RELEASE IN PART B5

From:

Valmoro, Lona J < ValmoroLJ@state.gov>

Sent:

Sunday, October 2, 2011 3:41 PM

To:

Н

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 WASSISTANT 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**

White House Cabinet Room 12:45 pm 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

OFFICE TIME 1:00 pm 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 PROGRAM (AWEP) LUNCHEON Benjamin Franklin Room

UNCLASSIFIED U.S. Department of State Case No. F-2014-20439 Doc No. C05782628 Date: 12/31/2015

2:00 pm

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
2:45 pm

MEETING w/ERIC SCHWARTZ
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.

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