



Fifth Educational Protocol Conference Agenda
San Juan, Puerto Rico
August 2-5, 2006
Caribe Hilton Hotel
Los Rosales Street, San Geronimo Grounds
San Juan, Puerto Rico 00901
Tel: (787) 721-0303 Fax: (787) 725-8849

Wednesday, August 2

9:30-11:00 a.m. **Conference Committee meeting in Board Room #1, Mezzanine Level/Main Building**

1:00-4:00 p.m. **PDI Board Meeting in Board Room #3 on the Mezzanine Level/Main Building**

4:00-6:00 p.m. **Registration in Board Room #1, Mezzanine Level/Main Building**

5:00-7:00 p.m. **Welcome Reception in Las Olas Terrace on the Mezzanine Level**
Hosted by: the Caribe Hilton and the Puerto Rico Tourism Company
Attire: Business Casual

Come and meet your colleagues.

6:15-7:00 p.m. Enjoy a performance by the “Lelolai” native dance & music group.

Note: **All sessions will be held in the San Cristobal Ballroom on the 1st Floor/Main Building-Section A. Classroom set up.**

PDI Workroom/Office/Storage in Board Room #1 on the Mezzanine Level/Main Building (near Business Center)

Attire: Business for conference sessions unless otherwise noted.

Thursday, August 3

- 8:00-8:30 a.m.** **Conference Registration in the Peacock Alley outside of San Cristobal Ballroom on the 1st Floor.**
- 8:00-8:45 a.m.** **Continental Breakfast in the San Cristobal Ballroom-Section A**
- 8:45-9:30 a.m.** **Welcoming Remarks and Introductions**
Sonia Garza-Monarchi, President, Protocol & Diplomacy International
- Official Welcome: The Honorable Carlos Cortez Diaz, Acting Secretary of State**
- 9:30-10:30 a.m.** **"When Musical Chairs Won't Work - An Official Guide to Seating"**
Presented by: April Guice, Protocol Officer, Ceremonials Division, U.S. Department of State
- 10:30-10:45 a.m.** **Break**
- 10:45-11:45 a.m.** **Protocol and State Department's Bureau of Diplomatic Security**
Presented by: Special Agent Christopher Tremann, State Department Bureau of Diplomatic Security
- 12:00-1:30 p.m.** **Luncheon Presentation: "Protocol & Diplomacy Go Hand in Hand"**
Presented by: H.E. Don Carlos Vinuesa Salto, Consul General of Spain
- Ambassador Vinuesa's last assignment was in the protocol office in Madrid dealing with the Vienna Convention.
- 1:30-2:30 p.m.** **"When Protocol and History Collide: The Behind the Scenes View of Coretta" Scott King's Lying in State**
Presented by: Chris Young, Chief of Protocol, State of Georgia
- 2:30-3:45 p.m.** **Protocol Best Practices: Inbound Dignitary Visits & Outbound Trade Missions**
Presented by: Deanea LeFlore, Director, Houston International Protocol Alliance
 Juliette Schindler Kelly, Deputy Director & International Trade Specialist Washington
- 3:45-4:00 p.m.** **Break**
- 4:00-5:00 p.m.** **Consular Protocol Needs**
Presented by: Ambassador Roberto Rodriguez, Consul General of Mexico and Dean of the Consular Corps, San Juan, Puerto Rico
- 6:00**
6:15 p.m. **Transportation departs from Porte-Cochere Area near Bellstand/Lobby to Old San Juan**
- 6:30-7:45 p.m.** **Reception and Tour hosted by the Governor's Office in La Fortaleza**
Host: The Honorable Jorge Silva Puras, Interim Governor

- 7:45 p.m. **Transportation departs en route to Caribe Hilton. For those wanting to stay in Old San Juan, you may call a taxi for return transportation to the hotel.**
- Friday, August 4**
8:00–9:00 a.m. **Continental Breakfast San Cristobal Ballroom-Section A on the 1st Floor/Main Building**
- 9:00-10:00 a.m.** **Gifts: Gaffes and Glories, Do's and Don'ts**
 Presented by: Rebecca Aguilar, The Boeing Company
 Sonia Garza-Monarchi, Garza Protocol Associates, LLC
- 10:00-10:15 a.m.** **Break**
- 10:15-11:15 a.m.** **Dallas Protocol: Starting From Scratch – Building A Protocol Office From The Ground Up**
 Presented by: Casey Ballard, Dallas Protocol
- 11:15-12:00 p.m.** **Most Frequently Asked Protocol Questions**
 Presented by: April Guice, Protocol Officer, Ceremonials Division, U.S. Department of State
- Noon- 1: 30 p.m.** **Working & Networking Lunch: Prescriptions for Protocol Problems, San Cristobal Ballroom-Sections F & G**
 Presented by: Ginger Barnard, Immediate Past President of PDI; Karen Bryk, Senior Protocol Officer, Government of Manitoba; Beverley Cathcart, Executive Officer, Functions and Protocol, Parliament, New Zealand; Donna Moloney, Special Assistant to the Secretary of Economic Development, Commonwealth of Kentucky; and Kathleen Ryan, KD Ryan Inc.
 Moderated by: Sonia Garza-Monarchi, President, PDI
- A panel of protocol professionals with over 100 years of experience among them will be ready to work with you to solve your protocol problems. Bring your questions current or past. The panel will respond and lead the discussion then open up to the members for additional input.
- Come prepared to share a brief description of your organization's protocol duties and a protocol anecdote—triumph or tragedy.**
- 1:45-2:45 p.m.** **Protocol Around the World**
 Presented by: David Dumont, Protocol Officer, Cabinet Office, the Government of Bermuda; Helena Burger, Director of HBandA (PTY) Ltd. South Africa; and Beverley Cathcart, Executive Officer, Functions and Protocol, Parliament, New Zealand
- 2:45-3:45 p.m.** **Break**
- 3:45-4:00 p.m.** **Practical Protocol: Scholarship, Due Diligence and Phony Princes**
 Presented by: Ginger Barnard, Immediate Past President of PDI

- 4:00-5:00 p.m.** **U.S. Flag Protocol**
Presented by: Kathleen Ryan, CGMP, Associate, Protocol School of Washington
- 6:15 p.m.** **Depart via trolley from Porte-Cochere Area near Bellstand/Lobby to Capitol on Trolleys provided by the City of San Juan.**
- 7:00-9:30 p.m.** **Tour of the State Capitol and Seated Dinner in the Samuel R. Quinones Room on the 5th Floor of the Luis A. Ferre Building in Puerto de Tierra (next to the State Capitol.) Rum tasting courtesy of Rums of Puerto Rico.**
Hosted by: Senator Jorge de Castro-Font, representing the Honorable Kenneth McClintock Hernandez, President of the Senate
- Attire: Business
- 9:30 p.m.** **Trolleys depart Capitol en route Caribe Hilton Hotel (to be confirmed)**
- Saturday, August 5**
- 8:00 – 9:00 a.m.** **Hot Buffet Breakfast in Peacock Alley (near San Cristobal Ballroom on 1st Floor)**
- 9:00-9:45 a.m.** **Protocol in Puerto Rico**
Presented by: Frederick Kurr, Chief of Protocol, Department of State, San Juan, Puerto Rico
- 9:45- 10:45 a.m.** **Protocol in Iraq**
Presented by: Aram Yarwaessi and Mamand Rasoul from the Office of the President of Iraq, H.E. Jalal Talabani, and Tracy Lavin, Chief of Protocol, U.S. Embassy, Baghdad
- 10:45-11:00 a.m.** **Break**
- 11:00-11:20 a.m.** **PDI Updates**
- 11:00-11:10 a.m.** **Business for Diplomatic Action**
Presented by: Lanie Denslow, International Director, Fashion Institute of Design & Merchandising
- 11:10 -11:20 a.m.** **PDI comes into the 21st Century**
Presented by: Kathleen Ryan, Treasurer, PDI
- 11:20-11:40 p.m.** **Presentation by 2007 Host City**
- 11:40-12:00 p.m.** **Committee Sign Up, Closing remarks, Presentations**
- 12:00 p.m.** **Conference Concludes**
- 12:15- 1:15 p.m.** **PDI Board meeting in the Salon del Mar on the Mezzanine Level/Main Building.**