

TXY 026/318/1

ADMINISTRATIVE ARRANGEMENTS FOR THE VISIT OF
THE PRIME MINISTER TO TURKEY:
24-25 APRIL 1990

1. DETAILS OF VISIT

The Prime Minister, accompanied by those at Appendix I, will visit Turkey from 24-25 April, to attend the 75th Anniversary of the Gallipoli landings.

A party of press will travel on the Prime Minister's aircraft. See Appendix IA. Separate administrative instructions are being issued to them.

2. PROGRAMME

An outline programme for the Prime Minister is shown at Appendix II.

3. TRAVEL (see Appendix III)

All times local

UK = GMT + 1
Turkey = GMT + 3

Outward (Tuesday 24 April)

a) The Prime Minister and her party will travel in an RAF VC10, Task No Ascot 1128.

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

c) Departure on Tuesday 24 April will be from London Heathrow Southside at 1555, ETA Istanbul 2200.

d) Departure arrangements for those travelling on the VC10 are being issued separately.

Return (Wednesday 25 April)

The Prime Minister will return on Wednesday 25 April, arriving London Heathrow (Southside) at approximately 2205.

4. TRAVEL DOCUMENTS

All those travelling must be in possession of a valid passport. Visas are required for Turkey. Conference Section are arranging for visas for the official party.

5. HEALTH REQUIREMENTS

a) As already notified, the following inoculations are recommended:

Typhoid
Tetanus
Polio
Rabies
Gamma Globulin

b) Blood: recommendations about blood tests have also been given.

c) Sgt Lt Groom RN will be aboard HMS Broadsword. He will be in charge of blood supplied by the Army Blood Supply Depot, Aldershot. Helicopters on board are on standby at 15 minutes notice.

6. PERSONAL BAGGAGE AND LUGGAGE LABELS

a) Those travelling on the RAF VC10 may take with them up to 30 kilos (66 lbs) of personal baggage.

b) Baggage labels for those travelling on the VC10 are enclosed.

Colour codes as follows:

Consulate-General	BLUE
Pullman Etap Istanbul Hotel	RED
Official items	WHITE

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

Members of the press will be issued separately with GREEN labels.

Unused labels should be kept under safe care. The Conference Officer will have spare labels.

7. INSURANCE

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

8. LIVING ACCOMMODATION

Details are shown at Appendix I.

9. WORKING ACCOMMODATION

The Consul-General's office will be available for the No 10 Private Office.

A Suite in the Pullman Etap Istanbul Hotel has been reserved for Mr Bean for official press briefings.

10. COMMUNICATIONS

a) Telegrams

i) Continuous cover will be provided in the Communications Centre in the Consulate-General, Istanbul, during the time the Prime Minister is in Turkey. Precise timings and further details will be notified by COD.

ii) Communications Officers will be travelling on the RAF VC10 to operate secure communication on the aircraft and to assist during the visit.

iii) Telegrams should be addressed "Following for Prime Minister's party" in which case they will be distributed to the Private Secretary, Duty Clerk, Mr Ingham/Mr Bean, Conference Officer. Telegrams addressed "Following for Private Secretary" should be distributed initially to the Private Secretary and Duty Clerk. Telegrams addressed to named individuals should not be given further distribution without the prior consent of the person concerned.

iv) Secure fax will be installed in the No 10 Office in the Consulate-General. Details to be circulated by the Cabinet Office.

b) Telephones

The switchboard at the Consulate-General will operate on a 24 hour basis.

3 DEL/IDD lines will be installed in the No 10 Offices (numbers to follow).

A list of useful telephone numbers is at Appendix V.

c) Mr Hart will travel to Gallipoli to provide secure communications for the Prime Minister during her visit to the peninsula on 25 April.

i) The following facilities will be provided:

Turkish Memorial - 1 x DEL/IDD lines
Kabatepe - 2 x DEL/IDD lines

ii) Brahms will be available for use at the following locations:

Istanbul Consulate-General to Turkish Memorial and Kabatepe
Turkish Memorial to Consulate-General, Istanbul and London
Kabetepe to Consulate-General and London

iii) Local radio will be supplied to the administrative team on the peninsula.

iv) The Royal Navy will put ashore an operator equipped with UHF ship-to-shore radio to accompany the Prime Minister's party.

11. SECURITY

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

b) Miss Smith will be appointed Special Courier for the round trip. All boxes and briefcases containing classified material should be entered on the Courier's waybill. Those concerned should contact Mr J Murray, ISD(S) (270 2781) who will arrange this.

c) A suite of safehand boxes is being taken out on the VC10 from London.

d) The Royal Military Police will guard the No 10 Private Office at night.

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

12. TRANSPORT

a) Transport is being provided by the Turkish Government, the Embassy in Ankara and the Consulate-General in Istanbul.

b) Car allocation for airport arrivals will be provided in advance so that the party on the aircraft are aware of the arrangements before landing. Full details of transport arrangements, including those on the Gallipoli peninsula (helicopter and cars) and for departure, will be supplied in the local administrative arrangements.

13. OFFICE MACHINERY AND STATIONERY

The Private Office will be equipped with IBM Electric typewriters, a photocopier and common-user stationery. Any special headed stationery will be brought out by the secretarial assistant.

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14. UK NEWSPAPERS AND COI SUMMARIES

- a) Arrangements are being made for British newspapers of 25 April to be sent to Istanbul.
- b) The COI daily press summary will be telexed to the party on 25 April.

15. PRESS PARTY

The Press Party travelling on the RAF VC10 (listed at Appendix 1(a)). will be responsible for their own hotel bills. Reservations have been made for them at the Pullman Etap Istanbul Hotel. The cost of ground transport is included in the charge for the air travel.

16. CLIMATE AND CLOTHING

- a) Duty free liquor will be provided in the Press Suite.
- b) Duty free liquor for private purchase has been ordered through the British Embassy, Ankara. It will be distributed on the VC10. Payment is by sterling cheque.
- c) Temperatures are variable, possibly mid 60s, and sunny. It may however be wet and windy.
- d) For those going to Gallipoli, a dark suit/dress, coat/raincoat is recommended.

17. VOLTAGE

The voltage in Turkey is 220 V 50 cycles.

18. FINANCE

- a) The Office of the Minister of the Civil Service (OMCS) Cabinet Office will meet the cost of the No 10 party, Conference Officer, Communications Officers, COI Official and Royal Military Police.
- b) Common service costs ie hire of transport, office furniture, installation of telephones etc will be charged to the Cabinet Office (OMCS).

19. SUBSISTENCE

The rates are as follows:

Istanbul: Class A: US \$ 121

- a) Members of the party accommodated in the Consulate-General or with colleagues will receive one-third of the subsistence rate.

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b) For those members of the party staying at the Pullman Etap Istanbul Hotel, the Consulate-General will pay direct the cost of the room, service and tax plus continental breakfast. Each officer will receive the residual of the Class A subsistence rate for all other expenses.

c) The detectives do not require subsistence. Where they are accommodated in a hotel the cost of the room service and tax should be paid, where appropriate by the Post, debiting the Metropolitan Police.

d) Rate of exchange.

US dollar: 1.6420 = £1

Turkish lira: 4096 = £1

20. ADMINISTRATION

The party will be administered by Miss Sheila Waghorn, in conjunction with visited. Miss Waghorn has carried out a reconnaissance visit and will travel out in advance on 21 April. After that time enquiries at the London end should be addressed to Miss Jackie Barson (tel 210 6378).

Sheila Waghorn

S M Waghorn (Miss)
Protocol Department
OAB SG96 210 6373

19 April 1990

LIST OF JOURNALISTS TRAVELLING TO TURKEY

<u>Name</u>	<u>Organisation</u>
Bob Gibson	Express
John Deans	Daily Mail
Paul Wilenius	Today
Robert Fox	Telegraph
Gerry Foley	TVAM
Chris Moncrieff	PA
Peter Jordan	Network
John Sergeant	BBC World Service
Peter Allen	ITN (Correspondent)
Andy McSmith	Daily Mirror
Elena Curti	IRN
David Kemp	Sun
John Williams	Standard
John Hunt	ITN (Sound)
Sebastian Rich	ITN (Camera)

PRIME MINISTER'S VISIT TO TURKEY, 24-25 APRIL 1990

OUTLINE PROGRAMME
(as at 17 April)24 April

- 2200 VC10 doors open
(Press leave by rear door)
- 2202 Ambassador Gukdogdu Can (Turkish Escort Officer) and HM Ambassador board aircraft up front steps
- 2205 Ambassadors escort Prime Minister down aircraft steps and introduce:
- Cahit Bayar, Governor of Istanbul Province
- Lt General Cengiz Alpa, Garrison Commander, Western Istanbul
- Nusrettin Sozen, Mayor of Istanbul
- Ali Arslan, MFA Interpreter
(Head of Department rank)
- Eray Alpay, Protocol Officer
- Michael Collins, HM Consul-General
- 2207 Prime Minister enters VIP Lounge
(NB: No Honour Guard)
- 2212 Depart by car for Consulate-General
- Ambassador and Mr Powell travel in Prime Minister's car
- 2232 Arrive Consulate-General
- Overnight in Consulate-General

25 April

- 0715 Depart Consulate-General for Harbiye Heliport
- 0725 Arrive Harbiye: Embark in helicopters
(Prime Minister plus eight)
- 0730 Depart for Turkish Memorial

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APPENDIX II

0840 Arrive Turkish Memorial Helipad:
Prime Minister embarks in protected car and
drives to Memorial (Ambassador, Mr Powell
to travel with Prime Minister)

0845 Arrive Memorial

Met by Prime Minister Akbulut: Bilateral talks

0920 Welcoming formalities for Heads of
International Delegations

0930 International Ceremony begins

Introduction

Wreath laying by Heads of Delegation

One minute silence

National anthems

Welcoming speech by Governor of Canakkale

Account of Gallipoli Campaign

Speech by HE I Safa Giray, Minister of
National Defence of Turkey

Speech by HE The Most Reverend Sir Paul
Reeves, Governor General of New Zealand

Speech by HE Turgut Ozal, President of the
Republic of Turkey

Parade by Military Bands and Guards of Honour

1115 International Ceremony ends

Prime Minister is escorted by Turkish
Minister/Official (?) to Marquee

Bilateral with President Ozal
(Ambassador and Mr Powell to attend)

1200 Bilateral with President Ozal ends

Depart by car for British Memorial

1210 Arrive British Memorial
Met by General Sir R Ford
Introduced to veterans etc

1215 British Ceremony begins

1240 British Ceremony ends
Prime Minister tours Memorial, talks to
veterans, Royal British Legion etc

1255 Depart British Memorial by car

1256 Lay poppy bunch at grave of Turkish hero
(Sgt Yahya)
View V Beach from clifftop

1259 Depart by car for V Beach

1301 Arrive V Beach Cemetery
Lay poppy cross on Captain Walford's grave
Doorstep with UK (and foreign?) press

1320 Depart for Kabatepe by car

1345 Arrive Kabatepe
Met by Turkish "greeter"
Escorted to lunch (Photocall before lunch?)

1520 Depart by car for Shrapnel Valley,
accompanied by New Zealand Governor General
and Australian Prime Minister
(separate vehicles)

1530 Arrive Shrapnel Valley Cemetery
Lay a wreath at Memorial
Later, lay a poppy cross at graves of
Australian (Major Quinn?) and New Zealand
soldiers (Governor General and Australian
Prime Minister to reciprocate)
Impromptu doorstep with Australian Press?

1555 Depart by car for Anzac Cove

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APPENDIX II

1556 Slow drive past Anzac Cove

 Pause at Turkish Memorial
 (inscribed with Ataturk's words of
 reconciliation)

1600 Arrive Commonwealth War Graves Compound,
 accompanied by New Zealand Governor General
 and Australian Prime Minister

 Met by General Sir R Ford (CWG)

 Introduced to CWG officials and craftsmen

1604 Farewells to New Zealand Governor General
 who departs by car

1605 Bilateral talks with Australian Prime
 Minister, CWG Cottage
 (Mr Powell to attend)

1650 Bilateral talks end

 Doorstep farewell to Australian Prime
 Minister. Sir R Ford takes leave.

 [Opportunity to freshen up]

1705 Depart by car for Kabatepe

1715 Arrive Kabatepe

 Embark on Royal Navy Lynx helicopter
 (accompanying party to include
 Ambassador, Mr Powell, Detective.
 Defence Secretary will already be on
 board ship)

1720 Depart Kabatepe for HMS Argonaut

1725 Arrive HMS Argonaut

 Met by Rear Admiral Abbott, FOF2

 Ship visit
 (Small Press pool to cover visit)

1810 Depart HMS Argonaut by Lynx helicopter

1815 Arrive Kabatepe helipad, disembark
Turkish Farewell formalities
Embark Turkish helicopter

1820 Depart for Istanbul

1930 Arrive Istanbul Airport

[1930 RAF VC10 on standby for departure]
Enter VIP Lounge, work on papers
As soon as Press party arrives by bus,
leave VIP Lounge. Tarmac farewell by
Ambassador Can
Lt General Alpa
Mr Ozen
Mr Arsan
Mr Alpay
HM Ambassador
HM Consul-General

No later than 2030 Board VC10 by front steps. Doors close.

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 for Diplomatic Service Officers or of the Finance Division of the Cabinet Office for No 10 Downing Street staff. 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

USEFUL TELEPHONE NUMBERS

Direct dial code: London - Istanbul	010 90 1
British Embassy, Ankara HM Ambassador, Sir Timothy Daunt KCMG	127 43 10/15
British Consulate-General, Istanbul Pera House M B Collins OBE HM Consul-General	144 75 40 144 75 45/49
British Consulate-General, Istanbul Pera House:	
Ambassador's Flat	144 75 47 144 58 07
HMC's Residence	144 75 46 149 18 80
Mr Thorne's flat	145 22 50
Mr Woodrow's flat	143 38 33
Pera House Compound:	
Mr Abel's flat	144 38 81
Mr Gameson's cottage	143 32 90
Pullman Etap Istanbul Hotel	151 46 46
Cinar Hotel (crew of RAF VC10)	573 29 10

DISTRIBUTION

No 10 Downing Street

Mr C D Powell
Mr Ingham
Mr C Fountain
Duty Clerk
Press Office
Mrs J R Richards

Cabinet Office

Mr C K Davies
Mr I Pickersgill, Room 231, 70 Whitehall
Mr G Mallaband, OMCS, Finance Division, Room 70/2 GOGS

Mrs M Inness
Room 1212, Finance Division, Civil Service Commission,
Alecon Link, Basingstoke

Foreign and Commonwealth Office

PS/Secretary of State (2)
APS/Secretary of State (2)
Private Office (2)
PS/Mr Maude
PS/Mr Weston
Mr Greenstock
Mr McLaren
SED: Mr Madden
 Mr Cowling
SPD: Mr Thomas
 Mr Lindsay
ISD(O): Mr D Glassett, WH 132
 Mr C Richards, WH 132 (2)
 Head of Departmental Registry, WH 126 (2)
 Mr R A Shackleford, CRS, Hanslope Park
ISD(S): Major I Bamber, W4
 Mrs M Salvage, W3
 Mr P Smith, K86
 Mr J Murray, K84
News Dept: Miss N Hughes, Ministerial Engagements, E 022
Planning Staff
PUSD, Miss J A Jones, E 210
Protocol Department (15)
Resident Clerks (2)
Security Dept: Mr I A N Cook, 4M 505
 Mr S Papworth, Room W1A
TSD: Mr A Hobbs, Communications Engineering, Hanslope Park
(c/o Inward Bag Room)

Ministry of Defence

W/Cdr A Owens, Room 5166, Main Building
PM(2) (RAF) Metropole Building, Northumberland Avenue
S9 B2 (Air) Mr Hucker, Room S1379, Main Building
MOVOPS (RAF) Desk Officer, Main Building, Room 5178

Royal Military Police

APM London District, Horse Guards Parade, SW1
OC London District Provost Company, 76d Rochester Row, SW1

RAF Northolt

Flt Lt S Loudon
(via Main Desk MOD)

British Embassy, Ankara (2)

British Consulate-General, Istanbul (2)

Each Member of the Party

turkswdist