

RELEASE IN PART B6

**From:** Valmoro, Lona J <ValmoroLJ@state.gov>  
**Sent:** Sunday, May 13, 2012 9:22 AM  
**To:** H  
**Cc:** Huma Abedin; Valmoro, Lona J; Hanley, Monica R  
**Subject:** Schedule

**MS – Happy Mother’s Day! Please find below tomorrow’s schedule, no changes to what we discussed on Friday. Madeline Albright’s guest list will be in your book tonight -- it’s going to be a very casual affairs with a few toasts but no set program.**

8:25 am **DEPART** Private Residence  
 En route State Department  
 [drive time: 10 minutes]

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

10:05 am **GROUP PHOTO w/OPS CENTER**  
 10:10 am Treaty Room  
 Contact: Rena Bitter (S/ES-O) Tel. 7-2522  
 Staff: Claire  
**CLOSED PRESS (official photographer only)**  
 Note: Approximately 18 people.

10:10 am **GROUP PHOTO w/INR WATCH TEAM**  
 10:15 am East Hall  
 Contact: Paul Mayer (INR) Tel. 7-6955  
 Staff: Dan  
**CLOSED PRESS (official photographer only)**  
 Note: Approximately 24 people.

10:15 am **PHOTOS**  
 10:20 am Secretary’s Anteroom  
 Staff: Claire  
**CLOSED PRESS (official photographer only)**  
 - Jordan Brandt  
 - Frank Ruggiero (departing S/SRAP)

10:25 am **OFFICE TIME**  
 2:45 pm Secretary’s Office

2:45 pm **SWEARING-IN CEREMONY FOR U.S. AMBASSADOR TO LIBYA**  
 3:00 pm **JOHN “CHRIS” STEVENS**  
 Treaty Room, 7<sup>th</sup> Floor  
 Contact: Sharon Hardy (Presidential Appointments) Tel. 7-9575

Staff: Monica  
**CLOSED PRESS (official photographer only)**

Note: Approximately 100 people expected to attend.

- Sharon Hardy will greet HRC in her office and escort to East Hall.
- Upon arrival, HRC will take official photos with Chris Stevens and family members in East Hall.
- After HRC signs Appointment Affidavit, the group proceeds to Treaty Room.
- Chief of Protocol Capricia Penavic Marshall introduces HRC.
- HRC makes brief remarks from podium and administers Oath of Office.
- Ambassador Stevens signs appointment document.
- Ambassador Stevens makes remarks.
- HRC departs Treaty Room via East Hall.

3:05 pm **DEPART** State Department  
En route White House  
[drive time: 5 minutes]

3:10 pm **ARRIVE** White House

3:15 pm **WEEKLY MEETING w/DEFENSE SECRETARY LEON PANETTA**  
4:15 pm **AND NSA TOM DONILON**  
Office of the National Security Advisor  
White House West Wing  
Contact: NSC Kim Lang Office   
**CLOSED PRESS**

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4:20 pm **DEPART** White House  
En route State Department  
[drive time: 5 minutes]

4:25 pm **ARRIVE** State Department

4:30 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

7:00 pm **OPTIONAL: MADELINE ALBRIGHT'S 75<sup>th</sup> BIRTHDAY PARTY**  
9:00 pm Home of Alice Albright and Greg Bowes  
  
Contact: Suzy George Cell   
**CLOSED PRESS**

Note: 60-70 people attending with a buffet dinner. Informal program.

**HRC RON** Washington, DC  
**WJC RON** Washington, DC

Weather:

Washington, DC: Thundershowers, 69/63.

FYI:

3:00 pm

**S/SRAP HAIL AND FAREWELL FOR FRANK RUGGIERO**

4:30 pm

Delegates Lounge

Lona Valmoro

Special Assistant to Secretary Hillary Rodham Clinton

(202) 647-9071 (direct)