

February 3, 1975

8:30 am

THE WHITE HOUSE

WASHINGTON

DETAILED GUEST AND STAFF SCHEDULE

THE PRESIDENT'S VISIT TO  
ATLANTA, GEORGIA

Monday and Tuesday  
February 3-4, 1975

MONDAY, FEBRUARY 3, 1975

WEATHER REPORT: Partly  
cloudy, temperature in low  
50's, 80 % chance of rain.

BAGGAGE CALL: All baggage  
should be left at the West Basement  
by 12:30 pm. Those arriving at AAFB  
at 2:00 pm may bring their baggage  
with them. Carry-on subject to inspection.

2:00 pm  
(EST)

GUEST AND STAFF INSTRUCTIONS: The  
following are requested to be in the DV  
Lounge at Andrews AFB to subsequently  
board Air Force One:

- Senator Herman E. Talmadge (D-Ga)
- Congressman John J. Flynt, Jr. (D-Ga)
- Congressman Robert G. Stephens, Jr. (D-Ga)
- Congressman Dawson Mathis (D-Ga)
- Congressman Elliott Levitas (D-Ga)
- Jim Falk
- Kaye Pullen
- Nell Yates
- Kathy Wooten
- A. Bautista
- L. Goodell
- Mrs. Nancy Flynt

2:35 pm

STAFF INSTRUCTIONS: The following are  
requested to board Marine One on the South  
Lawn for flight to Andrews AFB:

R. Hartmann	R. Cavaney
D. Rumsfeld	D. Kennerly
R. Nessen	Dr. Lukash
J. Connor	Major Barrett
T. O'Donnell	

2:40 pm  
(EST)

The President boards Marine One on the South Lawn.

MARINE ONE DEPARTS South Lawn en route Andrews AFB.

[Flying time: 15 minutes]

2:55 pm

MARINE ONE ARRIVES Andrews AFB. Board AF1.

3:00 pm

AIR FORCE ONE DEPARTS Andrews AFB en route Dobbins AFB, Atlanta, Georgia.

[Flying time: 1 hour, 30 minutes]

[No time change]

4:30 pm

AIR FORCE ONE ARRIVES Dobbins AFB.

Advanceman:  
John Gildea

The President will be met by:

Governor George Busbee (D-Ga)

Gail Nelson, Miss Georgia

Neil Rowland, Student

Mr. & Mrs. Victor M. Rowland

Brig. General Cecil T. Jenkins, Commander,  
94th Tactical Airlift Wing

CLOSED ARRIVAL

OPEN PRESS COVERAGE

GUEST & STAFF INSTRUCTIONS: Board motorcade. Assignments as follows:

Pilot

J. Gildea

R. Cavaney

Lead

President's Car

The President

Follow-up

Dr. Lukash

Control	D. Rumsfeld T. O'Donnell LCDR Todd D. Kennerly
Governor's Car	Governor Busbee
Governor's Follow-up	
Counsellor's Car	R. Hartmann
Camera 1	
Wire 1	R. Nessen
Wire 2	
Camera 2	
Camera 3	
VIP A	Sen. Talmadge Cong. Flynt Nancy Flynt
VIP B	Cong. Stephens Cong. Mathis Cong. Levitas
Staff 1	J. Connor J. Falk K. Pullen L. Goodell
Staff 2	Major Barrett N. Yates K. Wooten A. Bautista
WHCA	
Press Buses (2)	
Spare	
Tail	

4:35 pm

The President boards motorcade.

MOTORCADE DEPARTS Dobbins AFB en route Hyatt Regency Hotel.

[Driving time: 25 minutes]

5:00 pm MOTORCADE ARRIVES Hyatt Regency Hotel.

The President will be met by:

Darryl Hartley-Leonard, Hyatt Regency General  
Manager

Wayne Williams, Hyatt Regency Manager

PRESS POOL COVERAGE

The President, escorted by Governor Busbee, proceeds  
to holding area outside Phoenix Room.

GUEST & STAFF INSTRUCTIONS: Those  
wishing to attend White House Conference  
will be escorted to Phoenix Room. Others  
may proceed to VIP & Staff Lounge, Room 2105.

5:04 pm The President arrives holding area and pauses for  
announcement to the White House Conference.

5:05 pm Announcement.

5:05 pm The President, escorted by Governor Busbee, proceeds  
onto platform and is seated.

OPEN PRESS COVERAGE

ATTENDANCE: 650

5:07 pm Introduction of the President by Bill Baroody.

5:09 pm Presidential remarks.

LIVE LOCAL TELEVISION

5:30 pm Remarks conclude.

The President returns to his seat.

5:31 pm Thank you and closing remarks by Bill Baroody.

NOTE: The President bids farewell to the Governor  
and other platform guests.

5:33 pm The President, escorted by Bill Baroody, departs White  
House Conference en route Presidential Suite (Room 2115).

GUEST INSTRUCTIONS: You will have free time until the OIC Luncheon on the 4th. A VIP & Staff Lounge, Room 2105, will be available for your use. To Attend OIC Luncheon you should report to VIP & Staff Lounge no later than 11:30 am on Tuesday with your baggage if you are returning on Air Force One.

STAFF INSTRUCTIONS: Proceed to assigned rooms. Room assignments as follows:

R. Hartmann	2111
D. Rumsfeld	2112
R. Nessen	2005
J. Connor	2110
J. Falk	2109
T. O'Donnell	2119
R. Cavaney	2125
K. Pullen	2108
D. Kennerly	2037
Dr. Lukash	2118
Major Barrett	2122
N. Yates	2133
K. Wooten	2134
A. Bautista	2117
Steward	2120
L. Goodell	2124
Staff Office	2126
VIP & Staff Lounge	2105

NOTE: Refreshments will be available in VIP & Staff Lounge.

5:40 pm            The President arrives Suite.

5:45 pm            GOP Guests arrive Presidential Suite for brief visit.

OFFICIAL PHOTO COVERAGE  
ATTENDANCE: 6

5:55 pm            GOP Guests depart Presidential Suite.

PERSONAL/STAFF TIME: 1 hour, 35 minutes

7:10 pm

STAFF INSTRUCTIONS: The following are requested to proceed to VIP & Staff Lounge

R. Hartmann  
D. Rumsfeld  
R. Nessen  
J. Falk

7:10 pm

Southeastern Governors and the following Dinner Guests arrive VIP & Staff Lounge:

Secretary Lynn  
Secretary Weinberger  
William Seidman  
Frank Zarb

7:25 pm

DINNER GUEST INSTRUCTIONS: You will be escorted from the VIP & Staff Lounge to Presidential Suite for Reception.

7:30 pm

Dinner guests arrive Presidential Suite for reception.

OFFICIAL PHOTO COVERAGE

7:50 pm

The President, accompanied by the Governors, departs Suite and proceeds to Essex A Room to host Working Dinner.

DINNER GUEST INSTRUCTIONS: You will be escorted to Working Dinner.

7:55 pm

The President arrives Essex A Room.

8:00 pm

Dinner is served.

PRESS POOL PHOTO COVERAGE

9:15 pm

Dinner concludes.

9:15 pm

The President bids good evening to his guests and departs Essex A Room en route Suite.

STAFF INSTRUCTIONS: Free evening.

9:20 pm

The President arrives Suite.

REMAIN OVERNIGHT

TUESDAY, FEBRUARY 4, 1975

BAGGAGE CALL: Place all baggage unlocked outside your room no later than 10:00 am.

7:45 am      STAFF INSTRUCTIONS: The following are to proceed to VIP & Staff Lounge to subsequently be escorted to Tudor Room. Free time for other staff until 11:35 am.

R. Hartmann  
D. Rumsfeld  
R. Nessen

7:55 am      The President departs Suite en route Tudor Room to attend Working Breakfast with Media Representatives.

8:00 am      The President arrives Tudor Room and informally greets guests while juice and coffee are served.

OFFICIAL PHOTO COVERAGE  
ATTENDANCE: 60

8:10 am      The President and guests are seated.

8:15 am      Breakfast is served.

8:54 am      Breakfast concludes.

Introduction of the President by Ron Nessen.

8:55 am      Presidential remarks.

OFFICIAL PHOTO COVERAGE

9:10 am      Remarks conclude.

The President thanks guests and departs Tudor Room en route Suite.

STAFF INSTRUCTIONS: You will be escorted to VIP and Staff Lounge.

9:15 am The President arrives Suite.

PERSONAL/STAFF TIME: 2 hours, 25 minutes

11:30 am Ernest J. E. Griffes, personal friend, arrives Presidential Suite for brief visit.

11:30 am GUEST INSTRUCTIONS: Proceed to VIP and Staff Lounge. Those returning to D. C. on Air Force One bring baggage, unlocked.

11:35 am GUEST & STAFF INSTRUCTIONS: You will be escorted to motorcade for boarding. Assignments as on arrival except delete Governor's Car and Follow-up; add Cong. Esch to VIP A; add Sec. Lynn, Sec. Weinberger, W. Seidman and F. Zarb to VIP C.

11:40 am The President departs Suite en route motorcade for boarding.

11:45 am MOTORCADE DEPARTS Hyatt Regency Hotel en route Marriott Hotel.

[Driving time: 5 minutes]

11:50 am MOTORCADE ARRIVES Marriott Hotel.

The President will be met by:  
Dr. Leon Sullivan, OIC Founder  
Dr. Maurice Dawkins, OIC National Director  
Mr. Richard Stormont, Marriott Hotel General Manager

PRESS POOL PHOTO COVERAGE

11:50 am GUEST & STAFF INSTRUCTIONS: You will be escorted to Head Table holding room. The following will be escorted to staff table:

R. Hartmann  
W. Seidman  
R. Nessen  
J. Falk  
J. Connor  
T. O'Donnell  
R. Cavaney



The President, escorted by Dr. Sullivan and Dr. Dawkins, proceeds to Nation of Brotherhood Room to greet Head Table Guests.

11:53 am Luncheon begins for OIC Delegates.

11:55 am The President arrives Nation of Brotherhood Room to greet Head Table Guests.

OFFICIAL PHOTO COVERAGE  
ATTENDANCE: 35

12:01 pm The President departs Nation of Brotherhood Room en route holding room.

12:02 pm The President arrives holding room.

12:02 pm Head Table guests proceed to Head Table.

12:04 pm Dr. Dawkins introduces Mrs. Grace Sullivan onto Head Table.

12:05 pm Dr. Dawkins introduces Leon Sullivan onto Head Table.

12:06 pm The President departs holding room en route offstage announcement area and pauses for announcement to 11th Annual OIC Convocation.

12:07 pm Announcement.

12:07 pm The President proceeds onto Head Table and remains standing.

OPEN PRESS COVERAGE  
ATTENDANCE: 1300

12:08 pm Prayer by Father Anthony Soto.

12:11 pm Luncheon begins for Head Table guests.

12:36 pm Luncheon concludes.

12:37 pm Introduction of Head Table guests by Dr. Dawkins concluding with introduction of Mr. Jolly, OIC Executive Director.

12:43 pm Mr. Jolly introduces Leon Sullivan.  
12:45 pm Remarks by Leon Sullivan, concluding with  
award presentation to Donald Rumsfeld.  
1:02 pm Acceptance remarks by Donald Rumsfeld.  
1:03 pm Introduction of the President by Leon Sullivan.

1:05 pm Presidential remarks.

LIVE LOCAL TELEVISION

1:25 pm Remarks conclude.

1:27 pm GUEST & STAFF INSTRUCTIONS: Proceed  
to motorcade for boarding. Assignments  
as on arrival.

1:27 pm The President, escorted by Leon Sullivan, departs  
OIC Luncheon en route motorcade for boarding.

NOTE: Leon Sullivan will bid farewell at the  
motorcade.

1:30 pm The President boards motorcade.

MOTORCADE DEPARTS Marriott Hotel en route Hyatt  
Regency Hotel.

[Driving time: 5 minutes]

1:35 pm MOTORCADE ARRIVES Hyatt Regency Hotel.

The President proceeds to his suite.

GUEST & STAFF INSTRUCTIONS: Proceed  
to VIP and Staff Lounge.

1:40 pm The President arrives Suite.

PERSONAL/STAFF TIME: 45 minutes

2:20 pm      GUEST & STAFF INSTRUCTIONS: You will be escorted from VIP and Staff Lounge to Guest and Staff Area in Phoenix Room.

2:25 pm      The President departs Suite en route holding area outside Phoenix Room.

2:29 pm      The President arrives holding area and pauses for announcement to Regional Press Conference.

2:30 pm      Announcement.

2:31 pm      The President proceeds to podium and begins Press Conference.

LIVE LOCAL TELEVISION  
ATTENDANCE: 350

3:00 pm      Press Conference Concludes.

3:00 pm      GUEST & STAFF INSTRUCTIONS: You will be escorted to motorcade for boarding. Assignments as on arrival except delete Cong. Stephens and Cong. Levitas from VIP B.

3:00 pm      The President departs Press Conference en route motorcade for boarding.

3:05 pm      The President boards motorcade.

MOTORCADE DEPARTS Hyatt Regency Hotel en route Dobbins AFB.

[Driving time: 25 minutes]

3:30 pm      MOTORCADE ARRIVES Dobbins AFB.

OPEN PRESS COVERAGE  
CLOSED DEPARTURE

GUEST & STAFF INSTRUCTIONS: Board Air Force One.