

RECORD OF A MEETING

TOM KELLY, No 10

CLARE SUMNER, No 10

[REDACTED] No 10

LANNY PRUCE, No 10

[REDACTED] No 10

[REDACTED] FCO

[REDACTED] FCO

[REDACTED] fco

[REDACTED] fco

[REDACTED] FCO

[REDACTED] MOD

JOHN SCARLETT, ISS

JULIAN MILLER, ISS

[REDACTED] ISS

cc Jonathan Powell

David Manning

David Omand

[REDACTED]

[REDACTED]

[REDACTED]

**IRAQ DOSSIER: PUBLIC HANDLING AND BRIEFING**

The following main points were agreed at a meeting held in John Scarlett's office and attended by main addressees.

**Ownership of the dossier**

- Ownership lay with No 10.

**Status of dossier**

- The paper would not issue formally as a Command Paper. The Stationery Office should be asked to prepare the printed publication to the same professional standards. Action: [REDACTED]
- Distribution to the general public would then be handled by placing the dossier on departmental websites (No 10, Stationery Office, FCO, MOD). No 10 and departments would have printed copies for issue free of charge on request.

**Schedule**

- The final, proofed text would be ready by the evening of 19 September. Action: John Scarlett
- Printers' proofs would be available for review at the Stationery Office on the morning of 22 September. Action: John Scarlett and [REDACTED]
- The final printed document would be ready for distribution to Cabinet before 17.00 on 23 September.

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[REDACTED]

[REDACTED]

[REDACTED]

Press Lines

- No 10 would be the principal co-ordinators of defensive briefing. Action: Tom Kelly and Clare Sumner, in parallel
- Draft Q&As should be shared by close 19 September. Action: CIC, FCO, Julian Miller
- [REDACTED] and [REDACTED] would act as contact points for briefing departmental Ministers for interview. A key guideline for their briefing would be the need for care not to pre-empt remarks to be made in the House. The Secretary of State for Defence would be out of the country but might be available for interview. (Mr Ingram would be winding up the adjournment debate.)

PM's Foreword

- A draft of the Prime Minister's foreword to the dossier was under active consideration. Action: John Scarlett.

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[Handwritten scribbles]

**Next Meeting**

- A further meeting to review progress and planning would be held in John Scarlett's office on **Friday 20 September at 13.00**, or sooner if necessary.

Cabinet Office

18 September 2002

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