

PROGRAMME FOR MOSCOW VISIT

Prime Minister

You wanted  
this to plan  
your dates  
CJP

March 1987

Saturday 28 March

1910 Arrival at Vnukovo 2 Airport.  
Official welcoming ceremony at the Airport

Completion of official welcoming ceremony in the St. George's Hall of the Kremlin.

Sunday 29 March

0930 Depart from Embassy  
Visit Zagorsk  
Lunch at Zagorsk

1500 Departure from Zagorsk

1600-1700 Sightseeing tour of Moscow

1900 Attend performance of 'Swan Lake' in the Bolshoi Theatre.

2200 Reception at the Embassy to meet the British community and Embassy staff.

Monday 30 March

1030 Wreath laying at the tomb of the unknown warrior.

1100 Discussion with Gorbachev in the Kremlin.

?1330 Private lunch at the Embassy

1600 Plenary session of talks, with Foreign Ministers present, in the St. Katherine's Hall of the Kremlin Palace.

1900 Official dinner in the faceted hall of the Kremlin Palace, given by 'The Soviet Leadership', with speeches.

Tuesday 31 March

0930 Discussions with Chairman of the Council of Ministers, Ryzhkov, in the Kremlin, followed by signing of UK/Soviet documents in the red room of the Kremlin Palace.

1200 Opening of the offices of the British/Soviet Chamber of Commerce in the International Trade Centre.

1300 Private lunch in the residence

1430 Visit to the Institute of Crystallography of the Academy of Sciences

- 1600 Interview with Soviet television, in the MFA's Press Centre.
- 1730 Press Conference for Soviet and Foreign journalists, in the MFA's Press Centre.
- 1930 Dinner given by Sergei Mikhailovich Gorbachev and Raisa Masimovna Gorbachev in the Reception House of the Soviet MFA.

Wednesday 1 April

- 0930 Farewell ceremony in the St George's Hall of the Kremlin.
- 1015 Farewell ceremony at Vnukovo 2 airport
- 1030 Departure from Moscow for Tbilisi in a special Soviet aircraft.
- 1405 (Tbilisi time - one hour later than Moscow time)  
Arrival in Tbilisi
- Discussions with the Georgian Council of Ministers
- Wreath laying at the tomb of the unknown warrior.
- Sightseeing in Tbilisi
- Trip to Mtskheta (historic centre of Georgian christianity)
- Dinner given by the Government of the Georgian SSR
- 2200 Departure from Tbilisi direct to London by VC10 (the flight will gain 4 hours, vis-a- vis London time, en route).

JA2AMO

The Rt Hon Margaret Thatcher  
FRS MD

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ADMINISTRATIVE ARRANGEMENTS FOR THE VISIT OF THE PRIME MINISTER  
TO THE SOVIET UNION, 28 MARCH TO 1 APRIL 1987

1. DELEGATION

The Prime Minister, the Secretary of State for Foreign and Commonwealth Affairs, accompanied by those at Appendix I, will visit the Soviet Union from 28 March to 1 April. A party of Press will travel on the Prime Minister's aircraft. Separate Administrative Arrangements are being issued to them.

2. PROGRAMME

The outline programme, as at present known, is attached at Appendix II.

3. TRAVEL (all times local)

London GMT (from 29 March GMT + 1)  
Moscow GMT + 3 (from 29 March GMT + 4)  
Tbilisi GMT + 4 (from 29 March GMT + 5)

Outward

- a) The Prime Minister and party will travel in an RAF VC10, task no Ascot 1156.
- b) The detailed itinerary, together with other relevant travel details, are shown at Appendix III.
- c) The RAF VC10 will depart from London Heathrow (Southside) at 1230 hours on Saturday 28 March arriving Moscow at 1910 hours.

Return

- a) The Prime Minister and party will return on Wednesday 1 April from Tbilisi arriving London Heathrow (Southside) at 2305 hours.
- b) Departure arrangements for those travelling on the VC10 will be issued later.

4. TRAVEL DOCUMENTS AND HEALTH REQUIREMENTS

- a) All those travelling must be in possession of a valid passport. Visas are required for the Soviet Union. Conference Section is arranging to obtain these for the official party.
- b) There are no obligatory health requirements but inoculations against Tetanus, Typhoid and Polio are recommended.

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c) It is essential for members of the party to know their blood group before going overseas.

Those wishing to find out their blood group should go to the Civil Service Occupational Health Service at Tilbury House, Petty France to have blood taken for this, and also if they wish to know if they have Hepatitis A antibodies. (For appointments telephone 213-4111). A Blood Group Card can be obtained from the Medical Adviser's Office, 3 Matthew Parker Street, one week after the test. Members of the party should carry this card with them when overseas.

5. MEDICAL

The Embassy Medical Officer will be on call throughout the visit. Members of the party should note that there is no Embassy dentist and Soviet dentists are not normally used. Anyone needing special medication should take their own supplies with them.

6. PERSONAL BAGGAGE

a) Those travelling on the VC10 may take with them up to 66 lbs of personal luggage.

b) The free baggage entitlement for those travelling on scheduled services is:

Club Class 66 lbs (30 kilos)

7. INSURANCE

A note on baggage and insurance regulations for those travelling on the VC10 is attached at Appendix IV.

8. BAGGAGE LABELS

Baggage labels are enclosed for those travelling on the VC10, colour-coded as follows:

a) Moscow

Residence and Embassy compound	BLUE
Delegation Hotel (to be advised)	RED
Intourist Hotel	
i) Mr Ingham and Mr Horne	MAUVE
ii) Press	GREEN
Official items	WHITE

b) Tbilisi PINK

In addition all items to be cabin-loaded must bear a YELLOW label.

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9. LIVING ACCOMMODATION

a) The Prime Minister, Mr Powell and Mrs Ponsonby will stay in the Residence; Mr Wicks, Mr Galsworthy and Superintendent Waller will stay in staff flats in the Embassy compound and other members of the party will be hotel accommodated.

b) Details of living accommodation as known at present are at Appendix V.

10. WORKING ACCOMMODATION

a) Moscow

i) The No 10 Private Office will be set up in the Ambassador's study. A sitting room in the Residence has been set aside for the Prime Minister's use.

ii) The Secretary of State's Private Office will be set up in the Minister's Office.

iii) A suite in the Intourist Hotel has been reserved for Press briefings.

b) Tbilisi

i) A room at the airport has been requested for use as a Private Office.

11. COMMUNICATIONS

a) Telegrams

i) A continuous watch will be maintained during the Prime Minister's visit to Moscow and until the RAF VC10 leaves Moscow for Tbilisi at 1230 hours local on 1 April.

ii) Precise timings and details will be notified to Moscow by COD.

iii) Telegrams should be addressed "Following for Prime Minister's Party" in which case they will be distributed to all senior members of the party. Telegrams should only be addressed "Following for Private Secretary" if it is intended that they should be given further distribution only on his authority. Telegrams addressed to the Private Secretary/Prime Minister will be distributed initially to the Principal Private Secretary, Private Secretary, Chief Press Secretary and Duty Clerk. Telegrams addressed to the Private Secretary/Secretary of State should be distributed initially to the Private Secretary and Personal Assistant. Telegrams addressed to individuals within the party should only be given to that person and should not be given any further distribution within the party without the prior consent of the person to whom it is addressed.

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b) Telephones

- i) The Embassy switchboard in Moscow will operate on a 24 hour basis throughout the Prime Minister's visit to the Soviet Union.
- ii) Arrangements have been made to provide a private wire between No 10 Downing Street and the Embassy in Moscow.
- iii) Two international direct dial telephones have been requested for the Private Office in Tbilisi.
- iv) A list of useful telephone numbers is attached at Appendix VI.

12. SECURITY

- a) Miss J Bowers will be appointed Special Courier for the No 10 party and Miss C Williams for the FCO party. Those taking confidential boxes, briefcases etc containing classified material should have them entered on the respective Courier's Waybills. Please contact Miss Swanston (270-2781) who will arrange this.
- b) A suite of 4 safehand boxes will be brought out from London on the VC10.
- c) London office passes should not be taken out of the United Kingdom.

13. TRANSPORT

Transport will be supplied by the Soviet Government, backed up by Embassy transport as necessary. Full details of all transport arrangements will be issued with the local Administrative Arrangements.

14. OFFICE MACHINERY AND STATIONERY

- a) Electric typewriters will be taken by the Personal Assistants for use of the VC10.
- b) Electric typewriters, photocopier and common-user stationery will be provided in the Private Offices in Moscow. Any special headed stationery will be brought out by the Personal Assistants.
- c) Manual portable typewriters, stationery and carbon paper will be taken by the Personal Assistants for use in Tbilisi.

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15. PRESS

The Press party travelling on the VC10 will be responsible for their own hotel bills, cost of transport, interpreters, etc.

16. NEWSPAPERS AND COI BULLETINS

- a) Three sets of British newspapers will be purchased locally.
- b) The COI daily press summary will be transmitted to the Embassy during the early hours of each morning of the visit.

17. CLIMATE AND CLOTHING

a) Moscow

i) The Embassy have advised that it can still be quite cold in Moscow at the end of March, certainly below freezing. All buildings are well heated so what is needed is warm clothing to put on for going outside (bearing in mind that an obligatory item is a wreath on the Tomb of the Unknown Warrior where it can be very cold indeed). Thick overcoats, scarves, gloves and hats will be needed for all. For footwear most people wear boots or overshoes. Men can get by using ordinary shoes although that would be cold, uncomfortable and slippery, eg at Zagorsk or the Tomb of the Unknown Warrior. Ladies usually carry indoor shoes in a bag and change on arrival. The Russians will certainly make allowances for this and the Embassy have said that they will ask the Russians to provide a small room for the Prime Minister to change her shoes.

ii) The Embassy have advised that dress for formal events would be as for the smarter sort of non-black tie evening function in London with short dresses for ladies.

b) Tbilisi

i) The climate in Tbilisi in April is changeable alternating between sunshine and sudden cloud bursts. The average temperature is 13.4°C but temperatures of 20°C are not unknown.

ii) Like Moscow the official entertainment in Georgia will require dress as for a smartish event of London.

18. GIFTS

The Prime Minister will present gifts to Mr and Mrs Gorbachev and Mr and Mrs Ryzhkov during her visit. The Secretary of State will present a gift to Mr Shevardnadze.

19. DUTY FREE

Members of the party will be required to pay for their duty free by sterling cheque in Moscow.

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20. ELECTRICITY

The voltage in Moscow is 220 volts, 50 cycles.

21. FINANCE

a) The Management and Personnel Office will meet the costs of the No 10 party, Interpreter, COI Correspondent and Conference Officer. FCO costs will be charged to A1(1)(U)(2). Costs incurred by the Communications Officer will also be charged to this vote.

b) Common service costs, ie. gifts presented by the Prime Minister, installation of telephones etc, will be met by the Management and Personnel Office. Gifts presented by the Secretary of State will be charged to Vote A1(1)(U)(2).

c) Other costs will be borne by parent departments.

22. SUBSISTENCE

a) Members of the party accommodated in the Residence and in staff flats will receive Rb 7 per night.

b) The Soviet Government will meet the room costs of members of the party staying in hotels. Each person will then receive Rb 23 per night to cover all other expenses.

c) Mr Bailey, accommodated in a self-catering flat in the compound will receive Rb 23 per night.

d) The detectives will subsist themselves.

Rb 09823 = £1

(Note. Russian currency cannot be taken out of the country. Details regarding the credit in sterling of unused roubles will be given in the local Administrative Arrangements to be issued in Moscow).

23. ADMINISTRATION

Miss B Davis will travel to Moscow on Tuesday 24 March and will administer the party, in conjunction with the Embassy. Enquiries from the London end should be addressed to Miss C Gibson (tel. 210 6375). The Duty Officer for week-ending 28 March is Miss M Goldsmith (home tel. 788-2368).

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B D Davis (Miss)  
Protocol Department  
210 6374

23 March 1987

## VISIT OF PRIME MINISTER TO THE SOVIET UNION

COMPOSITION OF PARTY  
(not in protocol order)

Serial No	Name	Designation
1	The Rt Hon Margaret Thatcher FRS MP	Prime Minister
<u>10 Downing Street</u>		
2	Mr N L Wicks CBE	Principal Private Secretary
3	Mr C D Powell	Private Secretary
4	Mr B Ingham	Chief Press Secretary
5	Mr M J Horne	Assistant Press Secretary
6	Mrs A Ponsonby	Personal Assistant to the Prime Minister
7	Miss Julie Bowers	Duty Clerk
8	Miss Amanda Ross	Duty Clerk
9	Mrs D Ailes	Secretarial Assistant
10	Mrs E Lambert	Secretarial Assistant
11	Miss S Hayter	Secretarial Assistant
12	Supt M Waller	Detective
13	Chief Insp T Butler	Detective
14	Inspector J Holmes	Detective
15	Inspector B Strevens	Detective
<u>Foreign and Commonwealth Office</u>		
16	The Rt Hon Sir Geoffrey Howe QC MP	Secretary of State for Foreign and Commonwealth Affairs
17	Mr A C Galsworthy CMG	Principal Private Secretary
18	Miss C P Williams	Personal Assistant

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19	Sgt M L Corsie	Detective
20	Constable B Blake	Detective
21	Mr R W W Pollock	Interpreter
<u>Central Office of Information</u>		
22	Mr M Smith	Radio Technician
<u>Support Staff</u>		
23	Miss B Davis MBE	Conference Officer
24	Mr M Bailey	Communications Officer

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APPENDIX I (A)

PRESS PARTY

Charles Reiss	-	Evening Standard
Michael Jones	-	Sunday Times
Trevor Kavanagh	-	The Sun
Christopher Buckland	-	Today
Grania Forbes	-	News of the World
Paul Potts	-	Daily Express
Gordon Greig	-	Daily Mail
Julia Langdon	-	London Daily News
Alan Cochrane	-	Mail on Sunday
Anthony Smith	-	The Star
Christopher Moncrieff	-	Press Association
Robin Oakley	-	The Times
Geoffrey Parkhouse	-	The Glasgow Herald
Peter Murphy	-	IRN
Donald Macintyre	-	Sunday Telegraph
Sherry Dodds	-	Daily Mirror
Martin Dowell	-	The Scotsman
Colin McIntyre	-	Reuters
Peter Riddell	-	Financial Times
John Sergeant	-	BBC
George Jones	-	Daily Telegraph
Michael Toner	-	Sunday Express
Denis Paquin	-	Reuters (photographer)
Stephen Back	-	Daily Mail (photographer)

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APPENDIX II

PRIME MINISTER'S VISIT TO THE SOVIET UNION  
OUTLINE PROGRAMME

(as at present known)

SATURDAY 28 MARCH

- 1230 Depart London Heathrow (Southside)
- 1910 Arrive Moscow Vnukovo 2 Airport  
Official Welcoming Ceremony at Airport
- Completion of Official Welcoming Ceremony in the St  
George's Hall of the Kremlin
- Briefing Meeting in Embassy
- Supper - Residence

SUNDAY 29 MARCH

- 0930 Depart Embassy for Zagorsk  
Lunch at Zagorsk
- 1500 Depart Zagorsk
- 1600 -
- 1700 Sight-seeing tour of Moscow
- 1900 Attend performance of 'Swan Lake' at the Bolshoi  
Theatre Host: Mr Gorbachev
- 2200 Reception at the Embassy to meet the British  
Community and Embassy staff

MONDAY 30 MARCH

- 1030 Wreath laying at the Tomb of the Unknown Warrior
- 1100 Prime Minister's discussions with Mr Gorbachev in the  
Kremlin.
- Secretary of State's meeting with Mr Shevardnadze
- 1330 Luncheon - Residence
- 1600 Discussions in the St Katherine's Hall of the Kremlin  
Palace
- 1900 Official dinner, in the faceted hall of the Kremlin  
Palace, given by 'the Soviet Leadership', with  
speeches

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APPENDIX II (cont'd)

TUESDAY 31 MARCH

- 0930 Discussions with Chairman of the Council of Ministers, Mr Ryzhkov, in the Kremlin, followed by signing of UK/Soviet documents in the Red Room of the Kremlin Palace
- 1200 Opening of the Offices of the British/Soviet Chamber of Commerce in the International Trade Centre
- 1300 Luncheon - Residence
- 1430 Visit to the Institute of Crystallography of the Academy of Sciences
- 1600 Interview with Soviet television, in the MFA's Press Centre
- 1730 Press conference for Soviet and foreign journalists, in the MFA's press centre
- 1930 Dinner given by Mr and Mrs Gorbachev in the Reception House of the Soviet Ministry of Foreign Affairs
- 2200 Press Conference for British journalists - HM Ambassador's study

WEDNESDAY 1 APRIL

- 0930 Farewell ceremony in the St George's Hall of the Kremlin (as for arrival)
- 1015 Farewell ceremony at Vnukovo 2 Airport (as for arrival)
- 1030 Departure from Moscow for Tbilisi
- 1405 Arrival in Tbilisi  
Discussions with the Georgian Council of Ministers  
Wreath laying at the Tomb of the Unknown Warrior  
Sight-seeing in Tbilisi  
Trip to Mtskheta (historic centre of Georgian Christianity)  
Dinner given by the Government of the Georgian SSR (Speeches)
- 2200 Depart for London by RAF VC10
- 2305 Arrive London Heathrow (Southside)

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APPENDIX III

TRAVEL ARRANGEMENTS  
(all times local)

London GMT (from 29 March GMT + 1)  
Moscow GMT + 3 (from 29 March GMT + 4)  
Tbilisi GMT + 4 (from 29 March GMT + 5)

Monday 23 March

Mr Bailey	BA 710	ETD LHR	0950
		ETA Moscow	1645

Tuesday 24 March

Miss Davis	BA 710	ETD LHR	0950
		ETA Moscow	1645

Thursday 26 March

D/Sgt Corsie	BA 710	ETD LHR	0950
Mr Smith		ETA Moscow	1630

Saturday 28 March

(not in protocol order)			
Prime Minister	RAF VC10	ETD LHR	1230
Secretary of State	Task No	(Southside)	
Mr Wicks	Ascot 1156	ETA Moscow	1910
Mr Powell		(Vnukovo II)	

Mr Ingham			
Mr Galsworthy			
Mr Horne	Flying time: 3 hours 40 minutes		
Mr Pollock			
Mrs Ponsonby	Lunch, coffee, tea and biscuits to be served		
Miss Bowers			
Miss Ross			
Mrs Ailes			
Mrs Lambert			
Miss Hayter			
Miss Williams			
D/Supt Waller			
D/C/Insp Butler			
D/Insp Holmes			
D/Insp Strevens			
D/Cons Blake			

= 20

plus Press Party = 24 Total 44

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APPENDIX III (cont'd)

Wednesday 1 April

Prime Minister	Soviet aircraft	ETD Moscow	1030
Secretary of State		(Vnukovo II)	local
Mr Wicks		ETA Tbilisi	1405
Mr Powell			
Mr Ingham	Flying time 2 hours 35 minutes		
Mr Galsworthy			
Mr Horne			
Mr Pollock			
Mrs Ponsonby			
2 Secretarial Assistants			
1 Duty Clerk			
D/Supt Waller			
D/C/Insp Butler			
D/Insp Holmes			
D/Insp Strevens			
D/Sgt Corsie			
D/Constable Blake			
Mr Smith	= 19		
plus Press Party	= 24	Total = 43	

1 Duty Clerk	RAF VC10	ETD Moscow	1230
1 Secretarial Assistant	Task No	(Vnukovo II)	local
Miss Williams	Ascot 1156	ETA Tbilisi	1610
Miss Davis			local

Total = 4  
Flying time: 2 hours 40 minutes

Luncheon will be served

Prime Minister	RAF VC10	ETD Tbilisi	2200
Secretary of State	Task No		local
Mr Wicks	Ascot 1156	ETA LHR	2305
Mr Powell		(Southside)	local

Mr Ingham Flying time: 5 hours 5 minutes

Mr Galsworthy Night snacks will be served

Mr Horne  
Mr Pollock  
Mrs Ponsonby  
Miss Bowers  
Miss Ross  
Mrs Ailes  
Mrs Lambert  
Miss Hayter  
Miss Williams  
D/Supt Waller

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APPENDIX III (contd)

D/C/Inspector Butler  
D/Inspector Holmes  
D/Inspector Strevens  
Mr Smith  
Miss Davis  
D/Sgt Corsie  
D/Cons Blake

= 23

plus Press Party

= 24

Total = 47

Friday 3 April

Mr Bailey

BA711

ETD Moscow 1740  
ETA LHR 1845

TRAVEL ON SPECIAL FLIGHTS  
BAGGAGE AND INSURANCE REGULATIONS

## 1. BAGGAGE

- (a) Those travelling by RAF aircraft are reminded that baggage should be left unlocked for the customary check. Butane gas lighter refills and matches, other than safety ones, may not be taken on the aircraft; certain aerosol sprays are now accepted on flights, provided they are not used on the aircraft. Any electrical items must be disconnected from their batteries.
- (b) Those travelling in the VC10 may take up to 66 lbs of personal baggage.

## 2. INSURANCE

- (a) No refund of insurance premium is payable from public funds for officers on short-term visits overseas.
- (b) Those travelling by RAF aircraft are subject to the same statutory limits of compensation as apply to carriage by commercial airlines but international journeys to or from the UK with an agreed stopping place in the United States are governed by the provisions of the IATA/Montreal Agreement which include a compensation limit higher than the statutory one. Prospective travellers in RAF aircraft are advised to check whether their personal insurance policies provide cover for travelling by non-commercial flights and to consult their insurers if they are in any doubt about their position.
- (c) When the personal property (other than money or luxury articles) of an officer sent overseas on a short-term visit is lost or damaged during transit to or from the UK or while he is in receipt of subsistence allowance (but not local allowances and DSA) during his stay overseas and the loss or damage is not covered by an existing insurance policy, and the officer himself has not been negligent, compensation may be paid at the discretion of PSD. The amount of compensation would be based on the current cost of replacing the articles less an amount for depreciation or, if less, the full cost of repair.

FOREIGN AND COMMONWEALTH OFFICE

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APPENDIX V

LIVING ACCOMMODATION

MOSCOW

HM Ambassador's Residence (Tel 231 85 11 / 231 23 31)

Prime Minister  
Secretary of State  
Mr Powell  
Mrs Ponsonby

Staff flats in Embassy Compound (Telephone extensions to be notified)

Mr Wicks  
Mr Galsworthy  
Supt Waller  
Mr Bailey

Intourist Hotel (Tel Number: 203 4008)

Mr Ingham  
Mr Horne  
Mr Smith  
Members of the Press

Delegation Hotel (to be notified)

Mr Pollock  
Miss Davis  
Miss Bowers  
Miss Ross  
Mrs Ailes  
Mrs Lambert  
Miss Hayter  
Miss Williams  
Chief Inspector Butler  
Insp Holmes  
Insp Strevens  
Sgt Corsie  
Const Blake

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## USEFUL TELEPHONE NUMBERS

Direct Dial Code London - Moscow 010 70 95  
Moscow - London dialing code 8 1044 1

British Embassy 231 85 11  
and 231 23 31  
Residence of Sir  
Bryan Cartledge KCMG

Intourist Hotel 203 4008

Other numbers to be notified

**DISTRIBUTION**

No 10 Downing Street

Mr N L Wicks  
Mr C D Powell  
Mr C Fountain  
Duty Clerks (4)  
Press Office (2)

Cabinet Office

PS/Sir Robert Armstrong  
Mr C K Davies  
Mr J W Stevens, Establishments  
Mr D Wood, Finance Division, MPO

Foreign and Commonwealth Office

PS/Secretary of State (2)  
APS/Secretary of State (2)  
Private Office (2)  
PS/Mr Renton  
Mr D M D Thomas  
Mr D J E Ratford  
Soviet Dept: Mr M J Llewellyn Smith  
                  Mr A J Longrigg  
                  Mr S Butt (3)  
COD: Lt Col T Crump (W7a)  
          Mr L Walters  
          Mr S Smart  
          Mr B Ludford (W7a)  
          Miss Swanston  
          Head of Departmental Registry (2)  
CTSD: Hanslope Park (Mr Honnor)  
Finance Dept: IDC  
News Dept: Press Facilities Unit  
                  Mr Peter Nye  
PUSD, c/o Room E 211  
Mr A R Mooncie E 207  
Protocol Dept (15)  
Resident Clerks (2)  
Security Dept: Mr H J Nicholls  
                  Mr M J Harris, Room W1

Ministry of Defence

W/Cdr Johnson , Room 5166, Main Building  
PM(2)(RAF) Metropole Building, Northumberland Avenue  
S9 Cl(Air)  
MOVOPS (RAF) Desk Officer, Main Building (2), Room 5178

Scotland Yard

Det Chief Supt D Paton, Special Branch

BRITISH EMBASSY, MOSCOW (6)

EACH MEMBER OF THE PARTY

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APPENDIX II (cont'd)

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