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TO: GROSSMAN, M

FROM: ITOH

DOC DATE: 09 APR 93
SOURCE REF:

KEYWORDS: CZECH REPUBLIC
AP

POLAND

PERSONS: HAVEL, VACLEV

WALESA, LECH

SUBJECT: BRIEFING MATERIALS FOR PRES MTGS W/ CZECH PRES HAVEL / POLISH
PRES WALESA AT HOLOCAUST CEREMONIES 20 - 22 APR

ACTION: ITOH SGD MEMO

DUE DATE: 13 APR 93 STATUS: C

STAFF OFFICER: GROSSMAN, M

LOGREF:

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D O C U M E N T D I S T R I B U T I O N

FOR ACTION

FOR CONCURRENCE

FOR INFO
EXECSEC

DECLASSIFIED E.O. 13526

White House Guidelines,

September 11, 2006

By ADB NARA, Date 2/7/19
2019-0413-F

COMMENTS: _____

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**National Security Council
The White House**

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NSC Secretariat	<u>3</u>	<u>WEG 4/12</u>	<u>D</u>
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LOG 9302300
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SUBJECT: BRIEFING MATERIALS FOR PRES MTGS W/ CZECH PRES HAVEL / POLISH
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MR. MARC GROSSMAN
DEPARTMENT OF STATE
ROOM 7224, MAIN STATE
2201 C STREET, NW
WASHINGTON, DC 20520

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PAGE 01 OF 01 PAGES

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2300

NATIONAL SECURITY COUNCIL
WASHINGTON, D.C. 20506

April 9, 1993

DECLASSIFIED E.O. 13526
White House Guidelines,
September 11, 2006

By ADB NARA, Date 2/7/19
2017-0413-F

MEMORANDUM FOR MR. MARC GROSSMAN
Executive Secretary
Department of State

SUBJECT: Briefing Materials for the President's Meetings
with Czech President Havel, Polish President
Walesa and the Holocaust Ceremonies April 20-22,
1993 (U)

The Department of State should provide appropriate briefing
materials for the President's April 20-22 meetings with
Presidents Havel and Walesa and Holocaust Ceremonies. ~~(C)~~

Materials for the Havel and Walesa Meetings:

For the Havel and Walesa meetings those briefing materials should
include, but are not limited to, the following (prepared
separately for each of the two meetings): (U)

Background Papers:

(Written in full sentence paragraph-style prose with title
centered and underlined) (U)

Economics and the State of the Economy

Democratization and Political Challenges

Security Affairs (with two sections; an "East" section dealing
with Russia and security relations with the nations to the East
and a "West" section dealing with relations with NATO, NACC and
European security)

International Economic and Trade Issues (the Poland paper should
include Tariff and GATT issues and the Czech paper should include
economic relations with the EC and arms sales issues)

Relations with Slovakia (for the Czech papers only)

Ideally background papers should be one page in length but can be
longer for complex or complicated topics). ~~(C)~~

Talking Points:

For each background paper prepared (including any additional ones
supplied by the State Department in addition to the required list

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above), ONE page maximum of talking points should be provided on a separate page. These points should be in full sentence style. ~~(C)~~

Materials for Holocaust Events:

Briefing Materials for the Heads of State Reception:

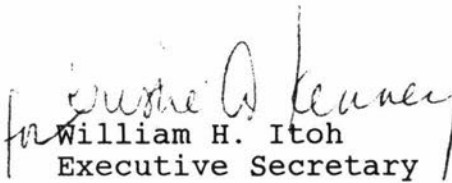
For each foreign leader (with the exceptions of Havel and Walesa) attending the Heads of State Reception on April 21, the Department of State should prepare a ONE page paper with one to two paragraphs of background and talking points. Both the background and talking points should be written in full sentence style. A sample is attached. Leaders from the following nations are currently expected to attend:

Austria, Belarus, Bulgaria, Moldova, Portugal, Romania, Slovakia, Slovenia and Croatia. ~~(C)~~

Press Q's and A's:

The State Department should provide Press Q's and A's for the President on any topic that might come up with the press during or after the President's meetings with Havel or Walesa or during any of the Holocaust events. These should be prepared on plain bond paper with each question and answer on a separate page. (U)

All materials should be received by this office NO LATER THAN COB, APRIL 13 (materials sent should include originals and an IBM-compatible diskette containing all material included in the package). ~~(C)~~


William H. Ito
Executive Secretary

Attachment

Sample Paper for Heads of State Reception

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AUSTRIAN PRESIDENT KLESTIL

BACKGROUND:

This section should provide a brief "scenesetter" of important developments in the foreign leaders' country and a brief synopsis of significant issues in the United States' relations with that country.

There should be no more than two paragraphs of background.

KEY POINTS TO MAKE:

- These points should be in full sentence style and should focus on the key points that the President should make.
- These points need not include routine pleasantries unless there are unique points that the President should make of a social nature (i.e. a very ill spouse, a child who attends the President's alma mater etc.)
- This material should be prepared on plain bond with the title centered.