

Ronald Reagan Presidential Library
Digital Library Collections

This is a PDF of a folder from our textual collections.

Collection: Ermarth, Fritz W.: Files
Folder Title: NATO Summit/Moscow Summit
Advance Trip 03/01/1988-03/10/1988 (1)
Box: RAC Box 2

To see more digitized collections visit:

<https://reaganlibrary.gov/archives/digital-library>

To see all Ronald Reagan Presidential Library inventories visit:

<https://reaganlibrary.gov/document-collection>

Contact a reference archivist at: reagan.library@nara.gov

Citation Guidelines: <https://reaganlibrary.gov/citing>

National Archives Catalogue: <https://catalog.archives.gov/>

WITHDRAWAL SHEET

Ronald Reagan Library

Collection Name ERMATH, FRITZ: FILES

Withdrawer

MJD 4/24/2013

File Folder NATO SUMMIT/MOSCOW SUMMIT ADVANCE TRIP
3/1/88-3/10/88 (1)

FOIA

F02-073/5

Box Number RAC BOX 2

COLLINS

95

ID	Doc Type	Document Description	No of Pages	Doc Date	Restrictions
158067	SCHEDULE	OF THE PRESIDENT (PAGE 2 - PARTIAL)	1	2/26/1988	B7(E)
158068	SCHEDULE	OF THE PRESIDENT (PAGE 3)	1	2/26/1988	B7(E)
158070	AGENDA	RE NATO SUMMIT (ANNOTATED)	5	ND	B1
158071	PAPER	SCENE SETTER, TUESDAY 1 MARCH	1		B1
158072	PAPER	SCENE SETTER, WEDNESDAY 2 MARCH	1	ND	B1
158073	PAPER	SCENE SETTER, THURSDAY 3 MARCH	1	ND	B1
158069	FORM	VISA APPLICATION	1	2/9/1988	B6

The above documents were not referred for declassification review at time of processing

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

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

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

THE WHITE HOUSE

WASHINGTON

February 22, 1988

MEMORANDUM FOR WHITE HOUSE STAFF

FROM: ARTHUR B. CULVAHOUSE, JR. 
COUNSEL TO THE PRESIDENT

SUBJECT: Reminders on Gift Policy in Connection with
the President's Trip to Brussels, Belgium

With the approach of the President's trip to Belgium, it is especially important for you to review White House policy regulating the receipt of both domestic and foreign gifts. This memorandum summarizes and supplements material contained in the Staff Manual concerning White House policy on gifts.

I. What Constitutes a "Gift"

Generally, anything of value presented without consideration of equal or greater value should be considered a gift for purposes of complying with White House policy.

The Foreign Gifts and Decorations Act specifically covers any "tangible or intangible present." OPM regulations include loans ("any . . . advance, forbearance") as well as any "rendering . . . of anything of value." There is an exception in the OPM regulations for food and beverages consumed at banquets, receptions or similar events, and for hospitality extended by an individual (not a corporation or organization) at his or her personal or family residence. The regulations also make an exception for gifts received from specified immediate family members.

When in doubt, it is best to assume that anything of value provided to you by someone other than a close relative is a "gift."

II. What Constitutes a "Foreign" Gift

A "foreign" gift is any gift received from a foreign government, a foreign multinational organization, or an agent or representative of any such foreign government or organization.

III. Gifts That May Be Accepted

Gifts from personal friends may be accepted, but only if it is clear that the motivation is personal and the circumstances are such that no appearance of conflict of interest is created. Furthermore, if the donor is a representative of a foreign government or a foreign multinational organization, the gift will be subject to limitations on value, as described in part VI below, notwithstanding the personal relationship.

Federal law expressly prohibits gifts from a subordinate employee to his supervisor or others in the office whose pay status is higher than the employee's. This does not prohibit customary exchange of gifts of nominal value between co-workers, but any lavish gifts or gifts to superiors which are not part of a traditional exchange are prohibited.

Unsolicited advertising and promotional materials of nominal value may be accepted even if they come from individuals or businesses having business with your office or regulated by your office or some other agency of the government. This only extends to such customary items as desk calendars, pens, pocket diaries, and the like. By way of example, this rule would not permit acceptance of a case of champagne, a work of art, or other items of substantial value. All such gifts, if accepted, are subject to the financial disclosure requirements described in part X below.

IV. White House Staff Gift Report Forms

Members of the White House staff who are required to file annual financial disclosure reports on Form SF-278 should complete a White House Staff Gift Report Form for all gifts (subject only to the exceptions noted above). These forms may be obtained in reasonable quantities from the White House Gift Unit, OEOB 457 (ext. 7133). The gift itself should be submitted to the Gift Unit for appraisal, together with the completed form.

Members of the White House staff who are not required to file Form SF-278 must send all unreturned foreign gifts to the Gift Unit for appraisal, together with a completed gift report form. Such persons are also encouraged to submit domestic gifts and completed gift reports to the Gift Unit in all cases involving a potential conflict of interest, or a gift of substantial value (approximately \$100 or more).

V. Gifts That May Not Be Accepted: Conflicts of Interest

Both foreign and domestic gifts are subject to the general rules concerning conflicts of interest. As stated in Executive Order 11222, no member of the White House staff may accept a gift from a person who--

- o has or is seeking to do business with his or her particular agency within the Executive Office of the President,

- o is involved in activities which are regulated by his or her agency, or
- o has an interest which would be substantially affected by the staff member's performance of official duties.

This Executive Order applies to foreign as well as domestic gifts. If such a gift is received by a staff member, whether abroad, at the office, or at home, the staff member has the obligation to return it to the donor with the explanation that it cannot be accepted. A copy of the letter returning the gift should be retained in your files, with a copy attached to the White House Staff Gift Report Form that you send to the Gift Unit. If for some reason you feel you cannot return the gift (donor unknown, the address of donor unknown, or other), you should so indicate on the form, being sure to explain the rationale for not returning the item. If after analysis, it is confirmed that return is not possible or advisable, the gift will be turned over to GSA for disposal. These prohibitions apply to your spouse and immediate household as well.

VI. Gifts That May Not Be Accepted: Foreign Gifts

In addition to restrictions imposed by White House policy concerning conflicts of interest, the United States Constitution and a federal statute (5 U.S.C. § 7432) generally prohibit U.S. government officials, their spouses and dependents from accepting foreign gifts or decorations. The following general guidelines apply:

- o A U.S. official may not request or encourage the tender of a gift or decoration.
- o Gifts valued at \$180 or more automatically become the property of the U.S. Government. Such gifts may be accepted on behalf of the United States only when "it appears that to refuse . . . would likely cause offense or embarrassment or otherwise adversely affect the foreign relations of the United States" Because such gifts are "deemed to have been accepted on behalf of the United States," however, they must be turned over to the White House Gift Unit as soon as possible for recording, necessary reporting, and disposition.
- o Gifts valued at under \$180 (so-called gifts "of minimal value tendered and received as a souvenir or mark of courtesy") may be accepted and retained only if the acceptance would not violate the conflicts of interest rules described above. (Note: Any such gifts retained by you are subject to the annual public financial disclosure requirements under the same conditions as domestic gifts.)

- o Valuation is based on retail value in the United States at the time of acceptance. 41 C.F.R. § 101-49.001-5. A valuation of any gift should be sought immediately upon your return. The gift should be submitted to the White House Gift Unit for valuation.
- o U.S. officials may not accept gifts of travel or expenses for transportation, food or lodging, except in the case of travel taking place entirely outside of the U.S. The value of any such expenses must be reasonable, and acceptance must be consistent with the interests of the U.S. Acceptance of any such gift must also be otherwise consistent with the conflicts of interest rules described above. A thorough record of any such expenses accepted should be kept as they may be required to be reported on the annual financial disclosure form.

VII. Gifts From Foreign Non-official Individuals

Regretfully, we must caution you to be very wary of gifts offered to you from foreign, non-official individuals, especially when you do not know the donor. If you consider accepting any such gift, it is to be treated the same as a domestic gift in regard to propriety of acceptance, conflicts of interest, reporting, etc.

VIII. Security Inspection of Foreign Gifts

In all instances when a gift comes into your possession from a foreign government, organization or individual, it is imperative that it be turned over to the security personnel for inspection at the earliest opportunity. In no instance should you take any gift onto an airplane or other transportation vehicle without such inspection.

IX. Gifts for the President and First Lady

Anyone who receives a gift intended for the President or First Lady must ensure that it is turned over to security personnel for inspection as soon as possible. Be especially wary of gifts which are suddenly and unexpectedly thrust upon you. Upon return from security, the gift should then be deposited with the White House Gift Unit, along with information concerning identity of the donor, time and place of acceptance, etc., so that the gift can be properly recorded and a decision made as to its disposition.

No staff member should accept a foreign gift for the President or the First Lady except by prior arrangement with the host government or entity.

X. Reporting Requirements

In the event a gift is retained, those staff members required to file financial disclosure reports on Form SF-278 are reminded that they have an obligation to report any gift over \$100 in value received from persons other than relatives--including any foreign gifts. In addition, foreign and domestic gifts over \$35 in value must be reported if the aggregate of such gifts received from the same source within a year totals more than \$100. Thus, it is recommended practice to log with the Gift Unit all gifts which you receive so that you can determine, at reporting time, whether there is a reporting requirement. The Gift Unit will also assist you in determining the value of gifts. By routinely submitting the White House Staff Gift Report Forms to the Gift Unit throughout the year, you will enable the Gift Unit to supply you with an accurate and complete list of reportable gifts at year end for inclusion with your SF-278 the following year.

Please note that the \$35 reporting threshold is not related to the issue of whether a gift may be accepted. The propriety of accepting any gift must be determined without regard to its value, although as noted above, the inherent value can make unacceptable a gift that could otherwise be accepted as a customary item.

XI. Additional Questions

This memorandum is necessarily summary and does not deal with all questions that may arise. If you are in doubt about the propriety of accepting any gift or about any other topic covered above, please consult with the Counsel's office.

Thank you for your attention. Your observance of these rules is essential and appreciated.


6

THE WHITE HOUSE

WASHINGTON

February 26, 1988

MEMORANDUM FOR TRAVELING GUESTS AND STAFF

FROM: JAMES L. HOOLEY 

SUBJECT: DEPARTURE AND TRAVEL INFORMATION FOR THE TRIP OF THE PRESIDENT TO BRUSSELS, BELGIUM, MARCH 1-3, 1988

Attached for your planning purposes is an outline schedule, aircraft manifests, departure schedule and miscellaneous travel information for the Trip of the President to Brussels, Belgium from Tuesday, March 1-Thursday, March 3, 1988. A detailed schedule will be printed and distributed late on Monday, February 29th and again aboard Air Force One and 26000 on Tuesday, March 1st. If you have any further questions, please contact Joanne Hildebrand in the Advance Office on X7565.

BAGGAGE CALL/TRANSPORTATION

For those manifested on Air Force One and 26000, you can place your baggage in the West Basement on Monday evening, February 29th, beginning at 6:00 p.m. or by 6:00 a.m. on Tuesday morning, March 1st. If you plan to take your luggage directly to Andrews Air Force Base, you must be at the Distinguished Visitors' Lounge no later than 7:45 a.m. on Tuesday morning. Staff manifested on the press plane have a 6:30 a.m. check-in at Andrews Air Force Base.

For those manifested on Air Force One and 26000 and requiring transportation from the White House, vans will depart the West Basement at 7:45 a.m. **Please contact the Advance Office on X7565 if you will be riding in these vans.** If you are providing your own transportation and you are not carrying baggage, you should be at the Distinguished Visitors' Lounge by 8:15 a.m.

Please be sensitive to the fact that all luggage must be x-rayed and tagged prior to departure.

HOTEL ACCOMMODATIONS

In general, those staff traveling on Air Force One and 26000 will be accommodated at the Brussels Sheraton Hotel. Those staff traveling in immediate support of the President (i.e., J. Kuhn, Doctor, Military Aide) will be staying at Chateau Stuyvenberg, the Royal Guest House. All staff can be contacted through the White House Signal Board or at the Sheraton Hotel on (02) 219.34.00. Upon arrival into Brussels, keys will be distributed on respective floors and baggage will be delivered to rooms.

02/26/88 11:30 a.m.

A special note: The Sheraton Hotel will be the temporary home of not only the Secretary of State and the traveling U.S. delegation, but also will house Prime Minister Mulroney and the Canadian delegation. Therefore, as you can imagine, elevator space and time will be at a premium. It is anticipated that elevators will be very slow and we strongly suggest that you allow 10-15 extra minutes when moving to and from motorcades at the hotel.

Transportation, of course, will be available for those requiring it for official purposes. Vehicles for use during private time will be available on a priority basis. We encourage you to use taxis during evening hours. In addition, the Advance team reports that the Sheraton Hotel is within walking distance of many tourist locations and fine restaurants.

FOREIGN CURRENCY EXCHANGE

The local currency in Belgium is the Belgian franc. The rate is constantly fluctuating and today's rate is approximately BF 35.40 to \$1.00. Currency exchange will be available in the Embassy Control Room (Room 1504) at the Sheraton Hotel upon arrival and at other convenient times during the visit.

WEATHER/ATTIRE

The weather in Brussels has been cold and windy, with temperatures in the mid 30's-low 40's. Snow and/or heavy rain is likely. In addition to warm winter clothing, it is suggested that you bring an umbrella.

The flight to and from Brussels on Tuesday and Thursday will be long and tiring. In the past, staff has found it practical to wear business clothes on board the aircraft and carry a change of loose, comfortable clothing for traveling. Business attire is, of course, suggested during the day on Wednesday and Thursday.

PASSPORTS/VISAS

Current passports are required for entrance into and exit out of Belgium, but visas are not required. Passports will not be collected prior to departure of either Air Force One or 26000, but you will be required to carry them on your person. You should carry your passport at all times while in Belgium, however, it is safe to say that, for your personal security, when away from official locations on private time, discretion should be used in displaying of any U.S. passport.

IDENTIFICATION/ACCESS BADGES

A general rule for all White House and other government agency passholders is to carry, at all times, your picture identification.

As usual, White House staff pins will be recognized in Brussels, yet are only necessary for those people requiring immediate proximity to the President. In general, only Advance personnel and Senior staff need these pins to gain access into secure holding areas.

NATO meeting participants and immediate support personnel requiring access to NATO Headquarters will be issued a separate NATO badge upon arrival into Brussels.

PERSONAL SECURITY

On a general security note, we would like to point out, and the Secret Service asks us to especially emphasize, that the current world situation demands extreme caution and good common sense when traveling in any foreign country. Certainly, we encourage you to enjoy the cultural offerings of Brussels, but we recommend that you stay in close contact with the other members of the party. Remember, all of the precautions that are taken by members of the Advance Team and the Secret Service are for your protection and convenience as well as for the President's. We appreciate your cooperation on all matters of security and identification.

COUNTRY BRIEFING BOOKS

The State Department will be providing briefing books with a brief history, geographical outline, current political information, etc. of Brussels on board the aircraft en route Belgium.

HEALTH

No immunizations are required for travel to Brussels. The water in all hotels in Brussels is safe to drink and the food throughout Belgium is equally safe.

TIME CHANGE

Brussels is six (6) hours ahead of the Eastern Standard Time zone in Washington, D.C.

ELECTRIC CURRENT

A multi-purpose adaptor and converter set for 220 voltage is required in Brussels.

02/26/88 11:30 a.m.

PER DIEM

Per diem is for personal expenses (i.e., meals, laundry). Your hotel bill will be paid for; however, you must personally clear all incidental charges from your bill upon check-out. If you have reimbursable charges (i.e., official telephone calls), you must obtain a copy of the receipt prior to departure. Failure to do so will result in a delay and possible problems in processing your expense voucher, which in turn will delay reimbursement of any money owed you.

ACCEPTANCE OF GIFTS, ENTERTAINMENT AND TRAVEL EXPENSES
FROM FOREIGN GOVERNMENTS

Please review the enclosed memorandum from the Legal Counsel's Office regarding the acceptance of gifts, entertainment and travel expenses from foreign governments.

CUSTOMS

U.S. residents returning after a stay abroad of more than 48 hours are, generally speaking, granted customs exemptions of \$400 each. The next \$600 is taxed at 10%. Duty-free articles must accompany the traveler at the time of return, must be for personal or household use, must have been acquired as an incident of his or her trip, and must be properly declared to Customs. Not more than one liter of alcoholic beverages may be included in the \$400 exemption.

The \$400 exemption may be granted only if the exemption, or any part of it, has not been used within the preceding 30-day period.

Everyone will be required to file a customs declaration form upon entering the United States.

LUGGAGE/SHOPPING

As usual, space in the baggage compartment of each aircraft is extremely limited due to the volume of equipment, luggage, official gifts, etc. Consequently, there will be no room for boxes and packages which may be obtained for personal or souvenir purposes. Any items of this nature brought on the aircraft or left with the luggage for baggage call will be given last priority for loading. Staff members are cautioned, therefore, to use discretion when shopping. A safe rule to follow is "if it won't fit in your suitcase, don't buy it."

10

Once again, security personnel strongly advises that you avoid "advertising" your U.S. Government affiliation (i.e., luggage tags, identification, etc.) when traveling away from the U.S. party.

ADDENDUM

We anticipate a very successful trip; however, we want to sensitize all those who are traveling as members of the U.S. party to the fact that we are only one of 16 other international delegations in Brussels during this time period. Needless to say, security and logistics in and around the city and the NATO Headquarters building will be very complicated. We ask for your cooperation on all matters. If you have any questions before or during the visit, please do not hesitate to contact the Advance Office.

02/26/88 11:30 a.m.

Trip Expenses

A. 1 March - 11 March Brussels, Moscow, Leningrad, Helsinki

\$ 20 cab fare

\$ 57 Brussels food + misc hotel services

15 mi round trip Dublin-home personal car

\$ 25 food enroute Helsinki - Washington

~~Washington food and supplies~~

Trip Expenses

A. 1 March - 11 March Brussels, Moscow, Leningrad, Helsinki

\$ 20 cab fare

\$ 57 Brussels food + misc hotel services

15 mi roundtrip Dublin-home personal car

\$ 25 food enroute Helsinki - Washington

~~Washington food and supplies~~

Tentative Itinerary -- FRITZ W. ERMARTH

Tuesday, March 1

LV 0745 West Basement via Van
LV 0900 Andrews AFB via Military Air

Thursday, March 10

LV 0705 Helsinki via PA 99
AR 0930 London
LV 1415 " via PA 107
AR 1745 Washington-Dulles

THE WHITE HOUSE
WASHINGTON

OUTLINE SCHEDULE FOR THE TRIP OF THE PRESIDENT

TO

BRUSSELS, BELGIUM

MARCH 1-3, 1988

Tuesday, March 1, 1988

Departure Remarks from the South Lawn (8:25 am)
Depart the White House en route Andrews Air Force Base (8:30 am)
Arrive Andrews Air Force Base (8:40 am)
Depart Andrews Air Force Base en route Brussels, Belgium (8:45 am)
Arrive Zaventem Airport, Brussels, Belgium (9:45 pm)
- Brief Arrival Ceremony
- Courtesy Meeting with Belgian Prime Minister/Foreign Minister
Depart Zaventem Airport en route Chateau Stuyvenberg (10:00 pm)
Arrive Chateau Stuyvenberg (10:15 pm)
REMAIN OVERNIGHT: CHATEAU STUYVENBERG
BRUSSELS, BELGIUM

Wednesday, March 2, 1988

Private Breakfast at Chateau Stuyvenberg
WASHINGTON WORK/PRIVATE TIME (morning)
Briefing with Senior Advisors (11:15-11:35 am)
Depart Chateau Stuyvenberg en route NATO Headquarters (11:35 am)
Arrive NATO Headquarters (11:50 am)
- NATO Opening Ceremonies in Conference Room #16 (12:00 Noon)
- Family Portrait with NATO Heads of State/Government (12:15 pm)
- Restricted Working Session with NATO Allies in Conference Room #1 (12:20-1:00 pm) (Presidential Remarks)
- Reception and Lunch with NATO Allies (1:00-2:30 pm)
- PRIVATE TIME (30 mins.)
- Restricted Working Session with NATO Allies in Conference Room #1 (3:00-5:00 pm)
Depart NATO Headquarters en route Chateau Stuyvenberg (5:05 pm)
Arrive Chateau Stuyvenberg (5:20 pm)
WASHINGTON WORK/PRIVATE TIME (2 hrs.)
Depart Chateau Stuyvenberg en route Val Duchesse (7:20 pm)
Arrive Val Duchesse (7:40 pm)
- Reception with NATO Heads of State/Government (7:40-8:00 pm)
- Working Dinner with NATO Heads of State/Government (8:00-9:25 pm)
Depart Val Duchesse en route Chateau Stuyvenberg (9:30 pm)
Arrive Chateau Stuyvenberg (9:50 pm)
REMAIN OVERNIGHT: CHATEAU STUYVENBERG
BRUSSELS, BELGIUM

Thursday, March 3, 1988

Private Breakfast at Chateau Stuyvenberg
 Briefing with Senior Advisors (9:20-9:40 am)
 Depart Chateau Stuyvenberg en route NATO Headquarters (9:40 am)
 Arrive NATO Headquarters (9:55 am)

- Restricted Working Session with NATO Allies in Conference Room #1 (10:00-11:30 am)
- WASHINGTON WORK/PRIVATE TIME (30 mins.)
 NOTE: Lord Carrington makes press statement in NATO Press Center.
- Presidential Press Statement in NATO's Luns Press Theatre (12:00-12:05 pm)
 NOTE: Sec. Shultz takes questions from press (12:05-tbd)
- Greet U.S. NATO Personnel (12:05-12:15 pm) (Brief Remarks)

Depart NATO Headquarters en route Chateau Stuyvenberg (12:20 pm)
 Arrive Chateau Stuyvenberg (12:35 pm)
 Depart Chateau Stuyvenberg en route Laeken Palace (12:40 pm)
 Arrive Laeken Palace

- Tete-a-Tete with King Baudouin I (12:45 pm)

Depart Laeken Palace en route Chateau Stuyvenberg (1:15 pm)
 Arrive Chateau Stuyvenberg (1:20 pm)
 Working Lunch with Advisors (1:20-2:00 pm)
 WASHINGTON WORK/PRIVATE TIME (45 mins.)

- Meeting with Belgian Prime Minister Martens and Foreign Minister Tindemans (2:50-3:00 pm)

PRIVATE TIME (10 mins.)
 Depart Chateau Stuyvenberg en route Zaventem Airport (3:10 pm)
 Arrive Zaventem Airport (3:25 pm)

- Brief departure greeting by Belgian Protocol Officer
- Acknowledge American Community in viewing area (Brief Remarks)

Depart Brussels, Belgium en route Andrews Air Force Base (3:45 pm)
 Arrive Andrews Air Force Base (6:00 pm EST)
 Depart Andrews Air Force Base en route the White House (6:05 pm)
 Arrive South Lawn (6:15 pm)

NOTE: All times are tentative and subject to change.

02/26/88 11:30 a.m.

MONDAY, FEBRUARY 29, 1988

<u>GUEST AND STAFF INSTRUCTIONS</u>	
6:00 p.m.	<u>BAGGAGE CALL</u> begins in West Basement for passholders manifested on Air Force One and 26000. Leave baggage unlocked and hand carry all film.

TUESDAY, MARCH 1, 1988

- 6:30 a.m. Press plane check-in at Andrews Air Force Base.
- 7:30 a.m. Press plane departs Andrews Air Force Base en route Brussels, Belgium.
EST

<u>GUEST AND STAFF INSTRUCTIONS</u>	
6:00 a.m.	<u>BAGGAGE CALL</u> in West Basement for passholders manifested on Air Force One and 26000. Leave baggage unlocked and hand carry all film.
7:45 a.m.	Vans depart West Basement en route Andrews Air Force Base for those manifested on Air Force One and 26000. Upon arrival, board Air Force One immediately.
7:45 a.m.	Those manifested on Air Force One and 26000 with own transportation <u>carrying baggage</u> should be at Andrews Air Force Base, Distinguished Visitors' Lounge, Base Operations Building.
8:15 a.m.	Those manifested on Air Force One and 26000 with own transportation <u>not carrying baggage</u> should be at Andrews Air Force Base, Distinguished Visitors' Lounge, Base Operations Building.
8:20 a.m.	Those manifested below on Marine One proceed to South Lawn and board.

WITHDRAWAL SHEET

Ronald Reagan Library

Collection Name

ERMATH, FRITZ: FILES

Withdrawer

MJD 4/24/2013

File Folder

NATO SUMMIT/MOSCOW SUMMIT ADVANCE TRIP 3/1/88-3/10/88 (1)

FOIA

F02-073/5
COLLINS

Box Number

RAC BOX 2

95

<i>ID</i>	<i>Document Type</i> <i>Document Description</i>	<i>No of</i> <i>pages</i>	<i>Doc Date</i>	<i>Restrictions</i>
158067	SCHEDULE OF THE PRESIDENT (PAGE 2 - PARTIAL)	1	2/26/1988	B7(E)

The above documents were not referred for declassification review at time of processing

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

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

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

TUESDAY, MARCH 1, 1988

PAGE 2

MARINE ONE MANIFEST

THE PRESIDENT
H. Baker
K. Duberstein
M. Fitzwater
C. Powell
J. Kuhn
Dr. Hutton
Mil. Aide

 B7e

8:25 a.m. THE PRESIDENT proceeds to lectern on South Lawn and makes remarks.

OPEN PRESS COVERAGE

THE PRESIDENT concludes remarks and proceeds to Marine One for boarding.

OPEN PRESS COVERAGE

8:30 a.m. MARINE ONE departs The White House en route Andrews Air Force Base.

Flight Time: 10 mins.

8:40 a.m. MARINE ONE arrives Andrews Air Force Base.

OPEN PRESS COVERAGE
CLOSED ARRIVAL/DEPARTURE

THE PRESIDENT deplanes and proceeds to Air Force One for boarding.

GUEST AND STAFF INSTRUCTIONS

Those manifested below on Air Force One and 26000 proceed on board assigned aircraft.

AIR FORCE ONE MANIFEST

THE PRESIDENT
H. Baker
K. Duberstein
R. Dawson
M. Fitzwater
T. Griscom
C. Powell
J. Hooley
J. Kuhn

02/26/88 11:30 a.m.

WITHDRAWAL SHEET

Ronald Reagan Library

Collection Name
ERMATH, FRITZ: FILES

Withdrawer
MJD 4/24/2013

File Folder
NATO SUMMIT/MOSCOW SUMMIT ADVANCE TRIP 3/1/88-
3/10/88 (1)

FOIA
F02-073/5
COLLINS

Box Number
RAC BOX 2

95

<i>ID</i>	<i>Document Type</i> <i>Document Description</i>	<i>No of</i> <i>pages</i>	<i>Doc Date</i>	<i>Restric-</i> <i>tions</i>
158068	SCHEDULE OF THE PRESIDENT (PAGE 3)	1	2/26/1988	B7(E)

The above documents were not referred for declassification review at time of processing
Freedom of Information Act - [5 U.S.C. 552(b)]

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

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

TUESDAY, MARCH 1, 1988

PAGE 4

8:45 a.m. AIR FORCE ONE departs Andrews Air Force Base en route
EST Brussels, Belgium.

Flight Time: 7 hrs.
Time Change: + 6 hrs.
Food Service: Breakfast/Dinner

9:00 a.m. 26000 departs Andrews Air Force One en
EST route Brussels, Belgium.

8:30 p.m. Press plane arrives Zaventem Airport,
Local Brussels, Belgium.

9:45 p.m. AIR FORCE ONE arrives Zaventem Airport, Brussels,
Local Belgium.

10:00 p.m. 26000 arrives Zaventem Airport, Brussels,
Local Belgium.

WITHDRAWAL SHEET

Ronald Reagan Library

Collection Name
ERMATH, FRITZ: FILES

Withdrawer
MJD 4/24/2013

File Folder
NATO SUMMIT/MOSCOW SUMMIT ADVANCE TRIP 3/1/88-
3/10/88 (1)

FOIA
F02-073/5
COLLINS

Box Number
RAC BOX 2

95

<i>ID</i>	<i>Document Type</i> <i>Document Description</i>	<i>No of</i> <i>pages</i>	<i>Doc Date</i>	<i>Restric-</i> <i>tions</i>
158070	AGENDA RE NATO SUMMIT (ANNOTATED)	5	ND	B1

The above documents were not referred for declassification review at time of processing

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

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

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

WITHDRAWAL SHEET

Ronald Reagan Library

Collection Name
ERMATH, FRITZ: FILES

Withdrawer
MJD 4/24/2013

File Folder
NATO SUMMIT/MOSCOW SUMMIT ADVANCE TRIP 3/1/88-
3/10/88 (1)

FOIA
F02-073/5
COLLINS

Box Number
RAC BOX 2

95

<i>ID</i>	<i>Document Type</i> <i>Document Description</i>	<i>No of</i> <i>pages</i>	<i>Doc Date</i>	<i>Restric-</i> <i>tions</i>
158071	PAPER SCENE SETTER, TUESDAY 1 MARCH	1		B1

The above documents were not referred for declassification review at time of processing
Freedom of Information Act - [5 U.S.C. 552(b)]

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

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

WITHDRAWAL SHEET

Ronald Reagan Library

Collection Name

ERMATH, FRITZ: FILES

Withdrawer

MJD 4/24/2013

File Folder

NATO SUMMIT/MOSCOW SUMMIT ADVANCE TRIP 3/1/88-3/10/88 (1)

FOIA

F02-073/5
COLLINS

Box Number

RAC BOX 2

95

<i>ID</i>	<i>Document Type</i> <i>Document Description</i>	<i>No of</i> <i>pages</i>	<i>Doc Date</i>	<i>Restrictions</i>
158072	PAPER SCENE SETTER, WEDNESDAY 2 MARCH	1	ND	B1

The above documents were not referred for declassification review at time of processing

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

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

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

WITHDRAWAL SHEET

Ronald Reagan Library

Collection Name

ERMATH, FRITZ: FILES

Withdrawer

MJD 4/24/2013

File Folder

NATO SUMMIT/MOSCOW SUMMIT ADVANCE TRIP 3/1/88-3/10/88 (1)

FOIA

F02-073/5
COLLINS

Box Number

RAC BOX 2

95

<i>ID</i>	<i>Document Type</i> <i>Document Description</i>	<i>No of</i> <i>pages</i>	<i>Doc Date</i>	<i>Restrictions</i>
158073	PAPER SCENE SETTER, THURSDAY 3 MARCH	1	ND	B1

The above documents were not referred for declassification review at time of processing

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

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

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

THE WHITE HOUSE

WASHINGTON

OUTLINE SCHEDULE FOR SURVEY MISSION

FRIDAY, MARCH 4-SATURDAY, MARCH 12, 1988

- Fri., 3/4 971 aircraft arrives Brussels 7:00 am
Survey Mission dpts. Brussels 9:00 am/Arr. Moscow 2:10 pm
Meeting with US Embassy personnel
Site Surveys in afternoon
REMAIN OVERNIGHT: Moscow, USSR
- Sat., 3/5 Site Surveys all day
Luncheon Meeting with Soviets
REMAIN OVERNIGHT: Moscow, USSR
- Sun., 3/6 Site Surveys all day
REMAIN OVERNIGHT: Moscow, USSR
- Mon., 3/7 Site Surveys in morning
Afternoon Meeting with Soviet Officials
Wrap-up Meeting with Embassy personnel
REMAIN OVERNIGHT: Moscow, USSR
- Tue., 3/8 Depart Moscow 8:00 am/Arrive Leningrad 9:30 am
Meeting with City Officials
Site Surveys remainder of day
REMAIN OVERNIGHT: Leningrad, USSR
- Wed., 3/9 Site Surveys in morning
Dpt. Leningrad 12:00 Noon/Arr. Helsinki 11:50 am
Luncheon Meeting with Finnish Officials
Meeting with U.S. Embassy personnel
REMAIN OVERNIGHT: Helsinki, Finland
- Thu., 3/10 Site Surveys all day
REMAIN OVERNIGHT: Helsinki, Finland
- Fri., 3/11 Dpt. Helsinki 8:30 am/Arr. London 9:20 am
Meeting with U.S. Embassy Officials
Meeting with British Officials
Site Surveys
REMAIN OVERNIGHT: London, England
- Sat., 3/12 Site Surveys in morning
Dpt. London 12:00 Noon/Arrive Shannon 1:10 pm
Dpt. Shannon 4:10 pm/Arrive Andrews AFB 6:15 pm

THE WHITE HOUSE
WASHINGTON

February 29, 1988

MEMORANDUM FOR SIGNAL BOARD/WH ADMIN. BOARD

FROM: JOANNE HILDEBRAND *JH*

SUBJECT: PARTICIPANTS AND SCHEDULE FOR SURVEY MISSION TO
MOSCOW, LENINGRAD, HELSINKI AND LONDON - THURSDAY,
MARCH 3-SUNDAY, MARCH 13, 1988

Attached please find a list of participants and an outline schedule for the Survey Mission to Moscow, Leningrad, Helsinki and London from Thursday, March 3-Sunday, March 13, 1988.

The Survey Mission can be reached during this period through the following:

1. Through the Signal Board in Brussels until March 3rd and then either through the U.S. Embassy in Brussels or at the Brussels Sheraton Hotel, Phone (02) 219.34.00
2. Aboard the C-137 aircraft, Tail #971
3. Through the U.S. Embassy in Moscow from Friday, March 4-Tuesday, March 8 (Recent attempts to get the U.S. Embassy in Moscow have been almost futile. Members of the Survey Mission will be contacting the White House Signal Board on a daily basis if possible to check in.)
4. Through the U.S. Consulate in Leningrad from Tuesday, March 8-Wednesday, March 9
5. Through the U.S. Embassy in Helsinki from Wednesday, March 9-Friday, March 11
6. Through the U.S. Embassy in London from Friday, March 11-Sunday, March 13

cc: Survey Mission Participants

28

THE WHITE HOUSE

WASHINGTON

OUTLINE SCHEDULE FOR SURVEY MISSION

THURSDAY, MARCH 3-SUNDAY, MARCH 13, 1988

Thu., 3/3 Air Force One dpts. Brussels en route AAFB 3:45 pm
971 aircraft departs AAFB at 5:45 pm en route Brussels
Private Time in Brussels
REMAIN OVERNIGHT: Brussels, Belgium

Fri., 3/4 971 aircraft arrives Brussels 7:00 am
Dpt. Brussels 9:00 am/Arr. Moscow 2:10 pm
Meeting with US Embassy personnel
REMAIN OVERNIGHT: Moscow, USSR

Sat., 3/5 Site Surveys (Spaso House, Hotels, Informal Sites)
REMAIN OVERNIGHT: Moscow, USSR

Sun., 3/6 Site Surveys (Informal Sites)
REMAIN OVERNIGHT: Moscow, USSR

Mon., 3/7 Meeting with Soviet Officials
Site Surveys of Official Summit Sites
REMAIN OVERNIGHT: Moscow, USSR

Tue., 3/8 Depart Moscow 8:00 am/Arrive Leningrad 9:30 am
Site Surveys
REMAIN OVERNIGHT: Leningrad, USSR

Wed., 3/9 Dpt. Leningrad 12:00 Noon/Arr. Helsinki 11:50 am
Meeting with U.S. Embassy personnel
Meeting with Finnish Officials
REMAIN OVERNIGHT: Helsinki, Finland

Thu., 3/10 Site Surveys in Helsinki
REMAIN OVERNIGHT: Helsinki, Finland

Fri., 3/11 Dpt. Helsinki 9:00 am/Arr. London 9:50 am
Meeting with U.S. Embassy Officials
Meeting with British Officials
Site Surveys
REMAIN OVERNIGHT: London, England

Sat., 3/12 Site Surveys entire day
REMAIN OVERNIGHT: London, England

Sun., 3/13 Dpt. London 11:00 am/Arrive Shannon 12:10 pm
Dpt. Shannon 1:40 pm/Arrive Andrews AFB 3:45 pm

DOC: USSRSURV

02/29/88 8:00 a.m.

29

THE WHITE HOUSE

WASHINGTON

SPECIAL MISSION TO MOSCOW, LENINGRAD,

HELSINKI AND LONDON

THURSDAY, MARCH 3-SUNDAY, MARCH 13, 1988

PARTICIPANTS

The Honorable Thomas C. Griscom, Assistant to the President and
Director of Communications
The Honorable Jack Courtemanche, Deputy Assistant to the President
and Chief of Staff to the First Lady
The Honorable James L. Hooley, Deputy Assistant to the President
and Director of Presidential Advance
The Honorable Fritz Ermarth, Special Assistant to the President for
National Security Affairs*
The Honorable Mark Weinberg, Special Assistant to the President and
Assistant Press Secretary
The Honorable Thomas W. Simons, Jr., Deputy Assistant Secretary of
State for European and Canadian Affairs
Mr. Frederick L. Ahearn, Deputy Director, Office of Presidential
Advance**
Lieutenant Colonel Ken Bassmann, Operations Officer, White House
Communications Agency
Ms. Marybel Batjer, Deputy Executive Secretary, National Security
Council
Mrs. Jeannie Bull, Chief, Presidential/Vice Presidential Travel
Support, U.S. Department of State
Mr. Gary Foster, Deputy Director, Office of Presidential Advance
Miss Joanne Hildebrand, Assistant Director for Trip Coordination,
Office of Presidential Advance
Commander James J. Quinn, USN, Military Aide to the President
Miss Betty Richter, Executive Assistant to the Director, Office of
Presidential Advance
Mr. Raymond Shaddick, Special Agent in Charge, Presidential
Protective Division, United States Secret Service

* Denotes traveling with group until March 9 and then returning to
Washington, D.C. on separate schedule.

** Denotes joining group in Helsinki for remainder of Survey
mission.

FRIDAY, MARCH 4, 1988

- 7:00 a.m. 971 aircraft arrives Zaventem Airport, Brussels, Belgium.
- 7:15 a.m. BAGGAGE CALL for those residing at Sheraton Hotel. Leave unlocked bags outside rooms. Please pay all incidentals before departure.
- 8:00 a.m.- 8:30 a.m. Currency exchange in Embassy Control Room, Room 1504.
- 8:30 a.m. Bus departs Sheraton Hotel en route Zaventem Airport. Drive Time: 20 mins.
- 8:50 a.m. Vehicles arrive Zaventem Airport. Proceed on board 971 aircraft.

971 Aircraft Manifest

- T. Griscom
- J. Courtemanche
- J. Hooley
- F. Ermarth
- M. Weinberg
- T. Simons
- K. Bassmann
- M. Batjer
- J. Bull
- G. Foster
- J. Hildebrand
- J. Quinn
- B. Richter
- R. Shaddick

- 9:00 a.m. 971 aircraft departs Brussels, Belgium en route Moscow, U.S.S.R.

Flight Time: 3 hrs. 10 mins.
 Time Change: + 2 hrs.
 Food Service: Continental Breakfast/
 Lunch

- 2:10 p.m. 971 aircraft arrives Moscow Sheremetyve Airport, Moscow, U.S.S.R.

Met by:

MFA Protocol Officials
 Mark Ramee, Political Counselor and
 Overall Control Officer, U.S. Embassy
 Moscow
 Bohdan Dmytrewycz, Deputy Admin.
 Counsellor, U.S. Embassy Moscow

- 2:15 p.m.* Proceed on brief site survey of Sheremetyve Airport.
Proceed to vehicles for transportation to Spaso House and Ukraina Hotel. NOTE: T. Griscom, J. Courtemanche and J. Hooley to Spaso House. All others to Ukraina Hotel.
- 2:45 p.m.* Vehicles depart Moscow Sheremetyve Airport en route Spaso House and Ukraina Hotel. Drive Time: 45 mins.
- 3:30 p.m.* Vehicles arrive Spaso House and Ukraina Hotel. Those residing at Hotel should proceed inside to Control Room for room assignments and keys. Baggage will be delivered to rooms.
- 4:00 p.m.* Site survey of new Embassy Compound.
- 5:30 p.m. Full Survey Mission meeting with Ambassador Matlock in Embassy Secure Conference Room at U.S. Embassy.
- 6:00 p.m.* Site survey of old Embassy Compound.
- 7:30 p.m.* Site survey of Spaso House (U.S. Ambassador's Residence).
- 9:00 p.m.* Informal dinner for Survey Team and Embassy Control Officers at Ukraina Hotel.

REMAIN OVERNIGHT: Spaso House (U.S. Ambassador's Residence)
Tel. 252-2451, ext. 279
and
Ukraina Hotel
2/1 Kutozovsky Prospekt
Tel. 243-3030
Moscow, U.S.S.R.

* Denotes approximate time.

SATURDAY, MARCH 5, 1988

- TBD Vehicles depart Ukraina Hotel en route site survey locations.
- 9:45 a.m.* Site survey of Lenin Hills.
- 10:00 a.m.* Site survey of Moscow State University.
- 11:15 a.m.* Site survey of Danilov Monastery.
- 12:30 p.m.* Site survey of High School No. 112 (Krasnopresinskiy Raion).
- 1:30 p.m. Lunch hosted by Deputy Foreign Minister Bessmertnykh at Osobnyak (MFA Guest House).

Soviet Luncheon Participants

- Mr. Aleksandr Aleksandrovich Bessmertnykh, Deputy Foreign Minister, MFA
- Mr. Gennadi Ivanovich Gerasimov, Press Spokesman, MFA
- Mr. Vladimir Ivanovich Chernishev, Head, Protocol Department, MFA
- Mr. Nikolai Yakovlevich Novokreshinov, Administrative Affairs, Council of Ministers
- Mr. Mikhail Stepanovich Dokuchaev, Major General, Soviet Security Services
- Mr. Matushev, Ministry of Communications
- Mr. Viktor Mikhailovich Sukhodrev, A/Chief, USA Department, MFA
- Mr. Giorgiy Mamedov, Deputy Chief, USA Department, MFA
- Mr. Igor Mikhailovich Shcherbakov, Deputy Head, Protocol Department, MFA
- Mr. Ivan Semenovich Pokhomov, Information Administration, MFA
- Mr. Boris Ivanovich Chirkov, Ministry of Communications
- Mr. Fyodor Maksimovich Beiy, Administrative Affairs, Council of Ministers
- Mr. Aleksandr Leonidovich Tarasov, Special Assistant, USA Department, MFA
- Mr. Nikolai Petrovich Balikovskiy, Soviet Security Service

* Denotes approximate time.

SATURDAY, MARCH 5, 1988, contd.

Soviet Luncheon Participants, contd.

- Mr. Vladimir Nikolaevich Sobkin, Soviet Security Service
- Mr. Gennadi S. German, Assistant to Bessmertnykh, MFA
- Mr. Aleksei Georgievich Sviridov, Protocol Department, MFA
- Mr. Andrei Igorovich Boni, Protocol Department, MFA
- Mr. Andrei Nikolaevich Groshev, Interpreter

- 3:30 p.m.* Site survey of Red Square, Grave of Unknown Soldier, Kremlin (Cathedral, Ivanov Square, Palace of Congresses, Armory, Diamond Fund).
- 7:00 p.m.* Site survey of Moscow State Circus in Lenin Hills.
- 9:00 p.m.* Informal buffet dinner hosted by DCM Joyce at new Embassy Compound for Survey Team and Embassy Officers.

REMAIN OVERNIGHT: Spaso House (U.S. Ambassador's Residence)
 Tel. 252-2451, ext. 279
 and
 Ukraina Hotel
 2/1 Kutozovsky Prospekt
 Tel. 243-3030
 Moscow, U.S.S.R.

REMAIN OVERNIGHT: Ukraina Hotel
 2/1 Kutozovsky Prospekt
 Tel. 243-3030
 Moscow, U.S.S.R.

* Denotes approximate time.

SUNDAY, MARCH 6, 1988

9:45 a.m.* Depart Ukraina Hotel en route site survey locations.

10:00 a.m.* Site survey of Pet Market.

Bus tour of Moscow, including Gorky Park, Izmailova Park, Sokolniki Park and Kolomenskoe Park.

Site survey of Cheremushkinskiy Market.

Site survey of Arbat.

3:00 p.m.* Site survey of Baptist Church.

5:00 p.m.* Site survey of Rublev Museum.

Site survey of Ukraina Hotel, Rossiya Hotel and International Hotel.

8:00 p.m.* Site survey of Slavyanskiy Bazar and Survey Team dinner at Slavyanskiy Bazar Restaurant.

REMAIN OVERNIGHT: Spaso House (U.S. Ambassador's Residence)
Tel. 252-2451, ext. 279
and
Ukraina Hotel
2/1 Kutozovsky Prospekt
Tel. 243-3030
Moscow, U.S.S.R.

* Denotes approximate time.

MONDAY, MARCH 7, 1988

- 9:30 a.m. Wrap-up meeting with Ambassador Matlock and Embassy personnel at U.S. Embassy.
- 11:00 a.m. Site survey of Borodino Panorama.
- 2:00 p.m.* Vehicles depart Ukraina Hotel en route site survey locations.
- 3:30 p.m.* Site survey of Sergieus-Trinity Monastery in Zagorsk.
- 5:30 p.m.* Depart Zagorsk en route Moscow.
- 7:00 p.m.* Meeting with Soviet Officials at Osobnyak (MFA Guest House).
- 8:30 p.m.* Buffet dinner at Spaso House for Survey Team members and Soviet Officials hosted by Ambassador Matlock.

REMAIN OVERNIGHT: Spaso House (U.S. Ambassador's Residence)
 Tel. 252-2451, ext. 279
 and
 Ukraina Hotel
 2/1 Kutozovsky Prospekt
 Tel. 243-3030
 Moscow, U.S.S.R.

* Denotes approximate time.

TUESDAY, MARCH 8, 1988

- TBD BAGGAGE CALL. Leave unlocked bags outside doors. Please pay hotel incidentals before departure.
- 7:00 a.m.* Vehicles depart hotel en route Moscow Sheremetyve Airport. Drive Time: 45 mins.*
- 7:45 a.m.* Vehicles arrive Moscow Sheremetyve Airport. Proceed on board aircraft.

971 Aircraft Manifest

- T. Griscom
- J. Courtemanche
- J. Hooley
- F. Ermarth
- M. Weinberg
- T. Simons
- K. Bassmann
- M. Batjer
- J. Bull
- G. Foster
- J. Hildebrand
- J. Quinn
- B. Richter
- R. Shaddick

8:00 a.m. 971 aircraft departs Moscow, U.S.S.R. en route Leningrad, U.S.S.R.

Flight Time: 1 hr. 30 mins.
 Time Change: None
 Food Service: Breakfast

9:30 a.m. 971 aircraft arrives Pulkovo Airport, Leningrad, U.S.S.R.

Met by:

U.S. Consulate Representatives

9:45 a.m.* Courtesy meeting with Leningrad City Officials at airport.

Proceed to vehicles for transportation.

* Denotes approximate time.

- 10:15 a.m.* Vehicles depart Pulkovo Airport en site survey locations.
- Site survey of Petrodvorets.
- Site survey of Pushkin.
- Site survey of Pavlovsk.
- Site survey of Monument to Defenders of Leningrad.
- 12:30 p.m.* Vehicles arrive Pribaltiskaya Hotel. Proceed inside for room assignments and keys. Baggage will be delivered to rooms.
- 12:30 p.m.- Schedule TBD
2:30 p.m.
- 2:30 p.m. Depart hotel en route site survey locations.
- 3:00 p.m.* Site survey of Hermitage.
- 4:00 p.m.* Site survey of Piskarevskoye Cemetery.
- 4:45 p.m.* Alexander Nevskiy Monastery.
- 5:30 p.m.* Site survey of U.S. Consulate and Consulate General's Residence.
- 6:15 p.m.* Site survey of St. Isaac's Cathedral.
- 6:30 p.m.* Site survey of Kirov Theater.
- 7:00 p.m.* Site survey of City Hall and brief meeting with City Officials.
- Remainder of evening TBD.
- REMAIN OVERNIGHT: Pribaltiskaya Hotel
14 Korablestroitelei (Shipbuilders' Street)
Tel. 356-4528
Leningrad, U.S.S.R.

* Denotes approximate time.

03/03/88 3:00 p.m.

WEDNESDAY, MARCH 9, 1988

- TBD BAGGAGE CALL. Leave unlocked bags outside doors. Please pay hotel incidentals before departure.
- morning Proceed on site surveys of Leningrad (sites TBD).
- TBD Vehicles depart hotel en route airport.
- 11:50 a.m. Vehicles arrive airport. Proceed on board aircraft.

971 Aircraft Manifest

- T. Griscom
- J. Courtemanche
- J. Hooley
- F. Ermarth
- M. Weinberg
- T. Simons
- K. Bassmann
- M. Batjer
- J. Bull
- G. Foster
- J. Hildebrand
- J. Quinn
- B. Richter
- R. Shaddick

12:00 Noon 971 aircraft departs Leningrad, U.S.S.R. en route Helsinki, Finland.

Flight Time: 50 mins.
 Time Change: - 1 hr.
 Food Service: Snacks/Beverages

11:50 a.m. 971 aircraft arrives Vantaa Airport, Helsinki, Finland.

Met by:

Mr. Frederick Ahearn
 U.S. Embassy Representatives

Proceed to vehicles for transportation to MFA.

12:00 Noon Vehicles depart Vantaa Airport en route MFA. Drive Time: 25 mins.*

* Denotes approximate time.

- 12:25 p.m.* Vehicles arrive MFA. Proceed inside for working luncheon with Finnish Officials.
- 12:30 p.m.* Working luncheon begins.
- 2:00 p.m.* Working luncheon concludes.
- 2:05 p.m.* Vehicles depart MFA en route Kalastajatorrpa Guest House and Hotel. Drive Time: 15 mins.*
- 2:20 p.m.* Vehicles arrive Kalastajatorrpa Guest House and Hotel. Proceed inside for room assignments and keys. Baggage will be delivered to rooms.

Remainder of day/evening TBD.

REMAIN OVERNIGHT: Kalastajatorrpa Hotel
 Kalastajaporpantie 1, SF00330
 Tel. 90-488-011
 Helsinki, Finland

* Denotes approximate time.

THURSDAY, MARCH 10, 1988

TBD Proceed on site surveys (sites TBD).

REMAIN OVERNIGHT: Kalastajatorrpa Hotel
Kalastajaporpantie 1, SF00330
Tel. 90-488-011
Helsinki, Finland

FRIDAY, MARCH 11, 1988

- TBD BAGGAGE CALL. Leave unlocked bags outside rooms. Please pay hotel incidentals before departure.
- TBD Vehicles depart Kalastajatorrpa Hotel en route Vantaa Airport.
- 8:20 a.m. Vehicles arrive Vantaa Airport. Proceed on board aircraft.

971 Aircraft Manifest

- T. Griscom
- J. Courtemanche
- J. Hooley
- M. Weinberg
- T. Simons
- F. Ahearn
- K. Bassmann
- M. Batjer
- J. Bull
- G. Foster
- J. Hildebrand
- J. Quinn
- B. Richter
- R. Shaddick

- 8:30 a.m. 971 aircraft departs Helsinki, Finland en route London, England.

Flight Time: 2 hrs. 50 mins.
 Time Change: - 2 hrs.
 Food Service: Breakfast

- 9:20 a.m. 971 aircraft arrives London Heathrow Airport, London, England.

Met by:

U.S. Embassy Officials

Proceed to vehicles for transportation to Churchill Hotel.

- 9:30 a.m. Vehicles depart Heathrow Airport en route Churchill Hotel. Drive Time: 30 mins.*

* Denotes approximate time.

FRIDAY, MARCH 11, 1988, contd.

10:00 a.m.* Vehicles arrive Churchill Hotel. Proceed inside for room assignments and keys. Baggage will be delivered to rooms.

TBD Meeting with U.S. Embassy officials.

TBD Meeting with British officials.

TBD Proceed on site surveys of #10 Downing Street, Buckingham Palace and Parliament.

Remainder of day/evening TBD.

REMAIN OVERNIGHT: Churchill Hotel
Portman Square
Tel. (01)-486-5800
London, England

* Denotes approximate time.

SATURDAY, MARCH 12, 1988

- TBD BAGGAGE CALL. Leave unlocked bags outside rooms. Please pay hotel incidentals before departure.
- TBD Proceed on site surveys of delegation and press hotels (i.e., Churchill Hotel and Sheraton Hotel).
- 11:20 a.m.* Vehicles depart Churchill Hotel en route London Heathrow Airport. Drive Time: 30 mins.*
- 11:50 a.m. Vehicles arrive London Heathrow Airport. Proceed on board 971 aircraft.

971 Aircraft Manifest

- T. Griscom
- J. Courtemanche
- J. Hooley
- M. Weinberg
- T. Simons
- F. Ahearn
- K. Bassmann
- M. Batjer
- J. Bull
- G. Foster
- J. Hildebrand
- J. Quinn
- B. Richter
- R. Shaddick

12:00 Noon 971 aircraft departs London, England en route Shannon, Ireland.

Flight Time: 1 hr. 10 mins.
Time Change: None
Food Service: TBD

1:10 p.m. 971 aircraft arrives Shannon Airport, Shannon, Ireland.

Time on the Ground: 3 hrs.

4:10 p.m. 971 aircraft departs Shannon, Ireland en route Andrews Air Force Base.

Flight Time: 7 hrs. 5 mins.
Time Change: - 5 hrs.
Food Service: TBD

6:15 p.m. 971 aircraft arrives Andrews Air Force Base.

Transportation will be available to the White House.

* Denotes approximate time.

45

THE WHITE HOUSE

WASHINGTON

SURVEY MISSION TO MOSCOW, LENINGRAD,

HELSINKI AND LONDON

FRIDAY, MARCH 4-SATURDAY, MARCH 12, 1988

PARTICIPANTS

The Honorable Thomas C. Griscom, Assistant to the President and
Director of Communications
The Honorable Jack Courtemanche, Deputy Assistant to the President
and Chief of Staff to the First Lady
The Honorable James L. Hooley, Deputy Assistant to the President
and Director of Presidential Advance
The Honorable Fritz Ermarth, Special Assistant to the President for
National Security Affairs*
The Honorable Mark Weinberg, Special Assistant to the President and
Assistant Press Secretary
The Honorable Thomas W. Simons, Jr., Deputy Assistant Secretary of
State for European and Canadian Affairs
Mr. Frederick L. Ahearn, Deputy Director, Office of Presidential
Advance**
Lieutenant Colonel Ken Bassmann, Operations Officer, White House
Communications Agency
Ms. Marybel Batjer, Deputy Executive Secretary, National Security
Council
Mrs. Jeannie Bull, Chief, Presidential/Vice Presidential Travel
Support, U.S. Department of State
Mr. Gary Foster, Deputy Director, Office of Presidential Advance
Miss Joanne Hildebrand, Assistant Director for Trip Coordination,
Office of Presidential Advance
Commander James J. Quinn, USN, Military Aide to the President
Miss Betty Richter, Executive Assistant to the Director, Office of
Presidential Advance
Mr. Raymond Shaddick, Special Agent in Charge, Presidential
Protective Division, United States Secret Service

* Denotes traveling with group until March 9 and then returning to
Washington, D.C. via commercial aircraft on separate schedule.

** Denotes joining group in Helsinki for remainder of Survey
mission.

03/03/88 3:00 p.m.

PLEASE NOTE: All times and event sites in this schedule are tentative. More complete and updated schedules will be distributed by each Embassy as we arrive into the countries. If necessary, daily updates will be made and distributed. Please keep in contact with Joanne at all times regarding an updated schedule.

WITHDRAWAL SHEET

Ronald Reagan Library

Collection Name
ERMATH, FRITZ: FILES

Withdrawer
MJD 4/24/2013

File Folder
NATO SUMMIT/MOSCOW SUMMIT ADVANCE TRIP 3/1/88-
3/10/88 (1)

FOIA
F02-073/5
COLLINS

Box Number
RAC BOX 2

95

<i>ID</i>	<i>Document Type</i> <i>Document Description</i>	<i>No of</i> <i>pages</i>	<i>Doc Date</i>	<i>Restric-</i> <i>tions</i>
158069	FORM VISA APPLICATION	1	2/9/1988	B6

The above documents were not referred for declassification review at time of processing
Freedom of Information Act - [5 U.S.C. 552(b)]

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

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