultz |

MONDAY, NOVEMBER 25, 1985

(Time to be determined) Tentative: Robert McFarlane briefs on WORLDNET to European countries (Spain, Portugal, Scandinavia)

Action: Korengold/Small

Noon Tentative: Secretary Shultz has lunch with six selected journalists

TUESDAY, NOVEMBER 26, 1985

Presidential interview with U.S.
anchors of ABC, CBS, NBC, CNN
Oval Office

Senior official briefing at Royal Institute for
International Affairs
London, England

Assistant Secretary Ridgway briefing to sum up
Geneva results
Foreign Press Center

Presidential written interviews with four key
foreign newspapers:

| | |
|--------------------|-------------------|
| Corriera Dela Sera | (Italy) |
| Die Welt | (Germany) |
| Die Telegraf | (The Netherlands) |
| Sunday Times | (United Kingdom) |

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