

Section 22

From: Section 22
Sent: Thursday, 26 September 2013 10:44 AM
To: Section 22
Subject: Diet [DLM=Sensitive]

Hi Section 22

Can I just pass on the attached quietly to you for your background – we haven't been given preferences by the PM's office yet but through our hospitality side have learned of some beverage preferences from the Prime Minister. This is not for distribution but may help you in terms of choosing beverage supplies for the suite and PMO office.

- . Lipton's tea or Earl Grey tea
- . Skim Mocha or short black coffee
- . San Pellegrino sparkling water
- . white wine
- . red wine
- . beer

Lite white milk

Plain Tim Tam biscuit
Biscotti
Almond crescents

If a cheese platter is prepared, less cheese, more fruit (prefers red grapes)

kind regards,

Section 22

Section 22

Ministerial Support Division

Department of the Prime Minister and Cabinet

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UNCLASSIFIED – FOR OFFICIAL USE ONLY**2.3.6 Dietary preferences and restrictions:**

The Prime Minister and Mr Mathieson prefer to eat light healthy food.

Section 47F

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PART 3

ADMINISTRATIVE ARRANGEMENTS AND LOGISTICS

3.1 HEALTH INFORMATION

Section 22

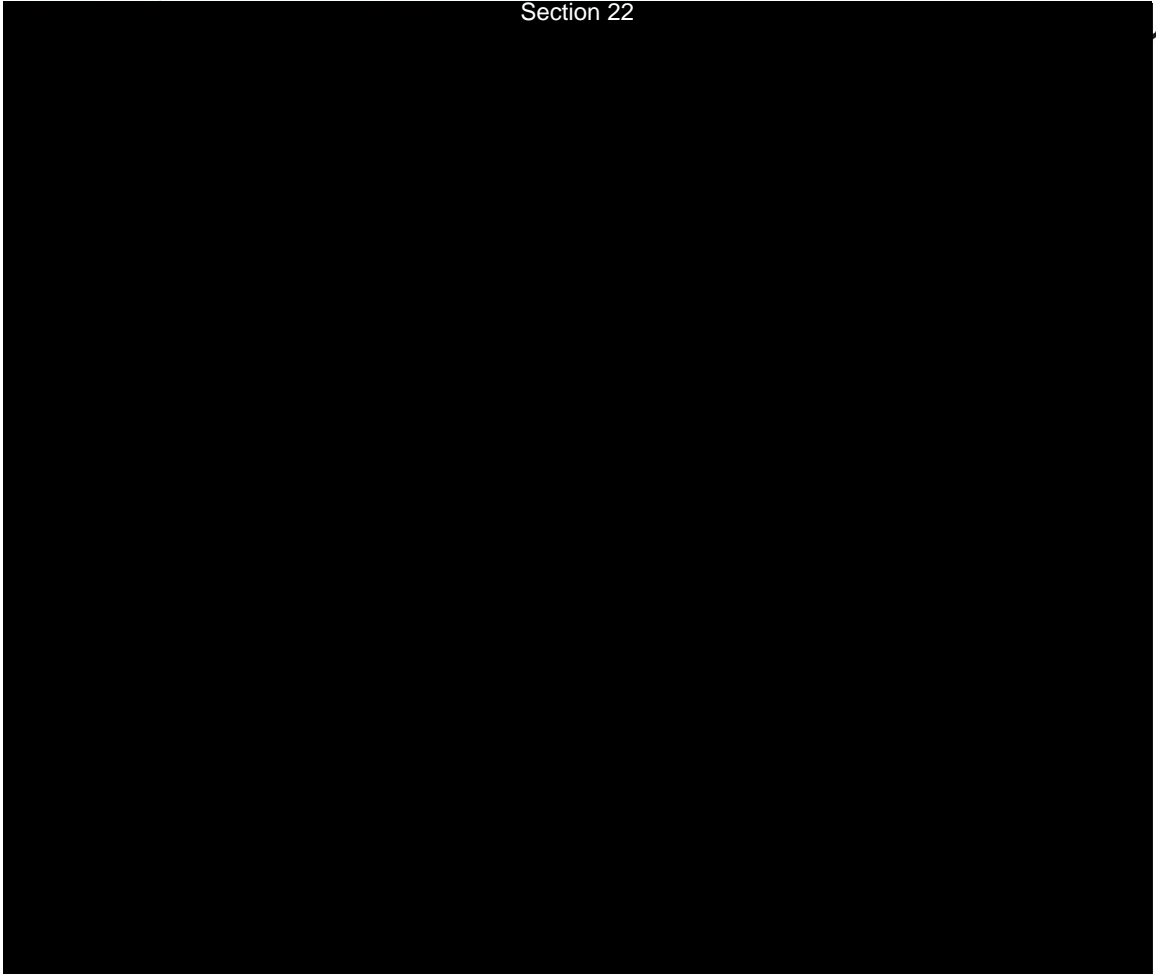


PART 4

ACCOMMODATION, OFFICE AND MEETING REQUIREMENTS AND OFFICE SET-UP

4.1 ACCOMMODATION DETAILS

Section 22



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4.1.2 **Room requirements:** Room requirements are as follows:

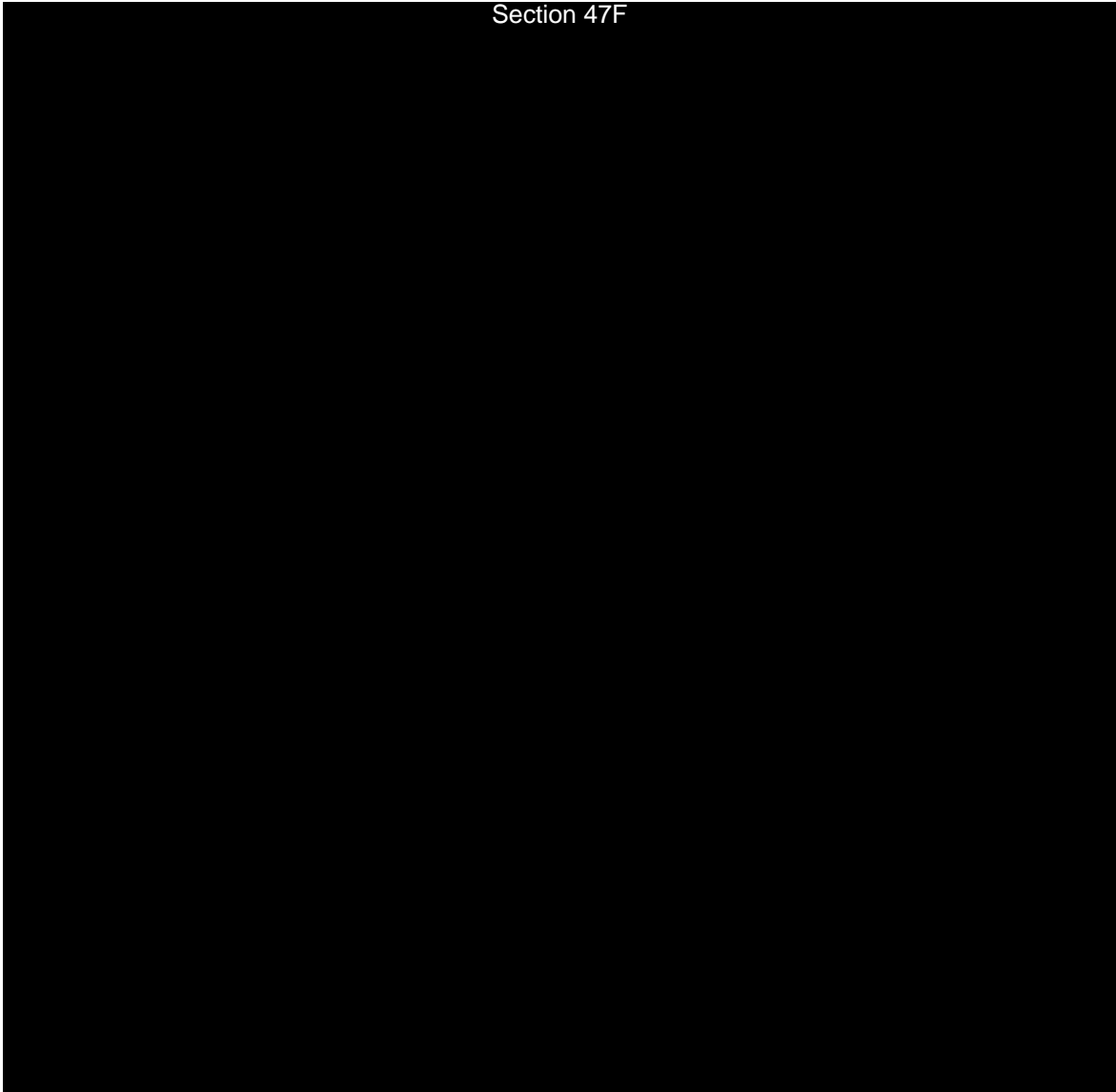
Suite:

- Prime Minister and Mr Mathieson
- Minister and Spouse

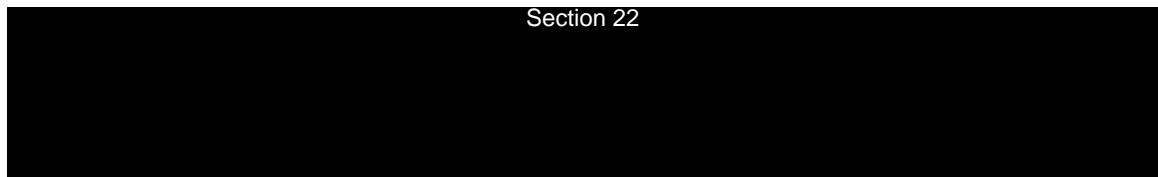
Section 22



Section 47F



Section 22



In addition, the following facilities/services should be provided:

- pressing service
- toaster
- ironing board, with a steam iron
- coat hangers
- hair dryer
- tea/coffee-making facilities with adequate supplies
- a supply of adaptors (where applicable) and a power board with Australian plugs.

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Breakfast supplies: The Prime Minister and Mr Mathieson prefer to take breakfast in their hotel suite. The following breakfast supplies are to be available in the Prime Minister's suite:

- fresh fruit
- bread (wholegrain), preserves, peanut butter and vegemite
- peppermint tea; lemon and ginger tea; and coffee
- apple juice and orange juice and sparkling mineral water.

Hospitality: The Prime Minister's suite should be stocked with a small range of beers and some white and red wine (either Australian or local) and bottled water (sparkling and still).

Section 22

