

# January 1, 2024

Monday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MONDAY	
1	
<b>EXEMPTION 6</b>	
Office closed - New Year's Day - Hendrickson, Katie L. EOP/USTR	
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	

Notes

# January 2, 2024

Tuesday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

TUESDAY	
2	<b>EXEMPTION 6</b>
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	

Notes

# January 3, 2024

Wednesday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

WEDNESDAY		Notes
	3	
EXEMPTION 6		
7 AM		
8		
9		
10	<p><b>Meeting: USTR/AUSTR/FO (In-Person)</b> ANNEX 1&amp;2 <b>EXEMPTION 6</b> Hurlburt, Heather F. EOP/USTR</p> <p><b>Weekly Cabinet COS Call</b> Webex; Walker, Serena E. EOP/WHO</p>	
11	<p><b>Meeting: Heather + Katie</b> AKT Office; Tai, Katherine C. EOP/USTR</p>	
12 PM	<p><b>[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)</b> Rachel Thomas</p>	
1		
2		
3		
4		
5	<p><b>Call: Jared Bernstein</b> Jared to call YOU ; Tai, Katherine C. EOP/USTR</p> <p><b>Weekly Cabinet Call</b> Walker, Serena E. EOP/WHO</p> <p><b>Weekly Cabinet Call</b> <b>EXEMPTION 6</b></p>	
6		

# January 4, 2024

Thursday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

THURSDAY		Notes
4	<b>EXEMPTION 6</b>	
7 AM		
8		
9		
10		
11		
12 PM	<b>ISAB Study Group Report review</b> <b>EXEMPTION 6</b> Dover, Michelle E	
1	<b>Meeting: Senior Advisors</b> AKT Office Tai, Katherine C. EOP/USTR	<b>Weekly AKT Invite Review (FO)</b> Heather's Office/Dial-In (below); Annino, Angelica
2		
3		
4	<b>EXEMPTION 6</b>	
5	<b>Canceled: Meeting: Memo Review</b> AKT Office; Tai, Katherine C. EOP/USTR	
6		

# January 5, 2024

Friday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

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

# January 6, 2024

Saturday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

SATURDAY		Notes
6		
<div style="border: 1px solid black; padding: 2px;"> <span style="background-color: black; color: white; padding: 0 5px;">■</span> From Jan 5           <span style="margin-left: 100px;">CRC: Delhi - Candaele, Camille R. EOP/USTR</span> <span style="float: right;">To Jan 15 <span style="background-color: black; color: white; padding: 0 5px;">■</span></span> </div>		
7 <sup>AM</sup>		
8		
9		
10		
11		
12 <sup>PM</sup>		
1		
2		
3		
4		
5		
6		

# January 7, 2024

Sunday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

SUNDAY		Notes
7		
<div style="border: 1px solid black; padding: 2px;"> <span style="background-color: black; color: white; padding: 0 5px;">■</span> From Jan 5           <span style="margin-left: 100px;">CRC: Delhi - Candaele, Camille R. EOP/USTR</span> <span style="float: right;">To Jan 15 <span style="background-color: black; color: white; padding: 0 5px;">■</span></span> </div>		
7 <sup>AM</sup>		
8		
9		
10		
11		
12 <sup>PM</sup>		
1		
2		
3		
4		
5		
6		

# January 8, 2024

Monday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

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



# January 9, 2024

Tuesday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

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

# January 10, 2024

Wednesday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

WEDNESDAY		Notes
	10	
	<div style="border: 1px solid black; padding: 2px;"> <span style="background-color: black; color: white; padding: 0 5px;">■</span> From Jan 5      CRC: Delhi - Candaele, Camille R. EOP/USTR      To Jan 15 <span style="background-color: black; color: white; padding: 0 5px;">■</span> </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;"> <b>FO Call</b>            Webex; Hendrickson, Katie L. EOP/USTR         </div>	
10	<div style="border: 1px solid black; padding: 2px;"> <b>Weekly Cabinet COS Call</b>            Webex; Walker, Serena E. EOP/WHO         </div>	
11	<div style="border: 1px solid black; padding: 2px;"> <b>Meeting: Laura Buffo</b>            W211 (Heather's Office); Hurlburt, Heather F. EOP/USTR         </div>	
12 PM	<div style="border: 1px solid black; padding: 2px;"> <b>Meeting: DUSTR confirmation</b>            Winder 211; Hurlburt, Heather F. EOP/USTR         </div>	
1	<div style="border: 1px solid black; padding: 2px;"> <b>Meeting: Michael Remetta</b>            W211 (Heather's Office); Hurlburt, Heather F. EOP/USTR         </div>	
2	<div style="border: 1px solid black; padding: 2px;"> <b>F.O./HR/Admin Check-In Bi-Weekly</b>            WebEx; Ames, Fred L. EOP/USTR         </div>	
3	<div style="border: 1px solid black; padding: 2px;"> <b>Heather + Andrea</b> </div>	
4		
5		
6		
	8:20pm - 11:20am UA 82(EWR --> DEL)	

# January 11, 2024

Thursday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

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

# January 12, 2024

Friday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

FRIDAY		Notes
12		
<div style="border: 1px solid green; padding: 2px;"> <span style="background-color: black; color: white; padding: 0 5px;">■</span> From Jan 5      CRC: Delhi - Candaele, Camille R. EOP/USTR      To Jan 15 <span style="background-color: black; color: white; padding: 0 5px;">■</span> </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;"> <b>FO Call</b>            Webex; Hendrickson, Katie L. EOP/USTR <span style="float: right;">↻</span> </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> <b>State clearance</b> <span style="float: right; background-color: black; color: red; padding: 2px 10px; font-weight: bold;">EXEMPTION 6</span> </div>	
10	<div style="border: 1px solid green; padding: 2px;"> <b>Weekly All COS Call</b>            Webex; Walker, Serena E. EOP/WHO <span style="float: right;">↻</span> </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> <b>Canceled: Weekly All COS Call</b>            James, Maya C. EOP/WHO <span style="float: right;">↻</span> </div>	
11	<div style="border: 1px solid green; padding: 2px;"> <b>Meeting: Climate Workstreams</b>            Webex; Hurlburt, Heather F. EOP/USTR         </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> <b>Hold for AKT Brussels trip coordination call</b>            Tomorrow, Cara M. EOP/USTR         </div>	
12 PM	<div style="border: 1px solid green; padding: 2px;"> <b>AKT-Juan-HFH</b>            Webex; Hurlburt, Heather F. EOP/USTR         </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> <b>Canceled: Weekly Taiwan Check In</b>  <a href="https://pitc.zoomgov.com/j/1612121658?pwd=QnNFh">https://pitc.zoomgov.com/j/1612121658?pwd=QnNFh</a> <span style="float: right;">↻</span> </div>	
1	<div style="border: 1px solid green; padding: 2px;"> <b>EOP Chiefs Monthly Sync</b>  <span style="background-color: black; color: red; padding: 2px 10px; font-weight: bold;">EXEMPTION 6</span>      Shah, Reema B. EOP/WHO <span style="float: right;">↻</span> </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> <b>Jamila + Heather</b>            Hurlburt, Heather F. EOP/USTR         </div>	
2	<div style="border: 1px solid green; padding: 2px;"> <b>Canceled: Meeting: AKT 2-Week LookAhead</b>            WebEx; Annino, Angelica Z. EOP/USTR <span style="float: right;">↻</span> </div>	
3		
4	EXEMPTION 6	
5		
6		

# January 13, 2024

Saturday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

SATURDAY		Notes
13		
<span style="background-color: black; color: white; padding: 2px;">From Jan 5</span> <span style="margin-left: 100px;">CRC: Delhi - Candaele, Camille R. EOP/USTR</span> <span style="float: right; background-color: black; color: white; padding: 2px;">To Jan 15</span>		
7 <sup>AM</sup>		
8		
9		
10		
11		
12 <sup>PM</sup>		
1		
2		
3		
4		
5		
6		

# January 14, 2024

Sunday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

SUNDAY		Notes
14		
From Jan 5 CRC: Delhi - Candaele, Camille R. EOP/USTR To Jan 15		
7 AM	<b>UA 817</b> DEL --> EWR Tai, Katherine C. EOP/USTR	
8		
9		
10		
11		
12 PM		
1		
2		
3		
4		
5		
6		
9:57pm - 11:20pm UA 1781(EWR --> IAD)		

# January 15, 2024

Monday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MONDAY		Notes
15		
<div style="border: 1px solid green; padding: 2px;"> <span style="background-color: black; color: white; padding: 0 5px;">■</span> From Jan 5           <span style="float: right;">CRC: Delhi - Candaele, Camille R. EOP/USTR</span> </div>		
<div style="border: 1px solid green; padding: 2px;">             Office Closed: Martin Luther King Jr. Day - Hendrickson, Katie L. EOP/USTR           </div>		
7 <sup>AM</sup>		
8		
9		
10		
11		
12 <sup>PM</sup>		
1		
2		
3		
4		
5		
6		

# January 16, 2024

Tuesday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

TUESDAY		Notes
	16	
7 AM		
8	<b>Canceled: Cabinet Chief of Staff Meeting</b> Myre, Annalise EOP/WHO	
9	<b>Meeting: USTR/AUSTR/FO (WEBEX ONLY)</b> Hurlburt, Heather F. EOP/USTR	
10		
11	<b>Meeting: Weekly Lookahead</b> <b>EXEMPTION 6</b> Tai, Katherine C. EOP/USTR	
	<b>Vivek-Heather check-in (IP issues)</b> Heather to dial Vivek at <b>EXEMPTION 6</b> ; Viswanathan, Vivek EOP/WHO	
12 PM		
	<b>Katie + Heather sync</b> Webex; Hendrickson, Katie L. EOP/USTR	
	<b>Weekly Taiwan Check In</b> Webex; Bianchi, Sarah A. EOP/USTR	
1	<b>Weekly AKT Invite Review (FO)</b> <b>EXEMPTION 6</b> ; Annino, Angelica Z.	
	<b>Meeting: Heather + Katie</b> <b>EXEMPTION 6</b>	
	<b>Canceled: Meeting: Heather + Katie</b> AKT Office; Tai, Katherine C. EOP/USTR	
2	<b>EXEMPTION 6</b>	
	<b>Interview: EXEMPTION 6</b>	
3	<b>Checkout Briefing</b> WebEx; Brown, Angela P. EOP/USTR	
	<b>Heather/Kelly catch-up</b> Webex; Milton, Kelly K. EOP/USTR	
4		
5		
6		



# January 17, 2024

Wednesday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

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

# January 18, 2024

Thursday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

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

# January 19, 2024




Friday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
	4	5	6	7	8	9
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

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

# January 20, 2024

Saturday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

SATURDAY		Notes
	20	
7 <sup>AM</sup>		
8		
9		
10		
11		
12 <sup>PM</sup>		
1		
2		
3		
4		
5		
6		

# January 21, 2024

Sunday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

SUNDAY		Notes
	21	
7 <sup>AM</sup>		
8		
9		
10		
11		
12 <sup>PM</sup>		
1		
2		
3		
4		
5		
6		

# January 22, 2024

Monday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

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

# January 23, 2024

Tuesday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

TUESDAY		Notes
	23	
7 <sup>AM</sup>		
8		
9		
10		
11		
12 <sup>PM</sup>	<b>EXEMPTION 6</b>	
1	<b>EXEMPTION 6</b>	
2	<div style="border: 1px solid green; padding: 2px;"> <b>Weekly AKT Invite Review (FO)</b>                      Heather's Office/Dial-In (below); Annino, Angelica Z. EOP/USTR                 </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> <b>Canceled: FO/Admin/HR - Check In</b>                      Ames, Fred L. EOP/USTR                 </div>	
3		
4	<b>EXEMPTION 6</b>	
5	<b>EXEMPTION 6</b>	
6	<b>EXEMPTION 6</b>	

# January 24, 2024

Wednesday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

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



# January 25, 2024

Thursday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

THURSDAY		Notes
	25	
7 AM		
8		
9		
10	<p><b>Week Ahead AUSTRs Meeting</b>  <b>EXEMPTION 6</b>                      Hurlburt, Heather F. EOP/USTR</p>	
	<p><b>Weekly Sync: Cara Morrow</b>                      W211; Hurlburt, Heather F. EOP/USTR</p>	<p><b>Meeting: Memo Review</b>                      AKT Office; Tai, Katherine C. EOP/USTR</p>
11	<p><b>Meeting: MC-13/Climate</b>                      W203; Tai, Katherine C. EOP/USTR</p>	
12 PM	<p><b>Life at Work - A DEIA Space</b>  <b>EXEMPTION 6</b>                      Winborne, Annelies B. EOP/USTR</p>	
1		<p><b>Weekly Logistics Sync</b>                      Winder 211; Annino, Angelica Z. EOP/USTR</p>
2		
3	<p><b>Meeting: Ethiopia</b>                      W218; Tai, Katherine C. EOP/USTR</p>	
4	<p><b>Monthly All Trade Advisory Committees Cleared Advisors Call</b>                      TBA                      MBX USTR IAPE</p>	
5		
6		

# January 26, 2024

Friday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
	4	5	6	7	8	9
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

FRIDAY		Notes
	26	
<b>EXEMPTION 6</b>		
7 <sup>AM</sup>		
8		
9	<b>FO Call</b> Webex; Hendrickson, Katie L. EOP/USTR	
10	<b>Weekly All COS Call</b> Webex; Walker, Serena E. EOP/WHO	
11		
12 <sup>PM</sup>	<b>Weekly Taiwan Check In</b> Webex; Bianchi, Sarah A. EOP/USTR	
1	<b>Meeting: Taiwan</b> W218; Tai, Katherine C. EOP/USTR	
2	<b>Meeting: AKT 2-Week LookAhead</b> WebEx; Annino, Angelica Z. EOP/USTR	
3		
4		
5		
6		

# January 27, 2024

Saturday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

SATURDAY		Notes
	27	
7 <sup>AM</sup>		
8		
9		
10		
11		
12 <sup>PM</sup>		
1		
2		
3		
4		
5		
6		

# January 28, 2024

Sunday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

SUNDAY		Notes
	28	
7 <sup>AM</sup>		
8		
9		
10		
11		
12 <sup>PM</sup>		
1		
2		
3		
4		
5		
6		

# January 29, 2024

Monday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MONDAY		Notes
	29	
7 AM		
8		
9	<div style="border: 1px solid green; padding: 2px;"> <b>Meeting: Weekly Lookahead</b>                      AKT Office; Tai, Katherine C. EOP/USTR                 </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> <b>Global Arrangement and EU CMA (Reoccurring USG Sv</b>  <span style="background-color: black; color: red; font-weight: bold;">EXEMPTION 6</span> </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> <b>Meeting: USTR/AUSTR/FO (In-Person)</b>  <span style="background-color: black; color: red; font-weight: bold;">EXEMPTION 6</span>                      Hurlburt, Heather F. EOP/USTR                 </div>	
10	<div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> <b>Weekly COS/WHL Call</b>                      Walker, Serena E. EOP/WHO                 </div> <div style="border: 1px solid green; padding: 2px; margin-top: 2px;"> <b>Canceled: Weekly COS/WHL Call</b>                      James, Maya C. EOP/WHO                 </div>	
11		
12 PM	<div style="border: 1px solid green; padding: 2px;"> <b>Meeting: Senior Advisors</b>                      AKT Office                      Tai, Katherine C. EOP/USTR                 </div>	
1		
2	<div style="border: 1px solid green; padding: 2px;"> <b>Meeting: Supply Chains</b>                      W203; Tai, Katherine C. EOP/USTR                 </div>	
3		
4		
5	<div style="border: 1px solid green; padding: 2px;"> <b>Meeting: EVP Dombrovskis</b>                      Winder Room 203 Calendar                      Tai, Katherine C. EOP/USTR                 </div>	
6		

# January 30, 2024

Tuesday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

TUESDAY		Notes
	30	
7 <sup>AM</sup>		
8		
9	<b>Meeting: Heather + Katie</b> AKT Office; Tai, Katherine C. EOP/USTR	
10	<b>Meeting: DUSTRs</b> Winder 203   <b>EXEMPTION 6</b> Tai, Katherine C. EOP/USTR	
11	<b>Meeting: Memo Review</b> AKT Office; Tai, Katherine C. EOP/USTR	
12 <sup>PM</sup>		
1		
2	<b>Weekly AKT Invite Review (FO)</b> Heather's Office/Dial-In (below); Annino, Angelica Z. EOP/USTR	
3		
4		
5		
6		

# January 31, 2024

Wednesday

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

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

# February 1, 2024

Thursday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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



# February 2, 2024

Friday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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

# February 3, 2024

Saturday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SATURDAY	
	3
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	

# February 4, 2024

Sunday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SUNDAY	
4	CRC: Chicago - Candaele, Camille R. EOP/USTR To Feb 7
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	

# February 5, 2024

Monday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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

# February 6, 2024

Tuesday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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

# February 7, 2024

Wednesday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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

# February 8, 2024

Thursday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

THURSDAY	
	8
7 AM	
8	
9	<p><b>Event: Remaking Trade Project Fireside Chat w/ Jan Yves Remy ;</b> <b>Meeting: Memo Review;</b> AKT Office; Tai, Katherine C. EOP/USTR</p> <p>[EXTERNAL] Updated invitation: WWV - Care Economy @ Thu Feb 8, 2024 9:30am - 10:30am (EST) (jamila.thompson@ustr.eop.gov) Anjali Fleury</p>
10	<p><b>Meeting: Weekly Comms Time</b> AKT Office ; Tai, Katherine C. EOP/USTR</p> <p><b>Meeting Run Over</b></p>
11	<p><b>Daily Check-in: PAO;</b> Room 109</p> <p><b>Interagency meeting on youth</b> Webex Agama, Laurie-Ann C. EOP/USTR</p> <p><b>FW: Daily Check-in: PAO;</b> Room 109</p> <p><b>Call: Deputy Secretary of State</b></p> <p><b>Phone Call;</b> Jamila to call Ryan ;</p>
12 PM	<p><b>Hawaii Logistics Sync;</b> Jamila's c</p> <p><b>Weekly Update Memo</b> Computer</p>
1	<b>Meeting: Weekly Scheduling Feedback + Invites;</b> AKT's Office; Tai, Katherine C. EOP/USTR
2	<p><b>Call: Sen. Ossoff (GA);</b> EXEMPTION 6 Tai, Katherine C. EOP/USTR</p> <p><b>WHCNA Climate Change, Tribal Homelands, and Treaties Comm</b> EXEMPTION 6 Garcia, Thomas F</p>
3	<p><b>Walk over LCCR</b></p> <p><b>USTR --&gt; Local Stop;</b> 1620 L Street NW, Suite 1100, Washington, DC</p>
4	<b>Event: Public Citizen and the Leadership Conference on Civil and Human Rights Fireside Chat</b> 1620 L Street NW, Suite 1100, Washington, DC 20036; Tai, Katherine C. EOP/USTR
5	
6	

# February 9, 2024

Friday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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



# February 10, 2024

Saturday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SATURDAY	
	10
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	

# February 11, 2024

Sunday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SUNDAY	
	11
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	

# February 12, 2024

Monday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

	MONDAY
	12
7 <sup>AM</sup>	
8	
9	<p><b>Canceled: Meeting: Weekly LookAhead;</b> AKT's Office; Tai, Katherine C. EOP/USTR</p> <p><b>Meeting: USTR/AUSTR/FO (In Person)</b> Annex 1&amp;2 Tai, Katherine C. EOP/USTR</p>
10	<p><b>Meeting: USTR/FO (I</b> [redacted] <b>Weekly COS/WHL Ca</b> [redacted] <b>Meeting: USTR/Sked</b> [redacted] <b>Daily Check-in: PAO; Ro</b> [redacted] <b>FW: Daily Check-in: F</b> [redacted]</p>
11	<p><b>Meeting: ACTPN Scheduling;</b> W203; Clarke, Keziah E.</p>
12 <sup>PM</sup>	<p><b>Event: CFR DC Hybrid Meeting A Conversation with Katherine Tai and Michael Froman</b> 1777 F Street NW, Council on Foreign Relations Tai, Katherine C. EOP/USTR</p>
1	<p><b>Katie + Jamila</b> Jamila's Office Hendrickson, Katie L. EOP/USTR</p>
2	
3	<p><b>Senior Advisors</b> AKT Office Tai, Katherine C. EOP/USTR</p>
4	<p><b>Meeting: MC-13 Schedule Review</b> W203; Tai, Katherine C. EOP/USTR</p>
5	<p><b>Meeting: Hawaii Schedule Review;</b> W203; Tai, Katherine C. EOP/USTR</p>
6	

# February 13, 2024

Tuesday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

	TUESDAY	
	13	
7 <sup>AM</sup>		
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 d
11	Meeting: Jamila + Katie; AKT's Office; Tai, Katherine C. EOP/USTR	
	<b>EXEMPTION 6</b>	
12 <sup>PM</sup>	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

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

WEDNESDAY	
	14
7 <sup>AM</sup>	
8	
9	<p><b>Daily Check-in: PAO;</b> Room 100 or dial-in; B   <b>Submit Weekly Report</b>   <b>FW: Daily Check-in: PAO;</b> Room 100 or dial-in</p>
10	<p><b>Press: OTR Press Roundtable on MC13</b> W203 Tai, Katherine C. EOP/USTR</p> <p><b>Weekly Cabinet COS Call;</b> Webex; Walker, Serena E. EOP/WHO</p>
11	<p><b>NSTC Subcommittee on Equitable Data</b> <b>EXEMPTION 6</b> Vallaster, Jodi</p> <p><b>[NEW TIME] Meeting: Front Office Weekly</b> Winder 203 Tai, Katherine C. EOP/USTR</p>
12 <sup>PM</sup>	<p><b>Interview;</b> AKT Office; Tai, Katherine C. EOP/USTR</p>
1	<p><b>Thompson/Baltzan Reading</b> B25 or F-222 Winder Room 218 Calendar</p> <p><b>Phone Call;</b> Jamila to call Ryan <b>EXEMPTION 6</b>; Thompson, Jamila</p>
2	<p><b>FO Retreat Discussion w/ Partnership for Public Service;</b> <b>EXEMPTION 6</b></p>
3	<p><b>Meeting: Weekly Scheduling Feedback + Invites;</b> AKT's Office; Tai, Katherine C. EOP/USTR</p> <p><b>Meeting: Congressional Prep;</b> AKT Office; Tai, Katherine C. EOP/USTR   <b>Meeting: SXSW Planning/RES prep discussion;</b> WebEx; Annino, An</p>
4	<p><b>Human Capital Check-in;</b> Tina will call Jamila; Williams, Tina R. EOP/USTR</p> <p><b>Meeting: Cara Morrow;</b> AKT Office ; Tai, Katherine C. EOP/USTR</p>
5	
6	

# February 15, 2024

Thursday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

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

# February 17, 2024

Saturday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SATURDAY	
17	
From Feb 15	SACE 2024 (Tbd) 10:00am
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	



# February 18, 2024

Sunday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SUNDAY	
	18
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	

# February 19, 2024

Monday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

	MONDAY
	19
	<b>EXEMPTION 6</b>
	CRC: Hawaii - Candaele, Camille R. EOP/USTR <span style="float: right;">To Feb 23 →</span>
	Office Closed: President's Day - Hendrickson, Katie L. EOP/USTR
7 <sup>AM</sup>	
8	
9	<b>Canceled: Meeting: Weekly LookAhead;</b> AKT's Office; Tai, Katherine C. EOP/USTR
10	<b>FW: Daily Check-in: PAO;</b> Room 109 or dial-in; Barmore, Heather L. EOP/USTR
11	
12 <sup>PM</sup>	
1	
2	
3	<b>Canceled: Senior Advisors</b>
4	AKT Office Tai, Katherine C. EOP/USTR
5	
6	

# February 20, 2024

Tuesday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

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

# February 21, 2024

Wednesday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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

# February 22, 2024

Thursday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

THURSDAY	
	22
<b>EXEMPTION 6</b>	
← From Feb 19 CRC: Hawaii - Candaele, Camille R. EOP/USTR To Feb 23 →	
7 AM	
8	
9	<b>Meeting Marty Hodgson, President, USW Local 338;</b> Phone Call; T <b>Meeting: Memo Review;</b> AKT Office; Tai, Katherine C. EOP/USTR
10	<b>Global LGBTQI+ sub-IPC small group on Ghana</b> Web EX; Huber, Jessica F. EOP/NSC <b>MC13 Logistics Check-List Call;</b> Jamila will call Keziah; Thompson, J.
	<b>Meeting Run Over</b> <b>Canceled: Daily Check-in: PAO;</b> Room 109 or dial-in; Barmore, H
11	
12 PM	<b>Access to Capital</b> <b>EXEMPTION 6</b> Garcia, Thomas F <b>Weekly Update Memo</b> Computer <b>Phone Call;</b> Andrea to call Jamila: <b>EXEMPTION 6</b>
1	<b>Supervisory, Security Specialist (Director of Security) Interview</b> <b>EXEMPTION 6</b> Webex; Williams, Tina R. EOP/USTR
2	<b>Supervisory, Security Specialist (Director of Security) Interview</b> <b>EXEMPTION 6</b> Webex; Williams, Tina R. EOP/USTR
3	<b>SAVE THE DATE: WHIAANHPI Implementation Team Meeting</b> <b>EXEMPTION 6</b> WHIAANHPI (OS)
4	<b>Personnel Conversation;</b> Phone Call ; Thompson, Jamila EOP/USTR <b>Call;</b> Phone Call
5	
6	

# February 23, 2024




Friday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

	FRIDAY	
	23	
	<b>EXEMPTION 6</b>	
	← From Feb 19	CRC: Hawaii - Candaele, Camille R. EOP/USTR
7 <sup>AM</sup>		
8		
9	<b>FO Call;</b> Webex; Hendrickson, Katie L. EOP/USTR 	
	<b>Check-In Call;</b> See below link; Thompson, Jamila EOP/USTR	
10		
	<b>Weekly All COS Call;</b> Webex; Walker, Serena E. EOP/WHO 	
11	<b>FW: OGC Hiring/Ethics;</b> Juan's Office; Cruz, Diamonde I. EOP/USTR	<b>OGC Hiring/Ethics;</b> Webex; Williams, Tina R. EOP/USTR
	<b>Budget and Personnel Update</b>	
12 <sup>PM</sup>	Webex Williams, Tina R. EOP/USTR	
1	<b>Meeting: Invite Review;</b> <b>EXEMPTION 6</b> ; Tai, Katherine C. EOP/USTR	
2	<b>Interview</b>	
3	<b>Interview</b>	
4		
	<b>HOLD: Standing Meeting</b> Thompson, Jamila EOP/USTR 	
5		
6		

# February 24, 2024

Saturday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SATURDAY

24

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

To Mar 1

**EXEMPTION 6**

7<sup>AM</sup>

8

9

10

11

12<sup>PM</sup>

1

2

3

**EXEMPTION 6**

**USTR —> IAD**

Tai, Katherine C. EOP/USTR

4

5

6

# February 25, 2024

Sunday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

	SUNDAY
	25
	From Feb 24 AZA: Abu Dhabi - Annino, Angelica Z. EOP/USTR To Mar 1
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	



# February 26, 2024

Monday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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

# February 27, 2024

Tuesday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

TUESDAY	
	27
	<div style="display: flex; justify-content: space-between;"> <span>From Feb 24</span> <span>AZA: Abu Dhabi - Annino, Angelica Z. EOP/USTR</span> <span>To Mar 1</span> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <span>← From Feb 26</span> <span>Travel: Abu Dhabi (MC13) - Tai, Katherine C. EOP/USTR</span> <span>To Feb 29 →</span> </div>
7 <sup>AM</sup>	
8	
9	
10	<div style="display: flex;"> <div style="flex: 1;"> <p><b>Weekly Directors' Meeting</b> WebEx Ames, Fred L. EOP/USTR</p> </div> <div style="flex: 1; border-left: 1px solid #ccc; padding-left: 5px;"> <p><b>Canceled: Daily Check-in: PAO;</b> Room 109 or dial-in; Barmore, H</p> </div> </div>
11	<p><b>areas of possible collaboration discussion- USTR/State Areas of equity/inclusion;</b> EXEMPTION 6</p> <p><b>Check-In Meeting;</b> EXEMPTION 6; Thompson, Jamila EOP/USTR</p>
12 <sup>PM</sup>	<p><b>Interview;</b> EXEMPTION 6 (GC); Webex; Hendrickson, Katie L. EOP/USTR</p> <p><b>BHM Virtual Trivia Game with OHCS</b> Enoch, Tiffany R. EOP/USTR</p>
1	<p><b>Interview;</b> EXEMPTION 6 (GC); Webex; Hendrickson, Katie L. EOP/USTR</p>
2	<p><b>AKT Invite Review (FO);</b> WebEx; Annino, Angelica Z. EOP/USTR</p> <p><b>Hold PPO Call</b>   <b>PPO-USTR Meeting;</b> Phone Call; Thompson, Jamila EOP/USTR</p>
3	<p><b>Check-In Meeting;</b> EXEMPTION 6; Thompson, Jamila EOP/USTR</p> <p><b>WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync;</b> EXEMPTION 6</p>
4	
5	<p><b>Workday Update;</b> Webex; Feldmann, Sarah A. EOP/OA</p>
6	

# February 28, 2024

Wednesday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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 <sup>AM</sup>	
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 <sup>PM</sup>	
	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	

# February 29, 2024

Thursday

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

THURSDAY	
	29
	<div style="display: flex; justify-content: space-between;"> <span>From Feb 24</span> <span>AZA: Abu Dhabi - Annino, Angelica Z. EOP/USTR</span> <span>To Mar 1</span> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <span>← From Feb 26</span> <span>Travel: Abu Dhabi (MC13) - Tai, Katherine C. EOP/USTR</span> </div>
7 <sup>AM</sup>	
8	
9	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><b>USTR DEIA Strategic Plan Bi-Weekly Mtg</b> <b>EXEMPTION 6</b></p> </div> <div style="width: 50%;"> <p><b>Meeting: Memo Review; AKT Office; Tai, Katherine C. EOP/USTR</b></p> </div> </div>
10	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><b>Meeting Run Over</b></p> </div> <div style="width: 50%;"> <p><b>FW: Daily Check-in: PAO; Room 109 or dial-in; Barmore, Heather</b></p> </div> </div>
11	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><b>FO Staff Meeting; EXEMPTION 6</b></p> </div> <div style="width: 50%;"> <p>; Thompson, Jamila EOP/USTR</p> </div> </div> <div style="margin-top: 5px;"> <p><b>Planning Meeting; See Below Link; Thompson, Jamila EOP/USTR</b></p> </div>
12 <sup>PM</sup>	<p><b>Weekly Update Memo</b> Computer</p>
1	<p><b>USTR's 2024 BHM Hybrid Presentation featuring former USITC Chairman Irving A. Williamson and moderated by Constance Hamilton</b> Conference Rooms 1&amp;2 1724 F St. Enoch, Tiffany R. EOP/USTR</p>
2	<p><b>Meeting: Engagement Check-in; W203; Tai, Katherine C. EOP/USTR</b></p>
3	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><b>WHCNAA Monthly Staff Meeting (Agenda Attached)</b> Rodman, Anthony M</p> </div> <div style="width: 50%;"> <p><b>WHIAANHPI IWG Data Disaggregation Subgroup Meeting</b> <b>EXEMPTION 6</b> WHIAANHPI (OS)</p> </div> </div>
4	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><b>Follow-Up Conversation; Link below; Thompson, Jamila EOP/USTR</b></p> </div> <div style="width: 50%;"> <p><b>Inclusive Trade Check-In Meeting; See below Link ; Thompson, Jamila EOP/USTR</b></p> </div> </div>
5	
6	

# March 1, 2024

Friday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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 <sup>AM</sup>	
8	
9	<p><b>FO Call;</b> Webex; Hendrickson, Katie L. EOP/USTR</p> <p><b>Check-In;</b> EXEMPTION 6; Thompson, Jamila EOP/USTR</p>
10	<p><b>[EXTERNAL] Pending requests;</b> Phone - Dan can call Jamila ; McCarthy, Daniel M. EOP/USTR</p> <p><b>SBA-USTR Connection;</b> EXEMPTION 6 <b>Weekly All COS Call;</b> Webex; Walker, Serena E. EOP/WHO</p>
11	<p><b>Check-In;</b> EXEMPTION 6; Thompson, Jamila EOP/USTR</p> <p><b>Performance Management Discussion</b></p>
12 <sup>PM</sup>	<p>Webex</p> <p>Ender, Cassie L. EOP/USTR</p>
1	<p><b>Youth and Trade Policy Informal Listening Session</b></p> <p>EXEMPTION 6</p> <p>Esparza, Martha EOP/USTR</p>
2	<p><b>Check-In;</b> EXEMPTION 6 Thompson, Jamila EOP/USTR</p> <p><b>Interview;</b> EXEMPTION 6 (GC); Webex; Hendrickson, Katie L. EOP/USTR</p>
3	<p><b>WHCNAA International ED Subcommittee</b></p> <p>Microsoft Teams Meeting</p> <p>Brown, Rachel E</p> <p><b>Check-In;</b> EXEMPTION 6</p>
4	
5	<p><b>HOLD: Standing Meeting</b></p> <p>Thompson, Jamila EOP/USTR</p>
6	

# March 2, 2024

Saturday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SATURDAY	
2	
	From Mar 1 Boston, MA - Tai, Katherine C. EOP/USTR
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	

# March 3, 2024

Sunday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

	SUNDAY
	3
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	

# March 4, 2024

Monday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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



# March 5, 2024

Tuesday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

TUESDAY									
	5								
7 <sup>AM</sup>									
8									
9	<p><b>Meeting: Jamila + Katie;</b> AKT's Office; Tai, Katherine C. EOP/USTR</p>								
10	<table border="1"> <tr> <td> <p><b>HOLD FOR AKT</b> Winder Room 203 Calendar</p> </td> <td> <p><b>Prep: Inclusive Trade Roundtable</b></p> </td> <td> <p><b>Canceled: Weekly Directors' Meeting</b> WebEx Ames, Fred L. EOP/USTR</p> </td> <td> <p><b>FW: Daily Check-in: PAO;</b> R</p> </td> </tr> <tr> <td> <p><b>Meeting: Inclusive Trade Roundtable</b> W203 Tai, Katherine C. EOP/USTR</p> </td> <td colspan="3"></td> </tr> </table>	<p><b>HOLD FOR AKT</b> Winder Room 203 Calendar</p>	<p><b>Prep: Inclusive Trade Roundtable</b></p>	<p><b>Canceled: Weekly Directors' Meeting</b> WebEx Ames, Fred L. EOP/USTR</p>	<p><b>FW: Daily Check-in: PAO;</b> R</p>	<p><b>Meeting: Inclusive Trade Roundtable</b> W203 Tai, Katherine C. EOP/USTR</p>			
<p><b>HOLD FOR AKT</b> Winder Room 203 Calendar</p>	<p><b>Prep: Inclusive Trade Roundtable</b></p>	<p><b>Canceled: Weekly Directors' Meeting</b> WebEx Ames, Fred L. EOP/USTR</p>	<p><b>FW: Daily Check-in: PAO;</b> R</p>						
<p><b>Meeting: Inclusive Trade Roundtable</b> W203 Tai, Katherine C. EOP/USTR</p>									
11	<p><b>USTR &lt;&gt; Srinu Shah Planning Call;</b> Brown, Lauren R. EOP/USTR</p>								
12 <sup>PM</sup>									
1	<p><b>Lunch: Chantal Thomas</b> AKT Office Tai, Katherine C. EOP/USTR</p>								
2	<table border="1"> <tr> <td> <p><b>AKT Invite Review (FO);</b> WebEx; Annino, Angelica Z. EOP/USTR</p> </td> <td> <p><b>SOTU Overview Briefing   Option 2 of 3;</b> WebEx; EOP Contingency</p> </td> </tr> <tr> <td> <p><b>Event: Sixth Meeting of the Competition Council</b> State Dining Room, White House Tai, Katherine C. EOP/USTR</p> </td> <td> <p><b>Meeting;</b> 220 or via below link; Thompson, Jamila EOP/USTR</p> </td> </tr> </table>	<p><b>AKT Invite Review (FO);</b> WebEx; Annino, Angelica Z. EOP/USTR</p>	<p><b>SOTU Overview Briefing   Option 2 of 3;</b> WebEx; EOP Contingency</p>	<p><b>Event: Sixth Meeting of the Competition Council</b> State Dining Room, White House Tai, Katherine C. EOP/USTR</p>	<p><b>Meeting;</b> 220 or via below link; Thompson, Jamila EOP/USTR</p>				
<p><b>AKT Invite Review (FO);</b> WebEx; Annino, Angelica Z. EOP/USTR</p>	<p><b>SOTU Overview Briefing   Option 2 of 3;</b> WebEx; EOP Contingency</p>								
<p><b>Event: Sixth Meeting of the Competition Council</b> State Dining Room, White House Tai, Katherine C. EOP/USTR</p>	<p><b>Meeting;</b> 220 or via below link; Thompson, Jamila EOP/USTR</p>								
3	<p><b>Meeting;</b> 220 or Below Link; Thompson, Jamila EOP/USTR</p> <p><b>WH IGA/WHCNAA Weekly Tribal Announcements/Travel Sync;</b> EXEMPTION 6</p>								
4	<table border="1"> <tr> <td> <p><b>USTR &lt;&gt; RES2024 Prep Call;</b> EXEMPTION 6</p> </td> <td> <p><b>Call: Chair Khan;</b> AKT to call EXEMPTION 6; Tai, Katherine C. EOP/USTR</p> </td> </tr> <tr> <td> <p><b>Meeting: Texas &amp; Nevada Travel Review;</b> W203; Tai, Katherine C. EOP/USTR</p> </td> <td></td> </tr> </table>	<p><b>USTR &lt;&gt; RES2024 Prep Call;</b> EXEMPTION 6</p>	<p><b>Call: Chair Khan;</b> AKT to call EXEMPTION 6; Tai, Katherine C. EOP/USTR</p>	<p><b>Meeting: Texas &amp; Nevada Travel Review;</b> W203; Tai, Katherine C. EOP/USTR</p>					
<p><b>USTR &lt;&gt; RES2024 Prep Call;</b> EXEMPTION 6</p>	<p><b>Call: Chair Khan;</b> AKT to call EXEMPTION 6; Tai, Katherine C. EOP/USTR</p>								
<p><b>Meeting: Texas &amp; Nevada Travel Review;</b> W203; Tai, Katherine C. EOP/USTR</p>									
5									
6									

# March 6, 2024

Wednesday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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

# March 7, 2024

Thursday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

THURSDAY	
	7
7 <sup>AM</sup>	
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 <sup>PM</sup>	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

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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

# March 9, 2024

Saturday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SATURDAY	
9	
12:00am	Travel: Texas/Nevada - Tai, Katherine C. EOP/USTR To Mar 12
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	

# March 10, 2024

Sunday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SUNDAY	
10	
From Mar 9	Travel: Texas/Nevada - Tai, Katherine C. EOP/USTR To Mar 12
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	

# March 11, 2024

Monday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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

# March 12, 2024

Tuesday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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



# March 13, 2024

Wednesday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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

# March 14, 2024

Thursday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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

# March 15, 2024

Friday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

	FRIDAY
	15
	<b>EXEMPTION 6</b>
7 AM	
8	<b>EXEMPTION 6</b>
9	<b>EXEMPTION 6</b>
10	<b>EXEMPTION 6</b>
	SBA-USTR Connection; <b>EXEMPTION 6</b> Weekly All COS Call; Webex; Walker, Serena E. EOP/WHO
11	AUSTR Call; Webex; Hendrickson, Katie L. EOP/USTR
	Check-In; <b>EXEMPTION 6</b>
12 PM	Pull Aside: Minister Cheong Inkyo (South Korea)(P+2); EEOB, Sect
	Check-In; <b>EXEMPTION 6</b> ; Thompson, Jamila EOP/USTR
1	Intern Interview
2	
	Meeting: Juan Millan; AKT Office; Tai, Katherine C. EOP/USTR
3	<b>EXEMPTION 6</b>
	Meeting: Chris Wilson; AKT Office ; Tai, Katherine C. EOP/USTR
4	Meeting: Inclusivity Update; <b>EXEMPTION 6</b> ; Tai, Katherine C. EOP/US
	HOLD: Standing Meeting Thompson, Jamila EOP/USTR
5	
6	

# March 16, 2024

Saturday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SATURDAY

16

**EXEMPTION 6**

7<sup>AM</sup>

8

9

10

11

12<sup>PM</sup>

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

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SUNDAY

17

**EXEMPTION 6**

7<sup>AM</sup>

8

9

10

11

12<sup>PM</sup>

1

2

3

4

5

6

# March 18, 2024

Monday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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

# March 19, 2024

Tuesday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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

# March 20, 2024

Wednesday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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



# March 21, 2024

Thursday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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

# March 22, 2024




Friday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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

# March 23, 2024

Saturday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SATURDAY	
23	<b>EXEMPTION 6</b>
	<b>EXEMPTION 6</b>
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	

# March 24, 2024

Sunday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

	SUNDAY
	24
	<b>EXEMPTION 6</b>
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	

# March 25, 2024

Monday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MONDAY	
	25
	<b>EXEMPTION 6</b>
7 <sup>AM</sup>	
8	
9	<b>Canceled: Meeting: Weekly LookAhead;</b> AKT's Office; Tai, Katherine C. EOP/USTR
10	<b>Meeting: USTR/AUSTR/FO (In Person)</b> Annex 1&2 Tai, Katherine C. EOP/USTR
11	<b>Meeting: USTR/FO (In-Person)</b> ; <b>FW: Daily Check-in: PAO;</b> R; <b>Weekly COS/WHL Call;</b> Walk; <b>Meeting: USTR/Skedvance;</b>
12 <sup>PM</sup>	<b>Call: OTR with Rana Foroohar;</b> <b>EXEMPTION 6</b> ; Tai, Katherine C. EOP/USTR
1	
2	
3	
4	<b>Senior Advisors</b> AKT Office Tai, Katherine C. EOP/USTR
5	
6	

# March 26, 2024

Tuesday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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

# March 27, 2024

Wednesday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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

# March 28, 2024

Thursday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

THURSDAY

28

**EXEMPTION 6**

7<sup>AM</sup>

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<sup>PM</sup>

**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

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

FRIDAY

29

**EXEMPTION 6**

7<sup>AM</sup>

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<sup>PM</sup>

**Meeting;** Winder, 600 17th Street NW,; Thompson, Jamila EOP/USTR

1

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

2

**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

Su	Mo	Tu	We	Th	Fr	Sa
					<b>1</b>	2
3	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	9
10	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>
17	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	23
24	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	6
7	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	13
14	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	20
21	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
28	<b>29</b>	<b>30</b>				

SATURDAY	
	30
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	

# March 31, 2024

Sunday

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SUNDAY	
	31
7 <sup>AM</sup>	
8	
9	
10	
11	
12 <sup>PM</sup>	
1	
2	
3	
4	
5	
6	