

RELEASE IN FULL

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**From:** Jiloty, Lauren C <JilotyLC@state.gov>  
**Sent:** Tuesday, December 15, 2009 8:16 AM  
**To:** H  
**Cc:** Abedin, Huma  
**Subject:** Mini Schedule 10/15/09 Tuesday

8:25 am **PRESIDENTIAL DAILY BRIEFING**

8:30 am Secretary's Office

8:30 am **DAILY SMALL STAFF MEETING**

8:45 am Secretary's Office

8:45 am **DAILY SENIOR STAFF MEETING**

9:15 am Secretary's Conference Room

9:15 am **OFFICE TIME**

10:30 am Secretary's Office

10:35 am **DEPART** State Department \*En route US Capitol

10:50 am **ARRIVE** US Capitol

11:00 am **CLASSIFIED HOUSE BRIEFING w/SECRETARY GATES AND**

12:00 pm **GENERAL CARTWRIGHT** Capitol Visitor's Center, Room TBD

12:00 pm **DEPART** US Capitol \*En route State Department

12:15 pm **ARRIVE** State Department

12:20 pm **OFFICE TIME**

1:30 pm Secretary's Office

1:30 pm **HOLIDAY RECEPTION FOR AF AND EAP BUREAUS**

2:00 pm Benjamin Franklin Room, 8<sup>th</sup> Floor

2:00 pm **OFFICE TIME**

2:30 pm Secretary's Office

2:30 pm **MEETING w/KATIE DOWD**

2:40 pm Secretary's Office

2:45 pm **BILATERAL w/SERBIAN FOREIGN MINISTER VUK JEREMIC**

3:15 pm Secretary's Conference Room \*Camera spray in Treaty room preceding.

3:30 pm **MEETING w/SE BOSWORTH AND TEAM**

4:00 pm Secretary's Office

4:00 pm **MEETING w/ASSISTANT SECRETARIES ERIC SCHWARTZ**

4:30 pm **AND JOHNNIE CARSON** Secretary's Office

4:45 pm **MEETING w/U.S. AMBASSADOR JON HUNTSMAN**

5:00 pm Secretary's Office

5:10 pm **DEPART** State Department \*En route White House

5:15 pm **ARRIVE** White House

5:15 pm **SMALL GROUP MEETING**

6:30 pm White House Situation Room

6:35 pm **DEPART** White House \*En route State Department

6:40 pm **ARRIVE** State Department

6:45 pm **HOLIDAY RECEPTION FOR THE DIPLOMATIC CORPS**

7:45 pm (t) Benjamin Franklin Room, 8<sup>th</sup> Floor

7:45 pm (t) **DEPART** State Department \*En route Private Residence

7:55 pm (t) **ARRIVE** Private Residence

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