

Sierra Leone

cc FCO HS

cc Botswana file

10 November 1980

The Prime Minister has asked me to thank you for the excellence of the ceremonial arrangements on Horseguards Parade for President Masire of Botswana and President Stevens of Sierra Leone. The performance and turnout of the Guards of Honour and the Bands were impeccable and I should be grateful if you would convey the Prime Minister's appreciation to all the officers and other ranks who took part in the parade.

MICHAEL ALEXANDER

Major General H.D.A. Langley, M.B.E.

93

E.R.

Prime Minister

CAROLINE

A note about tomorrow's Guard of Honour is attached. It is much as last week, though there is no wife to be greeted.

It is hoped that the Prime Minister will introduce General Langley to the President.

The Brigade Major is Colonel Corbett.
(The Prime Minister met him last Tuesday, and signed a photograph for him during the week.)

Jane

3 November 1980

TUESDAY 4 NOVEMBER

GUARD OF HONOUR FOR PRESIDENT STEVENS

Members of the entourage will arrive a little ahead of the President and will wait at one side of the Parade Ground.

At 0855 the Prime Minister will arrive on Horse Guards Parade from the No. 10 garden gate. She will be met at the gate by Major General Langley, Major General commanding the Household Division, and Lieutenant Colonel Corbett, Brigade Major. They will escort the Prime Minister across the Parade Ground.

At 0900 President Stevens will arrive. The Guard of Honour is found by the 1st Battalion Irish Guards under the command of Major Holt, with the Regimental Colour, the Pipes and Drums of the Battalion, and the Band of the Irish Guards.

The Prime Minister will welcome President Stevens, and will introduce General Langley to him.

The Prime Minister will conduct President Stevens to a point opposite the colour and will stand with him midway between two Guardsmen acting as markers - the Prime Minister should stand on the President's right and a little behind him.

The Colour will be lowered and the Sierra Leone National Anthem will be played.

The Guard Commander will present his Guard of Honour to the President, who will then set off on the inspection. The President will be accompanied by the Major General and the Guard Commander.

The Prime Minister will remain with the Brigade Major until the President returns. She will then conduct the President towards the No. 10 gate.

On nearing the gate the Prime Minister will stop, turn, and take leave of the Major General and the Brigade Major.

The Prime Minister and President Stevens will then pause for photographs to be taken before entering the garden gate.

In the event of wet weather the Parade will not be cancelled but will continue as scheduled up to the point where the inspection of the Guard of Honour should begin. If there is heavy rain and the President does not wish to inspect the Guard of Honour the Prime Minister should lead him back to No. 10.



10 DOWNING STREET

PRIME MINISTER

I attach a procedural
note from the F.C.O.

ed.

3 November 1980

GUARD OF HONOUR - PROCEDURE

1. At 0850 hours members of the President's entourage will arrive on the parade ground by car and wait near the colour points (see diagram attached)
2. At 0855 hours the Prime Minister will arrive on Horse Guards through the Garden Gate of No 10 Downing Street. She will be met at the Gate by Major General H D A Langley MBE, Major General Commanding the Household Division and General Officer Commanding London District. He will be accompanied by Lieutenant Colonel R J Corbett, Irish Guards, Brigade Major The Household Division. The Major General will then escort the Prime Minister to the Saluting base ready to receive President Stevens.
3. At 0900 hours President Stevens will arrive on Horse Guards Parade and will be greeted by a Guard of Honour formed by 1st Battalion Irish Guards under the command of Major B (Brian) W F Holt, with the Regimental Colour, the Pipes and Drums of the Battalion, and the Band of the Irish Guards.
4. Once the Prime Minister has welcomed President Stevens, the President will take his place on the saluting base, between the two Colour points. The Prime Minister should stand on his right and slightly behind him. After the Guard Commander has presented his Guard of Honour to the President, the Major General will accompany the President and the Guard Commander on the inspection. The Prime Minister should remain in the vicinity of the Colour Points with the Brigade Major until the inspection is completed, and the Major General has accompanied the President back to the Saluting base. The Prime Minister will then accompany President Stevens and a member of his entourage to the Garden Gate.
5. Other members of the President's entourage will then proceed to their cars which will be waiting by the police sentry box near the Garden Entrance to No 10.
6. Meanwhile the Major General and the Brigade Major will have taken their leave of the President and will authorise the dispersal of the Guard of Honour once the President has entered No 10 Downing Street.

WET WEATHER PROGRAMME

In the event of wet weather the Parade will not be cancelled. The programme will continue as scheduled up to the point where the inspection of the Guard of Honour should begin. If there is heavy rain at that point in the programme and the President does not wish to inspect the Guard of Honour the Prime Minister should lead President Stevens back to No 10.

HORSE GUARDS BUILDING

Lord Roberts

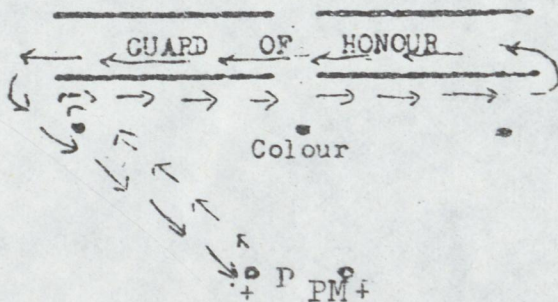
BAND and CORPS of DRUMS



Chinese mortar

LEGEND

- + Colour points
- P. President
- PM Prime Minister



10

DOWNING STREET

GARDEN ENTRANCE

Carriageway

OFFICIAL ENTOURAGE AND HIGH COMMISSION STAFF

Barriers

Barriers

Cars wait for entourage

APPROACH ROUTE FOR CARS

Horse Guards Parade - South Side

Horse Guards Approach Road

Mr. Whitmore 1

Noted,
H. T.
Mr.



for info:
e.f.
3110.

10 DOWNING STREET

PRIME MINISTER

Next Tuesday, 4 November,
you have President Stevens
of Sierra Leone arriving at
0900 hours for the Guard of
Honour. Does this mean that
you want the breakfast
cancelled for a second week
running?

No. I will leave at 8.50

29 October 1980

ack

cc: Mr. Whitmore

VISIT OF
HIS EXCELLENCY THE PRESIDENT OF
THE REPUBLIC OF SIERRA LEONE

ADMINISTRATIVE ARRANGEMENTS
(to be read in conjunction with programme attached)

Monday 3 November Arrival.

- 0905 Mr M H Morgan, High Commissioner to Sierra Leone, Mr N Coppel, Escort Officer, Brigadier J A C Cowan, Secretary, Government Hospitality Fund and official entourage will arrive at London Heathrow Airport, Terminal 1, de Havilland Suite
- 0910 The Sierra Leone High Commissioner Mr V Sumner will arrive.
- 0915 Mr Richard Luce MP Parliamentary Under Secretary for Foreign and Commonwealth Affairs will arrive.
- 0920 The Lord Lyell, Lord in Waiting to Her Majesty The Queen will arrive.
- 0950 The President will arrive on flight BA 613. As soon as the aircraft doors open a representative of the British Airports Authority will escort the greeting party to the aircraft. The Sierra Leone High Commissioner will board the aircraft and escort the President to the tarmac. The following will be at the aircraft steps (in order):
- The Lord Lyell, Lord in Waiting to Her Majesty The Queen
Mr Richard Luce MP Parliamentary Under Secretary for Foreign and Commonwealth Affairs
Mr M H Morgan, British High Commissioner, Sierra Leone,
Brig. J A C Cowan Secretary, Government Hospitality Fund
N Coppel, Escort Officer,
Representative, British Airports Authority.
- The Lord Lyell will greet the President on behalf of The Queen and will take him down the receiving line. The party will then proceed to the de Havilland Suite, where the official entourage will greet The President. The Sierra Leone High Commissioner will present members of his staff and their wives.

Transport

Cars are provided for the official party and seating arrangements are described at Annex 1.

Tuesday 4 November

Procedure at the Guard of Honour ceremony is described at Annex 2.

All members of the official party will be present at Horseguards Parade. When The President accompanied by Mr G E Taylor departs with the Prime Minister for 10 Downing Street the other members of the official party will return to the hotel.

Wednesday 5 November

Talks with the Secretary of State for Foreign and Commonwealth Affairs

The following will also be present:

Sierra Leone

Minister of Foreign Affairs
Minister of Development & Economic Planning
Minister of Trade & Industry
High Commissioner

United Kingdom

Head of West African Department, FCO
High Commissioner
Private Secretary

Talks with the Prime Minister

The following will also be present:

Sierra Leone

Minister of Foreign Affairs
Minister of Development & Economic Planning
Minister of Trade & Industry
High Commissioner

United Kingdom

Secretary of State for Foreign and Commonwealth Affairs
Parliamentary Under Secretary for Foreign and Commonwealth Affairs
High Commissioner
Private Secretary

Visits Section
Protocol and Conference Department
Foreign and Commonwealth Office

30 October 1980

TRANSPORT ARRANGEMENTS

1 November

GATWICK TO CLARIDGE'S

- Car 1 The Hon Dr A Conteh
 HE Mr V Sumner
 Mr N Coppel
- Car 2 The Hon Dr S S Banya
 Mr M H Morgan
 The Hon Justice Omrie Golley
- Car 3 The Hon Mr S A J Pratt
 Madame Veronica
 Mr Makura Konta
 Mr G Lamin
- Car 4 The Hon Brig. J S Momoh
 Mrs F Collier
 Mr Jenner Metcalf -Cole
 Master B Davies

3 November

CLARIDGES TO LONDON HEATHROW AIRPORT

- Car 1 The Hon Dr A Conteh
 Mr M H Morgan
 Escort Officer
- Car 2 The Hon Dr S S Banya
 The Hon Justice Omrie Golley
 Madame Veronica
 Mr Makura Konta
- Car 3 The Hon Mr S A J Pratt
 Mr P M Johnson
 MR G. LAMIN
 MRS F. COLLIER
- Car 4 The Hon Brig. J S Momoh
 Mr Jenner Metcalf -Cole
 Miss C Wright
 Master B Davies

LONDON HEATHROW AIRPORT TO CLARIDGES

- Car P HE The President
 HE Mr V Sumner
 Mr N Coppel
 Det. Insp. Hazlett

LONDON HEATHROW AIRPORT TO CLARIDGES CONT'D

Car 1 The Hon Dr A Conteh
 Mr M ~~F~~ Morgan
 Escort Officer
 Det. Sgt Finnimore

Car 2 The Hon Dr S S Banya
 The Hon Justice Omrie Golley
 Madame Veronica
 Brig. J A C Cowan

Car 3 The Hon Mr S A J Pratt
 Mr Makura Konta
 Mr P M Johnson
 Mr G Lamin

Car 4 The Hon Brig. J S Momoh
 Mr G E Taylor
 Mr G S K Banya
 Mrs F Collier

Car 5 Mr J Metcalfe-Cole
 Miss C Wright
 Master B Davies

Transport arrangements for the remainder of the visit will be issued later.

GUARD OF HONOUR - PROCEDURE

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2. At 0855 hours the Prime Minister will arrive on Horse Guards through the Garden Gate of No 10 Downing Street. She will be met at the Gate by Major General H D A Langley MBE, Major General Commanding the Household Division and General Officer Commanding London District. He will be accompanied by Lieutenant Colonel R J Corbett, Irish Guards, Brigade Major The Household Division. The Major General will then escort the Prime Minister to the Saluting base ready to receive President Stevens.
3. At 0900 hours President Stevens will arrive on Horse Guards Parade and will be greeted by a Guard of Honour found by 1st Battalion Irish Guards under the command of Major B (Brian) W F Holt, with the Regimental Colour, the Pipes and Drums of the Battalion, and the Band of the Irish Guards.
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5. Other members of the President's entourage will then proceed to their cars which will be waiting by the police sentry box near the Garden Entrance to No 10.
6. Meanwhile the Major General and the Brigade Major will have taken their leave of the President and will authorise the dispersal of the Guard of Honour once the President has entered No 10 Downing Street.

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HORSE GUARDS BUILDING

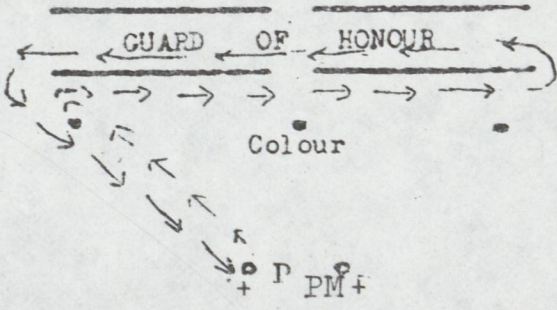
Lord Roberts

BAND
and
CORPS
of
DRUMS



Chinese mortar

LEGEND
+ Colour points
P. President
PM Prime Minister



10

DOWNING STREET

GARDEN ENTRANCE

Carriageway

OFFICIAL ENTOURAGE AND HIGH COMMISSION STAFF

Barriers

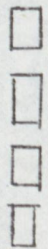
Barriers

Cars wait for entourage

APPROACH ROUTE FOR CARS

Horse Guards Parade - South Side

Horse Guards Approach Road



DISTRIBUTION (of programme and administrative arrangements)

PS to Her Majesty The Queen (2)

10 Downing Street

PS to the Prime Minister (2)
Press Office (1)

Sierra Leone High Commission (15)

Foreign and Commonwealth Office

Private Secretary (2)
PS/Mr Luce (2)
PS/PUS (1)
Mr D M Day (1)
Sir Leonard Allinson (1)
Mr A C D S MacRae (1)
Mr C A Hamilton, West African Department (6)
News Department (3)
Commonwealth Co-ordination Department (1)
Security Department (1)
Resident Clerk (1)
Protocol and Conference Department (8)

Government Hospitality Fund

Brigadier J A C Cowan (1)
Mr C Taylor (1)
Mr M Snell (3)

205712

Headquarters
Household Division
Horse Guards
Whitehall
London SW1A 2AX

01-930 4466 Ext: 2495
Clerks Ext: 2497

Officer Commanding
Irish Guards (2)
1st Battalion Irish Guards (2)

21 October 1980

GUARD OF HONOUR - PRESIDENT OF SIERRA LEONE
TUESDAY 4TH NOVEMBER 1980

1. His Excellency Dr Siaka Stevens, President of the Republic of Sierra Leone, is to begin an official visit to Her Majesty's Government on Tuesday 4th November 1980.

2. A Guard of Honour of 96 Rank and File is to be provided by 1st Battalion Irish Guards, with the Regimental Colour, the Band of the Regiment, and the Pipes and Drums of the Battalion, on Horse Guards Parade.

3. * Position. The Guard of Honour is to form up on the South side of Horse Guards Parade, facing West, with the centre in front of the Chinese Mortar. The Band is to be positioned on the right flank of the Guard of Honour with the Pipes and Drums in rear of the Band.

4. Timings.

- | | | |
|----|---------------------------------|------------|
| a. | Depart CLRD GREAT SCOTLAND YARD | 0843 hours |
| b. | In position | 0850 hours |
| c. | Arrival of the Major General | 0857 hours |
| d. | Arrival of the President | 0900 hours |

5. Route. The following route is to be used:

GREAT SCOTLAND YARD
WHITEHALL
HORSE GUARDS ARCH
HORSE GUARDS PARADE

6. Procedure.

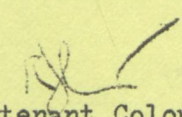
a. The President will arrive by motor car. After formal introductions he will take up a position central to and facing the Guard of Honour, between two Colour Points.

b. The Captain of the Guard of Honour is to order "ROYAL SALUTE, PRESENT ARMS" and the Band is to play the Sierra Leone National Anthem. The Colour is to be lowered.

c. The Captain is then to order "SHOULDER ARMS" and "ORDER ARMS" and is to go forward and report his Guard of Honour in English. The Ensign is to remain at the carry.

2/.....

- d. The Captain is to accompany the President on his inspection of the front of each rank. The President will salute the Colour as he passes behind it, and the Captain is to turn his head and eyes off to the right. During the inspection the Band is to play incidental music.
- e. After the Inspection the President will be escorted to No 10 Downing Street by way of the Garden Entrance and the Captain of the Guard of Honour is to obtain leave from The Major General to march off.
7. The Guard of Honour is to return to CLRD by the outward route reversed.
8. Administration.
- a. The Guard of Honour, Band, and Pipes and Drums are to report to the CLRD Great Scotland Yard by no later than 0800 hours.
- b. The Garrison Sergeant Major is to arrange sufficient changing accommodation in CLRD.
- c. Having debussed all transport is to park on the North Side of Horse Guards until called forward after the ceremony.
9. Rehearsal. A Rehearsal is to be held at 1430 hours on Monday, 3 November 1980, the simulated arrival of the President being at 1440 hours.
10. Dress
- a. Rehearsal: No. 2 Dress, Atholl Grey Greatcoats.
Forage Caps.
- b. Parade: Guard of Honour Order, Greatcoats.


Lieutenant Colonel
Brigade Major
Household Division

Copy to:

Headquarters London District

A
Provost
PR
Camp
GSM
ADC
Camp Commandant, Chelsea Barracks

Metropolitan Police

A8 Traffic Branch (2)
A8 Operational Branch (2)
A Division
Mounted Branch

Ministry of Defence

Protocol Office
PS 12(A) - The Captain of the Guard of Honour will be
Major B W F Holt (Brian)

FLS(A)

Superintendent Royal Parks

DOE