

PROGRAMME OF ACTIVITIES ON MONDAY 20 JANUARY 1992

1. Security arriving 06h00
2. CODESA Admin arriving from 06h30
3. DMC ^{office} tea from 07h00 to 08h00 (8 ¹² people: all members of Working Groups meeting later in the day)
4. DMC meeting at 08h00 to 09h30 / ~~10h00~~
5. Tea and coffee for Working Group delegates from 09h30
6. Working Groups registration ~~at door of staff room~~ at 10h00 and meetings commence 10h30
7. Lunch break 12h00 to 13h00
8. Meeting ^{ideally} ends 15h00 / 1600
9. ^{office} Tea at 15h00 / 1600
10. DMC reconvenes at 15h00 / 1600 until 17h00

Misc.
arrangements

For Friday 2.00pm Security

1. List of all delegates + advisors. - for Friday - Ashley
2. Codesa staff. - list - G.
- Minute takers →
etc.
3. Support staff - attached for Man Comm Pac.
- Clear roomed max 9 support staff?
- Room for Body Guards
4. WTC staff - needs
5. Monday programme
6. Transport from Hotel to WTC. Before 6:00am
± 35 from Hotel Monday - lists of names - NB
7. Breakfast for 60 people Monday.
8. Ops Room for Security + close to entrance
1 - air conditioned.
Down stairs ~~WCT~~ generator room. coffee machines
- Telephone line private
9. Dots. yellow, Red Green
10. Registration form for bodyguards
11. Body guards Room = own coffee
= access to toilets on their own
= canteen food etc for purchase
= TV + Videos to hire
= away from access to stairs.
12. Video controlled access + implications for tags.
Video machine for both delegates + support.
- Moe - problem with Security and tea cups