

January 1, 2024

Monday

January 2024

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February 2024

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| MONDAY | |
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| EXEMPTION 6 | |
| Office closed - New Year's Day - Hendrickson, Katie L. EOP/USTR | |
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| Notes |
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January 2, 2024

Tuesday

January 2024

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February 2024

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| TUESDAY | |
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January 3, 2024

Wednesday

January 2024

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February 2024

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| WEDNESDAY | | Notes |
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| | 3 | |
| EXEMPTION 6 | | |
| 7 AM | | |
| 8 | | |
| 9 | | |
| 10 | <p>Meeting: USTR/AUSTR/FO (In-Person) ANNEX 1&2 EXEMPTION 6 Hurlburt, Heather F. EOP/USTR</p> <p>Weekly Cabinet COS Call Webex; Walker, Serena E. EOP/WHO</p> | |
| 11 | <p>Meeting: Heather + Katie AKT Office; Tai, Katherine C. EOP/USTR</p> | |
| 12 PM | <p>[EXTERNAL] Updated invitation: Recurring: Standing ISAB Check In @ Weekly from 12pm to 1pm on Wednesday from Wed Sep 20, 2023 to Tue Jan 9 (EDT) (heather.f.hurlburt@ustr.eop.gov) Rachel Thomas</p> | |
| 1 | | |
| 2 | | |
| 3 | | |
| 4 | | |
| 5 | <p>Call: Jared Bernstein Jared to call YOU ; Tai, Katherine C. EOP/USTR</p> <p>Weekly Cabinet Call Walker, Serena E. EOP/WHO</p> <p>Weekly Cabinet Call EXEMPTION 6</p> | |
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January 4, 2024

Thursday

January 2024

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February 2024

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| THURSDAY | | Notes |
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| 4 | EXEMPTION 6 | |
| 7 AM | | |
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| 11 | | |
| 12 PM | ISAB Study Group Report review EXEMPTION 6 Dover, Michelle E | |
| 1 | Meeting: Senior Advisors AKT Office Tai, Katherine C. EOP/USTR | Weekly AKT Invite Review (FO) Heather's Office/Dial-In (below); Annino, Angelica |
| 2 | | |
| 3 | | |
| 4 | EXEMPTION 6 | |
| 5 | Canceled: Meeting: Memo Review AKT Office; Tai, Katherine C. EOP/USTR | |
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January 5, 2024

Friday

January 2024

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February 2024

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| FRIDAY | | Notes |
|--------|--|-------|
| | 5 | |
| | CRC: Delhi - Candaele, Camille R. EOP/USTR To Jan 15 | |
| 7 AM | | |
| 8 | | |
| 9 | Canceled: HOLD - 301 Small Group TBC Todd, Nora C. EOP/NSC | |
| 10 | Weekly Sync: Cara Morrow W211; Hurlburt, Heather F. EOP/USTR | |
| | Weekly All COS Call Webex; Walker, Serena E. EOP/WHO | |
| 11 | USTR/Senior Staff Winder 203/ Dial in EXEMPTION 6 Tai, Katherine C. EOP/USTR | |
| 12 PM | Weekly Taiwan Check In Webex; Bianchi, Sarah A. EOP/USTR | |
| | Meeting: Mexico EVs W203 Tai, Katherine C. EOP/USTR | |
| 1 | HFH + KLH + AZA sync Winder 211; Hurlburt, Heather F. EOP/USTR | |
| 2 | Executive Protective Detail Candidates Review Webex; Williams, Tina R. EOP/USTR | |
| 3 | Peter Harrell EXEMPTION 6 | |
| 4 | Heather + Dan call Hurlburt, Heather F. EOP/USTR | |
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January 6, 2024

Saturday

January 2024

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February 2024

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| SATURDAY | | Notes |
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January 7, 2024

Sunday

January 2024

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February 2024

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| SUNDAY | | Notes |
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| <div style="border: 1px solid black; padding: 2px;"> ■ From Jan 5 CRC: Delhi - Candaele, Camille R. EOP/USTR To Jan 15 ■ </div> | | |
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January 8, 2024

Monday

January 2024

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February 2024

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| MONDAY | | Notes |
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| 8 | | |
| From Jan 5 CRC: Delhi - Candaele, Camille R. EOP/USTR To Jan 15 | | |
| 7 AM | | |
| 8 | | |
| 9 | Meeting: Weekly Lookahead AKT Office; Tai, Katherine C. EOP/USTR | |
| | Canceled: Global Arrangement and EU CMA (Reoccuri EXEMPTION 6 | |
| | Meeting: USTR/AUSTR/FO (Webex) EXEMPTION 6 Hurlburt, Heather F. EOP/USTR | |
| 10 | [EXTERNAL] Invitation: Michael Stumo call Heather Hu Michael Stumo | |
| | Weekly COS/WHL Call Walker, Serena E. EOP/WHO | |
| 11 | Heather + Livia | |
| | Heather + Sam Winder 211; Hurlburt, Heather F. EOP/USTR | |
| 12 PM | ADM - HFH Connect Winder 423; Hurst, Jonathan R. EOP/USTR | |
| 1 | EXEMPTION 6 | |
| 2 | | |
| 3 | Heather & Tina - Chat TBD; Williams, Tina R. EOP/USTR | |
| 4 | Meeting: Senior Advisors AKT Office Tai, Katherine C. EOP/USTR | |
| | Heather / Sheila Heather to call Sheila at EXEMPTION 6 ; Grant, Sheila B. EO | |
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| 6 | | |
| | 7:30pm - 8:00pm Call: Amb. Emanuel EXEMPTION 6 | |

January 9, 2024

Tuesday

January 2024

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February 2024

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| TUESDAY | | Notes |
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| 9 | | |
| <div style="border: 1px solid black; padding: 2px;"> [REDACTED] From Jan 5 CRC: Delhi - Candaele, Camille R. EOP/USTR To Jan 15 [REDACTED] </div> | | |
| 7 AM | | |
| 8 | | |
| 9 | | |
| 10 | <div style="border: 1px solid black; padding: 2px;"> Meeting: Delhi Schedule Review EXEMPTION 6 </div> | |
| | <div style="border: 1px solid black; padding: 2px;"> Heather + Chris Winder 211; Hurlburt, Heather F. EOP/USTR </div> | |
| 11 | <div style="border: 1px solid black; padding: 2px;"> Meeting: Memo Review AKT Office; Tai, Katherine C. EOP/USTR </div> | |
| | <div style="border: 1px solid black; padding: 2px;"> Meeting: Taiwan W218; Tai, Katherine C. EOP/USTR </div> | |
| 12 PM | <div style="border: 1px solid black; padding: 2px;"> Meeting: Fish/MC-13 W203; Tai, Katherine C. EOP/USTR </div> | |
| | <div style="border: 1px solid black; padding: 2px;"> Meeting: Monthly with Bill Shpiece Heather's Office (211); Hurlburt, Heather F. EOP/USTR </div> | |
| 1 | <div style="border: 1px solid black; padding: 2px;"> Meeting: Cindy Huang Heather's Office (211) Hurlburt, Heather F. EOP/USTR </div> | |
| | <div style="border: 1px solid black; padding: 2px;"> Meeting: Sec 201 W203; Tai, Katherine C. EOP/USTR </div> | |
| 2 | <div style="border: 1px solid black; padding: 2px;"> Weekly AKT Invite Review (FO) Heather's Office/Dial-In (below); Annino, Angelica Z. EOP/USTR </div> | |
| | <div style="border: 1px solid black; padding: 2px;"> Meeting: Supply Chains W203; Tai, Katherine C. EOP/USTR </div> | |
| 3 | <div style="border: 1px solid black; padding: 2px;"> Meeting: Digital Catch-Up W211; Hurlburt, Heather F. EOP/USTR </div> | |
| 4 | <div style="border: 1px solid black; padding: 2px;"> Meeting: Heather + Katie AKT Office; Tai, Katherine C. EOP/USTR </div> | |
| | <div style="border: 1px solid black; padding: 2px;"> USTR/Senior Staff Winder 203/ Dial in EXEMPTION 6 Tai, Katherine C. EOP/USTR </div> | |
| 5 | <div style="border: 1px solid black; padding: 2px;"> Navtej<->Heather Call Heather will call Navtej; EXEMPTION 6 Dhillon, Navtej S. </div> | |
| 6 | | |
| | <div style="border: 1px solid black; padding: 2px;"> EXEMPTION 6 </div> | |

January 10, 2024

Wednesday

January 2024

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February 2024

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| WEDNESDAY | | Notes |
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| | <div style="border: 1px solid black; padding: 2px;"> ■ From Jan 5 CRC: Delhi - Candaele, Camille R. EOP/USTR To Jan 15 ■ </div> <div style="border: 1px solid black; padding: 2px; margin-top: 2px;"> AZA: WFH - Annino, Angelica Z. EOP/USTR </div> | |
| 7 AM | | |
| 8 | | |
| 9 | <div style="border: 1px solid black; padding: 2px;"> FO Call Webex; Hendrickson, Katie L. EOP/USTR </div> | |
| 10 | <div style="border: 1px solid black; padding: 2px;"> Weekly Cabinet COS Call Webex; Walker, Serena E. EOP/WHO </div> | |
| 11 | <div style="border: 1px solid black; padding: 2px;"> Meeting: Laura Buffo W211 (Heather's Office); Hurlburt, Heather F. EOP/USTR </div> | |
| 12 PM | <div style="border: 1px solid black; padding: 2px;"> Meeting: DUSTR confirmation Winder 211; Hurlburt, Heather F. EOP/USTR </div> | |
| 1 | <div style="border: 1px solid black; padding: 2px;"> Meeting: Michael Remetta W211 (Heather's Office); Hurlburt, Heather F. EOP/USTR </div> | |
| 2 | <div style="border: 1px solid black; padding: 2px;"> F.O./HR/Admin Check-In Bi-Weekly WebEx; Ames, Fred L. EOP/USTR </div> | |
| 3 | <div style="border: 1px solid black; padding: 2px;"> Heather + Andrea </div> | |
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| | 8:20pm - 11:20am UA 82(EWR --> DEL) | |
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January 11, 2024

Thursday

January 2024

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February 2024

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| THURSDAY | | Notes |
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| 11 | | |
| From Jan 5 CRC: Delhi - Candaele, Camille R. EOP/USTR To Jan 15 | | |
| 7 AM | UA 82 EWR --> DEL Tai, Katherine C. EOP/USTR | |
| 8 | HFH - John Rossomondo | |
| 9 | | |
| 10 | Week Ahead AUSTRs Meeting EXEMPTION 6 Hurlburt, Heather F. EOP/USTR | |
| 11 | Weekly Sync: Cara Morrow W211; Hurlburt, Heather F. EOP/USTR | |
| 12 PM | Lunch Tamara Wittes/State EXEMPTION 6 | |
| 1 | | |
| 2 | EXEMPTION 6 Weekly Logistics Sync Winder 211; Annino, Angelica Z. EOP/USTR | |
| 3 | | |
| 4 | Sarah + Heather Winder 400A; Hurlburt, Heather F. EOP/USTR | |
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January 12, 2024

Friday

January 2024

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February 2024

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| FRIDAY | | Notes |
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| 12 | | |
| <div style="border: 1px solid green; padding: 2px;"> From Jan 5 CRC: Delhi - Candaele, Camille R. EOP/USTR To Jan 15 To Jan 15 </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> (MOVING) - Digital Trade Small Group IPC Redux (WHSR JFK Room) - Todd, Nora C. EOP/NSC </div> | | |
| 7 AM | | |
| 8 | | |
| 9 | <div style="border: 1px solid green; padding: 2px;"> FO Call Webex; Hendrickson, Katie L. EOP/USTR ↻ </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> State clearance EXEMPTION 6 </div> | |
| 10 | <div style="border: 1px solid green; padding: 2px;"> Weekly All COS Call Webex; Walker, Serena E. EOP/WHO ↻ </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> Canceled: Weekly All COS Call James, Maya C. EOP/WHO ↻ </div> | |
| 11 | <div style="border: 1px solid green; padding: 2px;"> Meeting: Climate Workstreams Webex; Hurlburt, Heather F. EOP/USTR </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> Hold for AKT Brussels trip coordination call Tomorrow, Cara M. EOP/USTR </div> | |
| 12 PM | <div style="border: 1px solid green; padding: 2px;"> AKT-Juan-HFH Webex; Hurlburt, Heather F. EOP/USTR </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> Canceled: Weekly Taiwan Check In https://pitc.zoomgov.com/j/1612121658?pwd=QnNFNk ↻ </div> | |
| 1 | <div style="border: 1px solid green; padding: 2px;"> EOP Chiefs Monthly Sync EXEMPTION 6 Shah, Reema B. EOP/WHO ↻ </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> Jamila + Heather Hurlburt, Heather F. EOP/USTR </div> | |
| 2 | <div style="border: 1px solid green; padding: 2px;"> Canceled: Meeting: AKT 2-Week LookAhead WebEx; Annino, Angelica Z. EOP/USTR ↻ </div> | |
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| 4 | EXEMPTION 6 | |
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January 13, 2024

Saturday

January 2024

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February 2024

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| SATURDAY | | Notes |
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| <div style="border: 1px solid green; padding: 2px;"> ■ From Jan 5 CRC: Delhi - Candaele, Camille R. EOP/USTR To Jan 15 ■ </div> | | |
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January 14, 2024

Sunday

January 2024

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February 2024

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| SUNDAY | | Notes |
|---|--|-------|
| 14 | | |
| From Jan 5 CRC: Delhi - Candaele, Camille R. EOP/USTR To Jan 15 | | |
| 7 AM | UA 817 DEL --> EWR Tai, Katherine C. EOP/USTR | |
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| 12 PM | | |
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| 9:57pm - 11:20pm UA 1781(EWR --> IAD) | | |
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January 15, 2024

Monday

January 2024

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February 2024

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| MONDAY | | Notes |
|---|--|-------|
| 15 | | |
| <div style="border: 1px solid green; padding: 2px;"> ■ From Jan 5 CRC: Delhi - Candaele, Camille R. EOP/USTR </div> | | |
| <div style="border: 1px solid green; padding: 2px;"> Office Closed: Martin Luther King Jr. Day - Hendrickson, Katie L. EOP/USTR </div> | | |
| 7 ^{AM} | | |
| 8 | | |
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| 11 | | |
| 12 ^{PM} | | |
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January 16, 2024

Tuesday

January 2024

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February 2024

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| 25 | 26 | 27 | 28 | 29 | | |

| TUESDAY | | Notes |
|---------|---|-------|
| | 16 | |
| 7 AM | | |
| 8 | Canceled: Cabinet Chief of Staff Meeting Myre, Annalise EOP/WHO | |
| 9 | Meeting: USTR/AUSTR/FO (WEBEX ONLY) Hurlburt, Heather F. EOP/USTR | |
| 10 | | |
| 11 | Meeting: Weekly Lookahead EXEMPTION 6 Tai, Katherine C. EOP/USTR | |
| | Vivek-Heather check-in (IP issues) Heather to dial Vivek at EXEMPTION 6 ; Viswanathan, Vivek EOP/WHO | |
| 12 PM | | |
| | Katie + Heather sync Webex; Hendrickson, Katie L. EOP/USTR | |
| | Weekly Taiwan Check In Webex; Bianchi, Sarah A. EOP/USTR | |
| 1 | Weekly AKT Invite Review (FO) EXEMPTION 6 ; Annino, Angelica Z. | |
| | Meeting: Heather + Katie EXEMPTION 6 | |
| | Canceled: Meeting: Heather + Katie AKT Office; Tai, Katherine C. EOP/USTR | |
| 2 | EXEMPTION 6 | |
| | Interview: EXEMPTION 6 | |
| 3 | Checkout Briefing WebEx; Brown, Angela P. EOP/USTR | |
| | Heather/Kelly catch-up Webex; Milton, Kelly K. EOP/USTR | |
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January 17, 2024

Wednesday

January 2024

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February 2024

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| WEDNESDAY | | Notes |
|------------------|--|--|
| | 17 | |
| 7 ^{AM} | | |
| 8 | | |
| 9 | FO Call Webex; Hendrickson, Katie L. EOP/USTR | |
| 10 | Canceled: Weekly Cabinet COS Call Webex; Walker, Serena E. EOP/WHO | |
| 11 | Personnel: where are we? webex; Hurlburt, Heather F. EOP/USTR | |
| 12 ^{PM} | | |
| 1 | | |
| 2 | ISAB NSC Study Group Meeting EXEMPTION 6 Dover, Michelle E | [HOLD] Call: Sec. Vilsack Sec. Vilsack to call YOU; Tai, Katherine C. EOP/USTR Meeting: Weekly Scheduling Feedback + Invites AKT Office; Tai, Katherine C. EOP/USTR |
| 3 | Meeting: Senior Advisors AKT Office Tai, Katherine C. EOP/USTR | Heather + Katie sync Hurlburt, Heather F. EOP/USTR |
| 4 | DUSTR conf check in Winder 211; Hurlburt, Heather F. EOP/USTR | Meeting: Supply Chains Small Group AKT Office ; Tai, Katherine C. EOP/USTR |
| 5 | Weekly Cabinet Call Walker, Serena E. EOP/WHO | Weekly Cabinet Call EXEMPTION 6 |
| 6 | | |
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January 18, 2024

Thursday

January 2024

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February 2024

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| THURSDAY | | Notes |
|----------|--|---|
| | 18 | |
| 7 AM | Quarterly Reminder: Test GETS Card Phone; Aqueche, Victor A. EOP/USTR | |
| 8 | Breakfast: Nina Hachigian EXEMPTION 6 | |
| 9 | Meeting: TRIPS/NVNI W203; Tai, Katherine C. EOP/USTR | |
| 10 | Week Ahead AUSTRs Meeting EXEMPTION 6 Hurlburt, Heather F. EOP/USTR | |
| | Weekly Sync: Cara Morrow W211; Hurlburt, Heather F. EOP/USTR | |
| 11 | Meeting: Chuck Magro (Corteva) W203; Tai, Katherine C. EOP/USTR | EXEMPTION 6 |
| | Canceled: Meeting: DUSTRs Winder 203 EXEMPTION 6 Tai, Katherine C. EOP/USTR | |
| 12 PM | | |
| 1 | Weekly Logistics Sync Winder 211; Annino, Angelica Z. EOP/USTR | |
| | Meeting: Sara Schuman Heather's Office; Hurlburt, Heather F. EOP/USTR | |
| 2 | Heather + Heather catchup Heather H's office; Hurlburt, Heather F. EOP/USTR | |
| 3 | [UPDATED TIME] USTR/Senior Staff Winder 203/ Dial in EXEMPTION 6 Tai, Katherine C. EOP/USTR | USTR DEIA Strategic Plan Bi-Weekly Mtg EXEMPTION 6 Cooper, Tameka S. EOP/USTR |
| | | |
| 4 | Heather-Sung chat HH office; Chang, Sung E. EOP/USTR | |
| | Meeting: Memo & Correspondence Review AKT Office; Tai, Katherine C. EOP/USTR | |
| 5 | FO Personnel issues Winder 211; Hurlburt, Heather F. EOP/USTR | |
| | Todd Tucker | |
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January 19, 2024




Friday

January 2024

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February 2024

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| FRIDAY | | Notes |
|--------------------|--|-------|
| | 19 | |
| EXEMPTION 6 | | |
| 7 ^{AM} | | |
| 8 | | |
| 9 | FO Call Webex; Hendrickson, Katie L. EOP/USTR  | |
| | USMCA FTC Discussion W203; Hurlburt, Heather F. EOP/USTR | |
| 10 | Weekly All COS Call Webex; Walker, Serena E. EOP/WHO  | |
| 11 | Meeting: Supply Chains Follow-Up W203; Tai, Katherine C. EOP/USTR | |
| 12 ^{PM} | Canceled: Weekly Taiwan Check In Webex; Bianchi, Sarah A. EOP/USTR  | |
| 1 | | |
| 2 | | |
| 3 | In-person chiefs | |
| 4 | | |
| 5 | | |
| 6 | EXEMPTION 6 | |
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January 20, 2024

Saturday

January 2024

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February 2024

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| SATURDAY | | Notes |
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| 11 | | |
| 12 ^{PM} | | |
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January 21, 2024

Sunday

January 2024

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February 2024

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| SUNDAY | | Notes |
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| 12 ^{PM} | | |
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January 22, 2024

Monday

January 2024

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February 2024

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| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | | |

| MONDAY | | Notes |
|------------------|--|-------|
| | 22 | |
| 7 ^{AM} | | |
| 8 | | |
| 9 | | |
| 10 | <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid green; padding: 2px;"> Weekly COS/WHL Call Walker, Serena E. EOP/WHO </div> <div style="border: 1px solid green; padding: 2px;"> Canceled: Weekly COS/WHL Call James, Maya C. EOP/WHO </div> </div> | |
| 11 | <div style="border: 1px solid green; padding: 2px;"> Meeting: First Half Travel W203; Hurlburt, Heather F. EOP/USTR </div> | |
| 12 ^{PM} | <div style="border: 1px solid green; padding: 2px;"> USTR Scheduling Sync W203; Candaele, Camille R. EOP/USTR </div> | |
| 1 | <div style="border: 1px solid green; padding: 2px;"> Meeting: USTR/AUSTR/FO (In Person) Annex 1&2 EXEMPTION 6 Hurlburt, Heather F. EOP/USTR </div> | |
| 2 | | |
| 3 | | |
| 4 | <div style="border: 1px solid green; padding: 2px;"> Meeting: Senior Advisors AKT Office Tai, Katherine C. EOP/USTR </div> | |
| 5 | <div style="border: 1px solid green; padding: 2px;"> Meeting: Weekly Lookahead AKT Office; Tai, Katherine C. EOP/USTR </div> | |
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January 23, 2024



Tuesday

January 2024

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February 2024

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| TUESDAY | | Notes |
|------------------|--|-------|
| | 23 | |
| 7 ^{AM} | | |
| 8 | | |
| 9 | | |
| 10 | | |
| 11 | | |
| 12 ^{PM} | EXEMPTION 6 | |
| 1 | EXEMPTION 6 | |
| 2 | Weekly AKT Invite Review (FO) Heather's Office/Dial-In (below); Annino, Angelica Z. EOP/USTR  | |
| | Canceled: FO/Admin/HR - Check In Ames, Fred L. EOP/USTR  | |
| 3 | | |
| 4 | EXEMPTION 6 | |
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January 24, 2024

Wednesday

January 2024

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February 2024

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| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | | |

| WEDNESDAY | | Notes |
|------------------|--|--|
| | 24 | |
| 7 ^{AM} | | |
| 8 | | |
| 9 | FO Call Webex; Hendrickson, Katie L. EOP/USTR | |
| 10 | Weekly Cabinet COS Call Webex; Walker, Serena E. EOP/WHO | |
| 11 | USTR/Senior Staff Winder 203/ Dial in EXEMPTION 6 Tai, Katherine C. EOP/USTR | |
| 12 ^{PM} | | |
| 1 | Meeting: Heather + Katie AKT Office; Tai, Katherine C. EOP/USTR | |
| 2 | Meeting: Weekly Scheduling Feedback + Invites AKT Office; Tai, Katherine C. EOP/USTR F.O./HR/Admin Check-In Bi-Weekly WebEx; Ames, Fred L. EOP/USTR | |
| 3 | | |
| 4 | | |
| 5 | Weekly Cabinet Call Walker, Serena E. EOP/WHO | Weekly Cabinet Call EXEMPTION 6 |
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January 25, 2024

Thursday

January 2024

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February 2024

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| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
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| THURSDAY | | Notes |
|----------|---|---|
| | 25 | |
| 7 AM | | |
| 8 | | |
| 9 | | |
| 10 | <p>Week Ahead AUSTRs Meeting EXEMPTION 6 Hurlburt, Heather F. EOP/USTR</p> | |
| | <p>Weekly Sync: Cara Morrow W211; Hurlburt, Heather F. EOP/USTR</p> | <p>Meeting: Memo Review AKT Office; Tai, Katherine C. EOP/USTR</p> |
| 11 | <p>Meeting: MC-13/Climate W203; Tai, Katherine C. EOP/USTR</p> | |
| 12 PM | <p>Life at Work - A DEIA Space EXEMPTION 6 Winborne, Annelies B. EOP/USTR</p> | |
| 1 | | <p>Weekly Logistics Sync Winder 211; Annino, Angelica Z. EOP/USTR</p> |
| 2 | | |
| 3 | <p>Meeting: Ethiopia W218; Tai, Katherine C. EOP/USTR</p> | |
| 4 | <p>Monthly All Trade Advisory Committees Cleared Advisors Call TBA MBX USTR IAPE</p> | |
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January 26, 2024

Friday

January 2024

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February 2024

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| FRIDAY | | Notes |
|--------------------|---|-------|
| | 26 | |
| EXEMPTION 6 | | |
| 7 ^{AM} | | |
| 8 | | |
| 9 | FO Call Webex; Hendrickson, Katie L. EOP/USTR | |
| 10 | Weekly All COS Call Webex; Walker, Serena E. EOP/WHO | |
| 11 | | |
| 12 ^{PM} | Weekly Taiwan Check In Webex; Bianchi, Sarah A. EOP/USTR | |
| 1 | Meeting: Taiwan W218; Tai, Katherine C. EOP/USTR | |
| 2 | Meeting: AKT 2-Week LookAhead WebEx; Annino, Angelica Z. EOP/USTR | |
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January 27, 2024

Saturday

January 2024

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February 2024

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| SATURDAY | | Notes |
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| 12 ^{PM} | | |
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January 28, 2024

Sunday

January 2024

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February 2024

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| SUNDAY | | Notes |
|------------------|----|-------|
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| 12 ^{PM} | | |
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January 29, 2024

Monday

January 2024

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February 2024

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| MONDAY | | Notes |
|--------|---|-------|
| | 29 | |
| 7 AM | | |
| 8 | | |
| 9 | <p>Meeting: Weekly Lookahead AKT Office; Tai, Katherine C. EOP/USTR</p> <p>Global Arrangement and EU CMA (Reoccurring USG Sv EXEMPTION 6</p> <p>Meeting: USTR/AUSTR/FO (In-Person) EXEMPTION 6 Hurlburt, Heather F. EOP/USTR</p> | |
| 10 | <p>Weekly COS/WHL Call Walker, Serena E. EOP/WHO</p> <p>Canceled: Weekly COS/WHL Call James, Maya C. EOP/WHO</p> | |
| 11 | | |
| 12 PM | <p>Meeting: Senior Advisors AKT Office Tai, Katherine C. EOP/USTR</p> | |
| 1 | | |
| 2 | <p>Meeting: Supply Chains W203; Tai, Katherine C. EOP/USTR</p> | |
| 3 | | |
| 4 | | |
| 5 | <p>Meeting: EVP Dombrovskis Winder Room 203 Calendar Tai, Katherine C. EOP/USTR</p> | |
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January 30, 2024

Tuesday

January 2024

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February 2024

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| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | | |

| TUESDAY | | Notes |
|------------------|--|-------|
| | 30 | |
| 7 ^{AM} | | |
| 8 | | |
| 9 | Meeting: Heather + Katie AKT Office; Tai, Katherine C. EOP/USTR | |
| 10 | Meeting: DUSTRs Winder 203 EXEMPTION 6 Tai, Katherine C. EOP/USTR | |
| 11 | Meeting: Memo Review AKT Office; Tai, Katherine C. EOP/USTR | |
| 12 ^{PM} | | |
| 1 | | |
| 2 | Weekly AKT Invite Review (FO) Heather's Office/Dial-In (below); Annino, Angelica Z. EOP/USTR | |
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January 31, 2024

Wednesday

January 2024

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February 2024

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| WEDNESDAY | | Notes |
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| | 31 | |
| 7 ^{AM} | | |
| 8 | | |
| 9 | FO Call Webex; Hendrickson, Katie L. EOP/USTR | |
| 10 | Weekly Cabinet COS Call Webex; Walker, Serena E. EOP/WHO | |
| 11 | | |
| 12 ^{PM} | | |
| 1 | | |
| 2 | Meeting: Weekly Scheduling Feedback + Invites AKT Office; Tai, Katherine C. EOP/USTR | |
| 3 | | |
| 4 | | |
| 5 | Weekly Cabinet Call Walker, Serena E. EOP/WHO | Weekly Cabinet Call EXEMPTION 6 |
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February 1, 2024

Thursday

February 2024

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March 2024

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| 31 | | | | | | |

| THURSDAY | |
|----------|--|
| 1 | From Jan 28 AZA: Brussels - Annino, Angelica Z. EOP/USTR To Feb 2 |
| 7 AM | |
| 8 | |
| 9 | <p>Meeting: Memo Review; AKT Office; Tai, Katherine C. EOP/USTR</p> <p>Week Ahead AUSTRs Meeting Webex; Hendrickson, Katie L. EOP/USTR</p> |
| 10 | <p>Interview</p> <p>Meeting Run Over</p> <p>Canceled: Daily Check-in: PAO; Room 1</p> |
| 11 | <p>[EXTERNAL] Updated invitation: The Minority Leaders Podcast Taping: Jamila @ Thu Fe EXEMPTION 6 Algene Sajery</p> |
| 12 PM | <p>Weekly Update Memo Computer</p> <p>Jamila (USTR) / Asad (OSTP); EEOB 454; Ramzanali, Asad EOP/OST</p> |
| 1 | <p>Asad Runover</p> <p>Pre-Meet for Upcoming Events; EXEMPTION 6</p> <p>Meeting TBC; Thompson, Jamila EOP/USTR</p> |
| 2 | Dan/Jamila check in; Jamila's place ; McCarthy, Daniel M. EOP/USTR |
| 3 | [EXTERNAL] Invitation: Bob Bordone meet w/Jamila Thompson @ Thu Feb 1, 2024 3:15pm - 3:45pm (EST) (jamila.thompson@ustr) |
| 4 | |
| 5 | |
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February 2, 2024

Friday

February 2024

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March 2024

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| FRIDAY | |
|--------|---|
| | 2 |
| | From Jan 28 AZA: Brussels - Annino, Angelica Z. EOP/USTR |
| 7 AM | |
| 8 | |
| 9 | <p>FO Call; Webex; Hendrickson, Katie L. EOP/USTR</p> <p>Check-In Conversation; 220 Winder; Thompson, Jamila EOP/USTR</p> |
| 10 | <p>CFR <> USTR Planning Call; EXEMPTION 6 ; Clarke, Keziah E. EOP/USTR</p> <p>SBA-USTR Connection; EXEMPTION 6 Weekly All COS Call; Webex; Walker, Serena E. EOP/WHO</p> |
| 11 | <p>Administration Coordination/ De-Briefing In Person/ or Virtual; Thompson, Jamila EOP/USTR</p> |
| 12 PM | EXEMPTION 6 |
| 1 | |
| 2 | PAO; Tina will call Jamila; Williams, Tina R. EOP/USTR |
| 3 | <p>COS In Person Meeting EEOB 350</p> <p>WHCNAA International ED Subcommittee Microsoft Teams Meeting Brown, Rachel E</p> |
| 4 | |
| 5 | <p>HOLD: Standing Meeting Thompson, Jamila EOP/USTR</p> |
| 6 | |

February 3, 2024

Saturday

February 2024

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March 2024

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| SATURDAY | |
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February 4, 2024

Sunday

February 2024

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March 2024

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| SUNDAY | |
|------------------|---|
| 4 | CRC: Chicago - Candaele, Camille R. EOP/USTR To Feb 7 |
| 7 ^{AM} | |
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| 12 ^{PM} | |
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February 5, 2024

Monday

February 2024

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March 2024

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| MONDAY | |
|------------------|---|
| 5 | From Feb 4 CRC: Chicago - Candaele, Camille R. EOP/USTR To Feb 7 |
| 7 ^{AM} | |
| 8 | |
| 9 | Canceled: Meeting: Weekly LookAhead; AKT's Office; Tai, Katherine C. EOP/USTR |
| 10 | Meeting: USTR/AUSTR/FO (In Person) Annex 1&2 Tai, Katherine C. EOP/USTR |
| 11 | Weekly COS/WHL Call; Walker, Serena E. EOP/WHO Canceled: Daily Check-in: PAO; Room 109 or dial-in; Barmore, Heather/Angela/Sung; Winder 109; Barmore, Heather L. EOP/USTR |
| 12 ^{PM} | |
| 1 | Meeting: Neil Beck AKT's Office; Tai, Katherine C. EOP/USTR |
| 2 | Meeting: NCTO CEOs W203; Tai, Katherine C. EOP/USTR |
| 3 | Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR Meeting: Hawaii Schedule Feedback + Chicago Trip Overview EXEMPTION 6 Tai, Katherine C. EOP/USTR |
| 4 | Meeting: Wendell Weeks; EXEMPTION 6 ; Tai, Katherine C. EOP/USTR |
| 5 | |
| 6 | Monthly Meeting |

February 6, 2024

Tuesday

February 2024

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March 2024

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| TUESDAY | |
|------------------|---|
| 6 | From Feb 4 CRC: Chicago - Candaele, Camille R. EOP/USTR To Feb 7 |
| 7 ^{AM} | |
| 8 | |
| 9 | |
| 10 | FW: Daily Check-in: PAO; Room 109 or dial-in; Barmore, Heather L. EOP/USTR |
| 11 | USTR-Only Prep Call re: AFL-CIO International Committee Meeting; See below link; Thompson, Jamila EOP/USTR |
| 12 ^{PM} | Prep Call re: AFL-CIO International Committee Meeting; EXEMPTION 6 Prep Call re: AFL-CIO International Committee Meeting; EXEMPTION 6 |
| 1 | Intro Meeting 220 Winder Thompson, Jamila EOP/USTR |
| 2 | AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR State/USTR discussion about AfCFTA and Diaspora Streatfeild, Jeremy E. EOP/USTR |
| 3 | WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync Check-In Call; Jamila to call Katie: EXEMPTION 6; Thompson, Jamila |
| 4 | Depart WH |
| 5 | BHM WH Reception 15th & Hamilton on the East Side |
| 6 | Phone Call; Angelica to Call Jamila: EXEMPTION 6; Thompson, Jamila EOP/USTR |
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February 7, 2024

Wednesday

February 2024

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March 2024

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| WEDNESDAY | |
|------------------|--|
| 7 | From Feb 4 CRC: Chicago - Candaele, Camille R. EOP/USTR |
| 7 ^{AM} | Meeting: G7 Virtual Trade Minister Meeting EXEMPTION 6 |
| 8 | Tai, Katherine C. EOP/USTR |
| 9 | Submit Weekly Report |
| 10 | AFL-CIO Engagement AFL-CIO International Committ 815 Black Lives Matter Plaza, NW Thompson, Jamila EOP/USTR FW: Daily Check-in: PAO; R Weekly Cabinet COS Call; W |
| 11 | Email Jamila Pay Period Hou FW: SAIDR Minkara invites you Microsoft Teams Meeting Minkara, Sara |
| 12 ^{PM} | EXEMPTION 6 Candidate for Senior Trade Representative Beijing; Webex; Williams, Tina R. EOP/USTR |
| 1 | Thompson/Baltzan Reading B25 or F-222 Winder Room 218 Calendar |
| 2 | |
| 3 | |
| 4 | EXEMPTION 6 |
| 5 | Weekly Cabinet Call; Walker, Serena E. E Weekly Cabinet Call; EXEMPTION 6 |
| 6 | Meeting; AKT Office; Tai, Katherine C. EOP/USTR |
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February 8, 2024

Thursday

February 2024

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March 2024

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| THURSDAY | |
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| | 8 |
| 7 ^{AM} | |
| 8 | |
| 9 | Event: Remaking Trade Project Fireside Chat w/ Jan Yves Remy ; Meeting: Memo Review; AKT Office; Tai, Katherine C. EOP/USTR |
| 10 | [EXTERNAL] Updated invitation: WWV - Care Economy @ Thu Feb 8, 2024 9:30am - 10:30am (EST) (jamila.thompson@ustr.eop.gov) Anjali Fleury |
| 11 | Meeting: Weekly Comms Time Meeting Run Over AKT Office ; Tai, Katherine C. EOP/ |
| 12 ^{PM} | Daily Check-in: PAO; Room 109 Interagency meeting on youth FW: Daily Check-in: PAO; Room 109 Phone Call; Jamila to call Ryan; Call: Deputy Secretary of State Weekly Update Memo Hawaii Logistics Sync; Jamila's c Computer |
| 1 | Meeting: Weekly Scheduling Feedback + Invites; AKT's Office; Tai, Katherine C. EOP/USTR |
| 2 | Call: Sen. Ossoff (GA); EXEMPTION 6 Tai, Kathel WHCNA Climate Change, Tribal Homelands, and Treaties Comm EXEMPTION 6 Garcia, Thomas F |
| 3 | Walk over LCCR USTR --> Local Stop; 1620 L Street NW, Suite 1100, Washington, DC |
| 4 | Event: Public Citizen and the Leadership Conference on Civil and Human Rights Fireside Chat 1620 L Street NW, Suite 1100, Washington, DC 20036; Tai, Katherine C. EOP/USTR |
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February 9, 2024

Friday

February 2024

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March 2024

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| FRIDAY | |
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| | 9 |
| 7 ^{AM} | |
| 8 | |
| 9 | F.O./HR/Admin Check-In Bi-Weekly; Webex; Hendrickson, Katie L. EOP/USTR |
| 10 | USITC Call ; Jamila to Call EXEMPTION 6 Weekly All COS Call; Webex; Walker, Serena E. EOP/WHO |
| 11 | Black History Month Appointee Navy Steps Photo; EEOB Navy Ste Interview: OTR with Hans Nichols (Axios); AKT Office; Tai, Katherin |
| 12 ^{PM} | Jan Yves Remy Visit Plum Act Update; Webex; Hendrickson, Katie L. EOP/USTR |
| 1 | Meeting: USTR/Front Office W203; Tai, Katherine C. EOP/USTR Plum Act Update; Webex (link included); Amin, Priyal R. EOP/OA |
| 2 | Hold for Jamila at USTR; Phone; Marshall, Karim (he/him/his) |
| 3 | Jan Yves Visit |
| 4 | USTR Lunar New Year Celebration Annex 1&2 HOLD: Standing Meeting Thompson, Jamila EOP/USTR |
| 5 | Tai, Katherine C. EOP/USTR |
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February 10, 2024

Saturday

February 2024

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March 2024

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| SATURDAY | |
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February 11, 2024

Sunday

February 2024

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March 2024

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| SUNDAY | |
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February 12, 2024

Monday

February 2024

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March 2024

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| | MONDAY |
| | 12 |
| 7 ^{AM} | |
| 8 | |
| 9 | <p>Canceled: Meeting: Weekly LookAhead; AKT's Office; Tai, Katherine C. EOP/USTR</p> <p>Meeting: USTR/AUSTR/FO (In Person) Annex 1&2 Tai, Katherine C. EOP/USTR</p> |
| 10 | <p>Meeting: USTR/FO (I [redacted] Weekly COS/WHL Ca [redacted]</p> <p>Meeting: USTR/Sked [redacted] Daily Check-in: PAO; Ro [redacted] FW: Daily Check-in: P [redacted]</p> |
| 11 | <p>Meeting: ACTPN Scheduling; W203; Clarke, Keziah E.</p> <p>Event: CFR DC Hybrid Meeting A Conversation with Katherine Tai and Michael Froman 1777 F Street NW, Council on Foreign Relations Tai, Katherine C. EOP/USTR</p> |
| 12 ^{PM} | |
| 1 | <p>Katie + Jamila Jamila's Office Hendrickson, Katie L. EOP/USTR</p> |
| 2 | |
| 3 | <p>Senior Advisors AKT Office Tai, Katherine C. EOP/USTR</p> <p>Meeting: MC-13 Schedule Review W203; Tai, Katherine C. EOP/USTR</p> |
| 4 | |
| 5 | <p>Meeting: Hawaii Schedule Review; W203; Tai, Katherine C. EOP/USTR</p> |
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February 13, 2024

Tuesday

February 2024

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March 2024

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| TUESDAY | |
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| | 13 |
| 7 ^{AM} | |
| 8 | |
| 9 | Victor/Jamila; Jamila's office; Ban, Victor D. EOP/USTR |
| 10 | Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR |
| | Daily Check-in: PAO; Room 109 or dial-in; E |
| | FW: Daily Check-in: PAO; Room 109 or dial-in |
| 11 | Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR |
| EXEMPTION 6 | |
| 12 ^{PM} | COMMS Prep |
| | Prep: MC-13 Press Roundtable; AKT Office ; Tai, Katherine C. EOP/U |
| 1 | Phone Call ; Jamila will call 2 EXEMPTION 6 ; Thompson, Jamila EOP/USTR |
| 2 | Event: President's Interagency Task Force to Monitor and Combat Trafficking in Persons Indian Treaty Room, EEOB Tai, Katherine C. EOP/USTR |
| | AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR |
| 3 | WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync; EXEMPTION 6 |
| 4 | Interview; EXEMPTION 6 ; Tai, Katherine C. EOP/USTR |
| 5 | Interview; EXEMPTION 6 ; Tai, Katherine C. EOP/USTR |
| 6 | |

February 14, 2024

Wednesday

February 2024

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March 2024

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| WEDNESDAY | |
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| | 14 |
| 7 ^{AM} | |
| 8 | |
| 9 | <p>Daily Check-in: PAO; Room 100 or dial-in; B Submit Weekly Report FW: Daily Check-in: PAO; Room 100 or dial-in</p> |
| 10 | <p>Press: OTR Press Roundtable on MC13 W203 Tai, Katherine C. EOP/USTR</p> <p>Weekly Cabinet COS Call; Webex; Walker, Serena E. EOP/WHO</p> |
| 11 | <p>NSTC Subcommittee on Equitable Data EXEMPTION 6 Vallaster, Jodi</p> <p>[NEW TIME] Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR</p> |
| 12 ^{PM} | <p>Interview; AKT Office; Tai, Katherine C. EOP/USTR</p> |
| 1 | <p>Thompson/Baltzan Reading B25 or F-222 Winder Room 218 Calendar</p> <p>Phone Call; Jamila to call Ryan EXEMPTION 6; Thompson, Jamila</p> |
| 2 | <p>FO Retreat Discussion w/ Partnership for Public Service; EXEMPTION 6</p> |
| 3 | <p>Meeting: Weekly Scheduling Feedback + Invites; AKT's Office; Tai, Katherine C. EOP/USTR</p> <p>Meeting: Congressional Prep; AKT Office; Tai, Katherine C. EOP/USTR Meeting: SXSW Planning/RES prep discussion; WebEx; Annino, An</p> |
| 4 | <p>Human Capital Check-in; Tina will call Jamila; Williams, Tina R. EOP/USTR</p> <p>Meeting: Cara Morrow; AKT Office ; Tai, Katherine C. EOP/USTR</p> |
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February 15, 2024

Thursday

February 2024

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March 2024

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| THURSDAY | |
|----------|--|
| | 15 |
| | 9:00am SACE 2024 (Tbd) To Feb 17 |
| 7 AM | |
| 8 | EPA-USTR Connect; Phone Call; Thompson, Jamila EOP/USTR |
| 9 | USTR DEIA Strategic Plan Bi-Weekly Mtg EXEMPTION 6 Call: Minister Ng; EXEMPTION 6 Meeting: Memo Review; AKT Office; Tai, Katherine C. EOP/USTR Meeting: Correspondence Review; AKT Office; Tai, Katherine C. EOP/USTR |
| 10 | Daily Check-in: PAO; Room 109 FW: Daily Check-in: PAO; Room 109 Meeting Run Over EXEMPTION 6 |
| 11 | Stennis Intro Meeting; EXEMPTION 6 Call: Minister Patel; EXEMPTION 6 |
| 12 PM | Weekly Update Memo Computer Meeting: Supply Chains Winder 203; Tai, Katherine C. EOP/USTR |
| 1 | Meeting: March/April Lookahead; AKT Office ; Tai, Katherine C. EOP/USTR |
| 2 | Meeting: Engagement Check-in; W203; Tai, Katherine C. EOP/USTR |
| 3 | Meeting: Rep. Neal ; 372 Cannon Invitation - Trailblazers in Action (Response requested by 1/3) EEOB |
| 4 | Sadie Collective "Trailblazers in Action" Panel & Networking Event (Now in Indian Treaty Room (EEOB 4th Floor) Hlatshwayo, Sandile EOP/CEA Meeting: Rep. Blumenauer ; Lo Meeting: Rep. Schakowsky; 241 Monthly All Trade Advisory Committee TBA MBX USTR IAPE |
| 5 | Interview; EXEMPTION 6 Canceled: [TO MOVE] Interview; AKT Office; Tai, Katherine C. EOP/USTR |
| 6 | |

February 16, 2024

Friday

February 2024

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March 2024

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| FRIDAY | |
|--------|---|
| | 16 |
| | From Feb 15 SACE 2024 (Tbd) To Feb 17 |
| 7 AM | |
| 8 | Event: USDA's 100th Ag Outlook Forum; Ballroom, Crystal Gateway Marriott; Tai, Katherine C. EOP/USTR |
| 9 | FO Call; Webex; Hendrickson, Katie L. EOP/USTR Meeting: Juan Millan; AKT Office ; Tai, Katherine C. EOP/USTR |
| 10 | Meeting: Minister Omar Paganini (Uruguay); W203; Tai, Katherine C. EOP/USTR SBA-USTR Connection; EXEMPTION 6 Weekly All COS Call; Webex; Walker, Ser Meeting: Taiwan Update; AKT Office ; Tai, K |
| 11 | Call: David Dayen (American Prospect); Call EXEMPTION 6 via conference line; Tai, Katherine C. EOP/USTR |
| 12 PM | Pre-AKT Meeting Inclusive Trade Check In; See text of invitation; T Meeting: Hawaii Schedule Review; AKT Office ; Tai, Katherine C. EC |
| 1 | EXEMPTION 6 Recording Time: MC-13 & PACAANHPI; Studio 459, EEOB; Tai, Kat |
| 2 | Call: Dave Ricks; EXEMPTION 6 ; Tai, Katherine C. EOP/USTR |
| 3 | Call: Secretary Buenrostro (Mexico); EXEMPTION 6 ; Tai, Katherine C. E Call: Cara Morrow; EXEMPTION 6 (AKT to initiate call); Tai, Katherine Meeting: Inclusivity Update; EXEMPTION 6 |
| 4 | HOLD: Standing Meeting Thompson, Jamila EOP/USTR |
| 5 | UST/USTR - Canada DST; EXEMPTION 6 |
| 6 | |

February 17, 2024

Saturday

February 2024

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March 2024

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| SATURDAY | |
|------------------|--|
| 17 | |
| | <div style="background-color: black; width: 15px; height: 15px; display: inline-block;"></div> From Feb 15 SACE 2024 (Tbd) 10:00am |
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| 12 ^{PM} | |
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February 18, 2024

Sunday

February 2024

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March 2024

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February 19, 2024

Monday

February 2024

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March 2024

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MONDAY

19

EXEMPTION 6

CRC: Hawaii - Candaele, Camille R. EOP/USTR

To Feb 23 →

Office Closed: President's Day - Hendrickson, Katie L. EOP/USTR

7^{AM}

8

9

Canceled: Meeting: Weekly LookAhead; AKT's Office; Tai, Katherine C. EOP/USTR

10

FW: Daily Check-in: PAO; Room 109 or dial-in; Barmore, Heather L. EOP/USTR

11

12^{PM}

1

2

3

Canceled: Senior Advisors

AKT Office

4

Tai, Katherine C. EOP/USTR

5

6

February 20, 2024

Tuesday

February 2024

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March 2024

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| TUESDAY | |
| 20 | |
| EXEMPTION 6 | |
| <div style="display: flex; justify-content: space-between;"> ← From Feb 19 CRC: Hawaii - Candaele, Camille R. EOP/USTR To Feb 23 → </div> | |
| EXEMPTION 6 | |
| 7 ^{AM} | |
| 8 | |
| 9 | Canceled: Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR |
| 10 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR </div> <div style="width: 30%; border-left: 1px solid black; padding-left: 5px;"> Meeting with Jamila </div> <div style="width: 30%; border-left: 1px solid black; padding-left: 5px;"> Canceled: Daily Check-in: PAO; Room 1 </div> </div> |
| 11 | |
| 12 ^{PM} | WH/WHIAANHPI/HHS/USTR Meeting EXEMPTION 6 Ka'ai, Krystal (OS/IEA) |
| 1 | Check In; EXEMPTION 6 /chantal.j.thomas; Thomas, Chantal J. EOP/USTR |
| 2 | AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR Meeting Runover |
| 3 | Mtg with Wayne Garnons-Williams Re: Zoom Armchair Discussion and IPETCA px EXEMPTION 6 Esparza, Martha EOP/USTR |
| 4 | Kenya STIP/Ruto State Visit; Via Webex; Harman, Bennett M. EOP/USTR |
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February 21, 2024

Wednesday

February 2024

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March 2024

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| WEDNESDAY | |
| 21 | |
| EXEMPTION 6 | |
| ← From Feb 19 CRC: Hawaii - Candaele, Camille R. EOP/USTR To Feb 23 → | |
| 7 ^{AM} | |
| 8 | |
| 9 | Submit Weekly Report |
| 10 | FW: Daily Check-in: PAO; Room 109 or dial-in; EOP/WHO Weekly Cabinet COS Call; Webex; Walker, Serena E. EOP/WHO Daily Check-in: PAO; Room 109 or dial-in; EOP/WHO |
| 11 | FO Staff Meeting Email Jamila Pay Period Hours; jamila.thompson@hawaii.gov Canceled: Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR |
| 12 ^{PM} | Meeting: MC-13 All Hands EXEMPTION 6 Clarke, Keziah E. EOP/USTR |
| 1 | Thompson/Baltzan Reading B25 or F-222 Winder Room 218 Calendar |
| 2 | HOLD F.O./HR/Admin Check-In Bi-Weekly; Webex; Hendrickson, Katie L. EOP/USTR |
| 3 | |
| 4 | |
| 5 | Weekly Cabinet Call; EXEMPTION 6 Weekly Cabinet Call; Walker, Serena E. EOP/WHO |
| 6 | |
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February 22, 2024

Thursday

February 2024

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March 2024

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| THURSDAY | |
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| | 22 |
| EXEMPTION 6 | |
| ← From Feb 19 CRC: Hawaii - Candaele, Camille R. EOP/USTR To Feb 23 → | |
| 7 AM | |
| 8 | |
| 9 | Meeting Marty Hodgson, President, USW Local 338; Phone Call; T Meeting: Memo Review; AKT Office; Tai, Katherine C. EOP/USTR |
| 10 | Global LGBTQI+ sub-IPC small group on Ghana Web EX; Huber, Jessica F. EOP/NSC MC13 Logistics Check-List Call; Jamila will call Keziah; Thompson, J. |
| | Meeting Run Over Canceled: Daily Check-in: PAO; Room 109 or dial-in; Barmore, H |
| 11 | |
| 12 PM | Access to Capital EXEMPTION 6 Garcia, Thomas F Weekly Update Memo Computer Phone Call; Andrea to call Jamila: EXEMPTION 6 |
| 1 | Supervisory, Security Specialist (Director of Security) Interview EXEMPTION 6 Webex; Williams, Tina R. EOP/USTR |
| 2 | Supervisory, Security Specialist (Director of Security) Interview EXEMPTION 6 Webex; Williams, Tina R. EOP/USTR |
| 3 | SAVE THE DATE: WHIAANHPI Implementation Team Meeting EXEMPTION 6 WHIAANHPI (OS) |
| 4 | Personnel Conversation; Phone Call ; Thompson, Jamila EOP/USTR Call; Phone Call |
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February 23, 2024




Friday

February 2024

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March 2024

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| | FRIDAY | |
| | 23 | |
| | EXEMPTION 6 | |
| | ← From Feb 19 | CRC: Hawaii - Candaele, Camille R. EOP/USTR |
| 7 ^{AM} | | |
| 8 | | |
| 9 | FO Call; Webex; Hendrickson, Katie L. EOP/USTR  | |
| | Check-In Call; See below link; Thompson, Jamila EOP/USTR | |
| 10 | | |
| | Weekly All COS Call; Webex; Walker, Serena E. EOP/WHO  | |
| 11 | FW: OGC Hiring/Ethics; Juan's Office; Cruz, Diamonde I. EOP/USTR | OGC Hiring/Ethics; Webex; Williams, Tina R. EOP/USTR |
| | Budget and Personnel Update | |
| 12 ^{PM} | Webex Williams, Tina R. EOP/USTR | |
| 1 | Meeting: Invite Review; EXEMPTION 6 ; Tai, Katherine C. EOP/USTR | |
| 2 | Interview | |
| 3 | Interview | |
| 4 | | |
| | HOLD: Standing Meeting Thompson, Jamila EOP/USTR  | |
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February 24, 2024

Saturday

February 2024

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March 2024

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SATURDAY

24

AZA: Abu Dhabi - Annino, Angelica Z. EOP/USTR

To Mar 1

EXEMPTION 6

7^{AM}

8

9

10

11

12^{PM}

1

2

3

EXEMPTION 6

USTR —> IAD

Tai, Katherine C. EOP/USTR

4

5

6

February 25, 2024

Sunday

February 2024

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March 2024

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| | SUNDAY |
| | 25 |
| | From Feb 24 AZA: Abu Dhabi - Annino, Angelica Z. EOP/USTR To Mar 1 |
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| 12 ^{PM} | |
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February 26, 2024

Monday

February 2024

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March 2024

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| MONDAY | |
|--------|--|
| 26 | <div style="display: flex; justify-content: space-between;"> From Feb 24 AZA: Abu Dhabi - Annino, Angelica Z. EOP/USTR To Mar 1 </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> Travel: Abu Dhabi (MC13) - Tai, Katherine C. EOP/USTR To Feb 29 → </div> |
| 7 AM | |
| 8 | |
| 9 | Canceled: Meeting: Weekly LookAhead; AKT's Office; Tai, Katherine C. EOP/USTR |
| 10 | <div style="display: flex; justify-content: space-between;"> Weekly COS/WHL Call; Walker, Serena E. EOP/WHO Canceled: Daily Check-in: PAO; Room 109 or dial-in; Barmore, H </div> |
| 11 | |
| 12 PM | Phone Call ; Phone; Thompson, Jamila EOP/USTR |
| 1 | |
| 2 | |
| 3 | |
| 4 | Canceled: Senior Advisors AKT Office Tai, Katherine C. EOP/USTR |
| 5 | |
| 6 | |

February 27, 2024

Tuesday

February 2024

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March 2024

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| TUESDAY | |
|------------------|---|
| 27 | |
| From Feb 24 | AZA: Abu Dhabi - Annino, Angelica Z. EOP/USTR To Mar 1 |
| From Feb 26 | Travel: Abu Dhabi (MC13) - Tai, Katherine C. EOP/USTR To Feb 29 |
| 7 ^{AM} | |
| 8 | |
| 9 | |
| 10 | Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR |
| | Canceled: Daily Check-in: PAO; Room 109 or dial-in; Barmore, H |
| 11 | areas of possible collaboration discussion- USTR/State Areas of equity/inclusion; EXEMPTION 6 Check-In Meeting; EXEMPTION 6; Thompson, Jamila EOP/USTR |
| 12 ^{PM} | Interview; EXEMPTION 6 (GC); Webex; Hendrickson, Katie L. EOP/USTR BHM Virtual Trivia Game with OHCS Enoch, Tiffany R. EOP/USTR |
| 1 | Interview; EXEMPTION 6 (GC); Webex; Hendrickson, Katie L. EOP/USTR |
| 2 | AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR Hold PPO Call PPO-USTR Meeting; Phone Call; Thompson, Jamila EOP/USTR |
| 3 | Check-In Meeting; EXEMPTION 6; Thompson, Jamila EOP/USTR WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync; EXEMPTION 6 |
| 4 | |
| 5 | Workday Update; Webex; Feldmann, Sarah A. EOP/OA |
| 6 | |

February 28, 2024

Wednesday

February 2024

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March 2024

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| WEDNESDAY | |
|------------------|---|
| 28 | |
| From Feb 24 | AZA: Abu Dhabi - Annino, Angelica Z. EOP/USTR To Mar 1 |
| ← From Feb 26 | Travel: Abu Dhabi (MC13) - Tai, Katherine C. EOP/USTR To Feb 29 → |
| 7 ^{AM} | |
| 8 | |
| 9 | Submit Weekly Report |
| 10 | Check-In Meeting; EXEMPTION 6 |
| | Weekly Cabinet COS Call; Webex; Walker, Serena E. EOP/WHO FW: Daily Check-in: PAO; Room 109 or dial-in; Barmore, Heather |
| 11 | DEIA Plan Review |
| | FY 2025 CBJ and USMCA Multiyear Funding Requests; Conference Call; Ames, Fred L. EOP/USTR |
| 12 ^{PM} | |
| | PAO review Personnel Call ; Jamila will call Tina; Thompson, Jamila EOP/USTR |
| 1 | Thompson/Baltzan Reading B25 or F-222 Winder Room 218 Calendar Ghana anti-LGBTQI+ Huddle Web Ex; Huber, Jessica F. EOP/NSC |
| 2 | Catch/Up Visit Winder Thompson, Jamila EOP/USTR |
| 3 | Dan/Jamila; Jamila's place ; McCarthy, Daniel M. EOP/USTR |
| | Exit Interview; 211 Winder; Thompson, Jamila EOP/USTR |
| 4 | Check-In; EXEMPTION 6; Thompson, Jamila EOP/USTR |
| 5 | Check-In; Please see below link; Thompson, Jamila EOP/USTR |
| | Weekly Cabinet Call; Walker, Serena E. EOP/WHO Weekly Cabinet Call; EXEMPTION 6 |
| 6 | |
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February 29, 2024

Thursday

February 2024

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March 2024

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| THURSDAY | |
|------------------|---|
| 29 | |
| From Feb 24 | AZA: Abu Dhabi - Annino, Angelica Z. EOP/USTR To Mar 1 |
| From Feb 26 | Travel: Abu Dhabi (MC13) - Tai, Katherine C. EOP/USTR |
| 7 ^{AM} | |
| 8 | |
| 9 | USTR DEIA Strategic Plan Bi-Weekly Mtg EXEMPTION 6 |
| | Meeting: Memo Review; AKT Office; Tai, Katherine C. EOP/USTR |
| 10 | |
| | Meeting Run Over |
| | FW: Daily Check-in: PAO; Room 109 or dial-in; Barmore, Heather |
| 11 | FO Staff Meeting; EXEMPTION 6; Thompson, Jamila EOP/USTR |
| | Planning Meeting; See Below Link; Thompson, Jamila EOP/USTR |
| 12 ^{PM} | Weekly Update Memo Computer |
| 1 | USTR's 2024 BHM Hybrid Presentation featuring former USITC Chairman Irving A. Williamson and moderated by Constance Hamilton Conference Rooms 1&2 1724 F St. Enoch, Tiffany R. EOP/USTR |
| 2 | Meeting: Engagement Check-in; W203; Tai, Katherine C. EOP/USTR |
| | WHCNAA Monthly Staff Meeting (Agenda Attached) Rodman, Anthony M |
| 3 | WHIAANHPI IWG Data Disaggregation Subgroup Meeting EXEMPTION 6 WHIAANHPI (OS) |
| 4 | Follow-Up Conversation; Link below; Thompson, Jamila EOP/USTR |
| | Inclusive Trade Check-In Meeting; See below Link ; Thompson, Jamila EOP/USTR |
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March 1, 2024

Friday

March 2024

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April 2024

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| FRIDAY | |
|------------------|---|
| 1 | <p>From Feb 24 AZA: Abu Dhabi - Annino, Angelica Z. EOP/USTR</p> <p>Boston, MA - Tai, Katherine C. EOP/USTR To Mar 2 →</p> |
| 7 ^{AM} | |
| 8 | |
| 9 | <p>FO Call; Webex; Hendrickson, Katie L. EOP/USTR</p> <p>Check-In; EXEMPTION 6; Thompson, Jamila EOP/USTR</p> |
| 10 | <p>[EXTERNAL] Pending requests; Phone - Dan can call Jamila ; McCarthy, Daniel M. EOP/USTR</p> <p>SBA-USTR Connection; EXEMPTION 6 Weekly All COS Call; Webex; Walker, Serena E. EOP/WHO</p> |
| 11 | <p>Check-In; EXEMPTION 6; Thompson, Jamila EOP/USTR</p> <p>Performance Management Discussion</p> |
| 12 ^{PM} | <p>Webex</p> <p>Ender, Cassie L. EOP/USTR</p> |
| 1 | <p>Youth and Trade Policy Informal Listening Session</p> <p>EXEMPTION 6</p> <p>Esparza, Martha EOP/USTR</p> |
| 2 | <p>Check-In; EXEMPTION 6 Thompson, Jamila EOP/USTR</p> <p>Interview; EXEMPTION 6 (GC); Webex; Hendrickson, Katie L. EOP/USTR</p> |
| 3 | <p>WHCNAA International ED Subcommittee</p> <p>Microsoft Teams Meeting</p> <p>Brown, Rachel E</p> <p>Check-In; EXEMPTION 6</p> |
| 4 | |
| 5 | <p>HOLD: Standing Meeting</p> <p>Thompson, Jamila EOP/USTR</p> |
| 6 | |

March 2, 2024

Saturday

March 2024

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April 2024

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| SATURDAY | |
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| | <input type="checkbox"/> From Mar 1 Boston, MA - Tai, Katherine C. EOP/USTR |
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| 11 | |
| 12 ^{PM} | |
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March 3, 2024

Sunday

March 2024

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April 2024

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| SUNDAY | |
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March 4, 2024

Monday

March 2024

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April 2024

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| MONDAY | |
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| | 4 |
| 7 AM | EXEMPTION 6 |
| 8 | |
| 9 | |
| 10 | <p>Meeting: USTR/AUSTR/FO (In I Annex 1&2 Tai, Katherine C. EOP/USTR</p> <p>Meeting: USTR/FO (In-Pers</p> <p>Weekly COS/WHL Call; Walk</p> <p>Meeting: USTR/Skedvance;</p> |
| 11 | <p>FW: Daily Check-in: PAO; R</p> <p>SOTU Overview Briefing Opti</p> <p>Senior Advisors AKT Office Tai, Katherine C. EOP/USTR</p> |
| 12 PM | <p>EOP Deputies: FY25 Budget CR OMB EEOB 238 or Webex; Coloretti, Nani A. EOP/OMB</p> |
| 1 | <p>TPA / AR Engagement Brainstorm; W203; Chang, Sung E. EOP/USTR</p> |
| 2 | <p>Prep: Sixth Meeting of the Competition Council; Winder 203 ; Tai, Katherine C. EOP/USTR</p> |
| 3 | <p>Call: Cabinet Meeting EXEMPTION 6 Tai, Katherine C. EOP/USTR</p> |
| 4 | <p>Meeting; AKT Office; Tai, Katherine C. EOP/USTR</p> |
| 5 | |
| 6 | <p>EXEMPTION 6</p> <p>Monthly Meeting</p> |
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March 5, 2024

Tuesday

March 2024

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April 2024

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| TUESDAY | | | | | | | | | |
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| 7 ^{AM} | | | | | | | | | |
| 8 | | | | | | | | | |
| 9 | <p>Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR</p> | | | | | | | | |
| 10 | <table border="1"> <tr> <td> <p>HOLD FOR AKT Winder Room 203 Calendar</p> </td> <td> <p>Prep: Inclusive Trade Roundtable</p> </td> <td> <p>Canceled: Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR</p> </td> <td> <p>FW: Daily Check-in: PAO; R</p> </td> </tr> <tr> <td> <p>Meeting: Inclusive Trade Roundtable W203 Tai, Katherine C. EOP/USTR</p> </td> <td colspan="3"></td> </tr> </table> | <p>HOLD FOR AKT Winder Room 203 Calendar</p> | <p>Prep: Inclusive Trade Roundtable</p> | <p>Canceled: Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR</p> | <p>FW: Daily Check-in: PAO; R</p> | <p>Meeting: Inclusive Trade Roundtable W203 Tai, Katherine C. EOP/USTR</p> | | | |
| <p>HOLD FOR AKT Winder Room 203 Calendar</p> | <p>Prep: Inclusive Trade Roundtable</p> | <p>Canceled: Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR</p> | <p>FW: Daily Check-in: PAO; R</p> | | | | | | |
| <p>Meeting: Inclusive Trade Roundtable W203 Tai, Katherine C. EOP/USTR</p> | | | | | | | | | |
| 11 | <p>USTR <> Srinu Shah Planning Call; Brown, Lauren R. EOP/USTR</p> | | | | | | | | |
| 12 ^{PM} | | | | | | | | | |
| 1 | <p>Lunch: Chantal Thomas AKT Office Tai, Katherine C. EOP/USTR</p> | | | | | | | | |
| 2 | <table border="1"> <tr> <td> <p>AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR</p> </td> <td> <p>SOTU Overview Briefing Option 2 of 3; WebEx; EOP Contingency</p> </td> </tr> <tr> <td> <p>Event: Sixth Meeting of the Competition Council State Dining Room, White House Tai, Katherine C. EOP/USTR</p> </td> <td> <p>Meeting; 220 or via below link; Thompson, Jamila EOP/USTR</p> </td> </tr> </table> | <p>AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR</p> | <p>SOTU Overview Briefing Option 2 of 3; WebEx; EOP Contingency</p> | <p>Event: Sixth Meeting of the Competition Council State Dining Room, White House Tai, Katherine C. EOP/USTR</p> | <p>Meeting; 220 or via below link; Thompson, Jamila EOP/USTR</p> | | | | |
| <p>AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR</p> | <p>SOTU Overview Briefing Option 2 of 3; WebEx; EOP Contingency</p> | | | | | | | | |
| <p>Event: Sixth Meeting of the Competition Council State Dining Room, White House Tai, Katherine C. EOP/USTR</p> | <p>Meeting; 220 or via below link; Thompson, Jamila EOP/USTR</p> | | | | | | | | |
| 3 | <p>Meeting; 220 or Below Link; Thompson, Jamila EOP/USTR</p> <p>WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync; EXEMPTION 6</p> | | | | | | | | |
| 4 | <table border="1"> <tr> <td> <p>USTR <> RES2024 Prep Call; EXEMPTION 6</p> </td> <td> <p>Call: Chair Khan; AKT to call EXEMPTION 6; Tai, Katherine C. EOP/U</p> </td> </tr> <tr> <td> <p>Meeting: Texas & Nevada Travel Review; W203; Tai, Katherine C. E</p> </td> <td></td> </tr> </table> | <p>USTR <> RES2024 Prep Call; EXEMPTION 6</p> | <p>Call: Chair Khan; AKT to call EXEMPTION 6; Tai, Katherine C. EOP/U</p> | <p>Meeting: Texas & Nevada Travel Review; W203; Tai, Katherine C. E</p> | | | | | |
| <p>USTR <> RES2024 Prep Call; EXEMPTION 6</p> | <p>Call: Chair Khan; AKT to call EXEMPTION 6; Tai, Katherine C. EOP/U</p> | | | | | | | | |
| <p>Meeting: Texas & Nevada Travel Review; W203; Tai, Katherine C. E</p> | | | | | | | | | |
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March 6, 2024

Wednesday

March 2024

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April 2024

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| WEDNESDAY | |
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| | 6 |
| 7 ^{AM} | |
| 8 | |
| 9 | <p>Kenya STIP Ruto Deliverable Mtg; Via WebEx; Harman, Bennett M. EOP/USTR</p> <p>Submit Weekly Report</p> |
| 10 | <p>FW: Daily Check-in: PAO; Room 109 or dial-in; Barmore, Heather</p> <p>Weekly Cabinet COS Call; Webex; Walker, Serena E. EOP/WHO</p> |
| 11 | <p>Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR</p> <p>Email Jamila Pay Period Hours; jamila.thompson@ustr.eop.gov;</p> |
| 12 ^{PM} | <p>Interview: EXEMPTION 6 (GC/Deputy GC); Webex; Hendrickson, Katie L. EOP/USTR</p> <p>Event: USMCA Forward 2024 Fireside Chat Personnel Phone Call ; Phone; Thompson, J The Brookings Institution, Falk Auditorium, 17</p> |
| 1 | <p>Thompson/Baltzan Reading B25 or F-222 Winder Room 218 Calendar</p> <p>SOTU Overview Briefing Option 3 of 3; W</p> |
| 2 | <p>Meeting: Tino Cuellar; W203; Tai, Katherine C. EOP/USTR</p> <p>F.O./HR/Admin Check-In Bi-Weekly; Webex; Hendrickson, Katie L. EOP/USTR</p> |
| 3 | <p>Interview AKT Office; Tai, Katherine C. EOP/USTR</p> |
| 4 | <p>Meeting with PAO</p> <p>Meeting: Congressional Sync; AKT Office ; 1</p> <p>Plum Act - Certification Process Overvie</p> <p>Meeting: Weekly Scheduling Feedback + Invites; AKT's Office; Tai, Katherine C. EOP/US</p> |
| 5 | |
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March 7, 2024

Thursday

March 2024

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April 2024

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| THURSDAY | |
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| | 7 |
| 7 ^{AM} | |
| 8 | |
| 9 | Meeting: Memo Review; AKT Office; Tai, Katherine C. EOP/USTR |
| 10 | Meeting: Weekly Comms Time; AKT Office ; Tai, Katherine C. EOP/USTR FW: Daily Check-in: PAO; Room 109 or dial-in; Barmore, Heather Meeting Run Over |
| 11 | Formal Grievance Discussion; webex; Ender, Cassie L. EOP/USTR |
| 12 ^{PM} | Weekly Update Memo Computer Meeting: DEIA EO Report Review; W203; Tai, Katherine C. EOP/UST |
| 1 | MBDA signing ceremony EEOB Room 350 Meeting: APEP Sync; AKT Office ; Tai, Katherine C. EOP/USTR Canceled: Meeting: Peru (APEC) Flight Review; AKT Office ; Tai, Ka |
| 2 | USTR Performance Management _ Monitoring Phase Refresher f Webex Ender, Cassie L. EOP/USTR |
| 3 | Departure Interview AKT Office; Tai, Katherine C. EOP/ |
| 4 | Interview AKT Office ; Tai, Katherine C. EOP Updated Location: 3:30 PM Transportation to CLUBHOUSE New Meeting Location: State Place & 17th Street NW EOP Contingency Operations Hatch Act Briefing; Winder 305; |
| 5 | 2024 State of the Union Address CLUBHOUSE EOP Contingency Operations Meeting: Memo Review ; AKT Office ; Tai, Katherine C. EOP/USTR |
| 6 | |

March 8, 2024










Friday

March 2024

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April 2024

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| FRIDAY | |
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| | 8 |
| 7 ^{AM} | |
| 8 | |
| 9 | FO Call; Webex; Hendrickson, Katie L. EOP/USTR  |
| 10 | Meeting: Juan Millan; AKT Office; Tai, Katherine C. EOP/USTR  Meeting: Kenya; W203; Tai, Katherine C. EOP/USTR Weekly All COS Call; Webex; Walker, Serena E. EOP/WHO  |
| 11 | 220 Winder ; 220 Winder or Virtual; EXEMPTION 6  ; Thompson, Jam |
| 12 ^{PM} | Personnel Call; Phone Call; Thompson, Jamila EOP/USTR  Meeting; 220 Winder or Virtual; Thompson, Jamila EOP/USTR  |
| 1 | |
| 2 | Meeting: AKT 2-Week LookAhead; WebEx; Annino, Angelica Z. EOP/USTR  |
| 3 | Meeting: May & 2024 Domestic Travel Planning; W203; Clarke, Keziah E. EOP/USTR [EXTERNAL] Nightline Zoom Meeting; Kim, Deborah S. Kenya Inclusivity Chapter Review; EXEMPTION 6  |
| 4 | HOLD: Standing Meeting Thompson, Jamila EOP/USTR  |
| 5 | |
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March 9, 2024

Saturday

March 2024

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April 2024

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| SATURDAY | |
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| 9 | |
| 12:00am | Travel: Texas/Nevada - Tai, Katherine C. EOP/USTR To Mar 12 |
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March 10, 2024

Sunday

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April 2024

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| SUNDAY | |
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| 10 | |
| From Mar 9 | Travel: Texas/Nevada - Tai, Katherine C. EOP/USTR To Mar 12 |
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| 12 ^{PM} | |
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March 11, 2024

Monday

March 2024

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April 2024

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| MONDAY | |
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| 11 | <div style="display: flex; justify-content: space-between;"> From Mar 9 Travel: Texas/Nevada - Tai, Katherine C. EOP/USTR To Mar 12 </div> <div style="border: 1px solid black; padding: 2px;">DDNC</div> |
| 7 ^{AM} | |
| 8 | |
| 9 | <div style="border: 1px solid black; padding: 2px;"> Canceled: Meeting: Weekly LookAhead; AKT's Office; Tai, Katherine C. EOP/USTR </div> |
| 10 | <div style="display: flex; justify-content: space-between; border: 1px solid black; padding: 2px;"> <div style="border: 1px solid black; padding: 2px;"> FW: Daily Check-in: PAO; Room 109 or </div> <div style="border: 1px solid black; padding: 2px;"> Weekly COS/WHL Call; Walker, Serena E </div> <div style="border: 1px solid black; padding: 2px;"> Canceled: Meeting: USTR/Skedvance; </div> </div> |
| 11 | |
| 12 ^{PM} | |
| 1 | |
| 2 | |
| 3 | |
| 4 | <div style="border: 1px solid black; padding: 2px;"> Canceled: Senior Advisors AKT Office Tai, Katherine C. EOP/USTR </div> |
| 5 | |
| 6 | <div style="border: 1px solid black; padding: 2px;"> CSIS Dinner; EXEMPTION 6 </div> |
| | |
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| | |

March 12, 2024

Tuesday

March 2024

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April 2024

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| TUESDAY | |
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| | 12 |
| | <div style="display: flex; justify-content: space-between;"> From Mar 9 Travel: Texas/Nevada - Tai, Katherine C. EOP/USTR 11:00pm </div> |
| 7 ^{AM} | |
| 8 | |
| 9 | Canceled: Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR |
| 10 | <div style="display: flex;"> <div style="flex: 1;"> Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR </div> <div style="flex: 1; border-left: 1px solid black; padding-left: 10px;"> FW: Daily Check-in: PAO; Room 109 or dial-in; Barmore, Heather </div> </div> |
| 11 | Personnel Call; Phone Call; Thompson, Jamila EOP/USTR |
| 12 ^{PM} | OA + USTR; Webex; Hendrickson, Katie L. EOP/USTR |
| 1 | USTR/NSC Meeting on Kenya STIP/State Visit; EXEMPTION 6 Todd, No |
| 2 | |
| 3 | <div style="display: flex;"> <div style="flex: 1;"> Budget & Personnel Update Webex Williams, Tina R. EOP/USTR </div> <div style="flex: 1; border-left: 1px solid black; padding-left: 10px;"> Economic Development Energy and Infrastructure Committee monthly mtg Garcia, Thomas F </div> </div> |
| 4 | AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR |
| 5 | DPC-USTR Catch-Up Winder Thompson, Jamila EOP/USTR |
| 6 | |

March 13, 2024

Wednesday

March 2024

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April 2024

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| WEDNESDAY | |
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| | 13 |
| 7 ^{AM} | |
| 8 | |
| 9 | <p>Check-In/ Catch Up Phone Call; Office or by Phone; Thompson, Jamila EOP/USTR</p> <p>Submit Weekly Report</p> |
| 10 | <p>FW: Daily Check-in: PAO; Room 109 or dial-in; Barmore, Heather EOP/USTR</p> <p>Weekly Cabinet COS Call; Webex; Walker, Serena E. EOP/WHO</p> |
| 11 | <p>Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR</p> <p>Canceled: NSTC Subcommittee on Equitable Data EXEMPTION 6 Vallaster, Jodi</p> |
| 12 ^{PM} | <p>USTR Performance Management _ Monitoring Phase Refresher Training Webex Ender, Cassie L. EOP/USTR</p> <p>Meeting: Jamila + Katie; AKT Office; Tai, Katherine C. EOP/USTR</p> |
| 1 | <p>[UPDATED LOCATION] MC-13 Staff Celebration Winder 203 Tai, Katherine C. EOP/USTR</p> <p>Thompson/Baltzan Reading B25 or F-222 Winder Room 218 Calendar</p> <p>JT Remarks at BWR Summit (Depart 1:45p) (Remarks at 3p) Hyatt Regency Crystal City, 2799 Richmond Highway Esparza, Martha EOP/USTR</p> |
| 2 | <p>BWR Roundtable Hyatt Crystal City</p> <p>Meeting: Weekly Comms Time AKT Office ; Tai, Katherine C. EOP/USTR</p> <p>Meeting: Weekly Scheduling Feedback</p> |
| 3 | |
| 4 | <p>Interview AKTs Office; Tai, Katherine C. EOP/USTR</p> |
| 5 | <p>Canceled: [CANCELLED] Weekly Cabinet Call; EXEMPTION 6 Tai, Katherine C. EOP/USTR</p> |
| 6 | |

March 14, 2024

Thursday

March 2024

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April 2024

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| THURSDAY | |
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| | 14 |
| 7 ^{AM} | |
| 8 | |
| 9 | USTR DEIA Strategic Plan Bi-Weekly Mtg EXEMPTION 6 Cooper, Tameka S. EOP/USTR |
| 10 | FW: Daily Check-in: PAO; Room 109 or dial-in; Barmore, Heather Meeting Run Over |
| 11 | Meeting: Correspondence Review; AKT Office; Tai, Katherine C. EOP/USTR |
| 12 ^{PM} | Weekly Update Memo Computer Jr. Staff brownbag w/ Beth Baltzan + Jamila Thompson Winder Room 305 Calendar Hudes, Simon T. EOP/USTR |
| 1 | Intern Resume review and meeting set up |
| 2 | Meeting: Engagement Check-in; W203; Tai, Katherine C. EOP/USTR Camille <> Jamila Chat ; Jamila's office; Candaele, Camille R. EOP/U |
| 3 | Meeting: Supply Chains Small Group; AKT Office ; Tai, Katherine Hold for planning meeting - EJ EO workshop on how equity/EJ EOs intersect; Webex link is in the invite; Murthy, Sharmila L. EOP/CEQ |
| 4 | Supply Chains Meeting |
| 5 | Meeting: Memo Review; AKT's Office; Tai, Katherine C. EOP/USTR |
| 6 | EXEMPTION 6 |
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March 15, 2024

Friday

March 2024

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April 2024

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FRIDAY

15

EXEMPTION 6

7 AM

8

9

10

SBA-USTR Connection; **EXEMPTION 6** Weekly All COS Call; Webex; Walker, Serena E. EOP/WHO

11

AUSTR Call; Webex; Hendrickson, Katie L. EOP/USTR

12 PM

Check-In; **EXEMPTION 6** Pull Aside: Minister Cheong Inkyo (South Korea)(P+2); EEOB, Sect

Check-In; **EXEMPTION 6**; Thompson, Jamila EOP/USTR

1

Intern Interview

2

Meeting: Juan Millan; AKT Office; Tai, Katherine C. EOP/USTR

3

EXEMPTION 6

Meeting: Chris Wilson; AKT Office ; Tai, Katherine C. EOP/USTR

4

Meeting: Inclusivity Update; **EXEMPTION 6**; Tai, Katherine C. EOP/US

HOLD: Standing Meeting
Thompson, Jamila EOP/USTR

5

6

March 16, 2024

Saturday

March 2024

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April 2024

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SATURDAY

16

EXEMPTION 6

7^{AM}

8

9

10

11

12^{PM}

1

2

3

4

5

Event: 137th Annual Gridiron Club and Foundation Dinner

Grand Hyatt Washington, 1000 H Street NW

Tai, Katherine C. EOP/USTR

6

March 17, 2024

Sunday

March 2024

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April 2024

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SUNDAY

17

EXEMPTION 6

7^{AM}

8

9

10

11

12^{PM}

1

2

3

4

5

6

March 18, 2024

Monday

March 2024

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April 2024

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| MONDAY | |
|--------|---|
| 18 | EXEMPTION 6 EXEMPTION 6 |
| 7 AM | |
| 8 | |
| 9 | |
| 10 | <p>Meeting: USTR/AUSTR/FO (In I Annex 1&2 Tai, Katherine C. EOP/USTR</p> <p>Women's History Month Reception East Executive</p> <p>RSVP REMINDER: Women's History Month Reception at the White House East Gate</p> <p>FW: Daily Check-in: PAO; Re [REDACTED] Weekly COS/WHL Call; Walk [REDACTED]</p> <p>Event: Women's History Month Reception hosted by POTUS and FLOTUS East Room, TWH Tai, Katherine C. EOP/USTR</p> <p>Meeting: USTR/Skedvance; AKT Office ; Tai, Katherine C. EOP/US [REDACTED]</p> |
| 11 | |
| 12 PM | |
| 1 | <p>Interview: EXEMPTION 6 (Econ AUSTR); Webex; Hendrickson, Katie L. letters of support; EXEMPTION 6 Chang, Su</p> |
| 2 | <p>Senior Advisors AKT Office Tai, Katherine C. EOP/USTR</p> |
| 3 | <p>Check-In; EXEMPTION 6 ; Thompson, Jamila EOP/USTR</p> <p>Meeting: APEP Virtual Ministerial EXEMPTION 6 Tai, Katherine C. EOP/USTR</p> <p>FW: Meeting: Staff NC Trip Review; Brown, Lauren R. EOP/USTR</p> |
| 4 | |
| 5 | |
| 6 | |

March 19, 2024

Tuesday

March 2024

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April 2024

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| TUESDAY | |
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| | 19 |
| 7 ^{AM} | |
| 8 | |
| 9 | <p>Interview: EXEMPTION 6 [REDACTED]; Thompson, Jamila EOP/</p> |
| 10 | <p>Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR</p> <p>FW: Daily Check-in: PAO; Room 109 or [REDACTED] Meeting: Congressional Prep; W203; Tai, K</p> |
| 11 | <p>Meeting: North Carolina Trip Review; W203; Tai, Katherine C. EOP/USTR</p> <p>Meeting: Jamila + Katie + Tina; AKT's Office; Tai, Katherine C. EOP/</p> <p>Hold intern interview</p> |
| 12 ^{PM} | <p>Intern Interview: EXEMPTION 6 [REDACTED]</p> |
| 1 | <p>Interview: EXEMPTION 6 (Econ AUSTR); Webex; Hendrickson, Katie L. EOP/USTR</p> |
| 2 | <p>AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR</p> <p>Interview: NPR Planet Money EXEMPTION 6 [REDACTED]</p> |
| 3 | <p>Tai, Katherine C. EOP/USTR</p> <p>WH IGA/WHCNA Weekly Tribal Announcements/Travel Sync</p> |
| 4 | <p>F.O./HR/Admin Check-In Bi-Weekly; Webex; Hendrickson, Katie L. EOP/USTR</p> <p>Interview: EXEMPTION 6 [REDACTED] Thompson, Jamila EOP/</p> |
| 5 | <p>Intern Interview; EXEMPTION 6 [REDACTED]; T</p> |
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March 20, 2024

Wednesday

March 2024

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April 2024

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| WEDNESDAY | |
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| | 20 |
| 7 ^{AM} | |
| 8 | <p>DEIA Strategic Plan Follow-up Meeting with Rushford and Associates</p> <p>Webex Williams, Tina R. EOP/USTR</p> |
| 9 | <p>Submit Weekly Report</p> |
| 10 | <p>FW: Daily Check-in: PAO; Room 109 or [redacted] Meeting: VW Decision Memo ; W203; Tai, K [redacted] Weekly Cabinet COS Call; Webex; Walke [redacted]</p> |
| 11 | <p>Email Jamila Pay Period Hours; jamila.thompson@ustr.eop.gov; Thompson, Jamila EOP/USTR [redacted]</p> <p>USTR --> Local Stop; Gabriel Zimmerman Room (HVC-215) ; Tai, Katherine C. EOP/USTR</p> |
| 12 ^{PM} | <p>Event: Remarks at CBC Lunch Gabriel Zimmerman Room (HVC-215) Tai, Katherine C. EOP/USTR</p> |
| 1 | <p>Thompson/Baltzan Reading B25 or F-222 Winder Room 218 Calendar [redacted]</p> |
| 2 | <p>Event: WH OPE Women's History Month Labor Roundtable Eisenhower Executive Office Building 474 Tai, Katherine C. EOP/USTR</p> <p>[EXTERNAL] Nicole Venable to Call Jamila Thompson; Jamilla Pho</p> |
| 3 | <p>Meeting; 220 Winder; Thompson, Jamila EOP/USTR</p> <p>Organization Meeting; See below link; Thompson, Jamila EOP/USTR</p> |
| 4 | <p>Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR [redacted]</p> |
| 5 | <p>Meeting: Weekly Scheduling Feedback + Invites; AKT's Office; Tai, Katherine C. EOP/USTR [redacted]</p> <p>Weekly Cabinet Call; Walker, Serena E. EOP/WHO [redacted] Weekly Cabinet Call; EXEMPTION 6 [redacted]</p> |
| 6 | <p>Stennis Emerging Congressional Staff Leadership Program Reception TBD</p> <p>Stennis Mentors & Emerging Leaders House Visitor Center, Room 200 (HVC 200)</p> |
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March 21, 2024

Thursday

March 2024

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April 2024

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| THURSDAY | |
|------------------|---|
| 21 | EXEMPTION 6 |
| | Travel: North Carolina - Tai, Katherine C. EOP/USTR To Mar 22 → |
| 7 ^{AM} | |
| 8 | |
| 9 | NAM-USTR Meeting; EXEMPTION 6 Thompson, Jamila EOP/US |
| 10 | Check-In; Phone Call or Webex; Thompson, Jamila EOP/USTR FW: Daily Check-in: PAO; Room 109 or [redacted] Meeting Run Over [redacted] PAO Meeting; EXEMPTION 6 |
| 11 | Check-In; EXEMPTION 6 [redacted] |
| 12 ^{PM} | Weekly Update Memo Computer [redacted] |
| 1 | AZA <> JT 1:1; WebEx; Annino, Angelica Z. EOP/USTR USTR Awards Application Training _ for Nominating Official's webex |
| 2 | Ender, Cassie L. EOP/USTR |
| 3 | Check-In; Negatu, Samuel T. EOP/USTR |
| 4 | Monthly All Trade Advisory Committees Cleared Advisors Call TBA MBX USTR IAPE [redacted] |
| 5 | |
| 6 | |

March 22, 2024

Friday

March 2024

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April 2024

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| FRIDAY | |
|------------------|---|
| 22 | EXEMPTION 6 |
| | ← From Mar 21 Travel: North Carolina - Tai, Katherine C. EOP/USTR |
| 7 ^{AM} | |
| 8 | |
| 9 | FO Call; Webex; Hendrickson, Katie L. EOP/USTR |
| 10 | HOLD -- ITIO Pre Call HOLD: ITIO Prep Call Global LGBTQI+ sub-IPC OMB Planning Meeting [Deput Web EX; Huber, Jessica F. EOP/N! Weekly All COS Call; Webex; Walker, Serena E. EOP/WHO |
| 11 | EOP Chiefs - Lapse Update; Webex (link included); Amin, Priyal R. EC USTR <> State Planning Call; EXEMPTION 6 |
| 12 ^{PM} | |
| 1 | Check In; EXEMPTION 6 chantal.j.thomas; Thomas, Chantal J. EOP/USTR |
| 2 | |
| 3 | |
| 4 | |
| 5 | HOLD: Standing Meeting Thompson, Jamila EOP/USTR |
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March 23, 2024

Saturday

March 2024

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April 2024

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| SATURDAY | |
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| 23 | EXEMPTION 6 |
| | EXEMPTION 6 |
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| 11 | |
| 12 ^{PM} | |
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March 24, 2024

Sunday

March 2024

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April 2024

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| | SUNDAY |
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| | EXEMPTION 6 |
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| 12 ^{PM} | |
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March 25, 2024

Monday

March 2024

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April 2024

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| MONDAY | |
|------------------|--|
| 25 | EXEMPTION 6 |
| 7 ^{AM} | |
| 8 | |
| 9 | Canceled: Meeting: Weekly LookAhead; AKT's Office; Tai, Katherine C. EOP/USTR |
| 10 | Meeting: USTR/AUSTR/FO (In Person) Annex 1&2 Tai, Katherine C. EOP/USTR |
| 11 | Meeting: USTR/FO (In-Person) ; FW: Daily Check-in: PAO; R; Weekly COS/WHL Call; Walk; Meeting: USTR/Skedvance; |
| 12 ^{PM} | Call: OTR with Rana Foroohar; EXEMPTION 6 ; Tai, Katherine C. EOP/USTR |
| 1 | |
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| 4 | Senior Advisors AKT Office Tai, Katherine C. EOP/USTR |
| 5 | |
| 6 | |

March 26, 2024

Tuesday

March 2024

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April 2024

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| | TUESDAY | |
| | 26 | |
| | EXEMPTION 6 | |
| 7 ^{AM} | | |
| 8 | | |
| 9 | Intro Meeting; 220 Winder; Thompson, Jamila EOP/USTR | |
| 10 | Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR | FW: Daily Check-in: PAO; Room 109 or dial-in; Barmore, Heather |
| 11 | Call: OTR with Paul Krugman; EXEMPTION 6 (AUDIO ONLY); Tai, Katherine C. EOP/USTR | |
| 12 ^{PM} | Meeting: DPM Murat Nurtleu (Kazakhstan); W203; Tai, Katherine C. EOP/USTR | |
| 1 | [UPDATED TIME] Meeting: Solar Section 201 W203; Tai, Katherine C. EOP/USTR | |
| 2 | Meeting: Njeri Gateru and Essy Adhiambo (HRC/CGE) W203 Tai, Katherine C. EOP/USTR | |
| 3 | AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR | Meeting: Brussels Schedule Review ; W203; Tai, Katherine C. EOP/U |
| 4 | Meeting: Supply Chains Small Group; AKT Office ; Tai, Katherine C. EOP/USTR | WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync |
| 5 | Check In ; 220 Winder; Thompson, Jamila EOP/USTR | |
| 6 | Check-In Call ; Phone Call; Thompson, Jamila EOP/USTR | |
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March 27, 2024

Wednesday

March 2024

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April 2024

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| WEDNESDAY | |
|------------------|---|
| 27 | EXEMPTION 6 |
| 7 ^{AM} | |
| 8 | |
| 9 | Submit Weekly Report |
| 10 | FW: Daily Check-in: PAO; Room 109 or dial-in; Barmore, Heather Weekly Cabinet COS Call; Webex; Walker, Serena E. EOP/WHO |
| 11 | Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR |
| 12 ^{PM} | Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR |
| 1 | Thompson/Baltzan Reading B25 or F-222 Winder Room 218 Calendar Meeting: Taiwan/DS; W203; Tai, Katherine C. EOP/USTR |
| 2 | Meeting: Ambassador Justin Mohamed (First Nations, Australia) W203 Tai, Katherine C. EOP/USTR |
| 3 | Camille + Jamila Sync; Candaele, Camille R. EOP/USTR |
| 4 | USTR Next Steps ; 220 Winder; Blanton, Claire K. EOP/USTR Meeting/ Check-In; 220 Winder; Thompson, Jamila EOP/USTR |
| 5 | EXEMPTION 6 Canceled: Weekly Cabinet Call; Walker, S |
| 6 | EXEMPTION 6 [UPDATED TIME] Call: AS Su ; EXEMPTION 6 |

March 28, 2024

Thursday

March 2024

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April 2024

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THURSDAY

28

EXEMPTION 6

7^{AM}

8

9

USTR DEIA Strategic Plan Bi-Weekly Mtg

EXEMPTION 6

Cooper, Tameka S. EOP/USTR

10

WHIAANHPI x USTR Ad Hoc Meeting; EXEMPTION 6

; Ka'ai, Krystal (OS/IEA)

USTR Awards Application Training _ for No

webex

Ender, Cassie L. EOP/USTR

FW: Daily Check-in: PAO; Room 109 or

Meeting Run Over

11

Meeting: Correspondence Review; AKT

Access to Capital

EXEMPTION 6

OVP-USTR Call; Phone Call; Thompson, Jamila EOP/USTR

Garcia, Thomas F

12^{PM}

Event: White House Internship

Indian Treaty Room (EOB 474)

Tai, Katherine C. EOP/USTR

USTR's WHM Event "Women V

EXEMPTION 6

Enoch, Tiffany R. EOP/USTR

Weekly Update Memo

Computer

Canceled: Life at Work - A

DEIA Space

Winborne, Annelies B. EOP/USTR

1

Meeting: Weekly Scheduling Feedback + Invites; AKT's Office;

Catch up/ Visit

600 17th Street, NW, Washington, DC

Thompson, Jamila EOP/USTR

2

3

Will<>Jamila Catch Up

Jamila's Office or TBD

Shih, Will EOP/USTR

WHCNAA Monthly Staff Meeting

Rodman, Anthony M

4

5

6

EXEMPTION 6

March 29, 2024

Friday

March 2024

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April 2024

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| | FRIDAY |
| | 29 |
| | EXEMPTION 6 |
| 7 ^{AM} | |
| 8 | |
| 9 | FO Call; Webex; Hendrickson, Katie L. EOP/USTR |
| 10 | Kenya STIP -- Pre-Round Sync; Thanhauser, Bart J. EOP/USTR |
| | SBA-USTR Connection; EXEMPTION 6 Weekly All COS Call; Webex; Walker, Serena E. EOP/WHO |
| 11 | |
| 12 ^{PM} | Meeting; Winder, 600 17th Street NW,; Thompson, Jamila EOP/USTR |
| 1 | |
| 2 | Meeting: Inclusivity Update; EXEMPTION 6 ; Tai, Katherine C. EOP/WHO |
| | Meeting: Juan Millan; AKT Office; Tai, Katherine C. EOP/USTR Connecting with Claire! ; Blanton, Claire K. EOP/USTR |
| 3 | |
| 4 | EXEMPTION 6 HOLD: Standing Meeting Thompson, Jamila EOP/USTR |
| 5 | |
| 6 | EXEMPTION 6 |

March 30, 2024

Saturday

March 2024

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April 2024

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| SATURDAY | |
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| 12 ^{PM} | |
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March 31, 2024

Sunday

March 2024

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April 2024

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| SUNDAY | |
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| 12 ^{PM} | |
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April 1, 2024

Monday

April 2024

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| 28 | 29 | 30 | | | | |

May 2024

| Su | Mo | Tu | We | Th | Fr | Sa |
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| MONDAY | |
|------------------|---|
| 1 | AZA: Brussels - Annino, Angelica Z. EOP/USTR To Apr 5 |
| 7 ^{AM} | |
| 8 | |
| 9 | Canceled: Meeting: Weekly LookAhead; AKT's Office; Tai, Katherine C. EOP/USTR |
| 10 | |
| 11 | |
| 12 ^{PM} | USTR Easter Egg Roll Open House Winder Building (2nd Floor) Tai, Katherine C. EOP/USTR |
| 1 | EXEMPTION 6 USTR --> Local Stop; EXEMPTION 6 ; Tai, Katherine C. EOP/US |
| 2 | Local Stop--> USTR ; Tai, Katherine C. EOP/USTR |
| 3 | |
| 4 | Senior Advisors AKT Office Tai, Katherine C. EOP/USTR |
| 5 | |
| 6 | EXEMPTION 6 |

April 2, 2024

Tuesday

April 2024

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May 2024

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| TUESDAY | |
|------------------|--|
| 2 | From Apr 1 AZA: Brussels - Annino, Angelica Z. EOP/USTR To Apr 5 |
| 7 ^{AM} | |
| 8 | |
| 9 | Introductory Meeting; EXEMPTION 6 Thompson, Jamila EOP/USTR |
| 10 | <div style="display: flex;"> <div style="flex: 1;"> <p>[UPDATED TIME] Meeting: USTR/AUSTR/F Annex 1&2 Tai, Katherine C. EOP/USTR</p> <p>[UPDATED TIME] Meeting: USTR/FO (I</p> </div> <div style="flex: 1; border: 1px solid black; padding: 5px;"> <p>FW: Thrift Savings Plan Webinar - Early To Mid-Career Considerations WebEx Petruccelli-Treen, Julie L. EOP/OA</p> </div> <div style="flex: 1;"> <p>[UPDATED TIME] Meeting: USTR/Sked</p> </div> </div> |
| 11 | |
| 12 ^{PM} | <p>Meeting: Memo & Correspondence Review</p> <p>PAO Check-In Meeting; See below link for virtual/ call-in informatio</p> |
| 1 | <p>Test Weblink for Thurs Fireside Chat; EXEMPTION 6</p> <p>Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR</p> |
| 2 | <p>AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR</p> <p>Check In; EXEMPTION 6 Thomas, Chantal J. EOP/USTR</p> |
| 3 | <p>Meeting: Weekly Comms Time; AKT Office ; Tai, Katherine C. EOP/USTR</p> <p>WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync; EXEMPTION 6</p> |
| 4 | <p>AKT Invite Review (Updated Time); EXEMPTION 6; Clarke, Keziah E. EOP,</p> |
| 5 | |
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April 3, 2024

Wednesday

April 2024

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May 2024

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| WEDNESDAY | |
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| 3 | <p>From Apr 1 AZA: Brussels - Annino, Angelica Z. EOP/USTR To Apr 5</p> <p>Travel: Brussels (TTC6) - Tai, Katherine C. EOP/USTR To Apr 5</p> |
| 7 ^{AM} | |
| 8 | |
| 9 | <p>Submit Weekly Report</p> |
| 10 | <p>Weekly Cabinet COS Call; Webex; Walker, Serena E. EOP/WHO</p> <p>PAO Daily Check-In; Phone or Room 100; White, Catherine L. EOP/WHO</p> |
| 11 | <p>Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR</p> <p>Email Jamila Pay Period Hours; jamila.thompson@ustr.eop.gov;</p> |
| 12 ^{PM} | <p>Meeting: Weekly Scheduling Feedback + Invites; AKT's Office; Tai, Katherine C. EOP/USTR</p> |
| 1 | <p>Thompson/Baltzan Reading EXEMPTION 6</p> <p>USTR --> Local Stop ; Washington Hilton Lowel "Terrace Level" Entr</p> |
| 2 | <p>Copy: Event: Fireside Chat at the 118th ASIL Annual Meeting Washington Hilton (1919 Connecticut Ave NW, Washington, DC 2000 Tai, Katherine C. EOP/USTR</p> <p>F.O./HR/Admin Check-In Bi-Weekly; Webex; Hendrickson, Katie</p> |
| 3 | <p>Transport back to USTR</p> <p>Call with EXEMPTION 6 Webex; Hendrickson, Katie L. EOP/WHO</p> <p>Conversation; EXEMPTION 6</p> |
| 4 | <p>International Chamber of Commerce (ICC) Meeting; 203 Winder; 1</p> <p>JT; Winder Room 203 Calendar</p> <p>Jamila/Bart; Jamila's office?; Thanhauser, Bart J. EOP/USTR</p> |
| 5 | <p>Chloe connect; Jamila's office ; Hyman, Chloe R. EOP/USTR</p> <p>Canceled: Weekly Cabinet Call; Walker, Serena E. EOP/WHO</p> |
| 6 | |

April 4, 2024

Thursday

April 2024

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May 2024

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| THURSDAY | |
|------------------|--|
| 4 | <p>From Apr 1 AZA: Brussels - Annino, Angelica Z. EOP/USTR To Apr 5</p> <p>From Apr 3 Travel: Brussels (TTC6) - Tai, Katherine C. EOP/USTR To Apr 5</p> |
| 7 ^{AM} | |
| 8 | |
| 9 | Hold: Reading Time |
| 10 | <p>FW: TSP Webinar - Pre-Separation Considerations WebEx Petrucci-Treen, Julie L. EOP/OA</p> <p>Call with EXEMPTION 6 Webex; Hendrickson, Katie L</p> <p>Meeting Run Over</p> |
| 11 | <p>DPC-USTR Check-In 220 Winder Thompson, Jamila EOP/USTR</p> |
| 12 ^{PM} | <p>Weekly Update Memo Computer</p> |
| 1 | GPC: Senior Designee Meeting 212 EEOB |
| 2 | <p>Return from GPC</p> <p>Fireside Chat Prep</p> |
| 3 | <p>[EXTERNAL] Discussion on Indigenous International Trade Law and Policy of the United States of America EXEMPTION 6</p> <p>Zoom Armchair Chat w/ Jamila Thompson, Dr. James "Jim" Colla EXEMPTION 6 Esparza, Martha EOP/USTR</p> |
| 4 | |
| 5 | Chloe connect; Jamila's office; Hyman, Chloe R. EOP/USTR |
| 6 | |

April 5, 2024

Friday

April 2024

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May 2024

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| FRIDAY | |
|------------------|--|
| 5 | <div style="border: 1px solid black; padding: 2px;"> ■ From Apr 1 AZA: Brussels - Annino, Angelica Z. EOP/USTR </div> <div style="border: 1px solid black; padding: 2px; margin-top: 2px;"> ■ From Apr 3 Travel: Brussels (TTC6) - Tai, Katherine C. EOP/USTR </div> |
| 7 ^{AM} | |
| 8 | |
| 9 | <div style="border: 1px solid black; padding: 2px;"> FO Call; Webex; Hendrickson, Katie L. EOP/USTR ■ </div> |
| 10 | <div style="border: 1px solid black; padding: 2px;"> TPC staffing; Webex; Buffo, Laura D. EOP/USTR </div> <div style="border: 1px solid black; padding: 2px; margin-top: 2px;"> Weekly All COS Call; Webex; Walker, Serena E. EOP/WHO ■ PAO Daily Check-In; Phone or Room 100; White, Catherine L. EOP/USTR ■ </div> |
| 11 | <div style="border: 1px solid black; padding: 2px;"> CBC Debrief and Inclusivity chapter drafting update Webex Agama, Laurie-Ann C. EOP/USTR </div> |
| 12 ^{PM} | <div style="border: 1px solid black; padding: 2px;"> Fireside Chat: Angela Zhang, Author of High Wire: How China Regulates Big Tech and Governs Its Economy Hybrid - Winder 305 / Webex Ban, Victor D. EOP/USTR </div> |
| 1 | <div style="border: 1px solid black; padding: 2px;"> Call with EXEMPTION 6 Webex; Hendrickson, Katie L. EOP/USTR </div> |
| 2 | <div style="border: 1px solid black; padding: 2px;"> Check In; Phone Call; Thompson, Jamila EOP/USTR </div> <div style="border: 1px solid black; padding: 2px; margin-top: 2px;"> Domestic Travel Sync; EXEMPTION 6 ; Clarke, Keziah E. EOP/USTR </div> |
| 3 | <div style="border: 1px solid black; padding: 2px;"> Updated WHCNAI International ED Subcommittee Brown, Rachel E ■ </div> |
| 4 | <div style="border: 1px solid black; padding: 2px;"> EXEMPTION 6 </div> <div style="border: 1px solid black; padding: 2px; margin-top: 2px; text-align: center;"> EXEMPTION 6 </div> |
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April 6, 2024

Saturday

April 2024

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May 2024

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| SATURDAY | |
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April 7, 2024

Sunday

April 2024

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May 2024

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| SUNDAY | |
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April 8, 2024

Monday

April 2024

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May 2024

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| MONDAY | | | | | |
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| | 8 | | | | |
| 7 ^{AM} | | | | | |
| 8 | | | | | |
| 9 | Canceled: Meeting: Weekly LookAhead; AKT's Office; Tai, Katherine C. EOP/USTR | | | | |
| 10 | <table border="1"> <tr> <td>Weekly COS/WHL Call; Walker, Serena E. EOP/WHO</td> <td>PAO Daily Check-In; Phone or Room 100; White, Catherine L. EOP/WHO</td> </tr> </table> | Weekly COS/WHL Call; Walker, Serena E. EOP/WHO | PAO Daily Check-In; Phone or Room 100; White, Catherine L. EOP/WHO | | |
| Weekly COS/WHL Call; Walker, Serena E. EOP/WHO | PAO Daily Check-In; Phone or Room 100; White, Catherine L. EOP/WHO | | | | |
| 11 | [UPDATED TIME] Meeting: USTR/AUSTR/FO (In Person) Annex 1&2 Tai, Katherine C. EOP/USTR | | | | |
| 12 ^{PM} | <table border="1"> <tr> <td>Meeting: USTR/Skedvance; Annex 1&2; Tai, Katherine C. EOP/USTR</td> <td>Senior Advisors; AKT Office; Tai, Katherine C. EOP/USTR</td> </tr> </table> | Meeting: USTR/Skedvance; Annex 1&2; Tai, Katherine C. EOP/USTR | Senior Advisors; AKT Office; Tai, Katherine C. EOP/USTR | | |
| Meeting: USTR/Skedvance; Annex 1&2; Tai, Katherine C. EOP/USTR | Senior Advisors; AKT Office; Tai, Katherine C. EOP/USTR | | | | |
| 1 | Prep: Trade Agenda Hearing W203 Tai, Katherine C. EOP/USTR | | | | |
| 2 | | | | | |
| 3 | <table border="1"> <tr> <td>Meeting with AKT</td> <td>AKT Meeting; AKT Office; Tai, Katherine C. EOP/USTR</td> </tr> </table> | Meeting with AKT | AKT Meeting; AKT Office; Tai, Katherine C. EOP/USTR | | |
| Meeting with AKT | AKT Meeting; AKT Office; Tai, Katherine C. EOP/USTR | | | | |
| 4 | Meeting: Erin Hudson Jamila's Office Clarke, Keziah E. EOP/USTR | | | | |
| 5 | <table border="1"> <tr> <td>(5:00) Daleep Singh to call Jamila Thompson; EXEMPTION 6</td> <td rowspan="3">EXEMPTION 6</td> </tr> <tr> <td></td> </tr> <tr> <td></td> </tr> </table> | (5:00) Daleep Singh to call Jamila Thompson; EXEMPTION 6 | EXEMPTION 6 | | |
| (5:00) Daleep Singh to call Jamila Thompson; EXEMPTION 6 | EXEMPTION 6 | | | | |
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April 9, 2024

Tuesday

April 2024

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May 2024

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| TUESDAY | |
|------------------|--|
| | 9 |
| | Mandatory IT/ Telecom Updates (305 Winder) To Apr 11 |
| 7 ^{AM} | |
| 8 | |
| 9 | Hold: Meeting with Josh Hsu |
| 10 | Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR |
| | Meeting: VW ASR Sync; W203; Tai, Katherin |
| | PAO Daily Check-In; Phone or Room 100 |
| 11 | Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR |
| 12 ^{PM} | USTR --> Local Stop ; Salamander Hotel (1330 Maryland Ave SW, Washington, DC 20024); Tai, Katherine C. EOP/USTR |
| | Event: Democracy Journal How to Make Middle-Out Economics the New Mainstream Salamander Hotel (1330 Maryland Ave SW, Washington, DC 20024); Tai, Katherine C. EOP/USTR |
| 1 | Local Stop --> USTR |
| | Retreat Planning |
| 2 | AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR |
| 3 | Check-In; 220 Winder; Thompson, Jamila EOP/USTR |
| | Meeting: Sen. Brown; 503 Hart SOB; Tai, Katherine C. EOP/USTR |
| | WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync |
| 4 | Economic Development Energy and Infrastructure Committee me EXEMPTION 6 Garcia, Thomas F |
| | Meeting: Sen. Casey; 393 Russell SOB; Tai, Katherine C. EOP/USTR |
| 5 | Call with Devontae Freeland (Special Assistant detail) ; Webex; Hendrickson, Katie L. EOP/USTR |
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April 10, 2024

Wednesday

April 2024

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May 2024

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| WEDNESDAY | |
|------------------|---|
| | 10 |
| | From Apr 9 Mandatory IT/ Telecom Updates (305 Winder) To Apr 11 |
| 7 ^{AM} | |
| 8 | |
| 9 | <p>Phone Swap</p> <p>Submit Weekly Report</p> |
| 10 | <p>Jamila/Diamond; Cruz, Diamond I. EOP/USTR</p> <p>PAO Daily Check-In; Phone or Room 100; White, Catherine L. EOP/USTR</p> |
| 11 | <p>NSTC Subcommittee on Equitable Data EXEMPTION 6 Vallaster, Jodi</p> |
| 12 ^{PM} | <p>Personnel Call ; Phone Call or below Webex link; Thompson, Jamila EOP/USTR</p> <p>Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR</p> |
| 1 | <p>Thompson/Baltzan Reading EXEMPTION 6</p> |
| 2 | <p>Meeting: Weekly Scheduling Feedback + Invites; AKT's Office; Tai, Katherine C. EOP/USTR</p> <p>Meeting: Juan Millan; AKT Office; Tai, Katherine C. EOP/USTR</p> |
| 3 | <p>Mentorship Program; COS Office; Little, Della M. EOP/USTR</p> <p>Mentor Meeting</p> |
| 4 | <p>Phone Call ; Phone; Thompson, Jamila EOP/USTR</p> |
| 5 | <p>RESCHEDULING: Navtej<->Jamila Call; Navtej will call Jamila; ; Dhillon, Navtej S. EOP/WHO</p> |
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April 11, 2024

Thursday

April 2024

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May 2024

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| THURSDAY | |
|------------------|--|
| 11 | <div style="border: 1px solid black; padding: 2px;"> ■ From Apr 9 Mandatory IT/ Telecom Updates (305 Winder) </div> |
| 7 ^{AM} | |
| 8 | |
| 9 | <div style="border: 1px solid black; padding: 2px;"> USTR DEIA Strategic Plan Bi-Weekly Mtg EXEMPTION 6 Cooper, Tameka S. EOP/USTR </div> |
| 10 | |
| 11 | <div style="border: 1px solid black; padding: 2px;"> Meeting Run Over ■ <div style="float: right; border: 1px solid black; padding: 2px;"> PAO Week Ahead Meeting WebEx White, Catherine L. EOP/USTR </div> </div> |
| 12 ^{PM} | <div style="border: 1px solid black; padding: 2px;"> Weekly Update Memo Computer </div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> Meeting: Supply Chains Small Group; AKT Office ; Tai, Katherine ■ </div> |
| 1 | <div style="border: 1px solid black; padding: 2px;"> Interview: Press Roundtable W203; Tai, Katherine C. EOP/USTR </div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> Prep: Press Roundtable; AKTs Office; Tai, Katherine C. EOP/USTR </div> |
| 2 | <div style="border: 1px solid black; padding: 2px;"> USTR --> Local Stop ; 2001 K Street NW; T; </div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> Event: Council for Global Equality Annual I Akin Gump Strauss Hauer & Feld (2001 K Str Tai, Katherine C. EOP/USTR </div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> WHCNA Climate Change, Tribal Homelar EXEMPTION 6 Garcia, Thomas F </div> |
| 3 | <div style="border: 1px solid black; padding: 2px;"> U.S.-Kenya STIP Stakeholder Roundtable F Street </div> |
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April 12, 2024

Friday

April 2024

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May 2024

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| FRIDAY | |
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| 9 | FO Call; Webex; Hendrickson, Katie L. EOP/USTR |
| 10 | Call: Ambassador Meg Whitman (Kenya); EXEMPTION 6 ; Tai, Katherine SBA-USTR Connection; ; Weekly All COS Call; ; PAO Daily Check-In; Phone ; Interview; AKT Office; Tai, Kathe |
| 11 | |
| 12 ^{PM} | Meeting: Congressional Prep; AKT Office ; Tai, Katherine C. EOP/USTR Meeting: Correspondence Review; AKT Office; Tai, Katherine C. EOP/USTR |
| 1 | |
| 2 | |
| 3 | Meeting: ACTPN W203 Tai, Katherine C. EOP/USTR ; Meeting: Staff Retreat Planning; JT Office; Clarke, Keziah E. EOP/US |
| 4 | Kenya STIP Closing Session F Street ; EXEMPTION 6 ; Interview; AKT Office; Tai, Katherine C. EOP/I |
| 5 | Meeting: Juan Millan; AKT Office; Tai, Ka |
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April 13, 2024

Saturday

April 2024

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May 2024

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April 14, 2024

Sunday

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May 2024

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April 15, 2024

Monday

April 2024

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May 2024

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| MONDAY | |
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| | 15 |
| 7 ^{AM} | |
| 8 | |
| 9 | Canceled: Meeting: Weekly LookAhead; AKT's Office; Tai, Katherine C. EOP/USTR |
| 10 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Meeting: USTR/AUSTR/FO (In Person) Annex 1&2 Tai, Katherine C. EOP/USTR</p> </div> <div style="width: 30%;"> <p>Weekly COS/WHL Call; Walker, Serena E</p> </div> <div style="width: 30%;"> <p>PAO Daily Check-In; Phone or Room 100</p> </div> </div> |
| 11 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Meeting: USTR/FO (In-Person); Annex 1</p> <p>Senior Advisors AKT Office Tai, Katherine C. EOP/USTR</p> </div> <div style="width: 30%;"> <p>Meeting: USTR/Skedvance (In-Person); Annex 1&2; Tai, Katherine C. EOP/USTR</p> </div> </div> |
| 12 ^{PM} | |
| 1 | Meeting: Domestic Travel Strategy; W203; Tai, Katherine C. EOP/USTR |
| 2 | Interview; AKT Office; Tai, Katherine C. EOP/USTR |
| 3 | <p>Prep: Trade Agenda Hearing W203 Tai, Katherine C. EOP/USTR</p> <p>Meeting: Open Society Foundations 203 Winder; Tai, Katherine C. EOP/USTR</p> |
| 4 | Quick Connect; Jamila's office; Hendrickson, Katie L. EOP/USTR |
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April 16, 2024

Tuesday

April 2024

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May 2024

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| TUESDAY | | | | |
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| 9 | | | | |
| 10 | <table border="1"> <tr> <td>Trade Agenda Hearings (W&M) 1100 Longworth HOB Tai, Katherine C. EOP/USTR</td> <td>Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR</td> <td>PAO Daily Check-In; Phone or Room 100</td> </tr> </table> | Trade Agenda Hearings (W&M) 1100 Longworth HOB Tai, Katherine C. EOP/USTR | Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR | PAO Daily Check-In; Phone or Room 100 |
| Trade Agenda Hearings (W&M) 1100 Longworth HOB Tai, Katherine C. EOP/USTR | Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR | PAO Daily Check-In; Phone or Room 100 | | |
| 11 | | | | |
| 12 ^{PM} | | | | |
| 1 | | | | |
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| 3 | <table border="1"> <tr> <td>Meeting: Trade Agenda Hearing (W&M) D 1100 Longworth HOB Tai, Katherine C. EOP/USTR</td> <td>Canceled: WH IGA/WHCNAA Weekly T</td> </tr> </table> | Meeting: Trade Agenda Hearing (W&M) D 1100 Longworth HOB Tai, Katherine C. EOP/USTR | Canceled: WH IGA/WHCNAA Weekly T | |
| Meeting: Trade Agenda Hearing (W&M) D 1100 Longworth HOB Tai, Katherine C. EOP/USTR | Canceled: WH IGA/WHCNAA Weekly T | | | |
| 4 | | | | |
| 5 | <table border="1"> <tr> <td>Call: Senator Crapo; Dial-In below; Tai, Katherine C. EOP/USTR</td> </tr> </table> | Call: Senator Crapo; Dial-In below; Tai, Katherine C. EOP/USTR | | |
| Call: Senator Crapo; Dial-In below; Tai, Katherine C. EOP/USTR | | | | |
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April 17, 2024

Wednesday

April 2024

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May 2024

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| WEDNESDAY | |
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| 7 ^{AM} | |
| 8 | |
| 9 | <div style="border: 1px solid black; padding: 2px;">Call Jamila <> Ryan; Hubbard, Ryan EOP/WHO</div> <div style="border: 1px solid black; padding: 2px; margin-left: 400px;">Submit Weekly Report</div> |
| 10 | <div style="border: 1px solid black; padding: 2px;">Trade Agenda Hearings (SFC) 215 Dirksen SOB Tai, Katherine C. EOP/USTR</div> <div style="border: 1px solid black; padding: 2px; margin-left: 300px;">Weekly Cabinet COS Call; Webex; Walke</div> <div style="border: 1px solid black; padding: 2px; margin-left: 650px;">PAO Daily Check-In; Phone or Room 100</div> |
| 11 | <div style="border: 1px solid black; padding: 2px; margin-left: 300px;">Email Jamila Pay Period Hours; jamila.thompson@ustr.eop.gov; Thompson, Jamila EOP/</div> |
| 12 ^{PM} | |
| 1 | <div style="border: 1px solid black; padding: 2px; margin-left: 300px;">Thompson/Baltzan Reading EXEMPTION 6</div> |
| 2 | |
| 3 | <div style="border: 1px solid black; padding: 2px;">Interview; AKT Office; Tai, Katherine C. EOP/USTR</div> |
| 4 | <div style="border: 1px solid black; padding: 2px; margin-left: 20px;">AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR</div> <div style="border: 1px solid black; padding: 2px; margin-left: 450px;">Interview; AKT Office; Tai, Katherine C. EOP/USTR</div> |
| 5 | <div style="border: 1px solid black; padding: 2px; margin-left: 20px;">Meeting: Memo Review; AKTs Office; Tai, Katherine C. EOP/USTR</div> <div style="border: 1px solid black; padding: 2px; margin-left: 20px;">Canceled: Weekly Cabinet Call; Walker, Serena E. EOP/WHO</div> <div style="border: 1px solid black; padding: 2px; margin-left: 450px;">Event: Cabinet HH 203 Winder Tai, Katherine C. EOP/USTR</div> |
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April 18, 2024

Thursday

April 2024

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May 2024

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| THURSDAY | |
|------------------|---|
| 18 | 6:00pm AKT Travel: NYC - Tai, Katherine C. EOP/USTR To Apr 20 |
| 7 ^{AM} | |
| 8 | |
| 9 | Monthly WHIAANHPI/USTR/WH CoS/IEA Meeting EXEMPTION 6 |
| 10 | Phone Call; Phone; Thompson, Jamila EOP/USTR Meeting Run Over PAO Week Ahead Meeting WebEx |
| 11 | Check In (Staff Retreat, Etc); EXEMPTION 6 White, Catherine L. EOP/USTR |
| 12 ^{PM} | Weekly Update Memo Phone Call; Phone; Thompson, Jamila EOP/USTR Computer |
| 1 | Meeting: Vision Council Member ; EXEMPTION 6 ; Thompson, Ja |
| 2 | Interview: EXEMPTION 6 (Labor AUSTR); Webex; Hendrickson, Katie L. EOP/USTR |
| 3 | April WHIAANHPI IWG Implementation Team Meeting EXEMPTION 6 WHIAANHPI (OS) |
| 4 | Monthly All Trade Advisory Committees Cleared Advisors Call TBA MBX USTR IAPE |
| 5 | Meeting |
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April 19, 2024

Friday

April 2024

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May 2024

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| | FRIDAY | |
| | 19 | |
| | From Apr 18 | AKT Travel: NYC - Tai, Katherine C. EOP/USTR To Apr 20 |
| | LRB WFH - Brown, Lauren R. EOP/USTR | |
| 7 ^{AM} | | |
| 8 | | |
| 9 | FO Call; Webex; Hendrickson, Katie L. EOP/USTR Interview: EXEMPTION 6 (Labor AUSTR); Webex; Hendrickson, Katie L. EOP/USTR | |
| 10 | Weekly All COS Call; Webex; Walker, Ser PAO Daily Check-In; Phone or Room 100 Canceled: Meeting: Juan Millan; AKT Of | |
| 11 | | |
| 12 ^{PM} | Lunch Meeting | |
| 1 | Lao New Year's Celebration Indian Treaty Room (EEOB 474) Phonharath, Leetha S. EOP/NSC | |
| 2 | | |
| 3 | | |
| 4 | <div style="background-color: black; color: red; text-align: center; padding: 20px; font-size: 2em; font-weight: bold;">EXEMPTION 6</div> | |
| 5 | | |
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April 20, 2024


Saturday

April 2024

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May 2024

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| SATURDAY | |
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| 20 | |
|  From Apr 18 | AKT Travel: NYC - Tai, Katherine C. EOP/USTR 12:00pm |
| 7 ^{AM} | |
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| 12 ^{PM} | |
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April 21, 2024

Sunday

April 2024

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May 2024

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| SUNDAY | |
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| 7 ^{AM} | |
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| 9 | |
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| 12 ^{PM} | |
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April 22, 2024

Monday

April 2024

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May 2024

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| | MONDAY | |
| | 22 | |
| 7 ^{AM} | | |
| 8 | | |
| 9 | Canceled: Meeting: Weekly LookAhead; AKT's Office; Tai, Katherine C. EOP/USTR | |
| | Meeting: USTR/AUSTR/FO (In Person) Annex 1&2 Tai, Katherine C. EOP/USTR | |
| 10 | Meeting: USTR/FO (In-Person) | Weekly COS/WHL Call; Walk |
| | PAO Daily Check-In; Phone c | Meeting: USTR/Skedvance; |
| 11 | Personnel Meeting; See below WebEx Link; Thompson, Jamila EOP/USTR | |
| 12 ^{PM} | Senior Advisors AKT Office Tai, Katherine C. EOP/USTR | |
| 1 | Meeting: PSG Prep; W203; Tai, Katherine C. EOP/USTR | |
| 2 | PC Tai, Katherine C. EOP/USTR | |
| 3 | Jamila-Cara quick sync; Jamila's office; Morrow, Cara M. EOP/USTR | |
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April 23, 2024

Tuesday

April 2024

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May 2024

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| TUESDAY | |
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| | 23 |
| 7 ^{AM} | |
| 8 | |
| 9 | |
| 10 | Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR |
| | PAO Daily Check-In; Phone or Room 100; White, Catherine L. EO |
| 11 | |
| 12 ^{PM} | |
| 1 | Taiwan/NMPPs Thanhauser, Bart J. EOP/USTR |
| 2 | USTR Officials at U.S. Embassy Beijing; Microsoft Teams Meeting; Moore, Shannon D |
| 3 | WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync; EXEMPTION 6 |
| 4 | Debrief: GC Interviews; Webex; Hendrickson, Katie L. EOP/USTR |
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April 24, 2024

Wednesday

April 2024

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| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

May 2024

| Su | Mo | Tu | We | Th | Fr | Sa |
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| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| WEDNESDAY | |
|------------------|--|
| 24 | |
| 7 ^{AM} | |
| 8 | |
| 9 | <div style="border: 1px solid black; padding: 5px;"> Professional Development/ Pre-Retreat Session Rooms 1&2 F Street Thompson, Jamila EOP/USTR </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Submit Weekly Report </div> |
| 10 | <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> Weekly Cabinet COS Call; Webex; Walker </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> PAO Daily Check-In; Phone or Room 100 </div> |
| 11 | |
| 12 ^{PM} | |
| 1 | <div style="border: 1px solid black; padding: 5px; display: inline-block;"> Event: Global Labor Strategy DipCorps Briefing Blair House Tai, Katherine C. EOP/USTR </div> <div style="border: 1px solid black; padding: 5px; display: inline-block; margin-left: 20px;"> Thompson/Baltzan Reading EXEMPTION 6 </div> |
| 2 | <div style="border: 1px solid black; padding: 5px; display: inline-block;"> Pick up 1110 14th Street NE </div> <div style="border: 1px solid black; padding: 5px; display: inline-block; margin-left: 20px;"> Interview: EXEMPTION 6 (Labor AUSTR); Webex; Hendrickson, Katie I </div> |
| 3 | <div style="border: 1px solid black; padding: 5px; display: inline-block;"> Meeting: Correspondence Review; EXEMPTION 6 </div> <div style="border: 1px solid black; padding: 5px; display: inline-block; margin-left: 20px;"> Meeting: Jamila + Katie + Tina; AKT's Office; Tai, Katherine C. EOP/USTR </div> |
| 4 | <div style="border: 1px solid black; padding: 5px; display: inline-block;"> Check In; EXEMPTION 6 Thomas, Chantal J. EOP/USTR </div> <div style="border: 1px solid black; padding: 5px; display: inline-block; margin-left: 20px;"> Meeting: Weekly Scheduling Feedback + Invites; AKT's Office; Tai, Katherine C. EOP/USTR </div> |
| 5 | <div style="border: 1px solid black; padding: 5px; display: inline-block;"> Weekly Cabinet Call; EXEMPTION 6 </div> <div style="border: 1px solid black; padding: 5px; display: inline-block; margin-left: 20px;"> Weekly Cabinet Call; Walker, Serena E. E </div> <div style="border: 1px solid black; padding: 5px; display: inline-block; margin-left: 20px;"> EXEMPTION 6 </div> |
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April 25, 2024

Thursday

April 2024

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May 2024

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| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
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| THURSDAY | | | | | | | | | |
|---|---|---|-----------------------------------|--|-----------------------------------|------------------|--|------------|--|
| | 25 | | | | | | | | |
| EXEMPTION 6 | | | | | | | | | |
| 7 ^{AM} | | | | | | | | | |
| 8 | | | | | | | | | |
| 9 | USTR DEIA Strategic Plan Bi-Weekly Mtg EXEMPTION 6 ; Cooper, Tameka S. EOP/USTR | | | | | | | | |
| 10 | | | | | | | | | |
| | <table border="1"> <tr> <td>Meeting Run Over</td> <td></td> <td>PAO Week Ahead Meeting</td> <td></td> </tr> <tr> <td></td> <td></td> <td>WebEx</td> <td></td> </tr> </table> | Meeting Run Over | | PAO Week Ahead Meeting | | | | WebEx | |
| Meeting Run Over | | PAO Week Ahead Meeting | | | | | | | |
| | | WebEx | | | | | | | |
| 11 | <table border="1"> <tr> <td>Access to Capital EXEMPTION 6</td> <td></td> <td>USTR Take Your Child to Work Day</td> <td></td> </tr> <tr> <td>Garcia, Thomas F</td> <td></td> <td>Winder 203</td> <td></td> </tr> </table> | Access to Capital EXEMPTION 6 | | USTR Take Your Child to Work Day | | Garcia, Thomas F | | Winder 203 | |
| Access to Capital EXEMPTION 6 | | USTR Take Your Child to Work Day | | | | | | | |
| Garcia, Thomas F | | Winder 203 | | | | | | | |
| 12 ^{PM} | <table border="1"> <tr> <td>Weekly Update Memo</td> <td></td> <td>Meeting: Supply Chain FRN Update;</td> <td>WebE</td> </tr> <tr> <td>Computer</td> <td></td> <td></td> <td></td> </tr> </table> | Weekly Update Memo | | Meeting: Supply Chain FRN Update; | WebE | Computer | | | |
| Weekly Update Memo | | Meeting: Supply Chain FRN Update; | WebE | | | | | | |
| Computer | | | | | | | | | |
| 1 | <table border="1"> <tr> <td>Take our Children to Work Day Activities</td> <td></td> <td>Meeting: Congressional;</td> <td>WebEx; Tai, Katherine C. EOP/USTR</td> </tr> </table> | Take our Children to Work Day Activities | | Meeting: Congressional; | WebEx; Tai, Katherine C. EOP/USTR | | | | |
| Take our Children to Work Day Activities | | Meeting: Congressional; | WebEx; Tai, Katherine C. EOP/USTR | | | | | | |
| 2 | <table border="1"> <tr> <td></td> <td></td> <td>Meeting: Engagement Check-in;</td> <td>EXEMPTION 6</td> </tr> </table> | | | Meeting: Engagement Check-in; | EXEMPTION 6 | | | | |
| | | Meeting: Engagement Check-in; | EXEMPTION 6 | | | | | | |
| 3 | Meeting: Inclusivity Update; EXEMPTION 6 ; Tai, Katherine C. EOP/US | | | | | | | | |
| 4 | HOLD: Meeting with Lisa Rigoli; 220 Winder; Thompson, Jamila EOP/USTR | | | | | | | | |
| 5 | EXEMPTION 6 | | | | | | | | |
| 6 | EXEMPTION 6 | | | | | | | | |

April 26, 2024

Friday

April 2024

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May 2024

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| FRIDAY | |
|------------------|--|
| 26 | |
| 7 ^{AM} | EXEMPTION 6 |
| 8 | |
| 9 | FO Call; Webex; Hendrickson, Katie L. EOP/USTR |
| 10 | DO NOT SCHEDULE SBA-USTR Connectio Weekly All COS Call; Meeting: Juan Millan PAO Daily Check-In; |
| 11 | [HOLD] FO Retreat CFPB (details TK) Annino, Angelica Z. EOP/USTR |
| 12 ^{PM} | |
| 1 | FW: Brown Bag with Dr. Chantal Thomas Winder 305 Garcia, Mireya E. EOP/USTR (Intern) |
| 2 | |
| 3 | |
| 4 | EXEMPTION 6 |
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| 6 | |

April 27, 2024

Saturday

April 2024

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May 2024

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| SATURDAY | |
|------------------|-------------|
| 27 | EXEMPTION 6 |
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| 12 ^{PM} | |
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April 28, 2024

Sunday

April 2024

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May 2024

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| SUNDAY | |
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| 12 ^{PM} | |
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April 29, 2024

Monday

April 2024

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May 2024

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| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| MONDAY | |
|------------------|--|
| | 29 |
| 7 ^{AM} | |
| 8 | |
| 9 | <p>Canceled: Meeting: Weekly LookAhead; AKT's Office; Tai, Katherine C. EOP/USTR</p> <p>Meeting: AUSTR/FO Webex; Hendrickson, Katie L. EOP/USTR</p> |
| 10 | <p>Interview: ABC News Nightline with DOL & OSTP Department of Labor, 200 Constitution Ave NW Washington, DC 20210 Tai, Katherine C. EOP/USTR</p> <p>Weekly COS/WHL Call; Walker, Serena E</p> <p>PAO Daily Check-In; Phone or Room 100</p> |
| 11 | <p>FW: AUSTR Discussion on FOIA Issues Thompkins, Jeraun T. EOP/USTR</p> |
| 12 ^{PM} | |
| 1 | <p>GC debrief; Webex; Hendrickson, Katie L. EOP/USTR</p> |
| 2 | <p>EXEMPTION 6</p> <p>Dan/Jamila check in ; Jamila's office ; McCarthy, Daniel M. EOP/USTI</p> |
| 3 | <p>Senior Advisors AKT Office Tai, Katherine C. EOP/USTR</p> |
| 4 | <p>(4:00) Jamila T & Daleep S; USTR - Show badge to security and ask</p> |
| 5 | <p>GC Debrief; Cruz, Diamonde I. EOP/USTR</p> |
| 6 | |

April 30, 2024

Tuesday

April 2024

| Su | Mo | Tu | We | Th | Fr | Sa |
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May 2024

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| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
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| TUESDAY | |
|------------------|--|
| | 30 |
| 7 ^{AM} | |
| 8 | <p>Planning Meeting: USTR <> Post Tashkent WebEx; Annino, Angelica Z. EOP/USTR</p> |
| 9 | |
| 10 | <p>Meeting: U.S.-Singapore FTA Joint Committee Meeting EEOB SOW 234 Tai, Katherine C. EOP/USTR</p> <p>Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR</p> <p>PAO Daily Check-In; Phone or Room 100</p> |
| 11 | <p>Personnel Discussion; Phone Call; Thompson, Jamila EOP/USTR</p> |
| 12 ^{PM} | <p>Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR</p> <p>Meeting: DC & Geneva Sync; EXEMPTION 6 ; Tai, Katherine C. EOP/USTR</p> |
| 1 | <p>WHCNAA Monthly Mtg EXEMPTION 6 Garcia, Thomas F</p> <p>Safe and Respectful Workplace Training Virtual via Webex MBX OA Training</p> |
| 2 | <p>AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR</p> <p>Meeting: Eric Fanning, President & CEO, AIA; AKTs Office; Tai, Katt</p> <p>Meeting at 2:45 p.m.; 4208 NEOB</p> |
| 3 | <p>WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync; EXEMPTION 6</p> |
| 4 | <p>Jamila + Lauren Check-in; Jamila's Office; Brown, Lauren R. EOP/USTR</p> |
| 5 | <p>EXEMPTION 6</p> <p>Meeting: Manifest Review (APEC, USMCA, CA) ; AKT Office; Tai, K</p> |
| 6 | |

May 1, 2024

Wednesday

May 2024

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June 2024

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| 30 | | | | | | |

| WEDNESDAY | |
|------------------|--|
| | 1 |
| 7 ^{AM} | |
| 8 | <p>Planning Call: USTR <> Post Astana WebEx; Annino, Angelica Z. EOP/USTR</p> |
| 9 | <p>Submit Weekly Report</p> |
| 10 | <p>PAO Daily Check-In; Phone or Room 100; White, Catherine L. EOP/ Weekly Cabinet COS Call; Webex; Walker, Serena E. EOP/WHO</p> |
| 11 | <p>Email Jamila Pay Period Hours; jamila.thompson@ustr.eop.gov; Monthly Call: Sec. Vilsack (Ag); Tai, Katherine C. EOP/USTR</p> <p>Employee Assistance Program (EAP) Services and Benefits Virtual Webinar EXEMPTION 6</p> |
| 12 ^{PM} | <p>Enoch, Tiffany R. EOP/USTR</p> <p>Katie-Jamila Connect; 220 Winder; Thompson, Jamila EOP/USTR USTR<>Roosevelt 5/6 & 7 Planning Sync; Webex; Gundermann, Cl</p> |
| 1 | <p>Thompson/Baltzan Reading EXEMPTION 6</p> <p>Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR</p> |
| 2 | <p>F.O./HR/Admin Check-In Bi-Weekly; Webex; Hendrickson, Katie L. EOP/USTR</p> |
| 3 | |
| 4 | |
| 5 | <p>Weekly Cabinet Call; Walker, Serena E. EOP/WHO Canceled: Weekly Cabinet Call; EXEMPTION 6</p> |
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May 2, 2024

Thursday

May 2024

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June 2024

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| 30 | | | | | | |

| THURSDAY | |
|------------------|--|
| 2 | EXEMPTION 6 |
| 7 ^{AM} | |
| 8 | |
| 9 | Thompson Reading F Street |
| 10 | <div style="display: flex; justify-content: space-between;"> <div>Meeting Run Over</div> <div>Small Business Visit: Rose Ave Bakery ; Ro:</div> <div>PAO Week Ahead Meeting</div> </div> |
| 11 | <div style="display: flex; justify-content: space-between;"> <div>WebEx</div> <div>White, Catherine L. EOP/USTR</div> </div> |
| 12 ^{PM} | <div style="display: flex; justify-content: space-between;"> <div>Weekly Update Memo Computer</div> <div>Interview; AKT's Office; Tai, Katherine C. EOP/USTR</div> </div> |
| 1 | Interview; AKT's Office; Tai, Katherine C. EOP/USTR |
| 2 | |
| 3 | Meeting: Correspondence Review; AKT's Office; Tai, Katherine C. EOP/USTR |
| 4 | <div style="display: flex; justify-content: space-between;"> <div>Meeting: Memo Review; AKT's Office; Tai, K</div> <div>Jamila/Bart Sync; Your office?; Thanhauser,</div> <div>FW: MRT Touch base; De Lima, Deanne</div> </div> |
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May 3, 2024

Friday

May 2024

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June 2024

| Su | Mo | Tu | We | Th | Fr | Sa |
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| FRIDAY | |
|------------------|---|
| 3 | EXEMPTION 6 |
| 7 ^{AM} | |
| 8 | |
| 9 | FO Call; Webex; Hendrickson, Katie L. EOP/USTR |
| 10 | Follow-Up Conversation; EXEMPTION 6 ; Thompson, Jamila EOP/USTR |
| | Weekly All COS Call; Webex; Walker, Serena E. EOP/WHO |
| 11 | Check-In; 220 Winder; Thompson, Jamila EOP/USTR |
| 12 ^{PM} | Life at Work - A DEIA Space Winborne, Annelies B. EOP/USTR |
| | Meeting: Juan Millan; AKT Office |
| | Planning Call: Mayor Bass Even |
| | Canceled: Meeting: APEC Sched |
| 1 | APEC MRT Touch Base - USTR + USSS+ Embassy Lima WebEx |
| 2 | De Lima, Deanne E. EOP/USTR |
| 3 | NSC/AGOA Pre-Call Sync; WebEx; Negatu, |
| | Updated WHCNAA International ED Subcommittee Brown, Rachel E |
| | Interview: OTR with David Leonhardt (NYT) AKT Office ; Tai, Katherine C. EOP/USTR |
| 4 | EXEMPTION 6 EXEMPTION 6 Meeting: Team Sync; AKT's Office; Tai, Kathr |
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May 4, 2024

Saturday

May 2024

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June 2024

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SATURDAY

4

EXEMPTION 6

7^{AM}

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May 5, 2024

Sunday

May 2024

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June 2024

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SUNDAY

5

EXEMPTION 6

7^{AM}

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May 6, 2024

Monday

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| June 2024 | | | | | | |
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MONDAY

6

EXEMPTION 6

7^{AM}

8

9

10

Meeting: Econ Messaging

WW, COS Office; Tai, Katherine C

Canceled: Meeting: USTR/F

PAO Daily Check-In; Phone c

Weekly COS/WHL Call; Walk

11

PPO-USTR Phone Call ; Phone call; Thompson, Jamila EOP/USTR

PPO call; Phone call; Thompson, Jamila EOP/USTR

Meeting/ Check-In; 220 Winder; Thompson, Jamila EOP/USTR

12^{PM}

1

Meeting: USTR/Skedvance; AKTs Office; Tai, Katherine C. EOP/USTR

2

Meeting: DUSTRs

Winder 203 | **EXEMPTION 6** Tai, Katherine C. EOP

Team Engagement Huddle; W203; EXEMPTION 6

3

APEC MRT Countdown - USTR + USSS+ Embassy Lima

WebEx

De Lima, Deanne E. EOP/USTR

4

Meeting: Oversight Discussion; AKTs Office; Tai, Katherine C. EOP/USTR

5

Senior Advisors

AKT Office

Tai, Katherine C. EOP/USTR

6

EXEMPTION 6

May 7, 2024

Tuesday

May 2024

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June 2024

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| TUESDAY | |
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| 7 ^{AM} | |
| 8 | <p>Planning Meeting: USTR <> Post Tashkent WebEx; Annino, Angelica Z. EOP/USTR</p> |
| 9 | <p>Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR</p> |
| 10 | <p>PAO Daily Check-In; Phone or Room 100; White, Catherine L. EOP/USTR</p> <p>Meeting: Inclusivity Update; Tai, Katherine C. EOP/USTR</p> |
| 11 | |
| 12 ^{PM} | <p>Meeting: Weekly Comms Time AKT Office ; Tai, Katherine C. EOP/USTR</p> <p>Meeting: Taiwan Readout Winder 203 Tai, Katherine C. EOP/USTR</p> <p>Meeting: APEC Trip Preview; 203 Winder; Tai, Katherine C. EOP/USTR</p> |
| 1 | |
| 2 | <p>Conversation Follow Up; See below webex link; Thompson, Jamila EOP/USTR</p> <p>AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR</p> |
| 3 | <p>Canceled: Meeting: Engagement Check-in; W203; Tai, Katherine C. EOP/USTR</p> <p>Meeting: Panel Report Update ; WebEx; Tai, Katherine C. EOP/USTR</p> |
| 4 | <p>Meeting: Memo Review; AKT's Office; Tai, Katherine C. EOP/USTR</p> <p>APEC MRT Countdown - USTR WebEx De Lima, Deanne E. EOP/USTR</p> <p>IPEF Party CFPB Rooftop Hendrickson, Katie L. EOP/USTR</p> <p>Meeting: Correspondence Review; Tai, Katherine C. EOP/USTR</p> |
| 5 | |
| 6 | |

May 8, 2024

Wednesday

May 2024

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June 2024

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| WEDNESDAY | |
|------------------|--|
| | 8 |
| 7 ^{AM} | |
| 8 | Planning Call: USTR <> Post Astana WebEx; Annino, Angelica Z. EOP/USTR |
| 9 | Call: Cabinet Secretary Miano; WebEx; Tai, Katherine C. EOP/USTR Submit Weekly Report |
| 10 | PAO Daily Check-In; Phone or Room 100; White, Catherine L. EOP/WHO Weekly Cabinet COS Call; Webex; Walker, Serena E. EOP/WHO |
| 11 | |
| 12 ^{PM} | Sarah/Jamila; Sarah to call Jamila; Feldmann, Sarah A. EOP/OA |
| 1 | Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR |
| 2 | Dan/Jamila chat ; JT's; McCarthy, Daniel M. EOP/USTR |
| 3 | Interview; AKT's Office; Tai, Katherine C. EOP/USTR Meeting: CFIUS Sync; W203; Tai, Katherine C. EOP/USTR |
| 4 | |
| 5 | Canceled: Meeting: Juan Millan; AKT Office; Tai, Katherine C. EOP/USTR Weekly Cabinet Call; Walker, Serena E. EOP/WHO Weekly Cabinet Call; EXEMPTION 6 |
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May 9, 2024

Thursday

May 2024

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June 2024

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| THURSDAY | |
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| 9 | |
| 7 ^{AM} | |
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| 10 | |
| 11 | Meeting Run Over [redacted] PAO Week Ahead Meeting WebEx White, Catherine L. EOP/USTR [redacted] |
| 12 ^{PM} | Weekly Update Memo Computer [redacted] FY25 Approps Priorities Kick-off; EEOB 248 Meeting: Supply Chains Small Group; A [redacted] EXEMPTION 6 |
| 1 | |
| 2 | WHCNA Climate Change, Tribal Homelands, and Treaties Committee Monthly Meeting EXEMPTION 6 Garcia, Thomas F [redacted] |
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May 10, 2024

Friday

May 2024

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June 2024

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| | FRIDAY |
| | 10 |
| | EXEMPTION 6 |
| 7 ^{AM} | |
| 8 | |
| 9 | FO Call ; Webex; Hendrickson, Katie L. EOP/USTR |
| | Check-In ; EXEMPTION 6 ; Thompson, Jamila EOP/USTR |
| 10 | TPC Discussion ; See below link; Thompson, Jamila EOP/USTR |
| | SBA-USTR Connection ; EXEMPTION 6 Weekly All COS Call ; Webex; Walker, Ser Canceled: PAO Daily Check-In ; Phone of |
| 11 | Claire and Jamila: Performance Plan ; Webex Link Attached Below ; Blanton, Claire K. EOP/USTR |
| 12 ^{PM} | HOLD: Transport |
| 1 | Performance Assessment Meeting ; EXEMPTION 6 [EXTERNAL] Webex meeting invitation: STIP May Round Pre-S |
| | Call: Mr. Dave McCall, President USW ; AKT to call DM; Tai, Katheri Meeting: Inclusivity Update ; EXEMPTION 6 ?N |
| 2 | Emerging Leaders Roundtable - Polarization with Frances Lee Senate Visitor Center, Room 202 Jenny Winkler |
| 3 | Depart: Stennis Meeting |
| 4 | Stennis Meeting EXEMPTION 6 Thompson, Jamila EOP/USTR |
| 5 | EXEMPTION 6 |
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May 11, 2024

Saturday

May 2024

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June 2024

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| SATURDAY | |
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May 12, 2024

Sunday

May 2024

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June 2024

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| | SUNDAY |
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May 13, 2024

Monday

May 2024

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June 2024

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| | MONDAY | |
| | 13 | |
| 7 ^{AM} | | |
| 8 | | |
| 9 | PAO Daily Check-In; Phone or Room 100; White, Catherine L. EOP/USTR | |
| 10 | Meeting: USTR/AUSTR/FO (In Person); Annex 1&2; Tai, Katherine C. EOP/USTR | |
| | Meeting: USTR/FO (In-Person); Annex 1&2; Tai, Katherine C. EOP/USTR | Weekly COS/WHL Call; Walker, Serena E. EOP/WHO |
| 11 | Meeting: FO/Comms Sync; Annex; Tai, Katherine C. EOP/USTR | |
| | Canceled: PAO Strategy Meeting 109 (or dial in) Hewitt, Dylan C. EOP/USTR | |
| 12 ^{PM} | | |
| 1 | WHIAANHPI 25th Anniversary Celebration Andrew Mellon Auditorium (1201 Constitution Ave NW, Washington, DC 20004) WHIAANHPI (OS) | |
| 2 | | |
| 3 | | Team Engagement Huddle; W203; EXEMPTION 6 |
| 4 | | Event: USTR AANHPI Reception Annex Tai, Katherine C. EOP/USTR |
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May 14, 2024

Tuesday

May 2024

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June 2024

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| TUESDAY | |
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| | 14 |
| 7 ^{AM} | |
| 8 | <p>Planning Meeting: USTR <> Post Tashkent WebEx; Annino, Angelica Z. EOP/USTR</p> |
| 9 | <p>Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR</p> <p>Jamila/Dan/Samuel; JT's; McCarthy, Daniel M. EOP/USTR</p> |
| 10 | <p>Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR</p> <p>Meeting: Weekly Comms Time EEOB SoW 230A; Tai, Katherine C. EOP/USTR</p> |
| 11 | <p>USTR Countdown - Delegation, Embassy Logistics, Security; Micro</p> |
| 12 ^{PM} | |
| 1 | <p>Prep: WH Press Briefing ; Karine Jean-Pierre's Office, WH; Tai, Katherine C. EOP/USTR</p> |
| 2 | <p>AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR</p> |
| 3 | <p>WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync; EXEMPTION 6</p> |
| 4 | <p>Economic Development Energy and Infrastructure Committee monthly mtg Garcia, Thomas F</p> <p>Meeting: Memo/Correspondence Review; AKT's Office; Tai, Katherine C. EOP/USTR</p> |
| 5 | <p>Call: Amos Hochstein; Dial-In Info Below; Tai, Katherine C. EOP/USTR</p> |
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May 15, 2024

Wednesday

| May 2024 | | | | | | | June 2024 | | | | | | |
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| WEDNESDAY | |
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| | 15 |
| 7 ^{AM} | |
| 8 | <p>Planning Call: USTR <> Post Astana WebEx; Annino, Angelica Z. EOP/USTR</p> |
| 9 | <p>Submit Weekly Report</p> |
| 10 | <p>Canceled: PAO Daily Check-In; Phone or Room 100; White, Cath[REDACTED] Canceled: Weekly Cabinet COS Call; Webex; Walker, Serena E. EOP/WHO</p> |
| 11 | <p>Email Jamila Pay Period Hours; jamila.thompson@ustr.eop.gov; Thompson, Jamila EOP/USTR</p> |
| 12 ^{PM} | |
| 1 | <p>Canceled: Thompson/Baltzan Reading EXEMPTION 6 [REDACTED]</p> |
| 2 | <p>F.O./HR/Admin Check-In Bi-Weekly; Webex; Hendrickson, Katie L. EOP/USTR</p> |
| 3 | |
| 4 | |
| 5 | <p>Canceled: Weekly Cabinet Call; Walker, Serena E. EOP/WHO</p> |
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May 16, 2024

Thursday

May 2024

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June 2024

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| THURSDAY | |
|------------------|---|
| | 16 |
| 7 ^{AM} | |
| 8 | |
| 9 | <p>Canceled: Monthly WHIAANHPI/USTR/WH CoS/IEA Meeting IEA Conference Room & EXEMPTION 6 Ka'ai, Krystal (OS/IEA)</p> |
| 10 | <p>Meeting Run Over</p> <p>PAO Week Ahead Meeting WebEx White, Catherine L. EOP/USTR</p> |
| 11 | |
| 12 ^{PM} | <p>Weekly Update Memo Computer</p> <p>AQP --> Local Stop EXEMPTION 6, Peru; Tai, Katherine C. EOP/U</p> |
| 1 | <p>Team Lunch & APEC Briefing EXEMPTION 6 Tai, Katherine C. EOP/USTR</p> |
| 2 | |
| 3 | <p>Local Stop --> Local Stop; Urb. San José, San Jose s/n, Yanahuara, F</p> <p>Event: APEC for the People: Women in Leadership Auditorio William Morris Christy, Universidad Católica Santa María de Arequipa Tai, Katherine C. EOP/USTR</p> |
| 4 | <p>[EXTERNAL] Updated invitation: FW: Monthly All Trade Advisory TBA EXEMPTION 6@gmail.com</p> <p>Press Interview: El Bujo & UCSM Newspaper; 5th Floor Conference</p> |
| 5 | <p>Local Stop --> Local Stop; Melgar 109, Arequipa 04001, Peru; Tai, Katherine C. EOP/USTR</p> <p>Event: Academy for Women Entrepreneurs Fair Official Opening El Cultural Peruano Norteamericano (Binational Center - BNC) Tai, Katherine C. EOP/USTR</p> |
| 6 | <p>Local Stop --> RON; Calle Pte Bolognesi 350, Arequipa; Tai, Katherine C. EOP/USTR</p> |
| | 7:45pm - 8:00pm RON --> Local Stop(Santa Catalina 301, Arequipa 04001, Peru) |
| | 8:00pm - 11:00pm Event: Welcome Dinner(Santa Catalina Monestary) |
| | 11:00pm - 11:15pm Local Stop --> RON(Calle Pte Bolognesi 350, Arequipa) |

May 17, 2024

Friday

| May 2024 | | | | | | | June 2024 | | | | | | |
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| | FRIDAY | |
| | 17 | |
| 7 ^{AM} | | |
| 8 | | |
| 9 | RON --> Local Stop; HF83+XXJ, Avenida Cerro Juli, José Luis Bustamante FO Call; Webex; Hendrickson, Katie L. EOP/USTR | |
| | Bilateral Meeting: Minister Elizabeth Galdo Marín (Peru); Room CC1, Cerro Juli; Tai, Katherine C. EOP/USTR | |
| 10 | Joint Meeting of Ministers Responsible for Trade and Ministers for Women Room Misti, Cerro Juli Tai, Katherine C. EOP/USTR | PAO Daily Check-In; Phone or Room 100 Weekly All COS Call; Webex; Walker, Ser |
| 11 | | |
| 12 ^{PM} | | |
| 1 | | |
| 2 | | |
| | Press Interview: TV Peru; APEC Recording Studio; Tai, Katherine C. EOP/USTR Bilateral Meeting: Assistant Minister Tim Ayres (Australia); Bilateral Meeting Room 2, Cerro Juli; Tai, Katherine C. EOP/USTR | |
| 3 | EXEMPTION 6 | |
| 4 | MRT Meeting Session 1: Trade Liberalisation: WTO Room Arequipa, Cerro Juli Tai, Katherine C. EOP/USTR | EXEMPTION 6 |
| 5 | | |
| 6 | | |
| | 7:15pm - 7:30pm Pull Aside: Minister Inkyo Cheong (ROK)(Ministers Lounge) | |
| | 7:30pm - 8:00pm Local Stop --> Local Stop(C. Zela 202, Arequipa 04001, Peru) | |
| | 8:00pm - 10:00pm Event: MRT Welcome Reception(Saint Francis Convent) | |
| | 10:15pm - 10:30pm Local Stop --> RON(Calle Pte Bolognesi 350, Arequipa) | |

May 18, 2024

Saturday

| May 2024 | | | | | | | June 2024 | | | | | | |
|----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|
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| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 26 | 27 | 28 | 29 | 30 | 31 | | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
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| SATURDAY | |
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| | 18 |
| 7 ^{AM} | |
| 8 | |
| 9 | |
| 10 | RON --> Local Stop; HF83+XXJ, Avenida Cerro Juli, José Luis Bustamante y Rivero 04011; Tai, Katherine C. EOP/USTR |
| 11 | Meeting: MRT Session 1 Contd Room Misti, Cerro Juli Tai, Katherine C. EOP/USTR |
| 12 ^{PM} | |
| 1 | |
| 2 | Working Lunch: ABAC Public/Private Dialogue Cayma Meeting Room, Cerro Juli Tai, Katherine C. EOP/USTR |
| 3 | Bilateral Meeting: Deputy Minister H.E. Liew Chin Tong (Malaysia); Meeting Room 3, Cerro Juli; Tai, Katherine C. EOP/USTR |
| 4 | Meeting: MRT Session 2: Trade Facilitation and Trade Inclusion Room Misti, Cerro Juli Tai, Katherine C. EOP/USTR |
| 5 | |
| 6 | |
| | Local Stop --> AQP; Tai, Katherine C. EOP/USTR |
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May 19, 2024

Sunday

May 2024

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June 2024

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| SUNDAY | |
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May 20, 2024

Monday

May 2024

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June 2024

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| | MONDAY | |
| | 20 | |
| | EXEMPTION 6 | |
| 7 ^{AM} | | |
| 8 | | |
| 9 | Check-In/ Catch Up Meeting; EXEMPTION 6 ; Thompson, Jamila E | |
| 10 | Meeting: 2024 AGOA Forum; EXEMPTION 6 | PAO Daily Check-In; Phone or Room 100; Weekly COS/WHL Call; Walker, Serena E |
| 11 | Meeting: DC & Geneva Sync; EXEMPTION 6 ; Tai, Katherine C. EOP/USTR | |
| 12 ^{PM} | Onboarding Meeting; See below weblink; Thompson, Jamila EOP/USTR | |
| 1 | Dan/JT Sync ; JT's; McCarthy, Daniel M. EOP/USTR | |
| 2 | Meeting: Sara Schuman; EXEMPTION 6 ; Thompson, Jamila EOP/USTR | |
| | PAO Team Check-In/ Catch Up Meeting; EXEMPTION 6 Thompson, Jan | |
| 3 | Mtg btw SE Stern & PS K'Ombudo re: LGBTQI+ & the STIP Via WebEx Harman, Bennett M. EOP/USTR | Team Engagement Huddle; W203; EXEMPTION 6 |
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May 21, 2024

Tuesday

May 2024

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June 2024

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| TUESDAY | |
|------------------|---|
| 21 | EXEMPTION 6 |
| | AKT Travel: Phoenix (USMCA) - Tai, Katherine C. EOP/USTR To May 22 |
| 7 ^{AM} | |
| 8 | Planning Meeting: USTR <> Post Tashkent WebEx; Annino, Angelica Z. EOP/USTR |
| 9 | Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR |
| 10 | Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR |
| | Canceled: Meeting: DUSTRs Winder 203 EXEMPTION 6 |
| | PAO Daily Check-In; Phone or Room 100 |
| 11 | |
| 12 ^{PM} | |
| 1 | |
| 2 | AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR |
| 3 | WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync; EXEMPTION 6 |
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May 22, 2024

Wednesday

| May 2024 | | | | | | | June 2024 | | | | | | |
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| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
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| WEDNESDAY | |
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| | 22 |
| EXEMPTION 6 | |
| From May 21 | AKT Travel: Phoenix (USMCA) - Tai, Katherine C. EOP/USTR |
| 7 ^{AM} | |
| 8 | Planning Call: USTR <> Post Astana WebEx; Annino, Angelica Z. EOP/USTR |
| 9 | Submit Weekly Report |
| 10 | Canceled: Meeting: Weekly Comms Time AKT Office ; Tai, Katherine C. EOP/USTR |
| | PAO Daily Check-In; Phone or Room 100 |
| | Weekly Cabinet COS Call; Webex; Walker, Serena E. EOP/WHO |
| 11 | Canceled: Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR |
| 12 ^{PM} | |
| 1 | Canceled: Thompson/Baltzan Reading EXEMPTION 6 |
| 2 | Meeting Director Young EEOB |
| 3 | Canceled: Meeting: Weekly Scheduling Feedback + Invites; AKT's Office; Tai, Katherine C. EOP/USTR |
| 4 | |
| 5 | Canceled: Weekly Cabinet Call; EXEMPTION 6 |
| | Canceled: Weekly Cabinet Call; Walker, Serena E. EOP/WHO |
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May 23, 2024

Thursday

May 2024

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June 2024

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THURSDAY

23

EXEMPTION 6

7^A

8

9

10

Meeting Run Over

11

Access to Capital
EXEMPTION 6
Garcia, Thomas F

12^{PM}

Weekly Update Memo
Computer

Meeting: Supply Chains Small Group; AKT Office ; Tai, Katherine

1

PAO Week Ahead Meeting
WebEx
White, Catherine L. EOP/USTR

2

3

4

5

6

May 24, 2024

Friday

May 2024

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| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
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June 2024

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| FRIDAY | |
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| | 24 |
| 7 ^{AM} | |
| 8 | |
| 9 | FO Call; Webex; Hendrickson, Katie L. EOP/USTR |
| 10 | PAO Daily Check-In; Phone or Room 100; SBA-USTR Connection; https://pitc.zoom ; Meeting: Juan Millan AKT Office; Tai, Katherine C. EOP/USTR |
| 11 | Meeting: Memo/Correspondence Review; AKT Office; Tai, Katherine C. EOP/USTR |
| 12 ^{PM} | |
| 1 | Meeting: Inclusivity Update; EXEMPTION 6 ; Tai, Katherine C. EOP/US |
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| 3 | |
| 4 | EXEMPTION 6 |
| 5 | EXEMPTION 6 |
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May 25, 2024

Saturday

May 2024

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June 2024

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| SATURDAY | |
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May 26, 2024

Sunday

May 2024

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June 2024

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May 27, 2024

Monday

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| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

June 2024

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| MONDAY | |
|------------------|---|
| 27 | Office Closed: Memorial Day - Hendrickson, Katie L. EOP/USTR |
| 7 ^{AM} | |
| 8 | |
| 9 | |
| 10 | PAO Daily Check-In; Phone or Room 100; White, Catherine L. EOP/WHO ██████████ Canceled: Weekly COS/WHL Call; Walker, Serena E. EOP/WHO ██████████ |
| 11 | |
| 12 ^{PM} | |
| 1 | |
| 2 | |
| 3 | Team Engagement Huddle; W203; EXEMPTION 6 ██████████ Hendrickson, Katie L. EOP/USTR ██████████ |
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May 28, 2024

Tuesday

| May 2024 | | | | | | | June 2024 | | | | | | |
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| 5 | 6 | 7 | 8 | 9 | 10 | 11 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 26 | 27 | 28 | 29 | 30 | 31 | | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
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| TUESDAY | |
|------------------|---|
| | 28 |
| 7 ^{AM} | |
| 8 | <p>Planning Meeting: USTR <> Post Tashkent WebEx; Annino, Angelica Z. EOP/USTR</p> |
| 9 | <p>Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR</p> |
| 10 | <p>Meeting: USTR/AUSTR/FO (In Person) Annex 1&2 Tai, Katherine C. EOP/USTR</p> |
| 11 | <p>Meeting: USTR/FO (In-Person); Annex 1 PAO Daily Check-In; Phone or Room 100 Meeting: USTR/Skedvance; Annex 1&2;</p> |
| 12 ^{PM} | <p>Call: DG Ngozi (WTO); EXEMPTION 6 ; Tai, Katherine C. EOP/USTR</p> |
| 1 | <p>Pre-meeting to discuss upcoming mtg with Ali Velshi team; Esparza, Martha EOP/USTR</p> |
| 2 | <p>AKT Invite Review (FO); WebEx; Annino, Angelica Z. EOP/USTR</p> <p>Senior Advisors AKT Office</p> |
| 3 | <p>Tai, Katherine C. EOP/USTR</p> <p>WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync; EXEMPTION 6</p> |
| 4 | |
| 5 | <p>WHCO & Agency Oversight; EXEMPTION 6 Emami, Shelby P. E</p> |
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May 29, 2024

Wednesday

May 2024

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June 2024

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| WEDNESDAY | |
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| | 29 |
| 7 ^{AM} | |
| 8 | <p>Planning Call: USTR <> Post Astana WebEx; Annino, Angelica Z. EOP/USTR</p> |
| 9 | <p>Submit Weekly Report</p> |
| 10 | <p>Meeting: Weekly Comms Time AKT Office ; Tai, Katherine C. EOP/USTR</p> <p>PAO Daily Check-In; Phone or Room 100</p> <p>Weekly Cabinet COS Call; Webex; Walker, Serena E. EOP/WHO</p> |
| 11 | <p>Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR</p> <p>Email Jamila Pay Period Hours; jamila.thompson@ustr.eop.gov; Thompson, Jamila EOP/USTR</p> |
| 12 ^{PM} | <p>USTR's AANHPI Community Panel EXEMPTION 6 Enoch, Tiffany R. EOP/USTR</p> |
| 1 | <p>Thompson/Baltzan Reading EXEMPTION 6</p> |
| 2 | <p>F.O./HR/Admin Check-In Bi-Weekly; Webex; Hendrickson, Katie L. EOP/USTR</p> |
| 3 | <p>TPC Meeting; See below link; Thompson, Jamila EOP/USTR</p> <p>Meeting: Weekly Scheduling Feedback + Invites; AKT's Office; Tai, Katherine C. EOP/USTR</p> |
| 4 | |
| 5 | <p>Weekly Cabinet Call; Walker, Serena E. EOP/WHO</p> <p>Weekly Cabinet Call; EXEMPTION 6</p> |
| 6 | <p>EXEMPTION 6</p> |
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May 30, 2024

Thursday

May 2024

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June 2024

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| THURSDAY | |
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| | 30 |
| 7 ^{AM} | |
| 8 | |
| 9 | WHIAANHPI/WH/IEA/USTR EXEMPTION 6 & IEA Conference Room; Ka'ai, Krystal (OS/IEA) |
| 10 | Laura-Jamila Connect ; Phone Call; Thompson, Jamila EOP/USTR PAO Week Ahead Meeting WebEx White, Catherine L. EOP/USTR Meeting Run Over |
| 11 | OGC/ Congressional Sync ; Hoeck, Matthew Meeting: Central Asia planning ; 203 Winda |
| 12 ^{PM} | Weekly Update Memo Computer Life at Work - A DEIA Space Winborne, Annelies B. EOP/USTR |
| 1 | [EXTERNAL] Webex meeting invitation: STIP June Round Pre-Sync; EXEMPTION 6 |
| 2 | Meeting: Engagement Check-in ; W203; Tai, Katherine C. EOP/USTR |
| 3 | Meeting: Kenya STIP Briefing W203; Tai, Katherine C. EOP/USTR |
| 4 | Meeting: Memo/Correspondence Review ; AKT Office; Tai, Katherine C. EOP/USTR Onboarding Check-In ; Jamila's Office; Thompson, Jamila EOP/USTR |
| 5 | EXEMPTION 6 |
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May 31, 2024

Friday

May 2024

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June 2024

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| | FRIDAY | |
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| 7 ^{AM} | | |
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| 9 | FO Call; Webex; Hendrickson, Katie L. EOP/USTR | |
| 10 | PAO Daily Check-In; Phone or Room 100 [REDACTED] Weekly All COS Call; Webex; Walker, Ser [REDACTED] Meeting: Juan Millan; AKT Office; Tai, Ka [REDACTED] | |
| 11 | Kenya Meeting Winder 203 | |
| 12 ^{PM} | | |
| 1 | FW: 2024 TVPRA List Briefing Microsoft Teams Meeting Al-Dayel, Nadia A - ILAB | |
| 2 | | |
| 3 | | |
| 4 | WHCNAA Monthly Staff Meeting EXEMPTION 6 Garcia, Thomas F [REDACTED] | FW: One Last AANHPI Heritage Month Happy Hour 203 Winder Tai, Katherine C. EOP/USTR |
| 5 | EXEMPTION 6 | |
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June 1, 2024

Saturday

June 2024

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July 2024

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| SATURDAY | |
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June 2, 2024

Sunday

June 2024

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July 2024

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| SUNDAY | |
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June 3, 2024

Monday

| June 2024 | | | | | | | July 2024 | | | | | | |
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| MONDAY | |
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| 7 ^{AM} | |
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| 9 | <p>Meeting: USTR/AUSTR/FO (In Person) Annex 1&2 Tai, Katherine C. EOP/USTR</p> |
| 10 | <p>Meeting: USTR/FO (In-Person) [REDACTED] PAO Daily Check-In; Phone call [REDACTED] Weekly COS/WHL Call; Walk [REDACTED] Meeting: USTR/Skedvance; [REDACTED]</p> |
| 11 | |
| 12 ^{PM} | <p>Jamila-Cara Colombia sync; Jamila's office; Morrow, Cara M. EOP/USTR</p> <p>Kenya Check-In; Phone Call; Thompson, Jamila EOP/USTR</p> <p>Administration Call/ Update; Phone Call ; Thompson, Jamila EOP/USTR</p> |
| 1 | <p>Event: Fireside Chat at Atlantic Council 12th Floor, 1030 15th St. NW Tai, Katherine C. EOP/USTR</p> <p>Passport Photo; 509 NEOB</p> |
| 2 | <p>Prep Meeting for KJP Event ; Enoch, Tiffany R. EOP/USTR</p> <p>Cabinet Report Q&A Session; Rastegar, Sanam EOP/WHO</p> |
| 3 | <p>Team Engagement Huddle; W203; EXEMPTION 6 [REDACTED] Hendrickson, Katie L. EOP/USTR</p> <p>Senior Advisors AKT Office Tai, Katherine C. EOP/USTR</p> |
| 4 | <p>Meeting: 2024 Schedule Priorities; W203; Tai, Katherine C. EOP/USTR</p> |
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| EXEMPTION 6 | |

June 4, 2024

Tuesday

June 2024

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July 2024

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| TUESDAY | |
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| | 4 |
| 7 ^{AM} | |
| 8 | <p>Planning Meeting: USTR <> Post Tashkent WebEx; Annino, Angelica Z. EOP/USTR</p> |
| 9 | <p>Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR</p> |
| 10 | <p>Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR</p> <p>PAO Daily Check-In Room 109 White, Catherine L. EOP/USTR</p> |
| 11 | |
| 12 ^{PM} | <p>Meeting: 1:1 with Jamila AKT's Office; Tai, Katherine C. EOP/USTR</p> <p>Aligning w/ Beth on Next Few Weeks; W109 (Dylan's Office?); White, Catherine L. EOP/USTR</p> |
| 1 | <p>Meeting with Director Young EEOB 252b</p> <p>Meeting: AKT Invite Review (FO); WebEx; Annino, Angelica Z.</p> |
| 2 | <p>Meeting: Weekly Comms Time AKT Office ; Tai, Katherine C. EOP/USTR</p> |
| 3 | <p>HOLD: Admin Conversation Phone Call</p> <p>Meeting: DUSTRs Winder 203 EXEMPTION 6</p> <p>Canceled: WH IGA/WHCNAA Weekly Tr</p> |
| 4 | <p>HOLD: Tina & Bob (TBC)</p> |
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June 5, 2024

Wednesday

| June 2024 | | | | | | | July 2024 | | | | | | |
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| WEDNESDAY | |
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| 7 ^{AM} | |
| 8 | <p>Planning Call: USTR <> Post Astana WebEx; Annino, Angelica Z. EOP/USTR</p> |
| 9 | <p>Meeting: DC & Geneva Sync; Tai, Katherine C. EOP/USTR</p> <p>Submit Weekly Report</p> |
| 10 | <p>PAO Daily Check-In; Phone or Room 100; White, Catherine L. EOP/WHO</p> <p>Weekly Cabinet COS Call; Webex; Walker, Serena E. EOP/WHO</p> |
| 11 | <p>Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR</p> |
| 12 ^{PM} | <p>Check-In; 220 Winder; Thompson, Jamila EOP/USTR</p> |
| 1 | <p>Thompson/Baltzan Reading EXEMPTION 6</p> |
| 2 | <p>Meeting: Inclusivity Update; EXEMPTION 6 Tai, Katherine C. EOP/WHO</p> <p>Meeting: Weekly Scheduling Feedback + Invites; AKT's Office; Tai, Katherine C. EOP/USTR</p> |
| 3 | <p>NSC Roundtable on the 2024 Annual Report to the LGBTQI+ Presidential Memorandum WH EEOB Room 430 Huber, Jessica F. EOP/NSC</p> |
| 4 | <p>Meeting: Juan Millan AKT Office; Tai, Katherine C. EOP/USTR</p> <p>OGC/ Congressional Sync; Hoeck, Matthew J. EOP/USTR</p> |
| 5 | <p>Weekly Cabinet Call; Walker, Serena E. EOP/WHO</p> <p>Weekly Cabinet Call; EXEMPTION 6</p> |
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June 6, 2024

Thursday

| June 2024 | | | | | | | July 2024 | | | | | | |
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| THURSDAY | | | | | |
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| 9 | | | | | |
| 10 | <table border="1"> <tr> <td>Meeting Run Over</td> <td>PAO Week Ahead Meeting</td> </tr> <tr> <td></td> <td>WebEx</td> </tr> </table> | Meeting Run Over | PAO Week Ahead Meeting | | WebEx |
| Meeting Run Over | PAO Week Ahead Meeting | | | | |
| | WebEx | | | | |
| 11 | <table border="1"> <tr> <td>Meeting: Central Asia Trip Review; 203 Winder; Tai, Katherine C. EC</td> <td>White, Catherine L. EOP/USTR</td> </tr> </table> | Meeting: Central Asia Trip Review ; 203 Winder; Tai, Katherine C. EC | White, Catherine L. EOP/USTR | | |
| Meeting: Central Asia Trip Review ; 203 Winder; Tai, Katherine C. EC | White, Catherine L. EOP/USTR | | | | |
| 12 ^{PM} | <table border="1"> <tr> <td>Weekly Update Memo Computer</td> <td>DEIA Council Re-introduction Mtg Winder Room 305 Calendar Winborne, Annelies B. EOP/USTR</td> </tr> </table> | Weekly Update Memo Computer | DEIA Council Re-introduction Mtg Winder Room 305 Calendar Winborne, Annelies B. EOP/USTR | | |
| Weekly Update Memo Computer | DEIA Council Re-introduction Mtg Winder Room 305 Calendar Winborne, Annelies B. EOP/USTR | | | | |
| 1 | <table border="1"> <tr> <td>AGOA Forum Weekly Check-Ins Webex Call; Gomez-Martinez, Osvaldo EOP/USTR</td> <td>Meeting: Supply Chains (Small Group); AKTs Office; Tai, Katherine</td> </tr> </table> | AGOA Forum Weekly Check-Ins Webex Call; Gomez-Martinez, Osvaldo EOP/USTR | Meeting: Supply Chains (Small Group) ; AKTs Office; Tai, Katherine | | |
| AGOA Forum Weekly Check-Ins Webex Call; Gomez-Martinez, Osvaldo EOP/USTR | Meeting: Supply Chains (Small Group) ; AKTs Office; Tai, Katherine | | | | |
| 2 | Meeting: Memo/Correspondence Review ; AKT Office; Tai, Katherine C. EOP/USTR | | | | |
| 3 | <table border="1"> <tr> <td>JT/PAO check-in; Winder 203; Thompson, Jamila EOP/USTR</td> <td></td> </tr> <tr> <td>Meeting: Scheduling handbook review; 220; Annino, Angelica Z. EOP/USTR</td> <td></td> </tr> </table> | JT/PAO check-in ; Winder 203; Thompson, Jamila EOP/USTR | | Meeting: Scheduling handbook review ; 220; Annino, Angelica Z. EOP/USTR | |
| JT/PAO check-in ; Winder 203; Thompson, Jamila EOP/USTR | | | | | |
| Meeting: Scheduling handbook review ; 220; Annino, Angelica Z. EOP/USTR | | | | | |
| 4 | Jamila (USTR) <> Andrea (M&A) ; AV to call JT at (202) 881-8480; Thompson, Jamila EOP/USTR | | | | |
| 5 | <table border="1"> <tr> <td>[EXTERNAL] Webex meeting changed: Jamila & Mike W</td> <td>Jamila Thompson <> Mike Woickowski; EXEMPTION 6</td> </tr> </table> | [EXTERNAL] Webex meeting changed: Jamila & Mike W | Jamila Thompson <> Mike Woickowski; EXEMPTION 6 | | |
| [EXTERNAL] Webex meeting changed: Jamila & Mike W | Jamila Thompson <> Mike Woickowski; EXEMPTION 6 | | | | |
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June 7, 2024

Friday

| June 2024 | | | | | | | July 2024 | | | | | | |
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| FRIDAY | |
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| 7 | <p>AZA Travel: Kazakhstan - Annino, Angelica Z. EOP/USTR To Jun 15</p> <p>AKT: Off-Site - Tai, Katherine C. EOP/USTR</p> |
| 7 ^{AM} | |
| 8 | |
| 9 | <p>EXEMPTION 6 FO Call; Webex; Hendrickson, Katie L. EOP/USTR</p> |
| 10 | <p>Lessons Learned on Advancing Equitable Policy Delivery New America 740 15th Street Northwest Washington DC 20005 Carly Anderson</p> <p>Planning Meeting for AI Enoch, Tiffany R. EOP/USTR</p> <p>PAO Daily Check-In; SBA-USTR Connection; Weekly All COS Call;</p> |
| 11 | |
| 12 ^{PM} | |
| 1 | |
| 2 | <p>Meeting: OGC/Congressional Sync WebEx Tai, Katherine C. EOP/USTR</p> |
| 3 | <p>Updated WHCNAA International ED Subcommittee Brown, Rachel E</p> |
| 4 | <p>Lauren-Jamila Check In re: Transition Next Steps; See Webex Link; Thompson, Jamila EOP/USTR</p> <p>EXEMPTION 6</p> |
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June 8, 2024

Saturday

June 2024

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July 2024

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| SATURDAY | |
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| From Jun 7 | AZA Travel: Kazkhastan - Annino, Angelica Z. EOP/USTR To Jun 15 |
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June 9, 2024

Sunday

June 2024

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July 2024

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SUNDAY

9

From Jun 7

AZA Travel: Kazkhastan - Annino, Angelica Z. EOP/USTR

To Jun 15

EXEMPTION 6

7^{AM}

8

9

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11

12^{PM}

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9:50pm - 12:00am THOMPSON/JAMILA - FLIGHT - WASHINGTON(IAD) TO ISTANBUL(IST) - YNGUCC(Washington)

EXEMPTION 6

June 10, 2024

Monday

| June 2024 | | | | | | | July 2024 | | | | | | |
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MONDAY

10

From Jun 7

AZA Travel: Kazakhstan - Annino, Angelica Z. EOP/USTR

To Jun 15

EXEMPTION 6

7^{AM}

THOMPSON/JAMILA - FLIGHT - WASHINGTON(IAD) TO ISTANBUL(IST) - YNGUCC

Washington
admin@mytrips.amexgbt.com

8

9

10

PAO Daily Check-In; Phone or Room 100; White, Catherine L. EOP/

Weekly COS/WHL Call; Walker, Serena E. EOP/WHO

11

THOMPSON/JAMILA - FLIGHT - ISTANBUL(IST) TO TASHKENT(TAS) - YNGUCC

Istanbul
admin@mytrips.amexgbt.com

12^{PM}

Canceled: Budget & Human Capital Update; Webex; Williams, T

1

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Team Engagement Huddle ; Winder 203 OR **EXEMPTION 6**

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6

June 11, 2024

Tuesday

June 2024

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July 2024

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| TUESDAY | |
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| 11 | |
| From Jun 7 | AZA Travel: Kazkhastan - Annino, Angelica Z. EOP/USTR To Jun 15 |
| EXEMPTION 6 | |
| 7 AM | <p>HOLD for Meeting with President Event Tasting Room, Hyatt Regency (Floor L) Tai, Katherine C. EOP/USTR</p> |
| 8 | <p>HOLD for Press Roundtable Event Tasting Room, Hyatt Regency (Floor L) Tai, Katherine C. EOP/USTR</p> |
| 9 | <p>Meeting: Jamila + Katie; AKT's Office;</p> |
| 10 | <p>RON --> Local Stop; Ukchi St 1, 100027; T</p> <p>Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR</p> <p>Event: Dinner Hosted by Government of Uzbekistan Ballroom, Hilton Tashkent City Tai, Katherine C. EOP/USTR</p> <p>PAO Daily Check-In; Phone or Room 1</p> |
| 11 | |
| 12 PM | <p>Local Stop --> RON ; 2, 1 A Navoi Street, Uzbekistan; Tai, Katherine C. EOP/USTR</p> |
| 1 | |
| 2 | |
| 3 | <p>WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync; EXEMPTION 6 ; Petoskey, Rose N. EOP/WHO</p> |
| 4 | <p>Economic Development Energy and Infrastructure Committee monthly mtg Garcia, Thomas F</p> |
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| EXEMPTION 6 | |
| 12:15am - 12:40am Meeting: Modified Country Team Briefing (Terrace Ayvan Room, Khiva Restaurant (Floor L)) | |
| 12:45am - 1:00am RON --> Local Stop (1 uy, Islom Karimov ko'chasi, 100060) | |
| 1:00am - 1:25am Meeting: Minister of Investment, Industry Trade Laziz Kudratov(Floor 4, Ministry of Investment, Industry, Trade) | |
| 1:30am - 2:30am Meeting: Deputy Prime Minister Jamshid Khodjaev(Floor 4, Ministry of Investment, Industry, Trade) | |
| 2:40am - 2:55am Local Stop --> Local Stop (Chief of Mission Residence) | |
| 3:00am - 4:00am Lunch Reception with ILO Labor Inspectors Labor Reform Activists(Chief of Mission Residence) | |
| 4:10am - 4:25am Local Stop --> Local Stop (Mustaqillik Maydoni 6, 100078) | |
| 4:30am - 5:15am Meeting with First Assistant to the President Saida Mirziyoyeva (Presidential Administration Building) | |
| 5:20am - 5:35am Local Stop --> Local Stop(5 Mirabadskaya street, 100031) | |
| 5:45am - 6:30am Meeting with Minister of Employment and Poverty Reduction Behzod Musaev(Ministry of Employment and Poverty Reduction) | |
| 10:00pm - 10:20pm RON --> Local Stop(Tashkent, Toshkent Shahri, Uzbekistan) | |
| 10:47pm - 12:00am Tashkent --> Samarkand(Train 776F) | |

June 12, 2024

Wednesday

| June 2024 | | | | | | July 2024 | | | | | | | | |
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WEDNESDAY

12

From Jun 7 AZA Travel: Kazkhastan - Annino, Angelica Z. EOP/USTR To Jun 15

EXEMPTION 6

EXEMPTION 6

| | |
|---|--|
| 7 AM | |
| 8 | |
| 9 | <p>Local Stop --> Local Stop Tai, Katherine C. EOP/USTR</p> |
| 10 | <p>Submit Weekly Report</p> <p>Samarkand --> Tashkent Train 763 Tai, Katherine C. EOP/USTR</p> |
| 11 | <p>PAO Daily Check-In Phone or Room 100 White, Catherine L. EOP/USTR</p> <p>Weekly Cabinet COS Call Webex Walker, Serena E. EOP/WHO</p> <p>Email Jamila Pay Period Hours jamila.thompson@ustr.eop.gov Thompson, Jamila EOP/USTR</p> |
| 12 PM | <p>Awards Ceremony Test Run DOI Yates Auditorium Ender, Cassie L. EOP/USTR</p> <p>Local Stop --> RON 2, 1 A Navoi Street, Uzbekistan Tai, Katherine C. EOP/USTR</p> |
| 1 | <p>Canceled: Thompson/Baltzan Reading EXEMPTION 6</p> |
| 2 | |
| 3 | <p>F.O./HR/Admin Check-In Bi-Weekly Webex Hendrickson, Katie L. EOP/USTR</p> |
| 4 | |
| 5 | |
| 6 | <p>Weekly Cabinet Call Walker, Serena E. EOP/WHO</p> <p>Weekly Cabinet Call EXEMPTION 6 Tai, Katherine C. EOP/USTR</p> |
| 12:00am - 1:07am Tashkent --> Samarkand(Train 776F) | |
| 1:15am - 1:30am Local Stop --> Local Stop | |
| 1:30am - 2:30am Meeting: Governor (Khokim) of Samarkand E. Turdimov (Part 1)(Office of the Governor of Samarkand) | |
| 2:30am - 3:10am Meeting: Governor of Samarkand E. Turdimov (Part 2)(Office of the Governor of Samarkand) | |
| 3:20am - 3:50am Local Stop --> Local Stop | |
| 4:00am - 6:00am Event: Lunch with Entrepreneurs (Konigil Tourist Village and Meros Paper Mill) | |
| 6:00am - 6:20am Local Stop --> Local Stop | |
| 10:10pm - 10:25pm RON --> Local Stop(Kumaryk Street 13, Tashkent, Toshkent Shahri, Uzbekistan) | |

June 13, 2024

Thursday

| June 2024 | | | | | | | July 2024 | | | | | | | |
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| THURSDAY | |
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| 13 | |
| From Jun 7 AZA Travel: Kazkhastan - Annino, Angelica Z. EOP/USTR To Jun 15 | |
| EXEMPTION 6 | |
| 7 AM | Meeting: 15th US-Central Asia TIFA Meeting; Rooms 2-3, 2nd Floor, Astana International |
| 8 | Executive Time Ritz Carlton Astana Tai, Katherine C. EOP/USTR |
| 9 | Event: TIFA Dinner VIP, 1st Floor, Astana International Finance Center (Expo) Tai, Katherine C. EOP/USTR |
| 10 | Meeting Run Over |
| 11 | PAO Week Ahead Meeting WebEx White, Catherine L. EOP/USTR |
| 12 PM | EXEMPTION 6 Weekly Update Memo Computer |
| 1 | AGOA Forum Weekly Check-Ins Webex Call Gomez-Martinez, Osvaldo EOP/USTR |
| 2 | WHCNAA Climate Change, Tribal Homelands, and Treaties Committee Monthly Meeting EXEMPTION 6 Garcia, Thomas F |
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| 12:00am - 12:45am HY 761(TAS --> ALA) | |
| 1:50am - 3:35am THOMPSON/JAMILA - FLIGHT - ALMATY(ALA) TO KAZAKHSTAN(NQZ) - YNGUCC(Almaty) | |
| 2:50am - 4:35am HY 272(ALA --> NQZ) | |
| 5:00am - 5:30am Local Stop --> Local Stop(Mangilik el, C-3, Nur-Sultan,010006) | |
| 5:45am - 6:00am Meeting: Meet _Greet with DPM Zhumangarin and DTM Torebaev(1st Floor VIP Suite, Expo) | |
| EXEMPTION 6 | |

June 14, 2024

Friday

| June 2024 | | | | | | | July 2024 | | | | | | |
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
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| FRIDAY | |
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| 14 | From Jun 7 AZA Travel: Kazkhastan - Annino, Angelica Z. EOP/USTR To Jun 15 |
| EXEMPTION 6 | |
| 7 AM | Meeting: PRESIDENT KASSYM-JOMART TOKAYEV, KAZAKHSTAN Akorda, Presidential Palace; Tai, Katherine C. EOP/USTR |
| 8 | Akorda --> Local Stop Tai, Katherine C. EOP/USTR |
| 9 | Press Engagement Room 125, Public Affairs Studio, US Embass |
| 10 | IBWPPI <-> USTR Planning Call EXEMPTION 6 |
| 11 | PAO Daily Check-In Phone or Room 100; White, Catherine L. EOP/USTR |
| 12 PM | Photos with Embassy Drivers, Staff and Security US Embassy Astana; Tai, Katherine C. EOP/USTR |
| 1 | Local Stop --> RON Tai, Katherine C. EOP/USTR |
| 2 | Emerging Leaders Roundtable - Procedure with the House and Senate Parliamentarians Senate Visitor Center, Room 200 Jenny Winkler |
| 3 | |
| 4 | EXEMPTION 6 |
| 5 | |
| 6 | |
| | 12:00am - 12:50am MEETING: MINISTER SHAKKALIYEV, MINISTRY OF TRADE AND INTEGRATION (1st Floor Meeting Room, MFA) |
| | 1:30am - 2:20am MEETING: MINISTRY OF LABOR AND SOCIAL PROTECTION(1st Floor Meeting Room, MFA) |
| | 2:40am - 3:00am Meeting: Tea with FM/DPM Nurtleu(5th Floor, MFA) |
| | 3:00am - 3:15am Local Stop --> Local Stop |
| | 3:15am - 4:45am Event: WOMEN'S ECONOMIC EMPOWERMENT WORKING GROUP LUNCH (Daididau Restaurant, Dinmukhamed Qonayev St 14, Astana 020000) |
| | 4:45am - 5:00am Local Stop --> RON(Ritz Carlton Astana) |
| | 5:00am - 5:40am Meeting: MODIFIED COUNTRY TEAM BRIEF + PRESIDENTIAL MEETING PREP(Club Lounge Conference Room, 14th Floor, Ritz Carlton Astana) |
| | 6:00am - 6:30am RON --> Akorda (Presidential Palace) |
| | 10:15pm - 10:45pm RON --> NQZ |

June 15, 2024

Saturday

June 2024

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July 2024

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| SATURDAY | |
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| 15 | |
| 7 AM | From Jun 7 AZA Travel: Kazkhastan - Annino, Angelica Z. EOP/USTR |
| 8 | |
| 9 | THOMPSON/JAMILA - FLIGHT - ISTANBUL(IST) TO WASHINGTON(IAD) - YNGUCC Istanbul admin@mytrips.amexgbt.com |
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| 12 PM | |
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June 16, 2024

Sunday

June 2024

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July 2024

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June 17, 2024

Monday

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| MONDAY | |
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| | 17 |
| 7 AM | |
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| 10 | <div style="border: 1px solid black; padding: 2px;"> <p>EXEMPTION 6 [Redacted] m55a3d2286c746</p> <p>Thompson, Jamila EOP/USTR</p> </div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> <p>PAO Daily Check-In Phone or Room 100 White, Catherine L. EOP/USTR</p> </div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> <p>Weekly COS/WHL Call Walker, Serena E. EOP/WHO</p> </div> |
| 11 | <div style="border: 1px solid black; padding: 2px;"> <p>Jamila Thompson <-> Him Das EXEMPTION 6 [Redacted]</p> <p>Thompson, Jamila EOP/USTR</p> </div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> <p>Jamila Thompson, USTR's Zoom Meeting EXEMPTION 6 [Redacted]</p> <p>Thompson, Jamila EOP/USTR</p> </div> |
| 12 PM | <div style="border: 1px solid black; padding: 2px;"> <p>Meeting: USTR/AUSTR/FO (In Person) Annex 1&2 Tai, Katherine C. EOP/USTR</p> </div> |
| 1 | <div style="border: 1px solid black; padding: 2px;"> <p>Meeting: USTR/FO (In-Person) Annex 1&2 Tai, Katherine C. EOP/USTR</p> </div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> <p>Meeting: USTR/Skedvance Annex 1&2 Tai, Katherine C. EOP/USTR</p> </div> |
| 2 | <div style="border: 1px solid black; padding: 2px;"> <p>Meeting: DCOS Transition Jamila's Office Hendrickson, Katie L. EOP/USTR</p> </div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> <p>Meeting: Memo/Correspondence Review AKT Office Tai, Katherine C. EOP/USTR</p> </div> |
| 3 | <div style="border: 1px solid black; padding: 2px;"> <p>Team Engagement Huddle Winder 203 OR EXEMPTION 6 [Redacted] Blanton, Claire K. EOP/USTR</p> </div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> <p>Senior Advisors AKT Office Tai, Katherine C. EOP/USTR</p> </div> |
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June 18, 2024

Tuesday

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| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
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| TUESDAY | |
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| 18 | |
| 7 ^{AM} | EXEMPTION 6 |
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| 9 | |
| 9 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Event: Juneteenth Flag Raising 600 17th Street NW Tai, Katherine C. EOP/USTR</p> </div> <div style="width: 30%;"> <p>Meeting: Jamila + Katie AKT's Office Tai, Katherine C. EOP/USTR</p> </div> <div style="width: 30%;"> <p>VIRTUAL: Monthly WHIAANHPI/USTR/WH CoS/IEA Meeting EXEMPTION 6 Ka'ai, Krystal (OS/IEA)</p> </div> </div> |
| 10 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>2024 USTR AWARDS CEREMONY Yate Auditorium Ender, Cassie L. EOP/USTR</p> </div> <div style="width: 30%;"> <p>Canceled: PAO Daily Check-In Phone or Room 100 White, Catherine L. EOP/USTR</p> </div> </div> |
| 11 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>IPETCA next steps W322A Wilson, Christopher S. EOP/USTR</p> </div> </div> |
| 12 ^{PM} | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Meeting: Sara Schuman TBC Hendrickson, Katie L. EOP/USTR</p> </div> </div> |
| 1 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Meeting: AKT Invite Review (FO) WebEx Annino, Angelica Z. EOP/USTR</p> </div> </div> |
| 2 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Meeting: AKT Invite Review (FO) WebEx Annino, Angelica Z. EOP/USTR</p> </div> <div style="width: 30%;"> <p>Caribbean trade roundtable planning mtg Esparza, Martha EOP/USTR</p> </div> <div style="width: 30%;"> <p>Meeting: DUSTRs Winder 203 EXEMPTION 6 Tai, Katherine C. EOP/USTR</p> </div> </div> |
| 3 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR</p> </div> <div style="width: 30%;"> <p>Meeting: MN Trip Planning AKT Office Tai, Katherine C. EOP/USTR</p> </div> <div style="width: 30%;"> <p>WH IGA/WHCNA Weekly Tribal Announcements/Travel Sync EXEMPTION 6 Petoskey, Rose N. EOP/WHO</p> </div> </div> |
| 4 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Acting AUSTR for Labor Affairs Webex Mastman, Katherine M. EOP/USTR</p> </div> <div style="width: 30%;"> <p>Meeting: Weekly Comms Time AKT Office Tai, Katherine C. EOP/USTR</p> </div> <div style="width: 30%;"> <p>AKT passport photo + paperwork AKT Office Tai, Katherine C. EOP/USTR</p> </div> </div> |
| 5 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>WHCO & Agency Oversight EXEMPTION 6 Emami, Shelby P. EOP/WHO</p> </div> </div> |
| 6 | |

June 19, 2024

Wednesday

| June 2024 | | | | | | | July 2024 | | | | | | |
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| WEDNESDAY | |
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| | 19 |
| | Office Closed: Juneteenth - Hendrickson, Katie L. EOP/USTR |
| 7 ^{AM} | |
| 8 | |
| 9 | Submit Weekly Report |
| 10 | PAO Daily Check-In Phone or Room 100 White, Catherine L. EOP/USTR |
| 11 | |
| 12 ^{PM} | |
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| 5 | Weekly Cabinet Call EXEMPTION 6 Tai, Katherine C. EOP/USTR |
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June 20, 2024

Thursday

| June 2024 | | | | | | | July 2024 | | | | | | |
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| THURSDAY | |
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| | 20 |
| 7 AM | |
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| 9 | |
| 10 | <p>Chris <> Jamila Sync 220 Winder</p> |
| 11 | <p>Meeting Run Over</p> <p>PAO Week Ahead Meeting WebEx White, Catherine L. EOP/USTR</p> |
| 12 PM | <p>Meeting: Engagement Check-in W203 Tai, Katherine C. EOP/USTR</p> <p>Weekly Update Memo Computer</p> |
| 1 | <p>Meeting: White House Fellows Speaker Series 2024 712 Jackson Place Townhome Tai, Katherine C. EOP/USTR</p> <p>AGOA Forum Weekly Check-Ins Webex Call Gomez-Martinez, Osvaldo EOP/USTR</p> |
| 2 | <p>Meeting: Supply Chains (Small Group) AKTs Office Tai, Katherine C. EOP/USTR</p> <p>Meeting: Weekly Scheduling Feedback + Invites AKT's Office Tai, Katherine C. EOP/USTR</p> |
| 3 | <p>Meeting: Jamila + Katie AKT Office Tai, Katherine C. EOP/USTR</p> |
| 4 | <p>EXEMPTION 6</p> <p>[EXTERNAL] Updated invitation: FW: Monthly All Trade Advisory Committees TBA allenfarms7@gmail.com</p> <p>EXEMPTION 6</p> |
| 5 | |
| 6 | |

June 21, 2024

Friday

| June 2024 | | | | | | | July 2024 | | | | | | |
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| FRIDAY | |
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| | 21 |
| 7 AM | |
| 8 | EXEMPTION 6 |
| 9 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">FO Call Webex Hendrickson, Katie L. EOP/USTR</div> <div style="width: 30%;"></div> <div style="width: 30%;"></div> </div> |
| 10 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">Meeting: Inclusivity Update WebEx Tai, Katherine C. EOP/USTR</div> <div style="width: 30%;"></div> <div style="width: 30%;">Weekly All COS Call Webex Walker, Serena E. EOP/WHO</div> </div> |
| 11 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">SBA-USTR Connection EXEMPTION 6 Thompson, Jamila EOP/USTR</div> <div style="width: 30%;"></div> <div style="width: 30%;"></div> </div> |
| 12 PM | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">Walk to AFL-CIO</div> <div style="width: 30%;">PAO Daily Check-In Phone or Room 100 White, Catherine L. EOP/USTR</div> <div style="width: 30%;">Event: International Black Women's Public Policy Institute "Seat at the Table" Annual Luncheon AFL-CIO Building, 815 16th St NW Tai, Katherine C. EOP/USTR</div> </div> |
| 1 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">Meeting on Supply Chains and Labor Standards EXEMPTION 6 Thomas, Chantal J. EOP/USTR</div> <div style="width: 30%;">Meeting: Juan Millan AKT Office Tai, Katherine C. EOP/USTR</div> <div style="width: 30%;">IPETCA (take 2) WebEx Wilson, Christopher S. EOP/USTR</div> </div> |
| 2 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">EOP Monthly Sync EEOB 428/Webex (link included) Amin, Priyal R. EOP/OA</div> <div style="width: 30%;">Interview EXEMPTION 6 Tai, Katherine C. EOP/USTR</div> <div style="width: 30%;"></div> </div> |
| 3 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">Event: KJP Fireside Chat/Remarks in honor of Pride, Caribbean-American Heritage, Immigrant Heritage, and EEOB 430B Tai, Katherine C. EOP/USTR</div> <div style="width: 30%;"></div> <div style="width: 30%;">NEW Date & Time for Sharing Our Voices-- featuring Ambassador Tai and Karine Jean-Pierre, Press Secretary EEOB 430B or Webex Enoch, Tiffany R. EOP/USTR</div> </div> |
| 4 | EXEMPTION 6 |
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June 22, 2024

Saturday

June 2024

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July 2024

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| SATURDAY | |
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June 23, 2024

Sunday

| June 2024 | | | | | | | July 2024 | | | | | | |
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June 24, 2024

Monday

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| MONDAY | |
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| | 24 |
| 7 AM | |
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| 10 | <p>Meeting: USTR/AUSTR/FO (In Person) Annex 1&2 Tai, Katherine C. EOP/USTR</p> |
| 11 | <p>PAO Daily Check-In Phone or Room 100 White, Catherine L. EOP/USTR</p> <p>Meeting: USTR/FO (In-Person) Annex 1&2 Tai, Katherine C. EOP/USTR</p> <p>Weekly COS/WHL Call Walker, Serena E. EOP/WHO</p> <p>Meeting: USTR/Skedvance Annex 1&2 Tai, Katherine C. EOP/USTR</p> <p>Alexandria Meeting</p> <p>Alexandra <> Jamila Connect USTR- 600 17th St NW- Winder Hoeck, Matthew J. EOP/USTR</p> <p>DROP BY: Jamila 203 Winder Tai, Katherine C. EOP/USTR</p> |
| 12 PM | |
| 1 | <p>Jamila <> Yvonne Jamison Jamila's Office / Winder 2nd Floor Thompson, Jamila EOP/USTR</p> <p>Karen McAfee <> USTR Connect Hoeck, Matthew J. EOP/USTR</p> <p>Pride Month Convening - QTPI and Asian American LGBTQI+ EEOB Room 350 MBX WHO PPO LT</p> <p>Meeting: USMCA AKTs Office Tai, Katherine C. EOP/USTR</p> |
| 2 | |
| 3 | <p>Interview Prep (Vox) AKTs Office Tai, Katherine C. EOP/USTR</p> |
| 4 | <p>Martha + Jamila Jamila's office Thompson, Jamila EOP/USTR</p> <p>Keziah + Jamila Jamila's office Thompson, Jamila EOP/USTR</p> |
| 5 | <p>Check-In 220 Winder Thompson, Jamila EOP/USTR</p> <p>Meeting: Memo Review AKTs Office Tai, Katherine C. EOP/USTR</p> |
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June 25, 2024

Tuesday

June 2024

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July 2024

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| TUESDAY | |
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| | 25 |
| 7 ^{AM} | |
| 8 | EXEMPTION 6 |
| 9 | |
| 10 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Team Engagement Huddle Winder 203 ; EXEMPTION 6 Blanton, Claire K. EOP/USTR</p> </div> <div style="width: 30%;"> <p>Weekly Directors' Meeting WebEx Ames, Fred L. EOP/USTR</p> </div> <div style="width: 30%;"> <p>PAO Daily Check-In Phone or Room 100 White, Catherine L. EOP/USTR</p> </div> </div> |
| 11 | |
| 12 ^{PM} | |
| 1 | <p>Senior Advisors AKT Office Tai, Katherine C. EOP/USTR</p> |
| 2 | |
| 3 | <p>Meeting: Taiwan AKTs Office Tai, Katherine C. EOP/USTR</p> |
| 4 | <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Meeting: Jamila + Keziah + Tina AKT Office Tai, Katherine C. EOP/USTR</p> </div> <div style="width: 30%;"> <p>Meeting: MN Manifest Review AKTs Office Tai, Katherine C. EOP/USTR</p> </div> <div style="width: 30%;"> <p>[To reschedule] Meeting: TPC Action Plan (Weekly) EXEMPTION 6 Clarke, Keziah E. EOP/USTR</p> </div> </div> |
| 5 | <p>[HOLD] Travel to SPB</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>[EXTERNAL] SPB Event: The Legacy of John Lewis in Protest and Policy (Updated invite) SPB DC office - 2550 M Street NW Irish, Corrine A.</p> </div> <div style="width: 30%;"></div> <div style="width: 30%;"></div> </div> |
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June 26, 2024

Wednesday

June 2024

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| 30 | | | | | | |

July 2024

| Su | Mo | Tu | We | Th | Fr | Sa |
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| WEDNESDAY | |
|------------------|---|
| 26 | |
| 7 ^{AM} | |
| 8 | |
| 9 | <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Check-In 220 Winder Thompson, Jamila EOP/USTR</p> </div> <div style="width: 45%;"> <p>Submit Weekly Report</p> </div> </div> |
| 10 | <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>PAO Daily Check-In Phone or Room 100 White, Catherine L. EOP/USTR</p> </div> <div style="width: 45%;"> <p>Weekly Cabinet COS Call Webex Walker, Serena E. EOP/WHO</p> </div> </div> |
| 11 | <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Meeting: Weekly Comms Time AKT Office Tai, Katherine C. EOP/USTR</p> </div> <div style="width: 45%;"> <p>Email Jamila Pay Period Hours jamila.thompson@ustr.eop.gov Thompson, Jamila EOP/USTR</p> </div> </div> |
| 12 ^{PM} | <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Meeting: Front Office Weekly Winder 203 Tai, Katherine C. EOP/USTR</p> </div> <div style="width: 45%;"> <p>NSTC Subcommittee on Equitable Data EXEMPTION 6 Vallaster, Jodi</p> </div> </div> |
| 1 | <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Meeting: AKT Invite Review (FO) WebEx Annino, Angelica Z. EOP/USTR</p> </div> <div style="width: 45%;"> <p>Thompson/Baltzan Reading EXEMPTION 6</p> </div> </div> |
| 2 | <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Congressional/ OGC Update W219 Hoeck, Matthew J. EOP/USTR</p> </div> <div style="width: 45%;"> <p>Meeting: Weekly Scheduling Feedback + Invites AKT's Office Tai, Katherine C. EOP/USTR</p> </div> </div> |
| 3 | <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Review docs</p> </div> <div style="width: 45%;"> <p>Review docs</p> </div> </div> |
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June 27, 2024

Thursday

| June 2024 | | | | | | | July 2024 | | | | | | | |
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| 23 | 24 | 25 | 26 | 27 | 28 | 29 | 28 | 29 | 30 | 31 | | | | |
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| THURSDAY | |
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| | 27 Jillian's Birthday |
| 7 AM | |
| 8 | |
| 9 | Meeting: DC & Geneva Sync EXEMPTION 6 |
| 10 | Tai, Katherine C. EOP/USTR Meeting Run Over Virtual Roundtable on Inclusive and Equitable Growth and Development in Caribbean-U.S. Trade EXEMPTION 6 Esparza, Martha EOP/USTR PAO Week Ahead Meeting WebEx White, Catherine L. EOP/USTR |
| 11 | Meeting: Memo/Correspondence Review AKT Office Tai, Katherine C. EOP/USTR Weekly Update Memo Computer Life at Work - A DEIA Space Winborne, Annelies B. EOP/USTR Access to Capital EXEMPTION 6 Garcia, Thomas F |
| 12 PM | |
| 1 | AGOA Forum Weekly Check-Ins Webex Call Gomez-Martinez, Osvaldo EOP/USTR |
| 2 | [HOLD] intern interviews |
| 3 | Next WHIAANHPI Interagency Working Group (IWG) Implementation Team EXEMPTION 6 WHIAANHPI (OS) WHCNAA Monthly Staff Meeting EXEMPTION 6 Garcia, Thomas F APEP FO Planning Sync EXEMPTION 6 Clarke, Keziah E. EOP/USTR |
| 4 | [EXTERNAL] Webex meeting changed: TPC Action Plan EXEMPTION 6 Devontae Freeland [HOLD] intern interviews Meeting: Section 301/Supply Chain Update W203 Tai, Katherine C. EOP/USTR |
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June 28, 2024

Friday

| June 2024 | | | | | | | July 2024 | | | | | | |
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| 9 | 10 | 11 | 12 | 13 | 14 | 15 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 | 28 | 29 | 30 | 31 | | | |
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| | FRIDAY | | | | | | | | | | | | |
| | 28 | | | | | | | | | | | | |
| 7 AM | EXEMPTION 6 | | | | | | | | | | | | |
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| 10 | | | | | | | | | | | | | |
| 11 | Weekly All COS Call Webex Walker, Serena E. EOP/WHO | | | | Planning Call: America's Partnership Ministerial EXEMPTION 6 Clarke, Keziah E. EOP/USTR | | | | | | | | |
| 12 PM | Meeting: Congressional Follow Up AKT's Office Tai, Katherine C. EOP/USTR | | | | Meeting: Kenya STIP Briefing Winder 203 Tai, Katherine C. EOP/USTR | | | | PAO Daily Check-In Phone or Room 100 White, Catherine L. EOP/USTR | | | | |
| 1 | HOLD: Intern Interview EXEMPTION 6 EXEMPTION 6 | | | | Meeting: Juan Millan AKT Office Tai, Katherine C. EOP/USTR | | | | HOLD: Intern Interview EXEMPTION 6 EXEMPTION 6 | | | | |
| 2 | HOLD: Interview: EXEMPTION 6 EXEMPTION 6 | | | | | | | | | | | | |
| 3 | CAHM Set Up | | | | | | | | | | | | |
| 4 | Event: USTR Caribbean-American Heritage Month Reception USTR/CFPB Plaza Tai, Katherine C. EOP/USTR | | | | | | | | | | | | |
| 5 | EXEMPTION 6 | | | | | | | | | | | | |
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June 29, 2024

Saturday

| June 2024 | | | | | | | July 2024 | | | | | | |
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
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| SATURDAY | |
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| 7 ^{AM} | |
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| 9 | |
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| 12 ^{PM} | |
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June 30, 2024

Sunday

June 2024

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July 2024

| Su | Mo | Tu | We | Th | Fr | Sa |
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| 28 | 29 | 30 | 31 | | | |

| SUNDAY | |
|------------------|--|
| | 30 |
| | DF & LRB Travel: Advance in MN (Twin Cities, MN) - Freeland, Devontae A. EOP/USTR To Jul 2 |
| 7 ^{AM} | |
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| 10 | |
| 11 | |
| 12 ^{PM} | |
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