

UNITED STATES GOVERNMENT

Memorandum

DNAC
MINISTERIAL

See Me.

3 April 1973

DATE:

TO : The Ambassador

THROUGH: DCM - Mr. McAuliffe

FROM : Mr. Soldow, Administrative Officer

SUBJECT: June 1973 Ministerial Meeting

ACTION MEMORANDUM

You recently approved my recommendation that Mr. Goodby and I visit our Embassy in Copenhagen to assist them in preparing for the Ministerial. We will be there on April 12 and 13.

Hotel space in Copenhagen will be critically short. For that reason we answered Copenhagen's query of January 24 by asking them to hold one suite and eight rooms for USNATO. Our request was based on past USNATO participation and is subject to confirmation now.

Your predecessors were accompanied by the following members of the staff:

Deputy Chief of Mission
Defense Advisor
Political Advisor
Pol/Mil Advisor (when Agenda includes a
Pol/Mil item)
Public Affairs Advisor) (Both heavily engaged
Information Officer) with State Department's
spokesman.)
Administrative Officer
Ambassador's Secretary
Pol Advisor's Secretary

Wives have in the past been invited to attend, mainly because the host government expends a great deal of effort on a social schedule and a separate ladies' schedule. Wives' expenses are borne by the husband.

The USNATO contingent normally travels by military aircraft. This means of travel permits work enroute and facilitates transportation of classified material.

ACTION TAKEN:

1. My hotel requirements -

a. Suite

b. Double



Buy U.S. Savings Bonds Regularly on the Payroll Savings Plan

SUBJECT: June 1973 Ministerial Meeting

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ACTION TAKEN (Cont'd)

2. I want the following to go to Copenhagen

DCM ✓
DefAdv
PolAdv
Pol/MilAdv
Public Affairs Adv
Information Officer
Admin Officer
My Secretary *see 6-11*
PolAd's Secretary
Mr. Goldwin

3. a. Wives may go
b. Only following wives may go:

4. We will travel by:

a. Military Aircraft ✓
b. Commercial Air

