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CCAR

Foreign and Commonwealth Office



London SW1A 2AH

4 July 1986

Dear Charles,

Prime Minister's Visit to Canada: Expo '86

One of the minor events in the Prime Minister's programme for her visit to the Expo is the presentation of a Sunbird sailboat, designed for use by the handicapped, to the Mayor of Vancouver. This is due to take place at the British Pavilion.

The Prime Minister will wish to know that the Managing Director designate of the boat's manufacturers, Mr Geoffrey Dawson of Belmarine Ltd of Consett, will be travelling on the Concorde flight to Vancouver. The firm have donated the boat to be presented, and Mr Dawson will attend the presentation.

Yours ever,

Colin Budd

(C R Budd)
Private Secretary

C D Powell Esq
PS/10 Downing Street

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TXY 026/331/1

ADMINISTRATIVE ARRANGEMENTS FOR THE VISIT
OF THE PRIME MINISTER TO CANADA
11-13 JULY 1986

1. DELEGATION

The Prime Minister and Mr Thatcher, accompanied by those listed at Appendix I, will visit Canada from 11-13 July. A party of businessmen and press will also travel on the same aircraft.

2. PROGRAMME

The outline programme as at 1 July is shown at Appendix II. The Prime Minister will visit EXPO '86 on Saturday 12 July and stop over in Montreal on 13 July to meet Mr Mulroney.

3. TRAVEL (see Appendix III).

a) The Prime Minister and party will travel in a British Airways Concorde aircraft, flight no BA 9095C.

b) The detailed itinerary together with other relevant travel details are shown at Appendix III.

c) Take off on Friday 11 July will be from London Heathrow (Southside) at 1800, (doors closing at 1752). ETA Vancouver at 1715 (doors open at 1717) UK = GMT + 1, Vancouver = GMT -7).

Return

d) The Prime Minister will return on Monday 14 July arriving London Heathrow (Southside) at 0040 hours local time.

e) Departure arrangements for those travelling on Concorde will be issued later.

4. TRAVEL DOCUMENTS AND HEALTH REQUIREMENTS

a) All travellers must be in possession of a valid passport. No visa is required for Canada.

b) There are no obligatory health requirements for Canada.

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5. PERSONAL BAGGAGE

- a) Concorde: 30 kilos
- b) The free baggage entitlement for those travelling Club Class on scheduled services is 66 lbs (30 kilos).

6. INSURANCE

A note on baggage and insurance regulations for those travelling on Concorde will be attached to the Departure Arrangements.

7. BAGGAGE LABELS

BLUE baggage labels are enclosed for the official party travelling on Concorde.

The press party have been issued separately with GREEN labels.

All items to be cabin loaded must, in addition, bear a plain YELLOW label.

Unused labels must be kept under safe care.

8. LIVING ACCOMMODATION

- a) The official party will be staying in the Hotel Vancouver.
- b) The crew of the British Airways Concorde will be staying at the Richmond Inn.
- c) The press party will be staying at the Palisades Hotel.

9. WORKING ACCOMMODATION

- a) A No 10 Private Office will be set up in the Hotel Vancouver.
- b) A suite in the Hotel Vancouver has been reserved for the Chief Press Secretary for official press briefings.
- c) A No 10 Private Office will be set up in Le Chateau de L'Aeroport in Montreal.

10. COMMUNICATIONS

i) There will be direct dial telephones with "Speed Call" facilities in the following rooms:

No 10 Private Office (Room 921)	(604) 683 8548
	(604) 683 8555
Private Secretary's bedroom (Room 903)	(604) 683 8557
Duty Clerk's bedroom (Room 900)	(604) 683 8556
Press suite (Rooms 711/713)	(604) 683 8558
	(604) 683 8559

ii) There will be a direct dial telephone in the No 10 Office at the Le Cheateau de L'Aeroport in Montreal (number to follow).

iii) Direct dial codes: London - Vancouver 010 1 604
London - Montreal 010 1 514

iv) A list of useful telephone numbers is at Appendix V.

11. SECURITY

a) A security brief is attached for members of the party. It should not be taken abroad.

b) London office security passes should not be taken abroad.

c) Miss Amanda Ross will be appointed Special Courier for the round trip. Those taking Confidential Bags and briefcases containing classified material should have them entered on the Courier's waybill. Please contact COD (tel no 233 3706) who will arrange this.

d) The Private Office in the Hotel Vancouver will be guarded overnight by the Royal Military Police.

e) Two safehand boxes will be taken out on Concorde from London to be used for taking messages between the No 10 Private Office and the Prime Minister's party as required.

f) The appropriate Security Department's instructions should be followed in connection with typewriters and typewriter ribbons.

12. TRANSPORT

The Canadian Government is providing an armoured car for the Prime Minister and other transport for the official party. Further cars will be hired. Full details of transport arrangements will be issued with the local administrative arrangements.

13. OFFICE MACHINERY AND STATIONERY

a) A portable typewriter will be taken for use by the PAs on Concorde.

b) Electric typewriters, photocopiers and common user stationery will be provided for the Private Offices in Vancouver and Montreal. Any special headed stationery will be brought out by the PAs.

14. PRESS

The press party travelling on Concorde will be responsible for their own hotel bills. The Consulate-General in Vancouver has been asked to make the reservations.

15. NEWSPAPERS AND COI BULLETINS

a) Conference and Visits Section have arranged with the Newspaper Publishers Association for the British newspapers of 12 July to be sent to Vancouver. British Airways will obtain the newspapers of 13 July during the stopover at Mirabel Airport on the return journey.

b) The COI daily press summary will be telexed to the Consulate-General in Vancouver.

16. ENTERTAINMENT, CLIMATE AND CLOTHING

a) Entertainment: is covered in the programme at Appendix II. The Prime Minister and Mr Thatcher are hosting a reception on the evening of Saturday 12 July.

b) Some drinks and cigarettes will be provided by the Consulate-General for the Press Secretary's suite for press briefings.

c) Climate: Average minimum and maximum temperatures for mid July in Vancouver are:-

<u>Min</u>		<u>Max</u>
13°C	-	22°C
55°F	-	72°F

The weather is variable and it could rain. Mackintoshes should be brought. When touring EXPO it may be hot (up to 80°F) inside the Pavilions and humid also.

d) Clothing: Clothing for a normal British summer is suitable. The visit to the Ballet and the Prime Minister's Reception will be black tie/long dress.

17. GIFTS

The party will bring suitable gifts based on advice concerted with the Post, the Political Department and 10 Downing Street.

18. ELECTRICITY

The voltage in Vancouver is 110 volts.

19. FINANCE

a) The Management and Personnel Office will meet the cost of the No 10 party, the Conference Officer and the Royal Military Police.

b) Common service costs, ie cost of reception, transport hire, gifts, hire of office machinery, telephones will be charged to Management and Personnel Office.

c) Subsistence

Subsistence rates for Vancouver are:

Class A(i)	C\$ 185.78
Class A(ii)	C\$ 161.55
Class B	C\$ 121.16

Rate of Exchange as at 3 July: C\$ 2.10 = £1

i) Those members of the party staying at the Hotel Vancouver as guests of the Canadian Government will receive 1/10 of the appropriate rate of subsistence (Mr Thatcher will receive 3/4 of the amount paid to the Prime Minister).

ii) For others staying in the Hotel Vancouver, the Consulate-General will pay direct the cost of the suite/room, service and taxes and the members of the party will receive the Class A(ii) meal element to cover all other expenses.

iii) The cost of the room, service and taxes for the detectives will be paid direct by the Consulate-General, charging Metropolitan Police. The detectives do not require further subsistence.

20. ADMINISTRATION

Miss Sheila Waghorn, Conference and Visits Section, will travel to Vancouver on Tuesday 8 July to administer the party on arrival in conjunction with the British Consulate-General Vancouver. From 7 July enquiries at the London end should be addressed to Miss Caroline Gibson, Tel No: 210 6375.

Sheila Waghorn

S M Waghorn (Miss)
Conference and Visits Section
Protocol Department
210 6373

3 July 1986

VISIT OF PRIME MINISTER TO CANADA
COMPOSITION OF PARTY

Serial No	Name	Designation	Accommodation
1.	The Rt Hon Magaret Thatcher FRS MP	Prime Minister	Hotel Vancouver
2.	Mr Denis Thatcher MBE		Hotel Vancouver
	<u>10 Downing Street</u>		
3.	Mr N L Wicks	Principal Private Secretary	Hotel Vancouver
4.	Mr C D Powell	Private Secretary	Hotel Vancouver
5.	Mr B Ingham	Chief Press Secretary	Hotel Vancouver
6.	Mrs Caroline Ryder	Personal Assistant to Prime Minister	Hotel Vancouver
7.	Miss Amanda Ross	Duty Clerk	Hotel Vancouver
8.	Mrs Lillian Outred-Rhodes	Secretarial Assistant	Hotel Vancouver
9.	Mrs Suzanne Reinholt-Webb	Secretarial Assistant	Hotel Vancouver
10.	Supt M Waller	Detective	Hotel Vancouver
11.	Chief Insp T Butler	Detective	Hotel Vancouver
12.	Sgt R Kingston	Detective	Hotel Vancouver
	<u>Support Staff</u>		
13.	Miss S M Waghorn	Conference Officer	Hotel Vancouver
14.	W/Sgt C Becker	Royal Military Police	Hotel Vancouver
15.	Cpl C Jeffery-Hudson	Royal Military Police	Hotel Vancouver
16.	L/Cpl G W Charlton	Royal Military Police	Hotel Vancouver

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PRESS PARTY
(as at 3 July)

London-Vancouver-London

Mr Paul Potts	Daily Express
Mr George Jones	Daily Telegraph
Mr Brian Mooney	Reuters
Mr Trevor Kavanagh	The Sun
Mr Gordon Greig	Daily Mail
Photographer	Daily Mail
(name to follow)	

Vancouver-London

Mr Adam Boulton	TV-AM
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Vancouver-Montreal

Mr Martin Bell	
Mr Tim Sebastian	BBC TV
Mr Kerry Meyer	
Miss Rossetti	

Mr Tim Ewart	
Mr Mike Skehan	ITV
Mr Jon Steele	
Ms Christine Kelleher	

Mr Doug Long	Reuters
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OUTLINE PROGRAMME
(as at 1 July 1986)Friday 11 July

- 1717 Arrive Vancouver Airport by BA Concorde.
Official Greeting Ceremony.
Prime Minister will be met by:
A Federal Government Minister
A Provincial Government Minister
The Federal Director Expo '86 National Day Visits
Mr David Dunlop
High Commissioner and Lady Day
Mr Stanley Stephenson, Consul-General, Vancouver
and Mrs Stephenson.
- 1725 Leave Airport for Hotel Vancouver.
- 1750 Arrive Hotel Vancouver.
- 1900 Discussion of Programme with High Commissioner,
or
earlier UK Commissioner-General and Consul-General.
- 2000 Private Dinner.

Saturday 12 July

- 0715 Hair appointment
- 0820) Meeting with businessmen in Hotel.
0900)
- 0920 Depart Hotel for Expo site.
- 0930 Arrive UK Pavilion. Visit Pavilion: Meet British
Youth: present Sunbird Yacht.
- 1004 Leave UK Pavilion.
- 1019 Arrive EC Pavilion.
- 1030 Board Motor Launch
- 1040 Arrive Plaza of Nations.
- 1055 National Day Ceremony begins.
- 1125 Depart for BC Pavilion.
- 1140 Talks with Premier Bennett. Exchange of gifts.

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APPENDIX II (cont'd)

Saturday 12 July (cont'd)

- Brief look at Pavilion.
- 1200 Depart BC Pavilion for Canadian Club (at the Expo site)
- 1215 Join luncheon guests in the Canadian Club.
- 1240 Presentation of gift by Commissioners General.
- 1245 Lunch begins.
- 1340 Depart for Canada Place.
- 1345 Visit Canadian Pavilion.
- 1415 Depart for Oakridge Shopping Centre.
- 1435 Arrive Oakridge.
- Leave Oakridge.
- 1535 Arrive BREL
- Ride in Railbus.
- Ride in Leyland bus.
- 1605 Leave CN Pavilion.
- 1610 Arrive Media Centre (Robson Square).
- Press Conference.
- 1642 Leave Media Centre for Hotel.
- 1730 Hair appointment.
- Supper.
- 1940 Depart Hotel for Queen Elizabeth Theatre.
- 2000 Royal Ballet performance.
- 2300 Host Reception at Hotel Vancouver.
- approx

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APPENDIX II (cont'd)

Sunday 13 July

0630 Depart Hotel for Airport.

0700 Depart Vancouver by BA Concorde (breakfast en route).

1340 Arrive Mirabel Airport, Montreal. Met by Mr Mulroney. Drive to Chateau de l'Aeroport.

1400 Brief photo opportunity. Talks with Mr Mulroney.

1510 Talks finish.
approx

1515 Joint meeting with Media.

1520 Return to the aircraft accompanied by Mr Mulroney

1540 Depart for London by BA Concorde.

Monday 14 July

0040 BA Concorde arrives LHR (Southside).

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APPENDIX III

TRAVEL DETAILS
(all times local)

London = GMT + 1
 Gander = GMT - 2½
 Montreal = GMT - 4
 Vancouver = GMT - 7

Tuesday 8 July

Miss S Waghorn	BA85	ETD LHR	1445
Chief Insp T Butler		ETA Vancouver	1805
Sgt R Kingston			

Thursday 10 July

W/Sgt C Becker	AC855	ETD LHR	1520
Cpl J Jeffery-Hudson		ETA Vancouver	1645
L/Cpl G W Charlton			

Friday 11 July

Prime Minister	BA Concorde	ETD LHR Southside	1800	1752
Mr Thatcher	Flight No.	ETA Gander	1725	1727
Mr Wicks	9095C			
Mr Powell				
Mr Ingham	Flying time:	2 hours 55 minutes		
Mrs Ryder				
Miss Ross		ETD Gander	1815	1813
Mrs Outred-Rhodes		ETA Vancouver	1715	1717
Mrs Reinholt-Webb				
Supt Waller	Flying time:	3 hours 30 minutes		

Dinner will be served during these flights.

Sunday 13 July

Prime Minister	BA Concorde	ETD Vancouver	0700	0652
Mr Thatcher	Flight No.	ETA Montreal	1340	1342
Mr Wicks	9096C			
Mr Powell				
Mr Ingham	Flying time:	3 hours 40 minutes		
Mrs Ryder	Breakfast will be served			
Miss Ross				
Mrs Outred-Rhodes				
Mrs Reinholt-Webb				
Supt Waller		ETD Montreal	1540	1532
Chief Insp Butler		ETA LHR Southside	0040	0042
Sgt Kingston				(14 July)

Flying time: 4 hours
 A meal will be served.

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APPENDIX III (cont'd)

Sunday 13 July (cont'd)

Miss Waghorn
W/Sgt Becker
L/Cpl G W Charlton

Sir Derek Day (Vancouver-Montreal only)
Lady Day "
Mr Hall "
Mr Heaven "
Insp D McClay (RCMP) "

Cpl C Jeffery-Hudson	AC854	Dep Vancouver	1825
		Arr LHR	1120
			(14 July)

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USEFUL TELEPHONE NUMBERS

Direct Dial Codes:

London-Vancouver	010 1 604
London-Montreal	010 1 514
London-Ottawa	010 1 613

Vancouver

Hotel Vancouver 900 W Georgia Street	(604) 684 3131
Palisades Hotel 1277 Robson Street	(604) 688 0461
Richmond Inn	(604) 273 7878

British Consulate-General Suite 800 111 Melville Street Vancouver	(604) 683 4421
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Montreal

Le Chateau de L'Aeroport	(514) 476 1611
British Consulate-General Suite 901 635 Dorchester Boulevard West Montreal	(514) 866 5863

Ottawa

British High Commission 80 Elgin Street Ottawa	(613) 237 1530
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DISTRIBUTION

Private Secretaries (2)

Mr P S Joce

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)

PS/Lady Young

PS/Mr Eggar

Sir W Harding

Mr David Thomas

Mr N J Barrington

NAD: Mr Fowler

Miss V Hughes

Information Dept: Mr Hinchcliffe

Mr Bruce Powell

COD: Lt Col Crump) c/o COD Mails Branch Registry W7A

Mr B Ludford)

Mr L Walters

Mr S Smart

Miss J Rowan

Head of Department Registry (2)

CTSD: Mr A Hobbs

Finance Dept: IDC

News Dept: Press Facilities Unit

Mr P Nye

PUSD: c/o Room E211

Mr A R Mooncie

Protocol Dept (15)

Resident Clerks (2)

Security Dept: Mr H J Nicholls (for circulation)

Royal Military Police

APM London District

OC London District Provost Co

Scotland Yard

Det Chief Supt A Greenslade, Special Branch

British High Commission, Ottawa (4)

British Consulate-General, Vancouver (2)

EACH MEMBER OF THE PARTY (separate notice for press element)

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IN CONFIDENCE

SECURITY NOTES FOR SHORT VISITS OVERSEAS

GENERAL

1. The risk of our classified information falling into the wrong hands abroad is greater than in Britain, and in some countries the threat is of course very high. Wherever you are going you will have to think about security, and you must remember that you are personally responsible for ensuring that nothing goes wrong. If you take sensible precautions, it will not. Bear in mind that the provisions of the Official Secrets Acts, covering the safe custody of official material as well as unauthorised disclosure, apply to you abroad as they do at home. You cannot afford to take any chances.

BEFORE YOU GO: DOCUMENTS

2. You should consider whether you will need classified documents while you are abroad - you cannot just take them with you. If you are going to need classified papers, they should be sent in advance by bag to the British Embassy or High Commission in the country to which you are going. The envelope, showing the classification, should be marked "BY BAG" and addressed to yourself "TO AWAIT ARRIVAL" at the Mission concerned c/o Outward Bag Room, Foreign and Commonwealth Office, King Charles Street, LONDON SW1 A 2AH. The Mission should of course be informed that you will be sending papers in this way, and told when you will be arriving.

3. You should allow good time for transmission by bag. Advice about the timing of the bag service is available from the Outward Bag Room, telephone 233 3117.

4. If timing precludes sending classified papers by the regular bag service, the FCO Mails Branch, telephone 233 5502 should be consulted about possible alternative arrangements.

5. Your office pass should not be taken abroad with you: remember to leave it behind before you set off.

LOOKING AFTER CLASSIFIED PAPERS OVERSEAS

6. The British Embassy or High Commission has facilities for the safe storage of classified material, and that is the best place for your papers to be when not in use. As Missions are not open for business at all times, it is as well to arrange in advance when you will be calling to collect and deposit documents. The Administration Officer should be able to help you over this.

7. Remember that classified papers must not be left unattended at any time (in hotel bedrooms for instance), and that you should not work on them in aircraft or public places where others might be able to see them.

/8. Remember

IN CONFIDENCE

8. Remember to check conference tables after meetings to make sure that all papers have been collected.
9. All classified waste should be given to the Mission for destruction.
10. If you have classified papers to be sent back to Britain, they should be given to the Mission in an envelope addressed to yourself at your department, for return by bag.

DISCUSSION OF SENSITIVE MATTERS

11. The telephone is not secure and should not be used for discussion of classified matters.
12. In some countries eavesdropping devices may well be in place in hotel rooms, restaurants and even cars. If you have sensitive subjects to discuss and are in any doubt about the circumstances in which it is safe to do so, you should seek the advice of the Mission. The same goes for dictation on such subjects.

CONTACTS WITH COMMUNIST OFFICIALS

13. Bear in mind that a high proportion of the staff of Communist embassies have an intelligence role. Any signs of unusual interest in you on the part of diplomats from Communist embassies should be reported to the local British Mission.
14. A brief is attached (where appropriate) for those travelling to Communist countries. If this leaves any questions unanswered, travellers in this category can obtain further guidance from the FCO's Security Department (273 5015). The brief must not be taken out of the country.

TERRORISM

15. If you think you may be particularly exposed to a threat from terrorists while you are abroad, or have any enquiries on the subject, please contact Colonel Peter Durrant in the FCO's Protocol Department (273 3524)

THESE NOTES

16. These notes are not comprehensive: they are intended as a guide to the main points. If you are in doubt about anything you should seek advice from the Conference Officer (if you are attending a major conference), your Departmental Security Officer, Protocol Department at the FCO (Colonel Durrant on 273 3524) or the British Mission in the country to which you are going (security is normally one of the responsibilities of the Head of Chancery).

/17. When you

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17. When you have finished with these notes, they should be disposed of as classified waste.

PROTOCOL DEPARTMENT
FOREIGN AND COMMONWEALTH OFFICE

FEBRUARY 1984

Miss Rose

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OCMIAN 7528
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PP PRETO
FM FCOLN TO OTTAW
031400Z JUL
GRS 77

CONFIDENTIAL
FM FCO
TO PRIORITY OTTAW
TELNO 275
OF 031400Z JULY 86
INFO ROUTINE PRETORIA

FROM CONFERENCE SECTION

PRIME MINISTER'S STOPOVER AT MIRABEL AIRPORT

1. WHILE PRIME MINISTER IS IN VANCOUVER, TELEGRAMS ABOUT SECRETARY OF STATE'S VISIT TO SOUTHERN AFRICA WILL BE REPEATED TO OTTAWA. THREE SETS SHOULD BE BROUGHT TO MIRABEL AIRPORT FOR THE ARRIVAL OF THE PRIME MINISTER'S PARTY BY CONCORDE ON SUNDAY 13 JULY.

HOWE

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OF 031400Z JULY 86
INFO ROUTINE PRETORIA

FROM CONFERENCE SECTION

PRIME MINISTER'S STOPOVER AT MIRABEL AIRPORT

1. WHILE PRIME MINISTER IS IN VANCOUVER, TELEGRAMS ABOUT SECRETARY OF STATE'S VISIT TO SOUTHERN AFRICA WILL BE REPEATED TO OTTAWA. THREE SETS SHOULD BE BROUGHT TO MIRABEL AIRPORT FOR THE ARRIVAL OF THE PRIME MINISTER'S PARTY BY CONCORDE ON SUNDAY 13 JULY.

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Foreign and Commonwealth Office

London SW1A 2AH

Telephone 01- 210 6373

Squadron Leader G L Pyne
MOVOPS (RAF)
Ministry of Defence
Room 5178
Main Building
Whitehall SW1

Your reference

Our reference TXY 026/331/1

Date 2 July 1986

PRIME MINISTER'S VISIT TO VANCOUVER: DEPARTURE FROM
LHR (SOUTHSIDE) FRIDAY 11 JULY

1. I confirm my telephone conversation asking for a helicopter to take the Prime Minister from Wellington Barracks to LHR Southside on Friday 11 July.

2. The passenger list is as follows:-

Prime Minister
Mr Thatcher
Mr N L Wicks
Mr C D Powell
Mr B Ingham
Mrs C Ryder
Supt M Waller

The timings are as follows:-

1730 Take off from Wellington Barracks
1745 Arrive LHR Southside

3. The doors of the BA Concorde close at 1752.

cc: Miss A Ross ✓
10 Downing Street

S M Waghorn (Miss)
Conference Section
Protocol Department

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