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PENDING REVIEW IN ACCORDANCE WITH E.O. 13233
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Collection: Sprinkel, Beryl W.: Files
OA/Box: 17746
File Folder: Tokyo Summit

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DOCUMENT NO. & TYPE	SUBJECT/TITLE	DATE	RESTRICTION
A. memo	Sprinkel to Donald Regan re international monetary reform at the Tokyo Summit, 4p	3/14/86	Open 08/3/09 gk

BWS
DRAFT*file*

March 14, 1986

MEMORANDUM FOR DONALD T. REGAN

FROM: BERYL W. SPRINKEL

SUBJECT: International Monetary Reform at Tokyo Summit

The President's remarks in his State of the Union message and the G-5 Agreement of last September make it virtually certain that international monetary reform will be an important issue at the Tokyo Economic Summit. It will probably not be until well after the Summit, however, before Secretary Baker is able to report recommendations concerning international monetary reform to the Economic Policy Council, and the Council is able to evaluate the relevant options. Nevertheless, the Administration clearly requires a strategy to deal with this issue at the Summit.

My recommendation for the Summit is that we should outline our preliminary views of the strengths and weaknesses of the present international monetary system and indicate, in general terms, a range of reforms possibly worthy of further consideration. We should also invite similar assessments from other countries. We should avoid explicit or implicit commitment to any specific reform or to the desirability of convening a general conference to discuss reform. We should encourage other Summit participants to express their preliminary views, with the clear understanding that further consultations will be undertaken before decisions are made.

I have been involved in two extensive studies of issues related to international monetary reform undertaken during the Reagan Administration. The U.S. Gold Commission concluded in March 1982 that a return to the gold standard or to a fixed exchange rate system based on gold was not desirable under current circumstances. In June 1985, after a two-year study of the international monetary system commissioned at the Williamsburg Economic Summit, the G-10 Deputies reported the following major conclusions to the G-10 Ministers and Governors:

- o The present international monetary system "... has provided the essential flexibility for individual nations ... to respond constructively to a period of major adjustment to global change."

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- o "Flexible exchange rates among the major currencies have made a positive contribution to the adjustment process ..."
- o Problems arising from "... short-term volatility of nominal exchange rates and large medium-term swings in real exchange rates [are] due mainly to unsound policies and divergent performance, as well as adverse external developments."
- o The essential condition for greater exchange rate stability is "... convergence of economic performance in the direction of sustainable non-inflationary growth ... [based on] sound, consistent policies ... [and] removal of artificial barriers and structural rigidities which inhibit market flexibility ..."
- o Close and continuing cooperation among the major countries, with due recognition of "... the international implications and interactions of domestic economic policies ...," and facilitated by improved IMF surveillance can contribute importantly to greater exchange rate stability.
- o The majority of Deputies agreed that "... adoption of alternatives to a system based on floating of key currencies is unrealistic under current and foreseeable circumstances ..." and that a move toward a system of target zones for exchange rates "... would be undesirable and in any case impractical in current circumstances."

At my direction, the CEA staff is beginning a further study of international monetary reform which should be available when this issue comes before the Economic Policy Council later this year. This study will review the performance of the international monetary system, both its virtues and its deficiencies, and will assess the merits of alternative proposals for reform. Even before completing this report, however, it is appropriate to stress some concerns about "reforms" that would commit the United States to some formal system for limiting exchange rate movements within "bands" or "target zones."

First, the main problem with the present system has been wide swings in real exchange rates, especially the strong real appreciation of the U.S. dollar in the early 1980s that has injured many of our trade-sensitive industries. Such swings are primarily the consequence of divergent economic policies and of the distortions and instabilities inevitably associated

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with sharp cycles of inflation and disinflation. Now that we have lower and more even inflation rates and more convergent economic policies in the major industrial countries, such wide swings in exchange rates are far less likely.

Second, under any formal system for limiting exchange rate movements, important conflicts will arise between policies that serve domestic economic objectives of stable and non-inflationary growth, and policies that are consistent with requirements of the exchange rate system. In order to strengthen the Yen as called for by the G-5 Agreement, the Japanese raised domestic interest rates and cut back on monetary growth. We see the result not only in a stronger Yen, but also in a sharp slowdown in Japanese economic growth. Is this a choice we would have wished to make if our positions had been reversed? Alternatively, in 1983 and 1984, would we have wished to forsake our efforts to bring inflation down by adopting policies to resist the rise of the dollar?

Third, systems for limiting exchange rate movements create incentives for controls on international capital flows, on foreign exchange transactions, and on international trade. Governments do not like to take responsibility for altering the agreed limits for exchange rate movements. They resort to controls as a politically superior (but economically inferior) alternative to official devaluation or appreciation. This has happened on a fairly extensive basis for European countries that participate in the European Monetary System. It was also the motivation for the "interest equalization tax" and other control measures adopted by the United States in the 1960s.

Fourth, a formal system for limiting exchange rate movements might provide other countries with increased political leverage over U.S. economic policy. Under the Bretton Woods System, other countries had the flexibility to devalue or appreciate their currencies when the strains of maintaining a given exchange rate became too great. The United States, however, had to force a virtual collapse of the system and to lay the basis for subsequent worldwide inflation before it could persuade other countries of the desirability of a general appreciation against the U.S. dollar. The economic size of the United States makes us the inevitable target of pressures to do whatever is necessary to preserve the system, even if contrary to our own economic interests. Other countries with much smaller individual economic importance have greater flexibility in pursuing their own national economic interests.

Fifth, a general conference of members of the IMF to consider international monetary reform holds the potential for economic and political disaster. After calling for such a

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conference, the United States would be under great pressure to underwrite some form of agreement. Developing countries would probably want to link international monetary reform with issues of aid, debt and trade as their price for agreement. Failure to reach agreement would be politically costly -- reaching agreement might be even worse. We should think long and hard about what we want and what we are likely to get from an international monetary conference before we call for such a conference to be held.

Others in the Administration may not share all of these concerns. However, it is clear that important questions need to be investigated and discussed before we can properly advise the President concerning international monetary reform. For the Tokyo Summit, I suggest that the stance should be that we are concerned about problems of the international monetary system, we are interested in considering possible reforms, we actively seek the views of other countries, but we are not ready to make decisions or commitments. After the Summit, the hard questions surrounding the issue of international monetary reform will need to be carefully addressed.

UNDER SECRETARY OF STATE
FOR ECONOMIC AFFAIRS
WASHINGTON

CC : *Batten*
Anderson
Leisenring

UNCLASSIFIED
OF CLASSIFIED ENCLOSURE(S)
dlb 7/22/13

March 20, 1986

UNCLASSIFIED
W/CONFIDENTIAL ATTACHMENT

*Dep. Sec. to
Asst. Sec.
Environ.
ID
7516*

MEMORANDUM

TO: OVP - Mr. Gregg
NSC - Mr. Danzansky
Agriculture - Mr. Amstutz
CEA - **Dr. Sprinkel**
CIA - Mr. Paxson
Commerce - Mr. Smart
Defense - Mr. George
Education - Ms. Canevaro
Energy - Mr. Bradley
EPA - Mr. Mansfield
NASA - Mr. Barnes
OMB - Mr. Dusault
OSTP - Dr. Kornack
Treasury - Dr. Mulford
USIA - Mr. McClellan
USTR - Ambassador Smith

SUBJECT: Tokyo Economic Summit: Meeting of EPC Working Group

I am convening an EPC Working Group on the Tokyo Economic Summit at 4:00 p.m., Friday, March 21 in Room 7516 of the State Department. The agenda will be:

1. Report on the Summit preparatory process.
2. Review of tasking for President's briefing book.

Attached are tasking instructions for the President's Briefing Book for the Tokyo Summit. Most papers are due in my office by April 4. My Special Assistant, Scott Brown, will coordinate this project. He can be reached at 647-8854. Please inform his secretary, Mrs. Oplinger, at that telephone number, the names of your representative(s) at this meeting, as well as those whom you have assigned to draft (or coordinate) the paper(s) for which your agency is responsible.

*done
3/20*

*Sandy
Rep
Lincoln
Coordin*

W
Allen Wallis

cc: S/S - Mr. Platt
NSC - Mr. Pearson

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on 07/24/1997

NARA, DATE 2/24/2013

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TOKYO SUMMIT

PRESIDENT'S BRIEFING BOOK

- I. Scope Paper - Sections on the President's objectives, the setting, and a general discussion of the main economic and political issues to be addressed at the Summit.

Length: 5 pages Drafter: State (E and EUR)

First Version Due: April 7

Final Version Due: April 22

II. Background Papers

A. Key Summit Economic Themes

This paper will consist of expanded treatment of the main economic themes for the Summit as they finally emerge from the last meeting of Personal Representatives in late April. At this time, we anticipate four main categories: macroeconomic and structural policies in Summit countries; relations with developing countries (with emphasis on the U.S. initiatives proposed by Secretary Baker at Seoul); improving the functioning of the international monetary system; strengthening the trading system. There may also be some review of issues in technology cooperation and energy policy. The substantive content of this paper will be drawn from the issue papers listed below.

Length: 6 pages Drafter: Treasury

First Version Due: April 7

Final Version Due: April 22

B. Key Summit Political Themes

This paper will expand on the main political themes for the Summit as developed by the Political Directors and Personal Representatives at their final meeting in April.

Length: 5 pages Drafter: State (EUR)

First Version Due: April 4

Final Version Due: April 22

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DECL:OADR

C. Country Papers

These papers will briefly describe the current political and economic situations in each Summit country and summarize each leader's main Summit objectives and attitudes toward issues important to us. (Example attached. Follow format as explained under D below.)

Length: 1 page

Drafter: Treasury (Economic)
State (Political)
(Regional Bureaus)

D. Individual Issue Papers

These papers will discuss in more detail certain specific issues which we expect to arise under the broad thematic headings identified in the "Key Themes" papers. Subjects, drafting agency and due dates are as follows. Each paper should contain one page of discussion of the issue (or initiative, as appropriate) and up to one page of talking points (on a separate page). A sample issue paper is attached. Drafting offices should clear their papers with other agencies with whom they would usually coordinate on the issue. Other agencies would have further opportunity to comment when the entire set of papers is assembled. (Note: It is essential that these papers conform to the format used in the attached sample: use courier type, 10 pitch, with paragraphs set one inch in from the left hand margin. These papers may not exceed one page. Use of smaller type or margins to squeeze material on to a single page will only require us to edit texts submitted to us to conform to the necessary standard. Better that the drafting and clearing agencies do such editing, rather than us.)

Issue Papers

Drafter

Due

— Macroeconomic & Structural Issues:
Other Summit Countries
US

Treasury
CEA

4/4
4/4

Exchange Rates and External
Imbalances

Treasury

4/11

International Monetary System

Treasury

4/11

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LDC Debt Situation	Treasury	3/31
Aid to the Poorest LDC's	Treasury	3/31
New Trade Round	USTR	3/31
Environmental Issues	EPA	3/31
Space Station	NASA	3/31
Energy Issues	DOE	3/31
Technology Cooperation	OSTP	3/31
Education	Education	4/4

(Also political issues, as warranted.)

E. Selected Economic Statistics

Treasury will prepare tables, charts and graphs of economic statistics as it deems useful.

Due: April 11

III. Summit Thematic Paper

As drafted by the Personal Representatives.

IV. Annotated Schedule (sample attached)

Length: 3-4 pages Drafter: State, (E, EAP, EUR)

First Version Due: March 28

Final Version Due: April 22

V. Settings/Talking Points by Event

These papers will consist of a one or two page description of each day's events on the Summit schedule and 3x5 cards with summary talking points for the President's use at the events during that day.

Due: April 14

Drafter: State, Treasury, NSC

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B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

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Dept. SY *SS* FILED
1997, July 21, 1997
7/22/17 1985 ECONOMIC SUMMIT

Annotated Agenda

THURSDAY, MAY 2

- 6:05 p.m. Depart Schloss Gymnich en route to Schloss Augustusburg.
- 6:30 p.m. Reception at Schloss Augustusburg.
- This is the opening event of the Summit. Attendees will include the Heads, Ministers and Members of the official delegations from all Summit participants. It is essentially an informal, "mix-and-mingle" event.
- 7:50 p.m. Depart Schloss Augustusburg en route to Schloss Falkenlust.
- 8:15 p.m. Working Dinner (1 hr. 45 mins., Schloss Falkenlust) for Heads of State/Government only, plus notetakers. This informal, initial session will set the stage for your subsequent meetings.
- We have decided on several U.S. objectives in the political field; the priority order for addressing them, however, will be determined after the final Sherpa meeting, April 19-21.
- 10:05 p.m. Depart en route to Schloss Gymnich.

FRIDAY, May 3

- 9:20 a.m. Depart Schloss Gymnich en route to Palais Schaumburg.
- 9:45 a.m. Working Session for Heads of State and Government (2 hrs. 30 mins., Historical Cabinet Room, Palais Schaumburg).

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This is the first formal meeting involving Heads of State and Government only (with one notetaker each). The first order of business will be to discuss and approve the draft "political declaration" which will have been negotiated earlier. There may be points which will have to be settled by the Heads. After this discussion, Chancellor Kohl may ask each Head to make an initial summary presentation on economic issues before moving to general discussion.

At the end of this meeting, Kohl is expected to propose how the meeting should be represented to the press by the German spokesman.

12:15 p.m.

Proceed to U.S. Delegation Room (site to be determined).

1:00 p.m.

Working Lunch for Heads of State and Government and Foreign Ministers (1 hr. 30 mins., Historical Small Cabinet Room, Palais Schaumburg).

At this informal session, you will continue discussion of the main political issues of concern to the U.S.

2:30 p.m.

Plenary Session (3 hrs. 15 mins., NATO Room of the Federal Chancellery).

The plenary session includes Heads of State and Government, Foreign and Finance Ministers, and Personal Representatives as notetakers. We expect Chancellor Kohl will lead off by summarizing the morning discussion. In addition to your own participation in discussing the issues as they arise, you may also wish to ask Secretaries Shultz and Baker to speak on various points. As at the morning session, there should be agreement at the end on how to represent discussion to the press.

6:00 p.m.

Depart en route to Schloss Gymnich.

6:30 p.m.

Washington work and personal time (1 hr.).

7:35 p.m.

Depart en route to Palais Schaumburg.

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8:00 p.m. Working Dinner (2 hrs., Hallstein Rooms of Palais Schaumburg).

This informal session is for Heads of State and Government only and will be devoted to a further exchange of views on political issues.

10:00 p.m. Depart en route to Schloss Gymnich.

SATURDAY, MAY 4

9:05 a.m. Depart en route to Palais Schaumburg.

9:30 a.m. Continuation of Plenary Session (2 hrs., NATO Room of the Federal Chancellery).

This session will include the same participants as Friday afternoon. The main order of business will be to approve the final statement, which will have been drafted the night before by the Personal Representatives. If time permits, there is likely to be further discussion of topics which may not have been taken up the previous day.

11:30 a.m. Proceed to U.S. Delegation Room (1 hr. 30 mins.) for work and personal time.

1:00 p.m. Plenary Lunch (1 hr. 30 mins., Large Cabinet Room Dining Room, Federal Chancellery).

This event, involving Heads of State and Government, Foreign and Finance Ministers, and Personal Representatives, is likely to be unstructured. We do not expect a unified conversation, but it will offer you an opportunity to review informally with other participants their thoughts on the Summit and raise other matters bilaterally which may not have been covered adequately in previous sessions.

3:45 p.m. Joint Press Statement (15-20 mins., Debating Chamber, German Bundestag).

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Chancellor Kohl will read the final statement. Afterward, each national delegation will brief the press. Secretary Shultz and Secretary Baker are expected to brief for the U.S.

4:15 p.m. Depart en route to Schloss Gymnich.

4:35 p.m. Washington work and personal time (2 hrs. 55 mins.).

7:35 p.m. Depart en route to Villa Hammerschmidt.

8:00 p.m. Banquet hosted by Federal President. (2 hrs., Villa Hammerschmidt).

Since this is mainly a ceremonial event, we do not anticipate any substantive discussions. However, it offers an opportunity comparable to that at lunch for informal talks if desired.

10:05 p.m. Depart en route to Schloss Gymnich.

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NATIONAL SECURITY COUNCIL
WASHINGTON, D.C. 20508

2080

March 20, 1986

MEMORANDUM FOR MR. DONALD P. GREGG
Assistant to the Vice President
for National Security Affairs

MR. NICHOLAS PLATT
Executive Secretary
Department of State

MS. SHERRIE COOKSEY
Executive Secretary
Department of Treasury

COLONEL DAVID R. BROWN
Executive Secretary
Department of Defense

MRS. HELEN ROBBINS
Executive Assistant
Department of Commerce

MR. WILLIAM VITALE
Director, Executive Secretariat
Department of Energy

MR. PHILIP A. DUSAULT
Acting Associate Director
for National Security
and International Affairs
Office of Management and Budget

MR. JOHN H. RIXSE
Executive Secretary
Central Intelligence Agency

MR. JAMES FRIERSON
Chief of Staff
U.S. Trade Representative

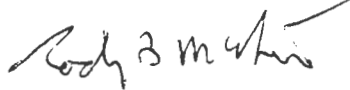
MR. BERYL SPRINKEL ✓
Chairman
President's Council of
Economic Advisers

MR. RONALD POST
Acting Chief of the
Executive Secretariat
U.S. Information Agency

SUBJECT: The President's Asian Trip: Public Diplomacy

The White House has again asked Ambassador James M. Rentschler to serve as the Public Diplomacy Coordinator for the President's April 25-May 8 trip to Asia and his participation in the Tokyo Economic Summit. As in the past, Ambassador Rentschler will organize and head a small inter-agency team, working closely with the Summit White House Working Group, Under Secretary Wallis' office, and other elements as appropriate. On March 28, Ambassador Rentschler and his team will begin work at the NSC -- specific office location and phone numbers will be communicated shortly.

The attached Public Diplomacy Framework paper has been approved for use in connection with the President's April 25-May 8 trip to Asia and his participation in the Tokyo Economic Summit. It is essential that all U.S. Government elements involved in public diplomacy for the Tokyo Economic Summit and the President's related travel draw on this paper as a central reference. Address any follow-up queries to the public diplomacy team headed by Ambassador Rentschler.


Rodney B. McDaniel
Executive Secretary

Attachment
Public Diplomacy Framework Paper

PRESIDENT REAGAN'S TRIP TO ASIA (SPRING 1986)

AND GORBACHEV II

I. Core Concept

The President's Asian trip and the Tokyo Economic Summit, followed by Gorbachev II, form a public diplomacy continuum; major thematic chords sounded from the earlier platform should both amplify and reinforce the basic message of the later.

II. Controlling Theme

The Winds of Freedom: With strong American leadership directed toward the building of a better and safer world, the fresh winds of freedom are blowing, East and West.

III. Target Perceptions

A. Scene

- The President's trip to Guam, Bali, the Tokyo Economic Summit, and any additional stop(s)/event(s) should be publicly viewed as yet another practical and positive expression of the economic principles which he has articulated since the Ottawa Summit of 1981, together with the central foreign policy objectives embodied in his Geneva meeting with Soviet Leader Gorbachev, highlighting:
 - improved communication between different societies;
 - peaceful competitiveness of differing political and economic systems;
 - unflagging support for democratic aspirations;
 - free economies which meet human needs;
 - free-nation solidarity in the service of mutual security.
- Explicitly or implicitly every part of the April-May itinerary should provide reciprocal reinforcement for one or more of these principles and further influence the public climate for Gorbachev II.

B. Primary Target Perception

- An energetic President and the continuing American renewal: assertive U.S. leadership is essential to world peace and prosperity.

C. Supporting Target Perceptions

- Reality is catching up with Ronald Reagan's vision: commonality of interests in the Atlantic and Pacific communities now a positive trend in the late 20th Century.
- Recommitment to Democracy: the future lies with those nations espousing full political/economic self-expression and self-determination.
- The U.S. is a reasonable partner in the search for lasting peace.

D. Individual Locations and Matching Messages

1. Guam

- Main Theme: indivisibility of democratic freedom.
- Specific Emphasis
 - America's role in preserving peace in the Pacific ("No man is an island.")

2. Bali/Indonesia

- Main Theme: America remains centrally relevant to the promotion of democratic cooperation, economic progress and security in the Pacific Basin.
- Specific Emphases
 - ASEAN contributes to regional stability and security.
 - Indonesia on the path of democracy.
 - U.S. offers a partnership of shared values.
 - Primacy of economic and political freedom (lesson of the Philippines).

3. Tokyo Economic Summit/Japan

- Main Theme: Summit partners help power the winds of freedom increasingly blowing democratic self-rule and entrepreneurial energy across the globe.
- Specific Emphases
 - Free Markets. Freedom from encumbering government regulation, ownership, or control, together with freedom of choice for consumers.
 - Free Trade. Freedom to flow without barriers or distortions; resistance to protectionism and continuing support for new round of multilateral negotiations.
 - Free Investment. Freedom to invest in enterprises; freedom from onerous or growth-depressing taxation which stifles new investment.
 - Free Nations. Freedom for LDCs to grow and move toward self-sufficiency through economic reform, reaping the benefits of Summit consensus on sustained non-inflationary market-oriented growth.

4. Summit Bilaterals

- Main Theme: Western democracies retain the initiative in jointly shaping a freer and safer world.
- Specific Emphases
 - Japan: emerging Japanese role in supporting broader Western security.
 - All: necessity of united stand on East-West issues.
 - All: sincerity of American commitment to progress in U.S.-USSR relationship.
 - All: implications of the Philippines experience directly affect/support Western interest in promoting expanded freedom.
 - All: tightened international cooperation is the key to combatting terrorism.
 - All: tightened international cooperation is also the key to cutting drug traffic.

5. Post-Asia: Gorbachev II (U.S.)

- Main Theme: Building on the New Start at Geneva.
- Specific Emphases:
 - Realism: Pursuit of understanding with the Soviets must continue to proceed in full and frank awareness of the major differences existing between democratic and Communist societies.
 - Reducing, eventually eliminating nuclear and conventional arsenals. We have the opportunity and the mandate to press forward with the reduction of nuclear arsenals.
 - Encourage respect for human rights. U.S. will remain second to none in the vigorous defense of human rights, believing that countries which respect civil liberties and quality of life are unlikely to unleash war.
 - Reducing the use and threat of force. Any recipe for better superpower relations must include Soviet cessation of efforts to expand influence in other countries through armed intervention and subversion.
 - Building trust, a more cooperative, relationship. Improved people-to-people, as well as government-to-government communication between our countries can promote better understanding and lead to strengthened peace and stability.



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ECONOMIC ADVISERS

United States Department of State

Washington, D.C. 20520

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March 31, 1986

MEMORANDUM TO 36 APR 2 1986 -10:00

Action: Lincoln Anderson
ccs: Dr. Mussa
Carol Reisinger
Sandy Batten
Margot

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Dept. of State Guidelines, July 21, 1997
BY dl NARA, DATE 7/21/13

P - Mr. Whitehead
E - Mr. Armacost
T - Mr. Wallis
M - Mr. Schneider
C - Mr. Spiers
AF - Mr. Derwinski
ARA - Mr. Crocker
CA - Mr. Abrams
EAP - Ms. Clark
EB - Mr. Wolfowitz
EUR - Mr. McMinn
HA - Ms. Ridgway
INM - Mr. Schifter
INR - Mr. Thomas
IO - Mr. Abramowitz
L - Mr. Newell
NEA - Judge Sofaer
OES - Mr. Murphy
PA - Mr. Negroponte
PM - Mr. Kalb
RP - Mr. Holmes
S/CPR - Mr. Purcell
S/CT - Mrs. Roosevelt
S/NP - Mr. Oakley
S/P - Mr. Kennedy
DOA - Mr. Rodman
AID - Mr. Russell
CIA - Mr. Meyer
CEA - Mr. Rixse
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NSC - Ms. Greene
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TREAS - Mr. Keyworth
USIA - Mrs. Cooksey
USTR - Ms. Post
- Mr. Frierson

URGENT

SUBJECT: Requirements for Briefing Material for the President's Tokyo Economic Summit Working Book

ECONOMIC ISSUES COORDINATOR: Scott Brown, E, Room 7260, tel. 647-8854

POLITICAL ISSUES COORDINATOR: Michael Klosson, EUR/RPM, Room 6227, tel. 647-8050

S/S-S ACTION OFFICER: Glyn Davies, Room 7241, tel. 647-8338

S/S-S BACKUP OFFICER: Kathleen Fitzpatrick, Room 7241, tel. 647-1522

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DECL: OADR

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This memorandum assigns responsibilities for the preparation of briefing materials required for the President's Economic Summit Working Book, one of two briefing books to be prepared by S/S-S for the President's study and use before and during his trip to the Far East. Materials for the second book, which will include briefing materials for all events on the Asia trip other than the Tokyo Economic Summit as such, have been tasked separately.

This memorandum restates, confirms, and partially updates the tasker on economic issues issued by Mr. Wallis ("Tokyo Economic Summit: Meeting of EPC Working Group," March 20, 1986), and also assigns addressees with the preparation of briefing materials on political issues for the President's and Secretary's use.

The economic issues papers (with WANG diskettes) required in this tasker are to be delivered directly to Scott Brown in the office of Under Secretary Wallis by the dates indicated below. When the papers are ready for assembly, E will transfer them to S/S-S for production of the books.

Political issues papers should be submitted to Michael Klossen, EUR/RPM, by the dates indicated below. In addition to the original and one copy, please submit a WANG diskette containing the requested document and cards.

I. OVERVIEW PAPERS

Memorandum to the President from the Secretary: Scott Brown of E is the principal drafter of this five-page scope paper, done in a Sec-Pres format. The paper will contain the President's objectives, the substantive setting, objectives of the other participants, and the U.S. strategy for achieving our objectives. The paper will discuss objectives for the formal economic agenda and the political subjects to be discussed. EUR is to contribute paragraphs (not more than one single-spaced page in total) on the political objectives. This paper is due by COB April 7.

II. BACKGROUND PAPERS

A. Key Summit Economic Themes Paper: Scott Brown is the principal drafter of this six-page background paper on the Key Summit Economic Themes. This paper is due by COB April 7.

B. Key Summit Political Themes Paper: EUR should prepare a two-page outline (using a tick and bullet format) on Key Summit Political Themes, cleared as appropriate, due by COB April 7.

C. Country Papers: Responsibilities for preparing country papers on each participant in the Economic Summit are assigned below. These papers should review the political and economic context of the country and summarize the main objectives

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- 3 -

and views of each head of state/government. The papers are not to exceed one page in length (using a tick and bullet outline format), and are due COB April 7.

<u>Paper</u>	<u>Draft</u>
Japan	EAP
Canada	EUR
EC	EUR
France	EUR
FRG	EUR
Italy	EUR
United Kingdom	EUR

D. Economic Issues Papers: These will be one-page discussions of specific issues listed below, with talking points as appropriate. They should be produced on plain white bond, using 10 pitch courier type, with one inch margins. Agencies should clear as appropriate.

Issue Papers

	<u>Drafter</u>	<u>Due</u>
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Technology Cooperation	OSTP	3/31*
Education	EDUCATION	3/31*

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- 4 -

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Arms Control & Disarmament	EUR/RPM	EAP,PM,P
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G. Political Fact Sheets: In addition to the Political Issues Papers, one-page fact sheets on the following topics should be prepared using a tick and bullet format. These papers are due April 7.

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SDI	EUR/RPM	PM,P
CW	PM	EUR/RPM,ACDA,P,
CDE	PM	EUR/RPM,ACDA,P
MBFR	EUR/RPM	PM,ACDA
Nuclear Testing	EUR/SOV	OES,PM,ACDA,P
Terrorism	S/CT	EUR/RPM,NEA,P

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Persian Gulf & Iran-Iraq	NEA	P
Central America	ARA	P
Middle East	NEA	P
Afghanistan	NEA	EUR/SOV, P
Southern Africa	AF	EUR/RPM, P
East Asia	EAP	P
Narcotics	INM	EUR/RPM, P

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This will be prepared by E after the final preparatory meeting of the Personal Representatives.

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E and EAP should prepare an annotated schedule for the President for the Economic Summit. Use plain white bond. This document is a key guide to the Summit, and must be continuously refined. It should be cleared by EUR, and is due COB April 4.

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Nicholas Platt
Executive Secretary

Attachments:
As stated

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<i>ID</i>	<i>Document Type</i> <i>Document Description</i>	<i>No of</i> <i>pages</i>	<i>Doc Date</i>	<i>Restric-</i> <i>tions</i>
162372 PAPER		1	ND	B1
	SAMPLE COUNTRY PAPER - CANADA			

The above documents were not referred for declassification review at time of processing
Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

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162373 PAPER		1	ND	B1
	DUPLICATE OF 162372			

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1984 ECONOMIC SUMMIT

SAMPLE

Annotated Schedule

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6:30 p.m. Reception at St. James' Palace.

This is the opening event of the Summit. Attendees will include the Heads, Ministers (and members of the official delegations) from all Summit participants. It is essentially a "mix-and-mingle", informal event.

7:55 p.m. Depart en route No. 10 Downing Street.

8:00 p.m. Working Dinner (2 hours - Heads of State/Government only, plus notetakers, 10 Downing Street).

This informal initial session will set the stage for your subsequent meetings.

We have decided on several U.S. objectives in the political field; the order for addressing them, however, has not yet been fixed by the British.

FRIDAY, JUNE 8

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This is the first formal meeting involving Heads of State/Government only (with one notetaker each). Prime Minister Thatcher may ask each Head to make an initial summary presentation before moving to general discussion. You should stress your confidence in a durable recovery and the success of the policies you have advocated since Ottawa. You should also focus on our main economic objectives (the debt management strategy, trade negotiations and the space station). We do not expect political subjects to be raised at this session. At the end of the meeting, Thatcher is expected to propose how the meeting should be represented to the press by the British spokesman.

Format for Issue Paper

CLASSIFICATION

ISSUE PAPER - SUBJECT

I. Issue/Objective

- o Define the issue and the President's major objective in raising/discussing it
- o Add additional bullets for secondary, tertiary objectives

II. Background

- o Briefly describe the pertinent background information
- o Add bullets for additional important information

III. Talking Points

- Talking points should be single spaced in upper and lower case
- They should be concisely drafted in telegraphese style

CLASSIFICATION

MOCK-UP OF FACT SHEET

SAMPLE

I. HEADINGS

- o Roman numeral headings underlined and all in capital letters
- o should be brief
- o should follow logical progression

II. BULLETS

- o used for subsidiary points
- o when content of bullet requires more than one line, margin should stay flush with the first line
- o each bullet represents a paragraph's worth of thoughts
- o no more than two lines per bullet; one line preferred
- o double space between bullets, except in Situation Reports

III. FACTS, QUOTES, SUBSIDIARY POINTS

- o when point of bullet leads to a list, quote, factual material or other elaboration, use colon and ticks:
 - "for quotes"
 - for facts - e.g., KIA 13, MIA 12

IV. CONTENT

- o focus on facts:
 - give precise dates, names, places, numbers,



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United States Department of State *File*

Washington, D.C. 20520

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March 31, 1986

MEMORANDUM TO *35 APR 2 1986* *APR -10 7 040*

Action = Lincoln Anderson
ccs: DiMussa
Carol Reisenring
Sandy Batter

DI
Dept. of State
BY *dh*

D
July 21, 1997
TE *7/22/2013*

- P - Mr. Whitehead
- E - Mr. Armacost
- T - Mr. Wallis
- M - Mr. Schneider
- C - Mr. Spiers
- AF - Mr. Derwinski
- ARA - Mr. Crocker
- CA - Mr. Abrams
- EAP - Ms. Clark
- EB - Mr. Wolfowitz
- EUR - Mr. McMinn
- HA - Ms. Ridgway
- INM - Mr. Schifter
- INR - Mr. Thomas
- IO - Mr. Abramowitz
- L - Mr. Newell
- NEA - Judge Sofaer
- OES - Mr. Murphy
- PA - Mr. Negroponte
- PM - Mr. Kalb
- RP - Mr. Holmes
- S/CPR - Mr. Purcell
- S/CT - Mrs. Roosevelt
- S/NP - Mr. Oakley
- S/P - Mr. Kennedy
- DOA - Mr. Rodman
- AID - Mr. Russell
- CIA - Mr. Meyer
- CEA - Mr. Rixse
- DOC - Ms. Machol ✓
- DOE - Ms. Robbins
- EPA - Mr. Vitale
- NASA - Ms. Fisher
- NSC - Ms. Greene
- OMB - Mr. Martin
- OSTP - Mr. Lowe
- TREAS - Mr. Keyworth
- USIA - Mrs. Cooksey
- USTR - Ms. Post
- Mr. Frierson

URGENT

SUBJECT: Requirements for Briefing Material for the President's Tokyo Economic Summit Working Book

ECONOMIC ISSUES COORDINATOR: Scott Brown, E, Room 7260, tel. 647-8854

POLITICAL ISSUES COORDINATOR: Michael Klosson, EUR/RPM, Room 6227, tel. 647-8050

S/S-S ACTION OFFICER: Glyn Davies, Room 7241, tel. 647-8338

S/S-S BACKUP OFFICER: Kathleen Fitzpatrick, Room 7241, tel. 647-1522

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DECL: OADR

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- 2 -

This memorandum assigns responsibilities for the preparation of briefing materials required for the President's Economic Summit Working Book, one of two briefing books to be prepared by S/S-S for the President's study and use before and during his trip to the Far East. Materials for the second book, which will include briefing materials for all events on the Asia trip other than the Tokyo Economic Summit as such, have been tasked separately.

This memorandum restates, confirms, and partially updates the tasker on economic issues issued by Mr. Wallis ("Tokyo Economic Summit: Meeting of EPC Working Group," March 20, 1986), and also assigns addressees with the preparation of briefing materials on political issues for the President's and Secretary's use.

The economic issues papers (with WANG diskettes) required in this tasker are to be delivered directly to Scott Brown in the office of Under Secretary Wallis by the dates indicated below. When the papers are ready for assembly, E will transfer them to S/S-S for production of the books.

Political issues papers should be submitted to Michael Klossen, EUR/RPM, by the dates indicated below. In addition to the original and one copy, please submit a WANG diskette containing the requested document and cards.

I. OVERVIEW PAPERS

Memorandum to the President from the Secretary: Scott Brown of E is the principal drafter of this five-page scope paper, done in a Sec-Pres format. The paper will contain the President's objectives, the substantive setting, objectives of the other participants, and the U.S. strategy for achieving our objectives. The paper will discuss objectives for the formal economic agenda and the political subjects to be discussed. EUR is to contribute paragraphs (not more than one single-spaced page in total) on the political objectives. This paper is due by COB April 7.

II. BACKGROUND PAPERS

A. Key Summit Economic Themes Paper: Scott Brown is the principal drafter of this six-page background paper on the Key Summit Economic Themes. This paper is due by COB April 7.

B. Key Summit Political Themes Paper: EUR should prepare a two-page outline (using a tick and bullet format) on Key Summit Political Themes, cleared as appropriate, due by COB April 7.

C. Country Papers: Responsibilities for preparing country papers on each participant in the Economic Summit are assigned below. These papers should review the political and economic context of the country and summarize the main objectives

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- 3 -

and views of each head of state/government. The papers are not to exceed one page in length (using a tick and bullet outline format), and are due COB April 7.

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SDI	EUR/RPM	PM,P
CW	PM	EUR/RPM,ACDA,P,
CDE	PM	EUR/RPM,ACDA,P
MBFR	EUR/RPM	PM,ACDA
Nuclear Testing	EUR/SOV	OES,PM,ACDA,P
Terrorism	S/CT	EUR/RPM,NEA,P

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Persian Gulf & Iran-Iraq	NEA	P
Central America	ARA	P
Middle East	NEA	P
Afghanistan	NEA	EUR/SOV,P
Southern Africa	AF	EUR/RPM,P
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ID	Doc Type	Document Description	No of Pages	Doc Date	Restrictions
162371	PAPER	SAMPLE PAPER: SPACE STATION	2	ND	B1
162372	PAPER	SAMPLE COUNTRY PAPER - CANADA	1	ND	B1
162373	PAPER	DUPLICATE OF 162372	1	ND	B1

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1984 ECONOMIC SUMMIT

SAMPLE

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