

Protocol and Diplomacy International – Protocol Officers Association

Eighth Annual International Protocol Education Forum
Continuing Education for Protocol Professionals

August 4-7, 2009
Madison Hotel
1177 15th Street, NW
Washington, DC 20005
202-862-1600

(Schedule is subject to change)

FORM AND SUBSTANCE: INTERNATIONAL PROTOCOL IN A NATIONAL CAPITAL

Tuesday, August 4

Note:

Attire: Business Casual

9:00 AM – 4:00 PM PDI Board Meeting (Board members only)
Mount Vernon Room – Salon B

4:00 - 6:00 PM Registration
Dolly Madison Ballroom Foyer

4:30 – 5:30 PM Training Workshops
1. Global Business Etiquette (Dolly Madison Ballroom)
2. Ceremonies (Mt Vernon Salon A)
3. Seating (Montpelier Salon 1)

5:45 – 6:45 PM Training Workshops
1. Green Conferencing (Mt Vernon Salon A)
2. Precedence (Dolly Madison Ballroom)
3. Seating (Montpelier Salon 1)

7:00 – 8:00 PM Training Workshops
1. Flag Protocol (Dolly Madison Ballroom)
2. Precedence (Montpelier Salon 1)
3. Ceremonies (Mt. Vernon Salon A)

Wednesday, August 5

Note: All sessions will be held in the Dolly Madison Ballroom unless noted otherwise.

Attire: Business

7:30 – 8:30 AM Registration
Dolly Madison Ballroom Foyer

DRAFT a/o: 8 Jul 09

7:30 – 8:15 AM	Continental Breakfast Mount Vernon Room – Salon A
8:30 – 9:30 AM	Welcoming Remarks and Introductions <i>Chris Young, President, Protocol & Diplomacy International – Protocol Officers Association & Chief of Protocol, State of Georgia</i>
9:30 – 10:45 AM	Host City Welcome <i>Dr. Stephanie D. Scott, Secretary of the District of Columbia</i> Panel Discussion: Hosting the World’s Diplomats Moderator: <i>Dr. Stephanie D. Scott, Secretary of the District of Columbia</i> Presented by: <i>Patricia Elwood, Protocol and International Affairs, Office of the Secretary of the District of Columbia</i> <i>Linda Donovan Harper, Executive Director, Cultural Tourism, DC Njambi, Washington Performing Arts Society, Embassy Adoption Program</i>
10:45 – 11:00 AM	Break
11:00 – Noon	Diplomatic Friends and Neighbors Presented by: <i>Lexie Ellis, President, The Hospitality and Information Service (THIS)</i> <i>Joan Keston, Vice President for Programs, THIS</i> <i>Marlene Futterman, THIS</i>
12:15 – 1:45 PM	Luncheon Mount Vernon Room (Address by:)
2:00 – 2:45 PM	Panel Discussion: Public Diplomacy Moderator: <i>Anna Gawel, Managing Editor, WASHINGTON DIPLOMAT</i> Presented by: <i>James E. Dean, Deputy Director Government Relations, Foreign, Defense, Trade, and Homeland Security Policy, The Heritage Foundation</i> <i>Albert Keidel, Former Senior Associate, Carnegie Endowment for International Peace, Former Acting Director, Office of East Asian Nations, U.S. Treasury Department</i>
2:45 – 3:30 PM	Panel Discussion: Cultural Diplomacy Moderator: <i>Anna Gawel, Managing Editor WASHINGTON DIPLOMAT</i> Presented by: <i>Her Excellency, Claudia Fritsche, Ambassador of The Principality of Liechtenstein</i> <i>Jerome Barry, Director, Embassy Series</i>
3:30 – 3:45 PM	Break

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- 3:45 – 4:30 PM Panel Discussion: The Art of Gift Giving
Presented by:
Nancy A. P. Chen, Chief of Protocol, Office of the Director of National Intelligence
Rebecca Aguilar, Senior Manager, Customer Relations, The Boeing Company
Diane Brown, Protocol Solutions LLC
- 5:30 – 6:00 PM New Member Orientation - Montpelier Salon 1
Conducted by:
Chris Young, President PDI – POA, Chief of Protocol, State of Georgia
Ann Beard, Founding President, PDI – POA, President, Diplomacy and International Protocol
- 6:00 – 8:00 PM Welcome Reception, Silent Auction, and Vendor Showcase
Mount Vernon Room

Thursday, August 6

Note: All visitors to the Department of State must submit to security screening procedures. Remember to bring government issued photo ID (driver's license, passport, etc).

Attire: Business

- 7:00-7:50 AM Continental Breakfast
Mount Vernon Room – Salon A
- 7:50-8:00 AM Board Buses for Department of State
- 8:00 AM Depart for Department of State
- 8:35 AM Arrive at Department of State
- 8:50 – 9:15 AM Welcome Coffee – Delegates Lounge
- 9:15 – 9:30 AM Break
Proceed to Loy Henderson Auditorium
- 9:30 – 10:00 AM Welcoming Remarks by: XXX
- 10:00 – 10:45 AM Kings, Queens, Presidents and Prime Ministers ...
Coordinating Visits of Foreign Leaders in the New Administration
Presented by: *Paul R. Hegarty, Assistant Chief of Protocol for Visits*
- 10:45 – 11:30 AM The Pleasure of Your Company is Requested ...
The Role of the Ceremonials Division in the New Administration
Presented by:
Natalie R. Jones, Assistant Chief of Protocol for Ceremonials
April Guice, Lead Protocol Officer
- 11:45 AM - 1:00 PM Networking Lunch -- Delegates Lounge
- 1:15- 2:00 PM Serving History: Stewardship at Blair House, The President's

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Guest House
Presented by: *Candace Shireman, Curator, Blair House*

2:00 - 2:45 PM Receiving Foreign Delegations
Presented by: *Duan Jun*
First Secretary
Embassy of the People's Republic of China

2:45 - 3:00 PM Break

3:00 - 3:45 PM Advancing VIP Travel
Presented by: *Shelby Scarbrough, President, Practical Protocol*

4:00 PM Board Buses for Embassy of Australia

4:15 PM Depart for Embassy of Australia

4:35 PM Arrive at Embassy of Australia
Group Photo

4:45 – 6:30 PM Remarks and Reception at Embassy of Australia
Presented by: *TBD*

6:45 PM Walk or Board Buses for Madison Hotel

6:55 PM Depart for Hotel
Evening at leisure

Friday, August 7

Note: All sessions will be held in the Dolly Madison Ballroom unless otherwise noted.

Attire: Business

8:15 – 9:30 AM Breakfast - Mount Vernon Room, Salon A
2010 Host City presentation by: *XXX*

9:45 – 10:45 AM Panel Discussion: Ethical and Legal Considerations for Protocol Professionals
Moderator: *Kelly Harris, Manager, Corporate Protocol and Domestic Operations, Corporate Business Development, Lockheed Martin Corporation*
Presented by:
Howard O. Weissman, Vice President and General Counsel – International, Lockheed Martin Corporation

10:45 – 11:00 AM Break

11:00 – 11:45 AM A Conversation with Ambassador and Mrs. Thomas R. Pickering
Conducted by: *Chris Young, PDI – POA*

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Noon – 2:00 PM	Luncheon – Mount Vernon Room Address by: <i>Lieutenant General David Huntoon, Jr. Director, U.S. Army Staff</i>
2:15 – 3:00 PM	Using Cultural and Historic Places in the World of Protocol Presented by: <i>Nicole L. Krakora, Smithsonian Institution</i>
3:10 PM	Board Buses for Smithsonian Institution, Arthur M. Sackler Gallery
3:20 PM	Depart Madison Hotel
3:35 PM	Arrive Smithsonian Institution, Arthur M. Sackler Gallery
3:45 PM	Guided Tour: “The Tsars and the East: Gifts from Turkey and Iran in the Moscow Kremlin”
5:30 PM	Farewell Remarks by Chris Young
5:45 PM	Board Buses for Madison Hotel
6:00 PM	Arrive Madison Hotel
	Conference Concludes