

RELEASE IN PART B5

From: Valmoro, Lona J <ValmoroLJ@state.gov>
Sent: Sunday, October 2, 2011 3:41 PM
To: H
Cc: Abedin, Huma; Huma Abedin; Valmoro, Lona J
Subject: Schedule

MS – please find below the final draft of tomorrow – thank you.

5:50 am **DEPART** Private Residence
 En route LaGuardia Airport
 [drive time: 50 minutes]

6:40 am **ARRIVE** LaGuardia Airport (LGA)

7:00 am **DEPART** LaGuardia Airport (LGA) via US Airways Shuttle #2163
 En route Washington National Airport (DCA)
 [flight time: 1 hour, 6 minutes]

7:56 am **ARRIVE** Washington National Airport

8:05 am **DEPART** Washington National Airport
 En route State Department
 [drive time: 15 minutes]

8:20 am **ARRIVE** State Department

8:35 am **ARRIVE** State Department

8:35 am **PRESIDENTIAL DAILY BRIEFING**
 8:40 am Secretary's Office

8:45 am **DAILY SENIOR STAFF MEETING**
 9:15 am Secretary's Conference Room

9:15 am **MONDAY MEETING w/ASSISTANT SECRETARIES**
 10:00 am Principals Conference Room 7516

10:15 am **SWEARING IN CEREMONY FOR DAVID SHEAR,**
 10:35 am **U.S. AMBASSADOR TO VIETNAM**
 Treaty Room
 Contact: Sharon Hardy (Presidential Appointments) Tel. 7-9575
 Desk: Sara Litke Tel. 7-6199 and Greg May Tel. 7-4023
 Staff: Lauren
CLOSED PRESS (official photographer only)

Note: Approximately 100 people expected.

- Sharon Hardy will greet HRC in her office and escort to East Hall.
- Upon arrival, HRC will take official photos with David Shear and family members in East Hall.
- After HRC signs Appointment Affidavit, the group proceeds to Treaty Room.
- Chief of Protocol Capricia Marshall introduces HRC.

- HRC makes brief remarks and administers Oath of Office.
- Ambassador Shear signs appointment document.
- Ambassador Shear makes remarks.
- HRC departs Treaty Room via East Hall and Secretary's Conference Room.

10:40 am **DEPART** State Department
En route White House
[drive time: 5 minutes]

10:45 am **ARRIVE** White House

11:00 am **CABINET MEETING w/POTUS**
12:45 pm White House Cabinet Room
Contact: Colleen King Office Tbd
Call Time: 10:45am, meeting expected to start at 11:00am.
MEDIA TBD BY WHITE HOUSE

12:50 pm **DEPART** White House
En route State Department
[drive time: 5 minutes]

12:55 pm **ARRIVE** State Department

1:00 pm **OFFICE TIME**
1:30 pm Secretary's Office

1:30 pm **SWEARING IN CEREMONY FOR DEREK MITCHELL,**
1:50 pm **SPECIAL REPRESENTATIVE AND POLICY COORDINATOR**
FOR BURMA
Treaty Room
Contact: Sharon Hardy (Presidential Appointments) Tel. 7-9575
Desk: Erin Murphy Tel. 7-3132
Staff: Lauren
CLOSED PRESS (official photographer only)

Note: Approximately 98 people expected.

- Sharon Hardy will greet HRC in her office and escort to East Hall.
- Upon arrival, HRC will take official photos with Derek Mitchell and family members in East Hall.
- After HRC signs Appointment Affidavit, the group proceeds to Treaty Room.
- Chief of Protocol Capricia Marshall introduces HRC.
- HRC makes brief remarks and administers Oath of Office.
- Special Representative Mitchell signs appointment document.
- Special Representative Mitchell makes remarks.
- HRC departs Treaty Room via East Hall and Secretary's Conference Room.

1:50 pm **REMARKS AT AFRICAN WOMEN'S ENTREPRENEURSHIP**
2:00 pm **PROGRAM (AWEP) LUNCHEON**
Benjamin Franklin Room

Contact: Christopher McShane (ECA) Tel. 2-9338, 202-713-8634

Staff: Lauren

OPEN PRESS

Note: Approximately 200 guests attending; simultaneous interpretation provided for French-speaking guests.

- ECA Deputy Assistant Secretary Lee Satterfield meets HRC in office and escorts to Franklin Room via Monroe Room for family photo with the African Women Entrepreneurs (approximately 40 people, pre-set on a riser).
- ECA Acting Assistant Secretary Adam Ereli escorts HRC to podium.
- HRC introduced by Sylvia Banda, Zambian AWEP alumna.
- HRC makes remarks (5-7 minutes) from podium and departs.

2:30 pm

MEETING w/ERIC SCHWARTZ

2:45 pm

Secretary's Outer Office

Contact: PRM Tel. 7-7360

CLOSED PRESS (official photographer only)

2:45 pm

OFFICE TIME

6:00 pm

Secretary's Office

6:00 pm

DEPART State Department

En route Private Residence

[drive time: 10 minutes]

6:10 pm

ARRIVE Private Residence

HRC RON

Washington, DC

WJC RON

Chappaqua, NY

Weather:

Chappaqua, NY: Partly cloudy, 60/51.

Washington, DC: Partly cloudy, 64/56.

FYI:

3:00 pm

3:45 pm



Note: Tbd to represent State Department.

SBU

This email is UNCLASSIFIED.

B5