

CONFIDENTIAL

A. J. C. ⁹/₃
h-a.

Cabinet Office,
70 Whitehall
London SW1

8th March, 1982

PS(82) 5

Dear Private Secretary,

Visit of the Indian Prime Minister: 21st-25th March 1982

This letter sets out the briefing arrangements for the visit of the Indian Prime Minister from 21st to 25th March.

The objectives for the visit, as approved by the Prime Minister, are at Annex A. The list of briefs to be prepared, with an indication of Departmental responsibility, is at Annex B. Instructions on format are at Annexes C and D. Those preparing briefs should note carefully the details on the format of briefs set out in Annex C, particularly (b) on the structure of briefs.

70 copies of each brief should be sent to the Cabinet Office as soon as they are ready, and should in any event arrive no later than midday on Monday, 15th March. They should be addressed to Mr. W. Ewing in Committee Section, who should be consulted (tel. no. 233 7628) about any technical points arising.

I am sending copies of this letter to the Private Secretaries to Sir Michael Pailiser, Sir Douglas Wass, Sir Frank Cooper, Sir Brian Cubbon, Sir Donald Maitland, Sir Peter Preston, Mr. Michael Franklin and Mr. Robin Ibbs, and to John Coles at No. 10.

Yours sincerely,

(Signed) D.J. WRIGHT

CONFIDENTIAL

VISIT OF THE INDIAN PRIME MINISTER

21-25 MARCH 1982

UNITED KINGDOM OBJECTIVES

1. To cement the Prime Minister's personal relationship with Mrs Gandhi.
2. To advance British commercial interests, including defence sales.
3. To improve Mrs Gandhi's regard for Britain as both an influential and a sympathetic Western interlocutor and to strengthen the habit of consultation.
4. To reaffirm our commitment to help Indian economic development through our aid programme.
5. [Defensive] To reassure Mrs Gandhi of our commitment to a multi-racial society in Britain.

INDIAN OBJECTIVES

1. To explain India's non-aligned view point, with particular regard to Afghanistan, to discuss Pakistan, and to probe British and American intentions in the area. Mrs Gandhi is concerned at the Western view that India is in the Russians' pocket.
2. To urge a more responsive British and Western attitude on North/South issues after Cancun.
3. To secure our support for continued Indian access to its traditional 40% share of IDA lending, which is now under threat from American policies and China's accession to the World Bank group.
4. To seek the maximum possible British bilateral aid commitment and reconsideration of our policy of linking aid to specific projects.
5. To demonstrate India's commitment to making the Festival of India a success.
6. To urge us to adopt a more sympathetic approach to questions of race relations and immigration and the problems of United Kingdom Passport Holders in India.

CONFIDENTIAL

ANNEX B

LIST OF BRIEFS FOR THE VISIT OF THE INDIAN PRIME MINISTER
21-25 MARCH 1982

<u>ZMV(82)</u>	<u>Subject</u>	<u>Lead Department</u>	<u>In consultation with</u>
1.	Steering Brief	FCO(SAD)	
2.	East/West Relations (including Poland)	FCO(EESD)	
3.	Arms Control and Disarmament	FCO(ACDD)	MOD
4.	Afghanistan	FCO(SAD)	
5.	Namibia	FCO(SAFD)	
6.	(a) Middle East (b) Iran-Iraq	FCO(NENAD) FCO(MED)	
7.	Regional Issues (including South East Asia, China, Indian Ocean Peace Zone)	FCO(SAD)	
8.	Indo-Pakistan Relations	FCO(SAD)	
9.	Indo-United States and Indo- Soviet Relations	FCO(SAD)	
10.	Nuclear Matters	FCO(SAD)	Energy
11.	India and the Commonwealth	FCO(CCD)	
12.	North/South Relations (post- Cancun)	FCO(ERD)	ODA Treasury
13.	India and IMF/IBRD/IDA	FCO(SAD)	ODA Treasury
14.	United Kingdom Aid	ODA	FCO(SAD) Treasury
15.	United Kingdom/India Trade	Trade	FCO(SAD)

CONFIDENTIAL

<u>ZMV(82)</u>	<u>Subject</u>	<u>Lead Department</u>	<u>In consultation with</u>
16.	India/EC Relations	FCO(ECD(E))	Trade Industry
17.	Defence Sales	MOD	FCO(SAD)
18.	Immigration/Nationality	Home Office	FCO(SAD)
19.	Festival of India	FCO(CRD)	
20.	Other Bilateral Issues (including sporting links with South Africa)	FCO(SAD)	DOE
21.	India Political and Economic (background)	FCO(SAD)	

INSTRUCTIONS ABOUT FORMAT

All briefs should be laid out in the same way with a top page in accordance with the specimen layout at Annex D. Those preparing briefs should pay particular attention to ensuring that the following instructions are fully observed:

Content

- (a) Briefs should be concise. Each brief should if possible be no more than four sides long.
- (b) The main body of each brief should comprise two sections, a concise list of Points to Make, followed by a factual Background section which distinguishes clearly between information which can be freely used and information which should not be disclosed.
- (c) Briefs should be complete and self-contained with all the information required on that particular subject. Briefs should not be divided into separate self-contained sub-sections.

Layout

- (d) Briefs should be typed in double spacing, using both sides of the paper. Pages should be numbered at the foot of each page.
- (e) As shown in the specimen at Annex D, the top page only of each brief should contain the following details: the symbol and number of the brief in the top left-hand corner (e.g. ZMV(82) 10) with the date of production below; a copy number in red at the top right-hand corner; the visit heading; the title of the brief (in capitals) and the name of the Department responsible.
- (f) At the foot of the last page and on the left-hand side, briefs should bear the name of the originating Government Department and the date of origin.

Reproduction

- (g) Briefs should be reproduced throughout on white paper, with each page bearing a security classification at top and bottom (as in Annex D). Care should be taken that the reproduction method employed results in clear readable copies.

- (h) It is important that on arrival at the Cabinet Office, briefs should be complete in all detail - collated, stapled and copy numbered and ready for immediate circulation.

Updating

- (i) If late developments require a brief to be amended or updated, an addendum should be prepared. It should be set out in the form described at (e) above, with the brief number (e.g. ZMV(82) 10 Addendum) and title to which it relates at the top of the front page. The Private Secretary to the Secretary of the Cabinet should be informed when an addendum is in preparation. Revised briefs and corrigenda should be similarly treated.
- (j) Additions to the list of briefs in Annex B require the authorisation of the Private Secretary to the Secretary of the Cabinet.

CLASSIFICATION

ANNEX D

THIS DOCUMENT IS THE PROPERTY OF HER BRITANNIC MAJESTY'S GOVERNMENT

ZMV(82) Serial Number as specified in Annex B COPY NO. in red

Date

VISIT OF THE INDIAN PRIME MINISTER
21-25 MARCH 1982

Leave 1½"
margin

SUBJECT Insert subject in capitals

Brief by name of originating Department, eg Foreign and Commonwealth Office

At the foot of the last page:-
left-hand side

Originating Government Department, eg Foreign and Commonwealth Office or Department of Industry, not a subordinate section or division

Date of origin

CLASSIFICATION