



Department of Energy
Washington, D.C. 20585

October 18, 1978

MEMORANDUM FOR: Tom Biddick
FROM: Frank R. Pagnotta *13*
SUBJECT: Visas for the People's Republic of
China and Japan

Attached are the following Passports and Visa Applications for Members of the Press who will be accompanying Secretary Schlesinger on this trip to the People's Republic of China and Japan:

ADAMS, Benjamin Jerry	-	Columbia Broadcasting System (CBS)
BENTON, Joseph Nelson, Jr.	-	Columbia Broadcasting System (CBS)
COLBY, Alfred Wright III	-	Columbia Broadcasting System (CBS)
HOUSE, Karen Elliot	-	Wall Street Journal
PIERCE, William Collins	-	Time Magazine
Nelson Strobbridge Talbott	-	Time Magazine
WATSON, Russell Ellsworth	-	Newsweek Magazine

For your information, these individuals will be on the aircraft with the Secretary when it departs from Andrews on Sunday, October 22nd. In addition, two more press personnel -- one from NBC and the other from ABC -- will also be on the plane when it departs on Sunday. I will forward their passports to you immediately upon receipt.

Also enclosed are Visa Applications for the following Employees of the Department of Energy who will join the party in Tokyo, Japan. They will not be entering the People's Republic of China and will arrive in Tokyo on the 27th of October and remain until the Secretary's party departs on the 7th of November.

BELL, James Herbert	-	DOE
DAILEY, John Mark	-	DOE
DALINSKY, Arnold Barry	-	DOE
LEMME, Lawrence Craig	-	DOE
SWANSON, James Herbert	-	DOE

In addition, there will be one additional DOE employee who will be going to Japan with this group and maintaining their same schedule. Mr. Leese's passport has been mailed and I am awaiting its receipt. This passport will also be forwarded to you along with a Visa Application for Japan.

Should you have any questions please do not hesitate to contact me immediately (252-5777).

Many thanks.

Attachments



China trip

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China

October 19, 1978

NOTE TO TOM BIDDICK

Attached are passports and Visa Applications for the remaining two members of the Press Corps who will be accompanying Secretary Schlesinger on his trip to the People's Republic of China and Japan:

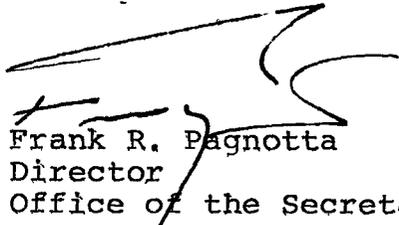
Roger Ernest Peterson
Donald Lynn Oliver

In addition, attached are the passports for the remaining two members of the Department of Energy who will travel to Japan on the 26th of October and remain there until the Secretary and Party depart:

Leon Dexter Ott
Russell Duane Lease

Should you have any questions please do not hesitate to contact me.

Many thanks.


Frank R. Pagnotta
Director
Office of the Secretary

cc: Scott Hallford



Department of Energy
Washington, D.C. 20585

October 16, 1978

NOTE TO SCOTT HALLFORD

Attached you will find the Passports and Visa applications for Tokyo, Japan, for the following individuals:

James Rodney Schlesinger
Rachael Mellinger Schlesinger
James Duane Pell Bishop
Roger David Colloff
John Mark Deutch
Leslie Jay Goldman
Evelyn Christine Irons
James Roderick Lilley
Walter Joseph McDonald
Frank Robert Pagnotta
Dianne Marie Peck
Frank Andrew Townsend

Enclose, also, the the Passport for Harry Bergold who has a current Visa for Tokyo.

With as much information that I have on hand, partially completed Visa applications for Japan are enclosed for Steve Bosworth and Harry Thayer.

All individuals listed above are members of the Official Party who will be traveling with Secretary Schlesinger to the People's Republic of China and Tokyo.

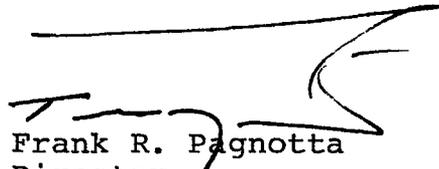
I will be forwarding to you tomorrow the remaining passports and Visa applications for the second Advance Team (due to depart on 28 October for Tokyo only) and members of the Press Corps who will be traveling with the Secretary to both Peking and Tokyo.

For your information, the PRC Liaison Office has been notified (by name) of the Press who will be traveling with the Secretary aboard his aircraft to Peking and Tokyo.

Please let me know when the Visas for Japan and PRC have been obtained and I will immediately send a driver for the Passports. As on now, we plan to depart Andrews Air Force Base on Saturday, October 21st.

Tentatively we will arrive in Peking on the 24th of October and depart on 5 November for Tokyo where we will remain until the 7th of November.

Many thanks for your assistance.



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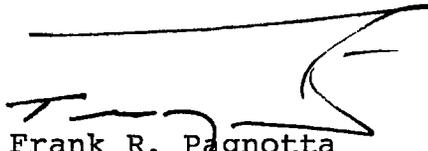
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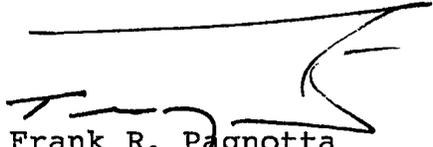
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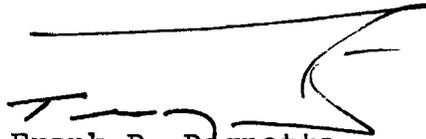
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DO'S AND DON'TS

Greetings:

Japanese customarily bow to each other rather than shaking hands upon meeting. However, most Japanese accustomed to dealing with foreigners expect to shake hands with them and are rarely embarrassed when a foreigner offers his hand. A frequently used compromise is a handshake accompanied by a slight bow.

Language:

Though most Japanese have studied English in school, very few speak it with any fluency. The exceptions to this rule are employees of large hotels and restaurants which cater to foreigners, and the large department stores where an English-speaking clerk can be summoned. Taxi drivers, policemen, proprietors and clerks in small shops, etc. usually do not speak English, but the Japanese are a courteous and helpful people particularly when dealing with foreigners, and if you are obviously "in a jam" someone might well step forward to help you out.

Courtesy and Manners:

You will find the Japanese to be very courteous and well-mannered. Their behavior in public is quiet and usually dignified. "Good manners" in Japan are very much like good manners in America. By practicing simple good manners you are not likely to offend them.

Tipping:

There is virtually no occasion in Japan when tipping is expected. You should not tip in taxis, restaurants or hotels; in fact, Japanese frequently refuse to accept tips even when offered. Hotel and restaurant bills generally include a ten to fifteen percent service charge.

Dress:

The proper dress for all official occasions is noted elsewhere. One would normally wear a suit or sports coat with necktie for dining out in Tokyo. Sports shirts and sweater are acceptable for shopping.

Food:

Sanitary conditions in Japan are the best in all of Asia. Water and milk are considered safe to drink any place in Japan and fruits and vegetables may be eaten safely even if uncooked. Raw meat and fish are frequently served and may be safely eaten in all first class restaurants.

Shoes:

You may wear your street shoes into all western-style restaurants and some Japanese restaurants in Tokyo. However, at any traditional Japanese restaurant and many temples and other tourist sites, you will be expected to remove your shoes before entering. There is usually a wooden elevation above the entrance hall of such places; you should remove your shoes and put on slippers provided by the establishment before stepping on the wooden elevation. Before entering a Japanese-style room covered with straw matting, you should take off the slippers and enter in your stocking-feet. (Note: One can almost always tell where it is appropriate to remove shoes by noting the presence of shoes, slippers and shoe-horns in the entry hall.)

Dining Japanese Style:

The place of honor in a Japanese dinner party is in front of and with your back to the tokonoma, an elevated alcove which usually contains a scroll hanging on the wall and an ornament or flower arrangement on the floor. You should sit on cushions on the floor called zabuton. Usually at the beginning of a Japanese-style dinner, the sake cups or beer glasses are filled and the host raises his cup in a toast ("cheers" or "Kampai") to all present. After joining him in the toast, you will be asked to start eating. The meal will be served in many courses and may last for several hours. You will continue drinking beer, sake or whiskey throughout. You should drink the soup, holding the bowl in your left hand. The last three dishes are usually rice with pickles, fruit and, finally, dessert and tea.

Payment of Restaurant Bills:

The bill is generally not brought to the table in restaurants in Japan. At the end of the meal, you should simply walk to the cashier's desk at the entrance of the restaurant; the bill will be ready for you there. You should expect a ten percent tax and a ten to fifteen percent service charge to be added to your bill.

Japanese Night Life:

Japan has its special forms of night life based on the assumption that all patrons are on liberal expense accounts. Bars and cabarets can be extremely expensive, with service and other charges amounting sometimes to as much as five times the cost of the drinks or food. (At some night clubs with elaborate floor shows, sitting down with a hostess and having one drink can cost the equivalent of \$25.) Hotel bar prices are relatively reasonable, however. If in doubt, please ask advice from the Embassy Control Room.

Japanese Bath:

Some of you may wish to test the pleasures of a Japanese bath, and there is a large bath (together with a Turkish bath and sauna) on the first floor of the Okura Hotel. Before entering the bath, you should always wash with soap at the faucets and showers surrounding the tub. Rinse thoroughly before entering the bath, which may be extremely hot, and soak for as long as you wish. You never bring soap into the bath. Baths in Tokyo are generally not mixed.

Tax-free Purchases:

You can buy most articles at a tax-free price at the hotel arcade or other stores identified with a "Tax Free" sign. You must carry your passport with you, and the purchases will be recorded by the store on a form which is attached to your passport. The form will be removed when you leave Japan. If you do not depart on the official aircraft, you should have the articles purchased ready for inspection upon leaving the airport.

Transportation:

Taxis in Tokyo are inexpensive and plentiful except during rush hours. However, taxi drivers usually require detailed instructions in Japanese regarding your destination. Therefore, before leaving the hotel for shopping, dining or sight-seeing, check with the vehicle dispatcher for assistance.