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January 1998

State Magazine

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Years of Consular
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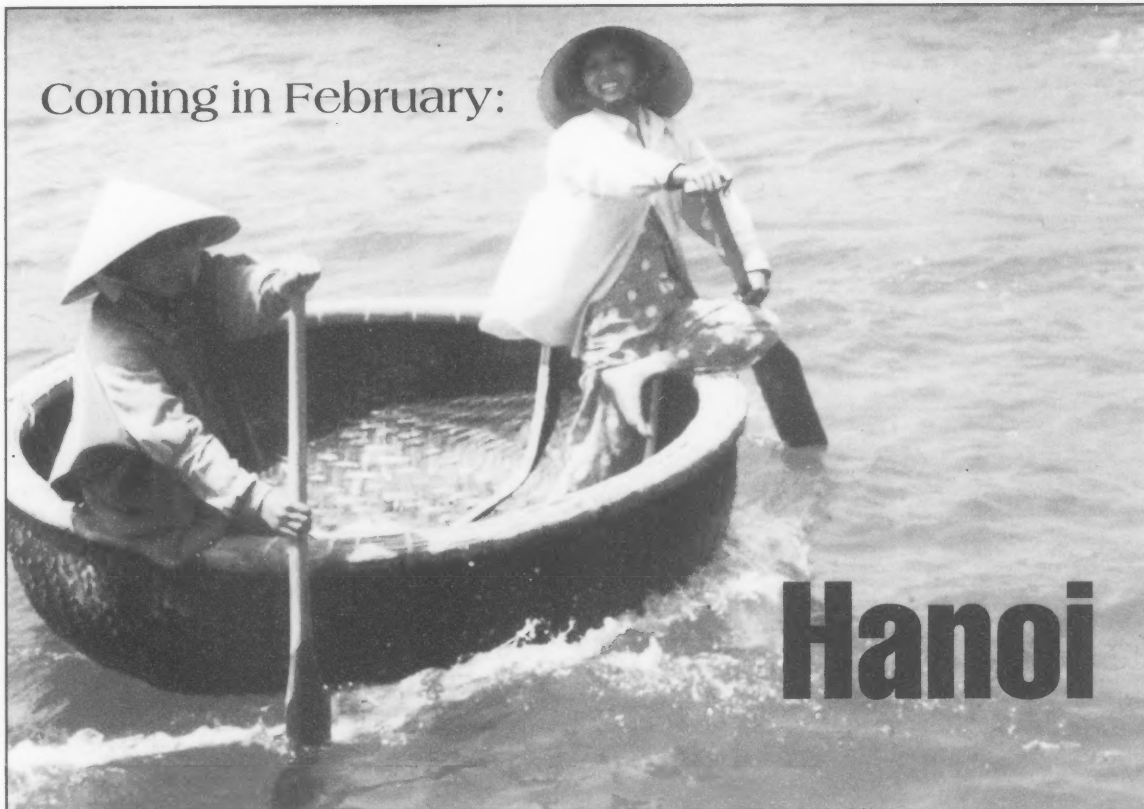
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State Magazine (ISSN 0278-1859) is published by the U.S. Department of State to facilitate communication between management and employees at home and abroad and to acquaint employees with developments that may affect operations or personnel.

The magazine welcomes State-related news and features. Informal first-person articles work best accompanied by photographs. *The magazine is unable to acknowledge every submission or the issue it is likely to appear in. Every attempt will be made to return photographs upon request. Please include your telephone number or a way to be reached.*

Articles should not exceed five typewritten, double-spaced pages. They should also be free of format and acronyms (with all office names, agencies and organizations spelled out). Photos should include typed captions identifying persons from left to right with job titles.

When possible, please submit material on Apple Macintosh or IBM PC-compatible disks. This includes Microsoft Word, WordPerfect and Wang. (Please include a hard copy with the disk.) Double-spaced articles may also be sent via e-mail to the editors, or faxed to (703) 812-2475. *Faxed material must be typed on 14 point or larger fonts.* The mailing address is **State Magazine**, PER/ER/SMG, SA-6, Room 433, Washington, D.C. 20522-0602. Contributions may also be left in Room 3811, Main State. The editors may be reached at (703) 516-1667.

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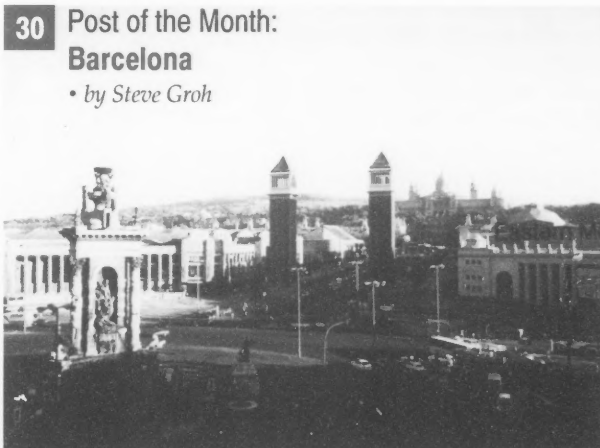
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On the Cover

The Spanish Industrial Park
Photo courtesy Tourist Office of Spain



FROM THE SECRETARY

I came to office a year ago with a fairly clear sense of what the Clinton Administration's foreign policy agenda for the first year would be. And surprisingly, in this era of turbulence and change, there were relatively few surprises.

At the outset, we sought — and received — bipartisan support for American participation as an original party to the Convention to Ban Chemical Weapons.

We asked congressional support for adequate funding for American diplomacy, and — although resources remain very tight — we received an increase in overall funding for international affairs for the first time in years.

We sought successfully to make further progress toward an undivided and peaceful Europe by beginning the process of NATO expansion and by forging new partnerships with a democratic Russia and a democratic Ukraine.

We have reinvigorated implementation of the Dayton Peace Accords.

We have established new defense guidelines with Japan, begun historic Four Party Talks on the future of the Korean peninsula and made some encouraging progress in our strategic dialogue with China.

We have maintained unity within the U.N. Security Council on the need for Iraq to comply with U.N. Security Council Resolutions and to cooperate with U.N. inspections.

We have given new prominence to U.S. policy toward Latin America, South Asia and Africa in preparation for the President's visits to those regions this year.

And we have laid the groundwork for a historic reorganization of our foreign policy institutions.

Even this very partial list of accomplishments reflects the remarkable nature of the past 12 months. The Department has worked hard, both at home and abroad, to protect American interests and promote American values. I am proud of all of you, and I pledge to continue doing all I can to use the "bully pulpit" of my office to see that your efforts are understood and appreciated by the American public.

As we look ahead, however, we know there is no rest for the weary. From the complexities of the Middle East peace process to the fiscal turbulence in East Asia to the challenge of gaining congressional approval for "fast track" and our U.N. funding and reform proposals, we start the new year with a very full agenda — and a golden opportunity to do even more in 1998 than in the year just past.

So I hope everyone had a happy and restful holiday season, and I look forward to working together in the months ahead.

Madeleine Albright
Secretary of State

LETTERS TO THE EDITOR

Kudos from the Sinai

Dear Editor:

I would like to thank you for running the article featuring the Sinai's Multinational Force and Observers and the Civilian Observer Unit in the July/August issue. The layout, especially, was very attractive. This is a relatively unknown posting, and members of the Foreign Service now have a better idea of what life is like in the Sinai. I suspect that your article will increase interest in bidding on this multi-faceted job. Thank you again for a great article.

David Hess

*Chief, Civilian Observer Unit
Sinai*

A New Cyber Fan

Dear Editor:

Just encountered *State Magazine* on-line for the first time. As one who was present at the beginning of the Department's computerization efforts in the early 1960s, I am glad to have lasted long enough to see computers and communications become the informative fun they were meant to be. Congratulations for making the magazine available through this medium and for its obvious revitalization. What a change from when the only items of interest were obituaries.

Jack Pruden

*Foreign Service Retiree
Valdosta, Ga.*

Thanks, Charleston

Dear Editor:

I was pleased to see the Charleston Financial Services Center receive some well-deserved recog-

nition in the July/August edition.

Using the remote logon to transmit voucher payments, starting in April 1997, has reduced our payment processing time by two-thirds and eliminated our rapidly increasing express mail charges. In addition, we now have immediate access to accurate, up-to-date account information.

Charleston's service is excellent, whether it be accounting, payroll or systems. FSC employees are knowledgeable, pleasant and willing to resolve problems. We look forward to a continuing successful relationship.

Lois E. Turner

*Financial Management Officer
American Embassy Santiago*

Thanks But No Thanks

Dear Editor:

A fellow State Department retiree showed me with bemusement how his 36 years of government service has been commemorated. It was a little wooden plaque with brass plate affixed, the sort of thing Rotarians receive for helping with the paper drive, except less personal since the text was standard and the stamped-in "years of service" notation was wrong. It had been accompanied in the mail by a Dear-Sir-or-Madam letter signed, mysteriously enough, by someone identified as an "Assistant Claims Adjuster."

What to do? Throwing it away would be a futile gesture. Returning it would just compound the pettiness. Another friend, whose plaque arrived in two pieces, told me he made the brass piece into a coaster.

I was lucky. When I retired after 27 years, the last three as ambassador to Jordan during the Gulf War, there was no validation of any kind. But at least I wasn't actively demeaned by a

form letter and \$10 plaque. It reminds me of the many ceremonies I have attended for retiring Pentagon colleagues. The Pentagon shows how much it values its employees when they retire. So does the Department of State.

Ambassador Roger G. Harrison
Colorado Springs, Colo.

Don't Forget DACOR!

Dear Editor:

Your article by John Harter on the Association for Diplomatic Studies and Training's Foreign Affairs Oral History program (*State Magazine*, September/October 1997) is a great boost for building an accurate record of contemporary U.S. diplomatic history as recalled by the people who actually participated in it. Unfortunately, the paragraph listing the program's supporters suffers a glaring omission. Diplomatic and Consular Officers Retired (DACOR) has provided the most sustained and, cumulatively, the largest amount of cash support. In addition, numerous DACORians have been interviewed for the program and some have been interviewers.

Edward M. Rowell

President, ADST

Letters should be as brief as possible and should include the writer's name, address and daytime phone number. Letters may be edited for length and clarity.

You can also reach us via e-mail at statemag@perms.us-state.gov.

DIRECT FROM THE D.G.

By EDWARD W. "SKIP" GNEHM JR.

Undersecretary Bonnie Cohen recently asked me for a list of my priorities for the Bureau of Personnel. Because everything we do in the Bureau eventually affects each of you, I want to share some of the items I enumerated for the undersecretary. The following list is by no means complete, but it will give you a good idea of where we are heading in 1998. As always, I welcome your ideas on these or other initiatives we should consider.

Partnership with the Foreign Service Institute: I am committed to career-long professional training for all personnel, and I look forward to working with Ambassador Ruth Davis, my A-100 classmate, on this issue. Civil Service training must emphasize broader professional competencies, rather than narrow technical skills. Mid-level Foreign Service personnel, especially those who have not yet been afforded management opportunities, need leadership and management training. Synergy between FSI and Personnel is the key to attacking these and other problems.

Civil Service Professional Development: We are developing a pilot rotational program for Civil Service employees in PER. Our experience could serve as a platform for other bureaus. A pool of employees at the same grade will be rotated among PER offices at six-month intervals to broaden their expertise and build the next generation of Bureau leaders. We also intend to create a limited number of overseas positions to develop selected Civil Service employees. These positions would supplement, not replace, Foreign Service slots at posts with exceptional short-term needs. They would be staffed by CS personnel who would benefit by the overseas experience. This program, now in the initial stage of development, will operate independently of the existing hard-to-fill program.

Recruiting: We will intensify our focus on student programs, a proven effective tool in attracting bright young people to the Department. We continue to streamline the FS hiring process, and we are working on the next generation of written exam. Since I will be devoting next month's column to hiring and recruiting issues for both Civil and Foreign Service, I won't go into further detail here.

A Changing World and a Changing Foreign Service Workforce: We continue to work (in close cooperation with

The author is director general of the Foreign Service and director of personnel.



"Everything we do in the Bureau eventually affects each of you."

American Foreign Service Association) on structuring a new multifunctionality program to encourage officers to gain experience in management and global issues early in their careers. A working group, with the help of comments from the field, is exploring ways to better direct and use our secretaries' skills. Another group meets biweekly to address FS linguistic skills that are critical but in short supply. Their goal is to encourage employees to acquire hard languages early in their careers, and then maintain and reuse them. I have directed that effective financial incentives will continue to be part of the State language program. Tandem couples are growing in numbers and seniority. We intend to complete work on updated anti-nepotism regulations and align assignment cycles of State and other foreign affairs agencies to minimize separation for inter-agency couples. In the spring, we will inaugurate Family Member Appointments to give our spouses employed overseas access to retirement and health benefits. This will further professionalize this essential part of our workforce.

Financial Security for our Foreign Service Nationals: We must do better at keeping our FSN salaries and benefits up to date. The Office of Overseas Employment, which suffered in previous rounds of cutbacks, has been beefed up with both permanent and temporary positions. Posts can expect more rapid turnaround of their submissions of wage survey data. We also anticipate that we will soon be able, through a private contractor, to offer an offshore retirement program for many FSNs who do not have access to a reliable pension system in their home country.

Family Friendly Issues: I recently chaired a 90-minute meeting on Family Friendly initiatives and came away impressed with the range of projects in development. Although there are many questions still to be resolved, Undersecretary Cohen and I share a commitment to exploring every possible avenue to instituting a Metro subsidy for State workers in Washington. This initiative involves legal, financial and other considerations beyond the scope of any one bureau; a coordinated effort is required. Other front-burner issues include increased access to child care, developing job-sharing opportunities for both Civil and Foreign Service and more equitable treatment of State-employed FS spouses. I have instructed my staff to think creatively as it looks for solutions to help our families juggle responsibilities at work and at home.

You may want to consider this column my list of New Year's resolutions. I encourage you to save it and measure our progress at the end of 1998. I will do all I can to ensure you are pleased with the results. □

APPOINTMENTS

President nominates ambassadors

AZERBAIJAN: Stanley T. Escudero, a career member of the Senior Foreign Service, previously served as Ambassador to the Republics of Uzbekistan and Tajikistan. He has more than 30 years of Foreign Service experience in Central Asia, Iran, South Asia, the Middle East, Africa and Washington and served as special envoy for humanitarian assistance to Tajikistan. Ambassador Escudero received his bachelor's degree from the University of Florida. The Senate confirmed his appointment Nov. 6.



BAHRAIN: Johnny Young, of Maryland, is a career member of the Senior Foreign Service. He previously served as Ambassador to the Republics of Togo and Sierra Leone and as director of the Department's Office of Career Development and Assignments. Ambassador Young has held managerial positions in eight

African, European, Middle Eastern and Caribbean countries. He holds a bachelor's degree, magna cum laude, from Temple University. The Senate confirmed his appointment Nov. 5.

COSTA RICA: Ambassador Thomas J. Dodd, previous ambassador to Uruguay, was professor of Latin American history and diplomacy at Georgetown University's School of Foreign Service and director of the Georgetown graduate school's Latin American studies program. He chaired the Foreign Service Institute's Advanced Seminar on Central America and the Spanish Caribbean and served as a consultant to the Secretary's Policy and Coordination Staff. Ambassador Dodd received his bachelor's degree from Georgetown University School of Foreign Service, his master's in Latin American studies from the Allot School of International Relations and his Ph.D. in Latin American history from George Washington University. He also studied at the Universities of Barcelona and the Santander in Spain, Oberoamericana in Mexico and the Johns Hopkins University School of Advanced International Studies in Washington. He was confirmed by the Senate Oct. 9.

DJIBOUTI: Lange Schermerhorn, of New Jersey, is a career Senior Foreign Service member. She served in a variety of economic, political, trade promotion and management staff positions in Southeast Asia, the Near East, South Asia and Washington. She was deputy chief of mission in Brussels and deputy director of the Office of Career Development and Assignments in Washington. Ambassador Schermerhorn's other assignments include duty as economic counselor in Brussels, deputy director

of the Office of Northern African Affairs, commercial officer in London, economic/commercial office in Tehran, operations and staff officer in the Secretariat and consular officer in Saigon and Colombo. She earned a bachelor's degree in history and international relations from Mount Holyoke College, attended the National Defense University and received a certificate of economics from the Foreign Service Institute. Her appointment was confirmed Nov. 6.

INDIA: Richard Frank Celeste served in public office for 20 years, with two terms in the Ohio General Assembly, four years as lieutenant governor and eight years as governor. He was director of the Peace Corps from 1979 to 1981. After leaving the governor's office, Ambassador Celeste led a small firm specializing in technology-driven economic development and served on several corporate and non-profit boards. He received a bachelor's in history, magna cum laude, from Yale University and was a Rhodes Scholar. His appointment was confirmed Nov. 6.



MALTA: Kathryn L. Haycock Proffitt, of Arizona, previously was president and chief executive officer of Call-America, a telecommunications company she founded in 1982. She is a nationally recognized leader in the telecommunications industry who served as vice chairman of the Competitive Telecommunications Association and as director for ICG Communications, Inc. She represented the United States at several international conferences and served as a business delegate and speaker at the Information Society and Development Conference in South Africa in 1996. Ambassador Proffitt was a U.S. delegate at a U.S. Information Agency conference in Berlin in 1996 and served as a U.S. entrepreneurial delegate to the Organization for Economic Cooperation and Development conference in Paris. Ambassador Proffitt attended Portland State University, graduated from the University of Oregon Dental School and received postgraduate training at the University of Washington School of Dentistry. Her appointment was confirmed Nov. 6.

MOROCCO: Edward M. Gabriel, of Washington, D.C., has an extensive background in international affairs and has led multilateral policy forums involving national security, environmental, trade and energy issues. Ambassador Gabriel has experience in Russian and European nuclear nonproliferation and safety matters and is a founding member of the American Task Force for Lebanon. He was a senior officer in a private multinational company,

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responsible for government relations in Brussels, Moscow, London, Hong Kong, Denver and Washington, and served for the past two years as adviser to multinational corporations on international trade and domestic policy. Ambassador Gabriel earned a bachelor's degree in accounting from Gannon University. His appointment was confirmed Nov. 10.



NIGERIA: Since joining the Foreign Service in 1969, William H. Twaddell has been vice consul to Dhahran, Saudi Arabia, with consular accreditation in the countries of the lower Arabian Gulf. He served in Caracas and in Washington as a petroleum analyst and with the Executive Secretariat. Ambassador Twaddell was on the Carter Administration's transition

team, and worked as a special assistant to Secretary Cyrus Vance. He was deputy chief of mission in Mozambique and spent three years as interim charge d'affaires until 1983. Ambassador Twaddell was the first director of the U.S. liaison office in Windhoek, Namibia, and interim charge d'affaires in Guinea-Bissau. He served as deputy chief of mission in Mali, as Ambassador to the Islamic Republic of Mauritania and as diplomat-in-residence at the University of the District of Columbia and Georgetown University. He became chief of mission in Liberia in 1992 and was named deputy assistant secretary in the African Bureau in 1995. The Senate confirmed his nomination Nov. 6.

PORTUGAL: Gerald S. McGowan is a partner in the law firm of Lukas, McGowan, Nace & Gutierrez in Washington, D.C. He has practiced communications law since 1976 and served on the Board of Directors of the Overseas Private Investment Corporation since 1996. He is a former member of the Board of Directors of the Cellular Telecommunications Industry Association and is owner-principal of Integrated North Coast Inc., which develops and sells computer telephone software. Ambassador McGowan earned his undergraduate and law degrees from Georgetown University.

SINGAPORE: Steven J. Green, of Miami, has been a leader in corporate restructuring and development. An international industrialist, private investor and philanthropist, he is active on the President's Export Council. Most recently, he was chairman and chief executive officer of Astrum International Corporation and its component companies, Samsonite, American Tourister and Culligan Water Technologies. He also directs activities of the Green Family Foundation and serves as director to several national and local Miami charities. Ambassador Green attended the University of Miami and the New York Institute of Finance. His appointment was confirmed Nov. 6.

TOGO: Brenda B. Schoonover began her overseas service in 1961 as a Peace Corps volunteer in the Philippines. She later served in the Peace Corps' office of talent search, then as associate director of the Peace Corps in Tanzania, followed by an appointment as director of the agency's school partnership program. She was been with State for 20 years, with administrative positions in Manila, Colombo, Sri Lanka, Tunisia and the Bureau of Near East and South Asia. She was chief of personnel for the Bureau of European and Canadian Affairs and served as administrative officer and deputy director for the Office of Joint Administrative Services in Brussels. Ambassador Schoonover recently completed the Senior Seminar, the Department's advanced professional development program for senior foreign policy and national security officers. She received her bachelor's degree from Morgan State University and did graduate studies at Howard University. The Senate confirmed her appointment Nov. 6.



UZBEKISTAN: Joseph A. Presel, of Rhode Island, is a career member of the Senior Foreign Service. He joined the Foreign Service in 1963 and has specialized in Russian, multilateral diplomacy and political-military affairs. Ambassador Presel served as coordinator for regional affairs in the New Independent States and became special negotiator for

Nagorno-Karabakh in 1995, with the rank of ambassador. He served in Turkey and France, as deputy chief of mission in Belgrade and twice as a member of the U.S. Arms Control Delegation in Vienna. His Washington service includes assignments with the Arms Control and Disarmament Agency, the European Politico-Military, International Organizations and Intelligence and Research bureaus and the offices of several Department principals. Ambassador Presel is a graduate of Harvard University and studied at St. Anthony's College and Oxford University. His appointment was confirmed Nov. 6.



YEMEN: Barbara K. Bodine, a career member of the Senior Foreign Service, began her career in Hong Kong. After language training in Taiwan and a tour as political-military officer in Bangkok, she worked primarily in Southwest Asia and on the Arabian Peninsula. She has served twice in the Bureau of Near East Affairs, as deputy principal officer for the U.S. Interests Section, in Baghdad and as deputy chief of mission in Kuwait during the Iraqi invasion and occupation in 1990. After that, Ambassador Bodine was associate coordinator for operations and

APPOINTMENTS

acting coordinator for counter-terrorism and served as dean of professional studies at the Foreign Service Institute. Most recently, Ambassador Bodine spent a year as director of East African Affairs. She earned a bachelor's degree, magna cum laude, in political science and Asian studies from the University of California and a master's at the Fletcher School of Law and Diplomacy in Massachusetts. She also has studied at the Chinese University of Hong Kong and the Department's Language Training Field Schools in Taiwan and Tunisia. Her appointment was confirmed by the Senate Nov. 5.

U.S. PERMANENT REPRESENTATIVE ON THE COUNCIL OF NATO: Alexander R. Vershbow is a career member of the Senior Foreign Service. He previously served as special assistant to the President and senior director for European Affairs on the National Security Council staff. He was principal deputy assistant secretary of State for European Affairs, deputy U.S. Permanent Representative to NATO and director of the Department's Office of Soviet Union Affairs. He served in Moscow and London and as an adviser to the U.S. Delegation to the SALT and START negotiations. Ambassador Vershbow has degrees from Yale College and Columbia University. His appointment was confirmed by the Senate Nov. 6.

SPECIAL COORDINATOR FOR CYPRUS: Thomas J. Miller, a career member of the Senior Foreign Service, holds the rank of ambassador.

A Virginian, Mr. Miller has been deputy chief of mission at the American Embassy in Athens since 1994. Before that, he directed the Office of Israeli and Arab-Israeli Affairs. He also has served as director of the Office of Maghreb Affairs and earlier headed the Office of Regional Affairs under the Ambassador-at-Large for Counter-terrorism. Mr. Miller, who served earlier tours in Athens and Thailand, also has worked extensively on Middle East issues. Mr. Miller received a B.A. and an M.A. in Asian studies, an M.A. in political science, and a Ph.D.

in political science from the University of Michigan at Ann Arbor. His nomination was confirmed Nov. 6.



U.S. REPRESENTATIVE TO THE ORGANIZATION FOR ECONOMIC COOPERATION AND DEVELOPMENT: Amy L. Bondurant is an attorney with the Washington-based law firm of Verner, Liipfert, Bernhard, McPherson and Hand. Her 22-year career in government service and private legal practice began in 1975 when she was a legislative aide to U.S. Senator Wendell Ford, after which she served as a counsel to the Senate Committee on Commerce, Science and Transportation and its Consumer Subcommittee. Ambassador Bondurant joined Verner, Liipfert in 1987 where she served on the board of directors and its five-member executive committee. She was appointed chair of the U.S. Department of Transportation's Commercial Space Transportation Advisory Committee and continues to serve as a committee member. Ambassador Bondurant received a bachelor's degree from the University of Kentucky and a law degree from American University. Her appointment was confirmed by the Senate Nov. 6.

CHIEF OF PROTOCOL: Mary Mel French, of Arkansas, was appointed the Department's assistant chief of protocol in charge of the visits division in 1993. She became deputy chief of protocol then served as acting chief. Ambassador French began her career as a businesswoman and volunteer activist in Arkansas. She served on several appointed volunteer boards and was a member of the Arkansas Arts Center and Fine Arts Club. She earned an associate's degree at Stephen's College and a bachelor's degree in international studies at the University of Arkansas. The Senate confirmed her appointment Nov. 6.

FOREIGN SERVICE DAY May 8, 1998

Attention, Retirees:

You are cordially invited to participate in the thirty-third celebration of Foreign Service Day on Friday, May 8, 1998. We will feature notable speakers who will make presentations on current foreign affairs issues.

A luncheon with a keynote speaker will be held in the Benjamin Franklin Room. In addition, DACOR will host an evening reception May 7, and the American Foreign Service Association will host a reception on Friday evening and hold its traditional brunch the next morning.

If you are interested in attending Foreign Service Day, please complete the form on the reverse of this page and send it to the following address:

**Foreign Service Day
PER/EX - Room 3811
Department of State
Washington, D.C. 20520-2810**

A formal invitation with instructions will then be sent to you. Please call us at 202-647-8115 if you have any questions.

President Holds News Conference at State

Hosting his last news conference of 1997 in Main State's Dean Acheson Auditorium, President Clinton praised the foreign policy accomplishments of the year and vowed to continue building on them in 1998.

Speaking to the White House press corps and State employees, the President listed what he called major steps forward during 1997. Among them were ratification of the

chemical weapons convention, the opening of "honest engagement" with China and continued progress toward admitting Poland, Hungary and Czechoslovakia to the NATO alliance. The President praised U.S. leadership in Bosnia, acknowledging that "it's easy to focus on problems, but there's been peace."

Much of the President's briefing focused on the Middle East. He expressed frustration about the pace of the peace process but said he was encouraged by Iran's call for dialogue with the United States. And the President vowed to continue taking a strong stand against any Iraqi interference with U.N. weapons inspectors.

Mr. Clinton conducted his year-end news conference at State because the White House East Room was crowded with Christmas decorations. As the President pointed out, it's not a new tradition. President Kennedy routinely met with reporters at State. □

Liccardi Retires After 52 Years



Ambassador Bill Richardson, U.S. representative to the United Nations, presents retiree Ms. Lillian Liccardi with the Secretary's Career Achievement Award for 52 years of federal service.

Generations of permanent representatives, diplomats and staff from U.N. member states in New York came to think of Lillian Liccardi as practically a fixture at the U.S. Mission to the United Nations' Office of Host Country Affairs — an office she served since 1971. Members and staff all across the U.N. diplomatic community appreciated her quick smile and personal touch as she helped support their needs.

Last November, Ms. Liccardi retired with 52 years

of federal service — 40 with the State Department. During her State career, she worked in the Public Affairs and Political sections and in the executive offices before assuming protocol officer duties in the Office of Host Country Affairs in 1971.

Ms. Liccardi said she expects her retirement to be almost as busy as her work at USUN. She plans to travel abroad and to channel some of her energy into volunteer activities for New York City and the U.N. community. □

State Magazine Takes the Gold

The Educational Press Association of America has named *State Magazine's* July/August 1997 issue "an outstanding example of communications excellence."

The association's Washington, D.C., chapter presented its 1997 Excellence in Print Gold Award to *State Magazine* editor Carl Goodman in ceremonies in Arlington, Va., last month. According to chapter president Tim Burr, *State* was selected from the competition's largest number of entries ever. ■

Please fill out and send to the address on the reverse. For more information call (202) 647-8115.

Name _____

Address _____

Telephone () _____

State Magazine hires new deputy, designer

State Magazine welcomes two new staff members, deputy editor Donna Miles and designer Kathleen Goldynia. Ms. Miles comes from the Defense Department, with past positions as senior editor of *Soldiers* magazine and senior writer for Armed Forces Radio and Television. She holds a B.A. in journalism from Shippensburg University and a master's in communications from the University of Oklahoma. Ms. Goldynia joins *State Magazine* after five years with the Government Printing Office. She has experience in both desktop

publishing and web site design. She holds a bachelor's degree in art design from Saginaw Valley State University.

Brian Aggeler, a Foreign Service officer with the Department's Cambodia desk in Washington, D.C., contributes cartoons regularly to the magazine to *State Magazine's* cartoon page (inside back cover). His work also is featured in this month's story, "Welcome to the Ouagadougou Golf Club," page 14. Mr. Aggeler earned a B.A. in English and an M.A. in political science from the University of Utah. □

A Celebration!



State Magazine Editor Carl Goodman, left, and Director General Edward W. "Skip" Gnehm Jr. cut cake celebrating the magazine's 50th anniversary. Sylvia Bazala, director of employee relations, is at right.

Rescue on Mount Kenya

The story has the makings of an adventure thriller. Jessica Lundquist, a 22-year-old American from Mellen, Wis., got lost as her Northland College group was hiking in Nairobi's Mount Kenya forest.

Nairobi Consul General Julian Bartley and his staff quickly jumped on the case, and Secretary Madeleine K. Albright personally called the Kenyan president to request the army's help in the search and rescue attempt.

Mr. Bartley joined the Kenya Wildlife Service search, flying with the forest warden as he directed the search and rescue to spot Ms. Lundquist. Meanwhile, the Kenyan United States Liaison Office commander deployed a U.S. Army Ranger team already in Kenya for training to assist in the rescue. Embassy officials also provided counseling and moral support to Ms. Lundquist's traumatized hiking

companions.

In the United States, the anxious Lundquist family members got support from the Department by having passports processed quickly. They traveled to Nairobi and met with Mr. Bartley, who accompanied them to the search site.

Ms. Lundquist was found after six days on Mount Kenya - a survival record in the park. A Kenyan air force helicopter flew her and her parents back to Nairobi, and they spent three days at Mr. Bartley's home before returning to the United States.

Mr. Bartley said the story has another happy ending. He said Department employees who assisted in the effort — Foreign and Civil Service workers in the states as well as in Nairobi and Foreign Service Nationals in Nairobi — demonstrated a superb example of Secretary Albright's user-friendly State Department at work. ■



Nairobi Consul General Julian Bartley visits with Jessica Lundquist, an American tourist lost in the Mount Kenya forest for six nights, after her rescue.

ACDA

By Matt Murphy

ACDA's 'Homes' Away from 'Home'

"Join ACDA and see the world!" could be the motto for some Arms Control and Disarmament Agency employees. While the State Department is "home" to most of ACDA's staff, others also serve at "homes" away from "home" in Geneva, The Hague and Vienna.

GENEVA

Geneva hosts the meetings of the 61-nation Conference on Disarmament, or CD, successor to previous multilateral negotiating bodies. Today the CD, which includes all the declared nuclear weapons states, is the single global forum for multilateral arms control and nonproliferation negotiations. ACDA

maintains a permanent staff in Geneva to support the U.S. CD delegation, which attends the three annual CD sessions. Ambassador-designee Robert Grey heads the U.S. delegation.

The CD has a long history of arms control and nonproliferation successes, including the 1968 Nuclear Non-Proliferation Treaty and the 1972 Biological Weapons Convention. Its

most recent accomplishments include the 1996 Comprehensive Test Ban Treaty to constrain the development and improvement of nuclear weapons, and the 1993 Chemical Weapons Convention, which bans producing, acquiring, stockpiling, transferring and using chemical weapons.

The Geneva office is now hard at work supporting U.S. efforts to negotiate a treaty to end the production of fissile materials for use in nuclear explosives, a high priority of U.S. nonproliferation policy, and comprehensive controls on anti-personnel land mines, beginning with a ban on transfers to help end the continuing humanitarian crisis posed by these mines.

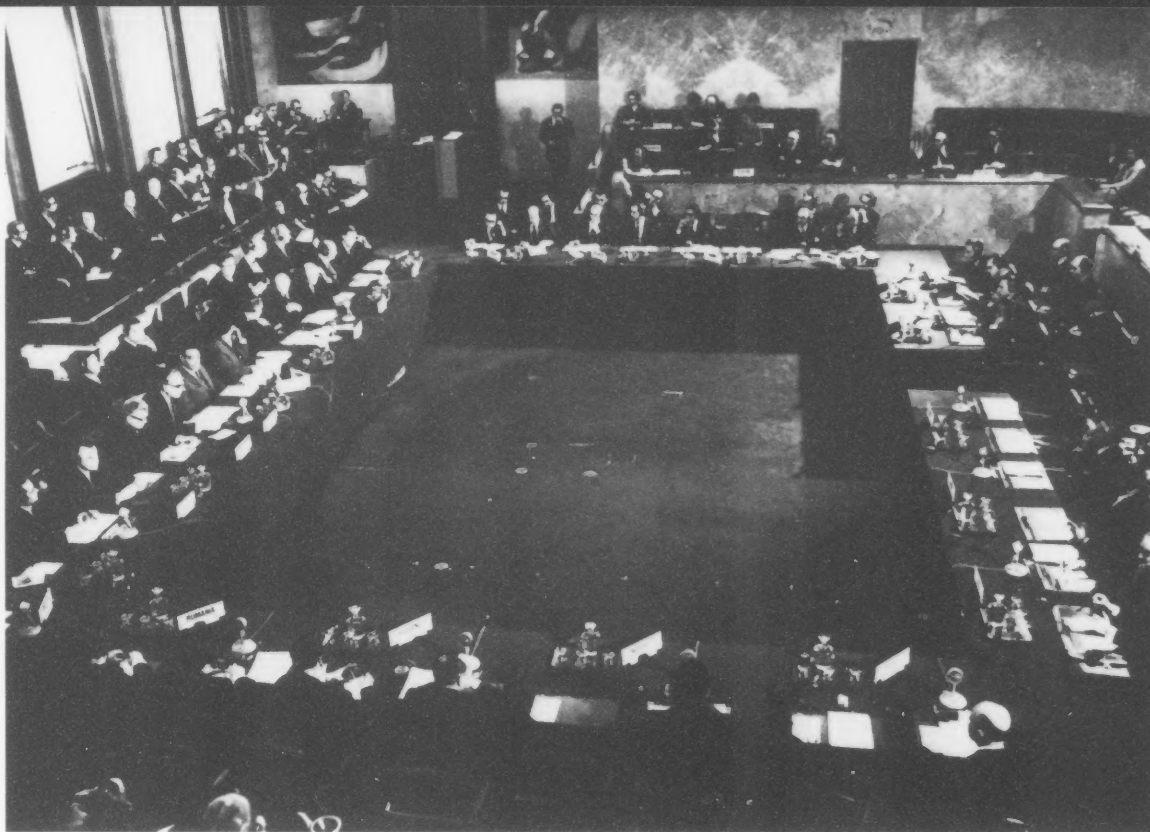
The headquarters for the OPCW in The Hague, The Netherlands, now under construction, will be ready for occupancy this month.



THE HAGUE

A senior ACDA official heads the U.S. Delegation to the Organization for the Prohibition of Chemical Weapons, based in The Hague, The Netherlands. The OPCW is the international treaty-implementing agency for the Chemical Weapons Convention and consists of the Conference of States Parties, the 41-nation Executive Council and the Technical Secretariat.

As the principal organ of the OPCW, the Conference of States Parties oversees implementation of the CWC and acts to promote its objectives and purpose, including reviewing adherence to the CWC by more than 100 nations that have ratified it. The Technical Secretariat assists the Conference and the



The Conference on Disarmament at work at the Palais des Nations, Geneva, 1969.

Executive Council in performing their functions and carrying out the verification measures the CWC provides.

The Technical Secretariat staff helps member states resolve issues by developing consensus recommendations for the Executive Council to consider at its quarterly meetings. The ACDA official and the U.S. delegation play a leading role in this work.

VIENNA

Under the leadership of the U.S. Delegation to the Organization for Security and Cooperation in Europe, ACDA's senior representative in Vienna is the Chief U.S. Delegate to the Joint Consultative Group, the forum for implementing the 1990 Conventional Armed Forces in Europe Treaty, and to the Open Skies Consultative Commission, the forum to implement the 1992 Open

Skies Treaty, provisionally in force.

Since its entry into force in 1992, the 30 CFE states parties (NATO and former Warsaw Pact nations) have completed and verified by inspection the destruction or conversion to other uses of more than 50,000 battle tanks, armored combat vehicles, artillery pieces, combat aircraft and attack helicopters. In addition, states parties conducted and accepted some 2,700 intrusive on-site inspections.

At the first CFE Treaty Review Conference in May 1996, treaty members agreed to begin adapting the treaty to the new security situation in Europe. In December 1996, at the OSCE Summit in Lisbon, the CFE states parties accepted the scope and parameters for adapting the treaty the JCG prepared.

ACDA's representative on the JCG is responsible for continuing to develop and monitor implementation procedures to ensure smooth operation of the Treaty and to

negotiate means to adapt its provisions to the changing European security environment.

While stationed overseas on a permanent basis, ACDA officials never feel out of touch with what is going on at home. Their administrative office in Geneva, as the liaison with the U.S. mission for administrative matters, supports all overseas U.S. arms control delegations. ACDA's John King, executive secretary of the U.S. CD delegation in Geneva, says, "I am very impressed at the ability of our support staff to respond quickly and efficiently to the varied requests we make of them, often with very short suspense." □

The author is a Foreign Affairs specialist at ACDA.

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TERP. CLOUT. ALMA. WOWI. Sound like alphabet soup to you? Do you think "cyberspace" is the latest sequel to "Star Trek"? That "Oracle" is a religious cult in California?

If you think the computer age has left you in the dust, you might consider joining thousands of State Department employees taking classes at the Foreign Service Institute's new School of Applied Information Technology. The school offers continuous classes in a variety of such popular computer programs as Word, Excel, Windows New Technology and specialized courses for Information Management Specialists.

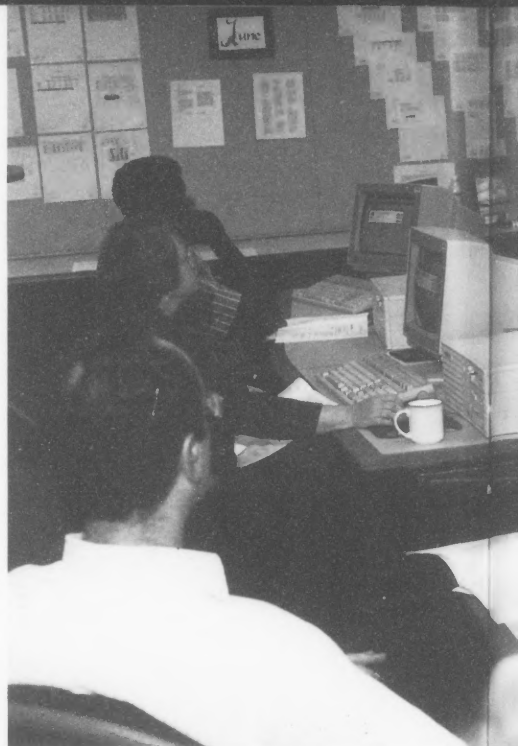
The School of Applied Information Technology is based at the National Foreign Affairs Training Center in Arlington and the Warrenton Training Center, both in Northern Virginia. Most of last year's

more than 6,000 SAIT students received their training at NFATC.

But the school also has conducted classes at State Department posts and bureaus around world, from Abidjan to Zanzibar. For example, SAIT offered C-LAN training at Taipei, Karachi, Islamabad, Vienna, Ankara and several other posts. And ALMA training was offered in Sao Paolo and Nairobi, in addition to other sites.

Since its inauguration in October 1996, SAIT has expanded its course offerings to prepare Department employees, in the words of Secretary Madeleine K. Albright, to "enter the 21st century with 21st-century skills."

SAIT developed an innovative



Technology and You

By Margaret Riccardelli

training program for A Logical Modernization Approach, better known as ALMA. The system, the Department's premier computer modernization effort, is expected to transform 229 posts from legacy systems to open-systems technology with global network capabilities over the next three years. In preparation, SAIT's ALMA training program offers continuous courses for end users on PC fundamentals, MS Exchange, Schedule Plus, Microsoft Word, Excel, PowerPoint and advanced courses for non-administrators and junior administrators. SAIT also offers classes for IM professionals who will install and run ALMA. The courses provide comprehensive and practical knowledge of Windows NT components and capabilities, reinforced by extensive hands-on exercises.

In conjunction with the Windows NT offering, SAIT also offers training on Microsoft Exchange e-mail, which supports the Department's move toward a common e-mail platform.

The school also offers courses for IM professionals in telephone systems management, communications operations, business management, leadership, customer service and other technical and nontechnical topics.

SAIT vows to develop new courses continually to keep up with changing technology and Department needs, according to Bruce Morrison, SAIT's dean. He also wants to expand managerial training for IM professionals and to develop a comprehensive training plan for the IM professional workforce.

"Our human capital is just as important as the physical





The Foreign Service Institute, lower left, offers a wide range of computer classes at its School of Applied Information Technology. Above, a computer class in session. Bottom right, FSI classes focus on technical as well as nontechnical subjects. Photos by Bob Kaiser

infrastructure," he said. "We need a database matching our peoples' technical skills with the requirements in our various posts and bureaus. Only by modeling these two factors can we ensure that our people have the competence to meet our foreign affairs goals."

SAIT courses are free to State employees. Most classes last one to three days, with technical administration courses running one to two weeks. Class schedules are distributed via Department Notices, or you may call the school at (703) 302-6752. To sign up for a class, send an approved DS-755 to the FSI Registrar's office at: National Foreign Affairs Training Center, 4000 Arlington Blvd., Arlington, VA 22204. □

The author is a Foreign Service secretary assigned to the School of Applied Information Technology.

SAIT-To-Go

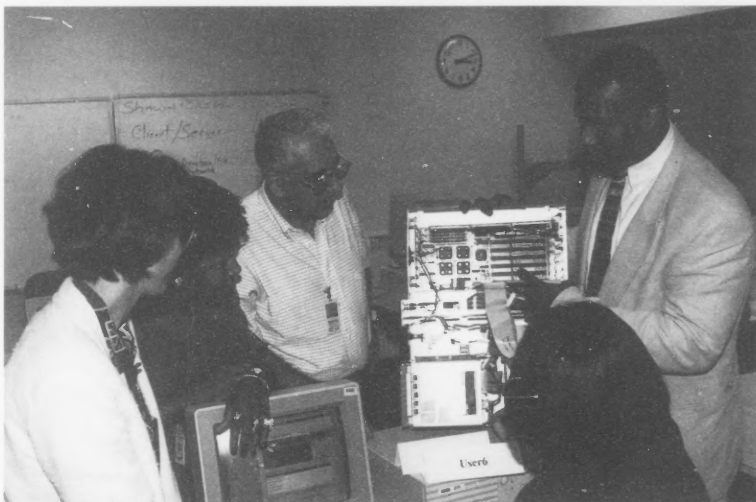
Not everyone can attend a course at N F A T C , Warrenton, or even at their own post. So SAIT is working with other schools at FSI to develop programs that take training to the users. One example of this concept is Warrenton's Computer Based Training, or CBT, program. It offers interactive software training courses that provide technical, system administration and desktop applications training. CBTs are divided into modules and can be accessed using CD-ROMs in a stand-alone PC configuration, or in a LAN configuration that allows more than one person at a time to use the self-study courses. The primary focus of the courses is systems training vital to the ALMA modernization effort.

Students are required to complete a course module within 90 days of the registration date. Those who don't must re-register for an additional 90 days. After completing a CB course and

passing the test, students receive a course certificate.

Bruce Morrison, SAIT's dean, plans to start delivering SAIT courses through the Department's Intranet and FSI web sites soon. He says that will improve access to what he sees as an increasingly important service. "In the future, SAIT will have to update the computer skills of Department personnel on an almost continuous basis," he said. "Traditional classroom training cannot meet this exploding need." He said SAIT's challenge is to design courses that help make up the shortfall, delivering training to Department employees in their offices and posts.

Mr. Morrison predicted a whole new look for many SAIT training programs. "In the years ahead, 'In Training - Do Not Disturb' signs will be more and more common on office doors as our colleagues update skills at their desks via the Department's Intranet or with a course on interactive CD ROM," he said. ■



Welcome to the Ouagadougou Golf Club

When we found out we would be moving from Copenhagen to Ouagadougou, Burkina Faso, a neighbor, a retired Danish diplomat, asked us to check out the Ouagadougou Golf Club. It seems he was interested in a possible winter work situation for the golf pro at his club in Copenhagen. Here's my report. (The pro stayed in Denmark!)

The golf club in Ouagadougou (pronounced WAH juh doo gah) isn't the only one in the world that's remarkably short of that ground cover that gives golf "greens" their name. But it's the first one I've visited. Having several friends who, almost without fail, spend at least one day each weekend knocking balls around this inhospitable terrain, I decided to join them one day to see what it was like to play here and to try to understand just what the attraction was.

Deputy Chief of Mission John Jones picked me up early on a Saturday morning, eager to beat the intense Western African heat. Bumping our way out of town toward the club, we stopped at the police checkpoint where players pick up their favorite caddies — several of whom can hold their own with the best players on the course.

The approximately 100-member club has attractive, if modest, facilities. Its generator provides the only source of electricity, but the club offers a driving range and 18 holes. A cabinet with a locked door serves as the "pro shop."

The club was founded in the mid-1970s by a consortium of players that some believe included the American ambassador at that time. It is affiliated with the French Golf Federation.

I chose to join the group playing the back nine, so we started off at the 10th tee — a blind drive, as the 10th hole can't be seen from the tee. The fairways consist primarily of stones, because the

traditional top layer of soil and gravel was skimmed off several years ago for use on the airport construction. As with other grass-free courses in the world, players carry around their own astro-turf carpet to hit off from the fairway.

Golfers in Ouagadougou always factor in the unpredictability of the fairways into their game. As one member of my group drove her ball down the fairway, only to see it hit a stone and careen off into the rough at a right angle, she commented wryly, "It's a kind of a lottery." The rough also has a character all its own. Players carry a club from hole to hole, not out of a sense of democracy or to increase their exercise, but to have a club handy in case some unwelcome creature in the dry grass that makes up the rough.

The "greens" are a mixture of oil and sand that require regular dragging to be kept in playing condition. During the week, players use the mat at each hole and drag the surface to restore the green themselves. On weekends, a "mat puller" at each hole does it for them.

The course has other memorable features. During the rainy season, a water trap appears on the 12th hole, and you're likely to find someone filling a container for use that day. The area is still treated as a water trap during the dry season. You take the penalty strokes and swing again. There's a baobab tree on the 13th hole. And on weekends a paillote, a mud hut with a straw roof, serves drinks from a cooler chest at the 14th hole. And while there's no

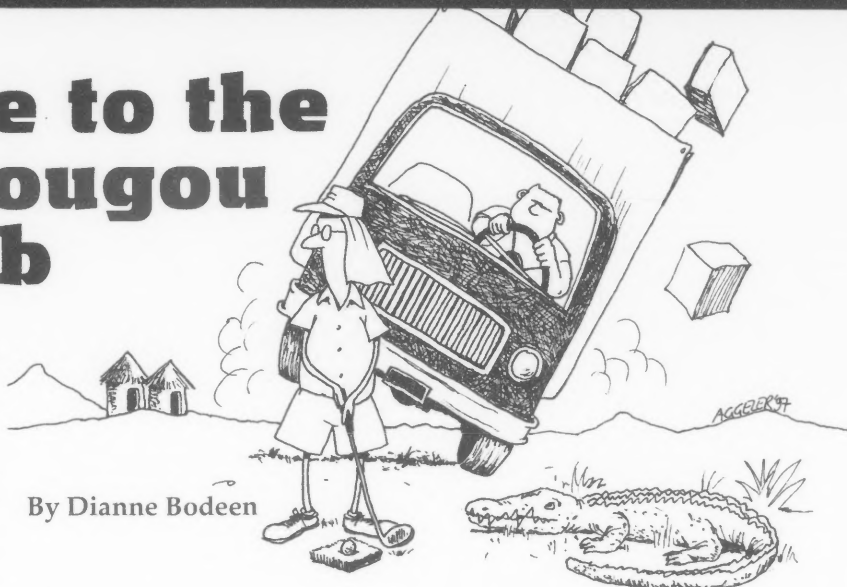
particular rule in effect when your ball and animal deposits meet up on the course, players give wide berth to the person hitting from a pattie.

No one can call Ouagadougou's course underused. You're apt to find animal migrations or bicycles or even trucks crossing it through the field of play. The trucks are usually uninsured or without inspection papers, and drivers detour across the course to avoid the police stop on the road to Ghana.

One of the most colorful club members is 75-year-old Chief Tapsoba of the neighboring village. Age and bad eyesight keep him off the course these days, but he played until several years ago and participates frequently in such tournament activities as the awards banquets. One longtime club member recalls seeing the chief sitting in full national costume under a tree on the 15th fairway during a tournament. He had a double-barreled 12-gauge shotgun laid across his lap — to keep animals and trucks from coming up the fairway and disturbing the players!

Perhaps the best thing about the Ouagadougou Golf Club is its economy. While a round of golf in Japan can cost \$150, or \$96 in Spain, in Ouagadougou it's just \$6 on weekdays and \$8 on weekends. So grab your clubs, your carpet and your sunscreen and head out to the course today. Chances are you won't find a more enthusiastic bunch of golfers anywhere! □

The author now golfs at her husband's new post in Kampala, Uganda.



By Dianne Bodeen



Mediation gives State employees a new tool to resolve their differences and work together as a team. By Donna Miles

An employee repeatedly comes in late to work, makes personal calls on the office telephone and mistreats co-workers. Sound like an iron-clad misconduct case? Not necessarily.

A new technique being introduced throughout the State Department is helping the Department and its workforce sidestep long, drawn-out and expensive litigation and formal grievance procedures. Formally called alternative dispute resolution, or ADR, the approach uses a strategy most children learn in the sandbox: work out your differences and figure out how to get along.

It worked back in kindergarten, and Jody Lee, the Department's new dispute resolution specialist, believes it still does, even in government. In fact, it's the law. In October 1996, Congress permanently enacted a 1990 law that requires federal agencies to adopt ADR techniques.

Throughout the government, these techniques are proving their value in everything from employee-management disputes like the fictitious one described in this story, to contract disputes to sexual harassment and equal employment opportunity cases. At State alone, 21 cases have been referred to mediation since 1995 when a pilot mediation project was launched. Ms. Lee said the program saved the Department about \$20,000 to \$25,000 per case in administrative review and litigation costs.

In a typical mediation case, the disputing parties sit down with a neutral third party to discuss their

differences. "Some people just don't have the coping skills it takes to ask something as basic as 'Why are you doing this?' or 'I feel threatened when you...,'" explained Ms. Lee, who acts as the Department's neutral third party.

She said airing out disagreements under the guidance of a trained mediator ensures that both parties understand the issues in a dispute. It also often uncovers underlying factors for the objectionable behavior: problems at home, financial difficulties or other circumstances, she said.

Mediations are confidential and both parties are asked not to reveal details of the mediation sessions. The mediator is also protected from testifying about or releasing documents created during the mediation process.

During mediation sessions, the two parties agree on a way to resolve their differences. For example, in the fictitious case of the misbehaving State employee, the worker might agree to adhere to established work schedules, to be friendly to co-workers and to limit personal phone calls to two per day, with no long-distance calls permitted. The employer might in turn agree to refrain from criticizing the employee in front of others.

After the initial session, the mediator may continue to meet with the parties jointly or individually until they reach an agreement. The mediator then drafts a settlement agreement for all parties to sign. That agreement is legally binding.

Employees who have used the mediation process to resolve disputes appear to like it. According to Ms. Lee, they say mediation gives them an

opportunity to be heard and to feel that their concerns have been taken seriously. And because they are personally involved in reaching a settlement, employees say it addresses the underlying causes of a conflict in a way a ruling handed down by another party can't.

Mediation has another benefit over traditional methods of handling workplace disputes, the employee relations official said. Mediation sessions can be initiated within days of a request and, depending on the case's complexity, can often be resolved within a few sessions.

Ms. Lee said the Department plans to expand its use of mediation to include not only equal employment opportunity cases, but potential grievance cases, too. She said mediation is often the best course of action for:

- discrimination or harassment complaints,
- employee grievances,
- routine personality conflicts,
- chronic miscommunication or hostility in a work environment,
- perceived performance deficiencies,
- apparent misconduct or
- generalized concerns about morale.

Mediation, Ms. Lee said, is particularly valuable in cases dealing with misunderstandings or failure to communicate — situations that have no other traditional recourse within the Department. □

How to Participate

Participating in mediation does not prevent an employee from using more traditional Department processes for resolving problems. If the parties can't reach a mediated agreement, they are free to pursue formal grievance or EEO procedures. In cases where an EEO complaint or informal grievance already has been filed and the parties decide to mediate, the "clock stops ticking" for EEO and grievance procedures while the parties attempt mediation.

Employees involved in a dispute they consider suitable for mediation should contact Dispute Resolution Specialist Jody Lee at (703) 516-1732 or by e-mail at leejb@pererwpoa.us-state.gov. Anyone in the Washington, D.C., area with a general interest in alternative dispute resolution is invited to attend the ADR Working Group meetings the third Thursday of each month in Room 1207. ■

Farewell, Rockefeller Center

By Nyda Budig

After more than 60 years at Rockefeller Center, the New York Passport Agency has closed its doors and relocated to the West Village in lower Manhattan — without any major disruption in service to passport customers.

The Passport Agency was considered "state of the art" when it opened at Rockefeller Center in the 1930s. At that time, State's passport agencies nationwide issued about 120,000 passports annually. In contrast, regional passport agencies issued more than 6 million passports in 1997. A quarter of a million of these were processed by the New York Passport Agency.

With increased customer volume, the agency long ago outgrew its cramped space at Rockefeller Center. An automated appointment system introduced in 1996 helped ease the lines that formed around the block each day, but the space remained

inadequate for the needs of the employees and the public. So when the agency lost its lease at Rockefeller Center, planning for a long-overdue move began.

Since last September, the New York Agency has occupied the 10th floor of the New York Federal Office Building. Bounded by Hudson, Varick, West Houston and King streets, the building occupies a full block and is convenient to public transportation. The agency is now equipped to handle 700 clients in person daily through the appointment system in an office that's not only spacious, but also attractively designed.

The New York Agency continues to provide passport services for residents of New York's metropolitan area and expects 150,000 customers annually. William Collins Jr., regional director of the agency, says he's confident the new agency can serve the growing needs of New York. "1997 has been an outstanding year for U.S. travel abroad. We have felt the impact by the increasing number of requests for passports made in our area," he said. "We maintain our promise to expedite the passport process, and to improve on our already-achieved 25-day turnaround for mailed passport applications." □

The author is a public affairs officer in Consular Affairs.

Below: Assistant Secretary for Consular Affairs Mary A. Ryan, center, cuts the ribbon at a ceremony opening the New York Passport Agency's new office. Joining her are Passport Managing Director Larry Emery, left, and William Collins Jr., regional director of the New York Agency.



SAFETY SCENE

BY STEPHEN URMAN

Q. I recently saw a TV show in which someone was seriously hurt in an elevator. I know overseas regulations are not always as stringent as those in the United States. Could this happen at my post? — NEA

A. I have discussed your question with Peter Wood and Richard Iselin, directors of facilities management for overseas and domestic operations, respectively. They tell me that in the United States, riding in an elevator is one of the safest forms of transportation, thanks to local jurisdictions' enforcement of elevator safety codes.

But overseas, elevator safety codes are often nonexistent or substantially weaker than the U.S. code. Even in developed countries, standards sometimes lag behind those in the United States. In one country, it was legal to have elevators without doors on the cars until the late 1980s! For these reasons, the Department's Office of Foreign Buildings Operation (Facilities and Maintenance) requires all new and reconstructed elevators to meet requirements of the latest version of the U.S. Elevator Safety Code, regardless of the local codes. The FBO also has developed a strong elevator safety program, including a periodic safety inspection of every elevator in its inventory. It also provides certified elevator inspectors for safety inspections and full-load testing, along with other resources to help overseas posts evaluate, upgrade or replace their elevators.

Q. I'm writing to you because I frankly do not know where else to turn. There is supposed to be a smoke-free workplace policy for Main State, but many individuals simply ignore the rule and, as far I know, there is no enforcement mechanism. I have asthma, and I am particularly sensitive to tobacco smoke and other irritants. Walking certain hallways, especially in the early mornings and late afternoons, is frankly hazardous to my health. And working late (the norm in my job) requires me to visit the bureau front office, which is frequently full of smoke after 5 p.m. and on weekends. To whom does one turn in a situation like this? The direct approach is not likely to be "career-enhancing." It seems unfair that I, or the other pairs of wheezing lungs at State, should be forced to make that trade-off. Help! — DC

A. I think we've made a lot of progress in reducing our employees' exposure to secondhand smoke since smoking was banned inside Department facilities, but universal compliance remains a challenge. I



You may send questions to Mr. Urman, A/FBO/OPS/SAF, SA-6, Room L-300 Washington, D.C. 20522 or write to the editor. (Your privacy will be respected.) Department policy prohibits reprisal actions against employees who express concerns regarding unsafe or unhealthful working conditions.

suggest that you ask your bureau's domestic occupational safety and health officer to remind employees of the smoking policy's requirements. I urge you to discuss this matter with your supervisor as well, recognizing that under federal regulation, employees cannot be subjected to reprisal for identifying unsafe or unhealthful working conditions. Finally, you should advise the Main State Health Unit that your asthma condition is being aggravated by tobacco smoke in your workspace. Not only should this be noted in your health records, but you should ask the health unit to notify your supervisor and request remedial action to correct violations of the smoke ban policy.

Q. I just finished reading the September/October 1997 issue of State Magazine, and was surprised that someone had written in about disconnecting passenger-side air bags to place a child safety seat in the front seat of the car. I do not know of any auto or child safety seat manufacturers that would recommend putting a safety seat in the front. It is the most dangerous place for a small child to be seated. It is the parents' responsibility to enforce auto safety rules with their children. Allowing them in the front seat of the car for any reason is doing them a disservice because it distracts the driver. It is much easier to concentrate on your driving and what is going on around you if you know your children are securely fastened in the rear seat of your vehicle. Here in Cuba, it is illegal for any child under 12 to sit in the front seat of the car — not because of the air bag issue because most cars here don't have them — but because the government here recognizes that the front seat is no place for young children. — ARA

A. We agree wholeheartedly that children should not ride in the front seat, and we are developing in-depth material about air bags to provide all State employees. As you are probably aware, the U.S. Department of Transportation recently announced that certain drivers could request permission to add "on/off" switches to their air bag systems. You might also be interested to know that some vehicles now feature "smart" air bags with controlled release rates, short tethers to limit deployment, vertical instead of horizontal deployment, variable fill rates based on impact speed and other safety features. □

The author is director of the Office of Safety/Health and Environmental Management.

Embassy Uses Internet to Help U.S. Business

By John K. Naland

Faster, cheaper, better. That's how the Internet has changed the way the U.S. embassy in Managua, Nicaragua, communicates with U.S. businesses. Since its Economic/Commercial Section home page went on-line, embassy officials have seen a 1,000 percent jump in the distribution rate of their key reports.

They say responding to inquiries by e-mail instead of by letter or long-distance telephone or fax saves time and money. And they're now able to tailor their reporting to better meet the needs of customers who, with each "click" on the home page, specify what topics interest them.

U.S. firms are enthusiastic about the embassy's use of the Internet to help them do business in Nicaragua's small, but potentially profitable, emerging market. Typical e-mails like this one reflect that optimism: "You are to be commended on attempting to provide the best possible information in order to advance our commercial interests — one of the prime responsibilities of a U.S. diplomatic mission since the founding days of our republic!"

Embassy officials seized the opportunity to get on the information superhighway after U.S. Information Agency headquarters distributed a prefabricated Internet home page last spring. The model greatly simplified how to create a web site. So when U.S. Information Service in Managua set up a mission-wide home page, it included an economics and commercial section page. State's business facilitation incentive fund provided the computer equipment.

To fill the new home page, the Managua staff selected from the shelf its most recent business outreach reports, such as the *Country*

Commercial Guide. Now, new economics and commercial reports steadily add to the home page offerings. The site now features 40 documents of local economic, trade and investment information. In addition, 26 hypertext links connect users to related web sites, including

The embassy in Managua accelerated from 0 to 60 mph on the information superhighway within just three months.

those for State, Commerce and Agriculture.

Next, the staff publicized its new web address, submitting its economics and commercial section site (www.usia.gov/abtusia/posts/NUI/wwwwhcom.html) for listing in key on-line directories and search engines that constitute the World Wide Web's "yellow pages." The section also asked the local American Chamber of Commerce to publish the address in its magazine.

Since going online last July, Managua's Economic/Commercial Section home page now gets some 350 visitors a week. Its 40 reports have collectively generated more than 10,000 "hits," and its audience has

multiplied tenfold. Software tallies show only the U.S. missions in Germany, Russia, Japan and Indonesia with more visits. The statistic is extraordinary, considering that Managua offers information on the second-poorest country in the Western Hemisphere and the United States' 75th-largest trading partner.

Other embassies have been hesitant about using the Internet to reach out to U.S. business interests, fearful of who else will read their reports. That's why everything posted on the Managua site is drafted from fully cleared cables or cleared at least at the counselor level. Other embassies fear they'll be deluged with e-mail. To prevent that, the Managua home page is loaded with "boilerplate" replies to many of the most commonly asked questions. And the staff politely declines requests that exceed its resources.

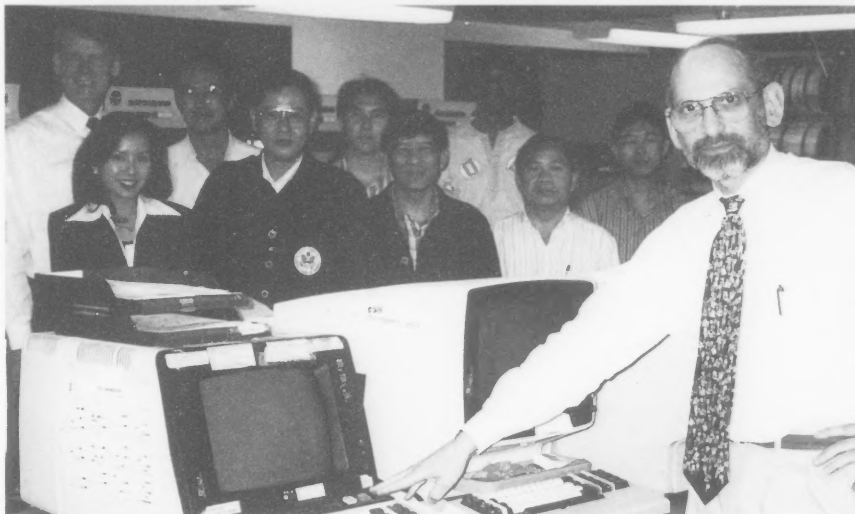
Managua's entry onto the Internet offers a new, better way to provide concrete results the

Department wants, its customers deserve and Congress expects. The embassy in Managua accelerated from 0 to 60 mph on the information superhighway within just three months — all by taking advantage of resources available to posts worldwide and being willing to learn along the way. Officials say if they can do it, it should work almost anywhere.

For more details about Managua's Internet experience, contact the author by e-mail. □

The author is an economic officer in Managua.

New Servers in Thailand



Sid Kaplan, director of FMP's office of International Financial Services, powers down the Bangkok mainframe computer for the last time. Looking on, from left, are FSC director Howard Renman and computer operators Pornsiri Nuprasit, Pichai Pechmanosaja, Prachin Vudhanusara, Jittakorn Teerapongwattana, Punya Kliakamon, Derrik Oates, Samphan Samersai and Montein Ngamprasert.

The mainframe computer at the Department's Regional Finance Center in Bangkok had been the workhorse of the operation since it was installed in 1984. It was used to process Foreign Service National pay, run disbursing and accounting procedures and

handle bank reconciliations for posts from Cairo and Hong Kong to Seoul and Wellington. But last summer, the mainframe was officially retired, replaced by several new UNIX- and NT 4.0-based servers.

Officials say the new

servers are cheaper, more powerful and faster than the old machine. They can be custom-tailored to meet the office's needs. Software can be purchased off the shelf, often at thousands of dollars less than mainframe software. The systems don't require the elaborate

environmental controls the mainframes demanded, and they're easier to integrate with the Department's Wide Area Network — opening the door for faster, more efficient communications into the next millennium.

— Robert Marshall □



The Financial Management Center in Cairo bids farewell to the Foreign Affairs Administrative Support System. From left are Shelia F. Thomas, budget and finance officer; Gary L. Everett, FMC director; and Lee R. Lohman, administrative counselor.

FAAS Retires

It's gone! the Foreign Affairs Administrative Support System, or FAAS, faded into the sunset last Oct. 1. The system, which provided administrative support to State and other U.S. government agencies worldwide, has been replaced by a new system, the International Cooperative Administrative Support Services. So State employees now have a new acronym to add to their vocabularies: ICASS.

Internet User's Group Seeks Members

State employees in the Washington, D.C., area are invited to attend monthly meetings of the Department's Internet User's Group, an organization dedicated to promoting use of the Internet and Intranet as a low-cost, nearly universal means of communication.

The group meets to learn about the systems and to discuss their professional, educational and recreational applications.

Meetings are the last Thursday of each month at noon at Main State. For more information or to join, e-mail Robert M. Marshall or contact him at (703) 875-5612 or robertm@nova.org. □

ASK DR. DUMONT

By CEDRIC DUMONT, M.D.

Q. My 2-year-old will not go to sleep without his bottle. I know that this is not good practice, but he has never had an ear infection and naturally my wife and I cannot sleep when he is fussy and crying. What should we do? EA

A. Putting an infant to bed with a bottle, particularly one filled with milk, is implicated as the cause of frequent ear infections in some children. Another big danger is baby bottle tooth decay, the common name for early childhood dental cavities. As the child sleeps, the acid and bacteria from the liquid attack the baby's teeth. The decay process accelerates after age two. Baby bottle tooth decay can develop as soon as the baby teeth have emerged. The following things can be done to avoid decay in baby's teeth:

- Wipe the baby's gums with a clean damp washcloth after each feeding.
- Start brushing teeth as soon as they appear in the mouth.
- Start flossing when all the teeth have appeared.
- Never allow a child to go to bed with a bottle of juice, milk, formula or any sweet liquid. Choose a bottle filled with water or a clean pacifier instead.
- Start dental visits by the first birthday and keep going regularly.

Q. I'm a healthy woman. I come from a healthy family. The only reason I visit my health unit or State Med is to have the physical examination required for clearance. Why do the examiners insist that I supply stool specimens on those cardboard folders? ARA

A. Colon cancer is the number two cancer occurring in women. It is among the top five cancers in men. The slides that you refer to are designed to determine the presence of blood in the stool. The test is used as a screening tool for cancer. Blood in the stool does not always indicate cancer, but it can be an early warning sign. Colon cancer can grow and spread without any other symptoms. When detected early, colorectal cancer has a very high cure rate. For these reasons we recommend that



This column appears monthly in State Magazine. Whether you are serving overseas or at home, you are encouraged to get your questions answered on these pages. Write to the editor, or to Dr. Dumont directly. In either case, your post will not be identified.

both women and men have annual digital rectal exams, stool occult blood tests beginning at age 40 and a sigmoidoscopy every five years beginning at age 50. Your doctor may recommend beginning these screening tests even sooner if you have a family history of colorectal cancer. State performs the screening tests during the clearance physicals. For the years between clearance physical examinations, we recommend that you have the stool examination at your health unit or with your private physician when on leave.

Q. As a federal employee I'm aware of the necessity of maintaining my records. Recently, after a brief hospitalization for a minor problem, I realized that it is equally important to maintain medical information on myself and my family. What should I keep, how do I get the information and what should I do with it? EUR

A. Patients — particularly Foreign Service employees overseas — often see different health care providers and receive care at different hospitals. The result is often incomplete medical record information, which may lead to unnecessary repeat testing. Worse yet, important medical details may be lost. To prevent that, I recommend that you get and keep copies of all important medical information, such as hospital discharge summaries, pathology reports, laboratory tests, X-ray studies, pap smear and mammography results, and records of child and adult immunizations. Of particular importance is a record of all preventive medicine checks such as periodic health exams, well-child exams and immunizations. Experience shows that people who keep tabs on preventive medicine checks are more likely to receive recommended screening tests.

You may request a copy of your medical record at post and add to that on subsequent tours. For hospitalizations, you may call the hospital's medical records department and request a copy of your hospital record. In some cases you may need to pay a copying fee. □

The author is chief of the Department's Office of Medical Services.

It's become a New Delhi tradition. For more than a decade, State employees wrapping up their tours at the U.S. embassy in India make a ceremonial walk across the chancery's "duck pond."

The pond is the centerpiece of the embassy's chancery, designed by architect Edward Durrell Stone, who designed the John F. Kennedy Center for the Performing Arts in Washington, D.C. The pond's ducks were ultimately removed when it became apparent they couldn't be "pond-broken."

The first departing pond walker is rumored to have waded the pond's length in business dress, including shoes, socks and a champagne bottle. But since that whimsical step, a variety of pond-walking styles and garb has entertained staffers gathered to applaud, encourage and sometimes even jeer strollers. Sometimes whole families take the jaunt on their final day at post, dripping afterward as they enjoy refreshments at poolside.

The post welcomes a more factual history of the tradition from readers who were there when it all started. □

The author is secretary to the deputy chief of mission in New Delhi.



Getting Their Feet Wet

By Valerie Curry

Above: Ambassador Frank Wisner, secretary Penny O'Brien, left, and Mrs. Christine Wisner, right, make the traditional departure walk across the duck pond. The Wisners left the post in July.

Left: New Delhi's Deputy Chief of Mission Matthew Daley carries on the duck-pond-walk tradition before leaving the post last August.

Photos by Brij Mohan Mahajan







Bureau of the Month:

Public Affairs

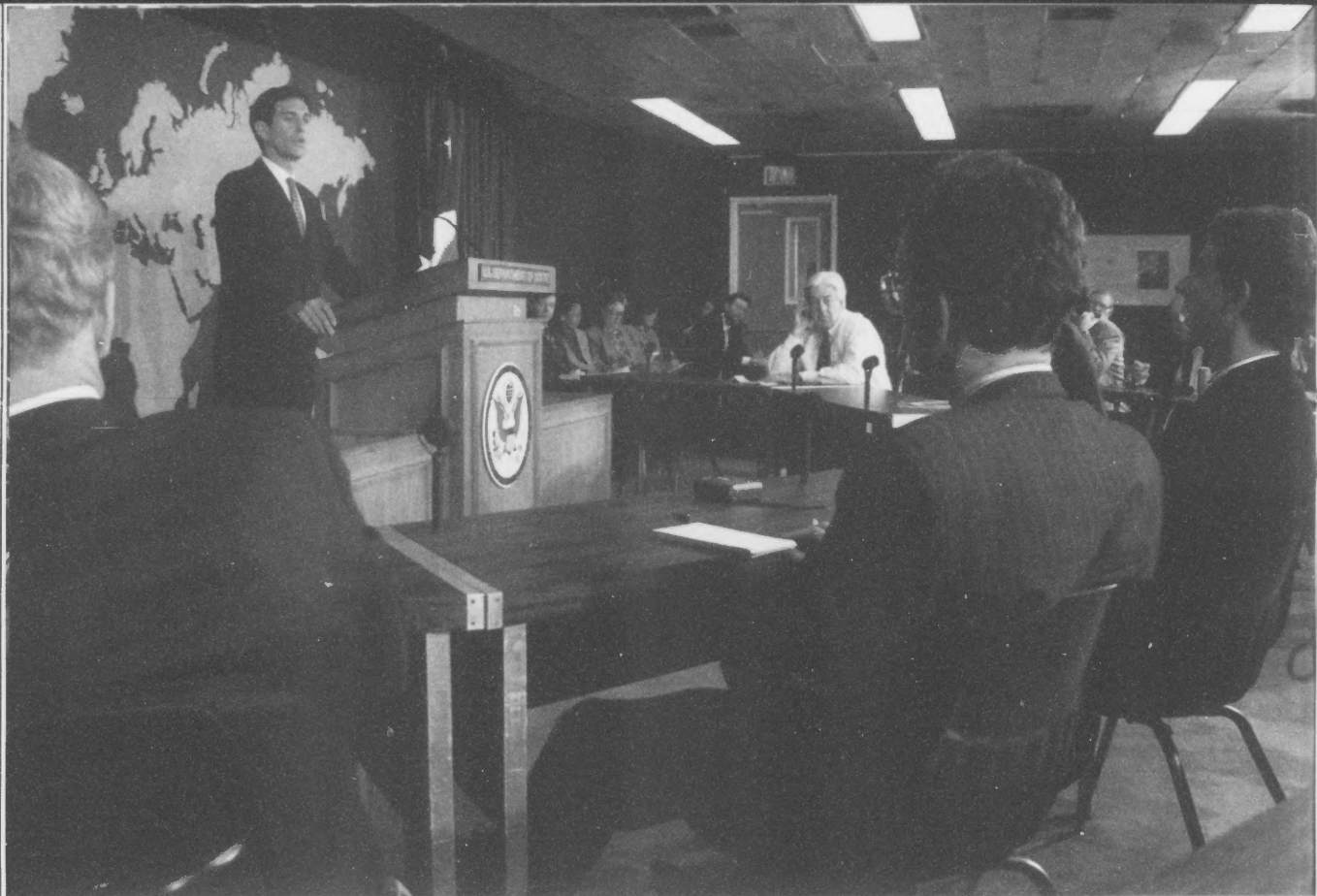
Taking the 'Foreign' Out of Foreign Policy

Turn on the network news and it won't be long before you'll see Assistant Secretary for Public Affairs James P. "Jamie" Rubin explaining foreign policy matters to reporters at the daily State Department press briefings.

Daily press briefings are an important aspect of the Department's effort to carry out Secretary Madeleine K. Albright's promise to help Americans understand the importance of foreign affairs. But they're just one part of a larger strategy the Bureau of Public Affairs uses to fulfill the Secretary's stated goal "to take the foreign out of foreign policy."

**By Diana Weston
& Steve Kane**

Left: Stakeout. Public affairs officers Jennifer Poole, left, and Gladys Boggs with members of the press in the 7th floor Treaty Room. Photo By Shawn Moore



Meeting the press. Spokesman James P. Rubin briefs the Department press corps. Photo by Shawn Moore



Regions

Secretary Albright is maintaining an active dialogue with the public because she recognizes that no foreign policy can endure over the long term without the American public's understanding and support.

Public perceptions about foreign policy are just as important as published facts, she said, and the American people must feel confident about the decisions foreign policy officials make because they have to live with the consequences. As the Secretary put it, "if [the American people] don't like, understand and care about what we do, we will not have the resources to do anything very well for very long."

The Bureau of Public Affairs is State's vehicle for carrying out the

Secretary's mandate. Led by Assistant Secretary Rubin, who also serves as Department spokesman, PA vigorously pursues the Secretary's vision to get the Department's message to the American people and to feed their concerns and comments back to the policy-makers. It accomplishes this in a variety of ways, which include:

- strategic and tactical planning on how to advance President Clinton's and Secretary Albright's priority foreign policy goals;
- daily press briefings to the Department's accredited press corps;
- answering questions about the vital foreign policy issues of the day received via messages to the Secretary's and the Department's e-mail addresses;
- State web sites containing current information about U.S. foreign policy;
- speakers visiting communities to explain the fundamental outlines of U.S. foreign policy and why it is important to all Americans;
- media outreach, enabling Americans everywhere to hear directly from key Department officials through local, regional and national radio and television interviews; and
- advanced electronic communication to reach ever-widening segments of the public.

PA also pursues other public outreach activities, which collectively

form an ambitious public outreach agenda. But programs and offices are just one part of the story. The other part is the dedicated people whose hard work, commitment to the Secretary's goal of dialogue with the public and a drive to use new communications technology to achieve that dialogue are helping achieve the Secretary's vision to make American foreign policy "of the people."

The bureau's Press Office is the linchpin of the Department's public outreach activities. When Mr. Rubin briefs the press corps, he speaks not only to the national and local media, but also to their readers and listeners worldwide. Governed in its actions by the need to be fair and evenhanded with all journalists and to be as accurate and forthcoming as possible, the Press Office also represents the interests and needs of the press to the Department.

But the Press Office's efforts to keep the public informed about foreign policy issues doesn't stop there. Its Media Outreach Unit arranges for key Department officials


to participate in call-in shows and interactive on-line interviews with local, regional and national radio and television. Working with regional print reporters and editorial boards, the unit helps place op-ed articles on current policy initiatives in national and local newspapers and tracks editorial responses to the Secretary's initiatives.

The unit pays particular attention to expanding dialogue with Hispanic and African-American communities, and women and youth. During the Secretary's recent visit to Moscow, for example, the unit arranged for students to converse with her via the World Wide Web while she was in Moscow — resulting in the first-ever cyberspace entry by a Secretary of State.

Effective public outreach requires effective planning. And PA's Office of Strategic Planning provides short- and long-range strategic planning to support the Secretary's effort to bring foreign policy issues to the American public. The office develops strategies to advance the Administration's priority policy issues, shape effective

messages explaining U.S. policies in new and ongoing issues and enhance communication with the American people. To conduct its mission, the office coordinates with bureaus throughout the Department, the White House, the National Security Council, Agency for International Development and other agencies.

The Office of Public Liaison and Intergovernmental Affairs directly promotes the Secretary's public outreach, serving as a "broker" for personal contacts between Department principals and officers and the American public. The office develops and maintains relations with members of nongovernmental organizations, universities, think tanks and civic groups nationwide. It also provides the opportunity for Department officials and thousands of Americans to meet annually to discuss policy issues of mutual interest.



Policy

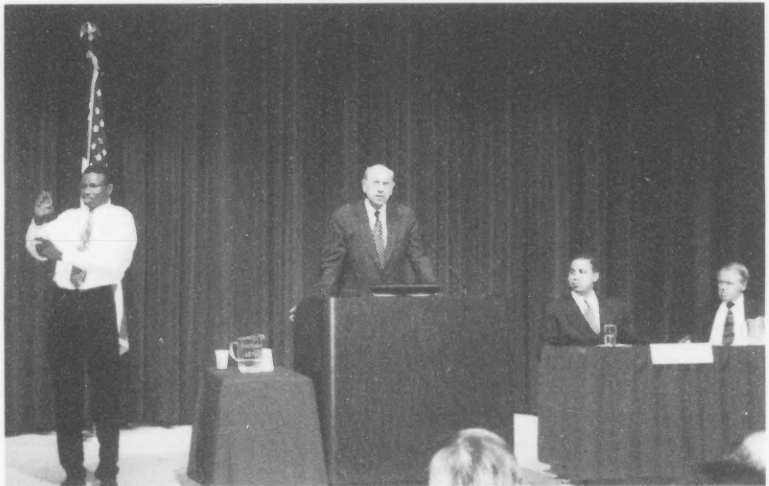
Further discussion. Deputy Spokesman James Foley and members of the Department's press corps following the press briefing.



One of the office's top priorities is to expand the Department's participation in media, academic and private-sector events, as well as conferences and town meetings — especially those involving non-traditional groups. The Secretary demonstrated her strong commitment to diversity by delivering speeches in 16 cities outside Washington in 1997. The Office of Public Liaison and Intergovernmental Affairs followed suit, expanding its conferences from eight in 1995 to 46 in 1996, developing town meetings in 28 states in 1997 and arranging for Department speakers to participate in 918 regional and 433 Washington-area events. Besides taking foreign policy issues directly to the people, these engagements help enhance the Department's image wherever they are held.

Recognizing that foreign affairs is also important at the state and local level, PA recently established the Intergovernmental Affairs Unit within the Office of Public Liaison to handle outreach to state and locally elected officials. The unit devotes much of its efforts to the "Big Seven" national organizations, which include the National Governors' Association, the U.S. Conference of Mayors and the National Conference of State Legislators. The intergovernmental unit is also working to reach out to national organizations representing minority elected officials. Much of this activity is conducted to support the Secretary's commitment to making American foreign policy serve the interests of all Americans, especially interests supported by state and local governments.

Information technology revolutionized how PA's Office of Public Communication does its work — shifting its focus from hard copy to electronic publishing. The office manages the Department's web site



BUREAU OF THE MONTH: PA

Opposite page, top: Dialogue with the public. Undersecretary Thomas Pickering speaks at the Conference on International Affairs in the 21st century.

Middle, Diplomatic and Department history. Public Affairs Officer Nicole Peacock briefs Exhibit Hall visitors about the Department.

Bottom, Government, academic, business and other foreign policy representatives attend the Conference on International Affairs in the 21st century.
Photos by Diana Weston

Below, Web beats. PA/PC Public Affairs Officers Juanita Adams, Anita Stockman and Jo Brooks edit material for the Department's Internet web site.
Photo by Ann Thomas

and coordinates with other bureaus to ensure all Department web pages share a "corporate" look. The pages offer the public immediate access to a whole range of foreign policy documents and information — from *Background Notes* and the Secretary's speeches to reports previously difficult for the public to get. The office recently added a sound component to the web site by contracting live coverage of the daily press briefing to about 10,000 subscribers on AudioNet.

The web site has greatly expanded the Department's outreach to the public. The site increased the Department's audience from thousands during hard-copy days to millions around the world today. This year, the public communication office developed a more user-friendly home page, initiated web pages for all regional and most functional bureaus, developed a page for students and worked with the Geographer's Office

on its student web section to provide foreign policy information from a geographical perspective.

When a concerned or irate citizen calls the Department about foreign policy, PA's Public Information Unit most likely handles the call. That unit is the Department's front-line contact with the general public. It receives thousands of telephone calls, e-mail messages, letters and faxes every month from individual Americans and many foreign citizens commenting on current foreign policy issues or requesting information about a myriad of subjects. More than just a "help desk" or a "comment line," the unit responds to the ebb and flow of public reaction to headlines and events. Its officers must be conversant with the Department's policies and have at their fingertips current



information about every part of the Department. They also must be prepared to soothe agitated callers and reassure people concerned about Department policies.

PA's Historian's Office looks both forward and backward to explain American foreign policy to the public. Its widely acclaimed *Foreign Relations of the United States* series, the official record of American foreign policy, documents how past foreign policy decisions were reached and implemented. The office also helps scholars find documentary sources for research. The office's historians also conduct historical research that directly relates to current policy. They recently prepared, for example, the official record of the Dayton Peace Accords and a government-wide report on U.S. and Allied efforts during and after WWII to recover and restore assets the Nazis stole or hid. □

The authors are public affairs specialists in PA's Office of Communication.

UNGA, Secretary Albright and the Press Office

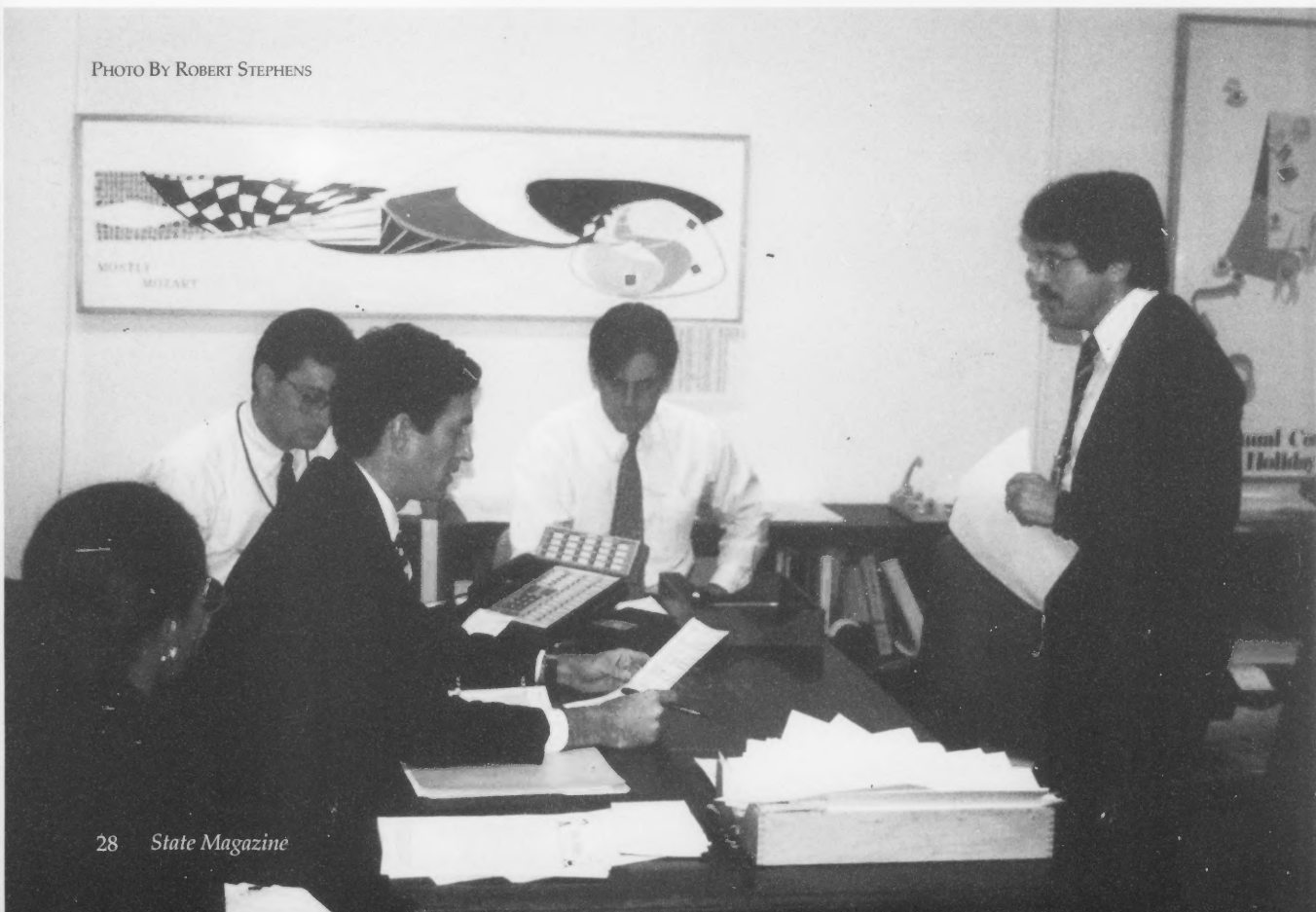
Late September saw the return of an annual tradition. The Press Office divided into two press operations that ran simultaneously in Washington and New York to support the Secretary's activities at the U.N. General Assembly.

During a two-week period, the Secretary had both a foreign policy and a domestic agenda at the United Nations. On the international front, she conducted more than 90 bilateral meetings, co-chaired the U.S.-Japan Security Consultation Committee meeting, participated in the signing ceremony of two significant arms control agreements, hosted a dinner for the Summit of the Eight Foreign Ministers and chaired the

U.N. Security Council session on Africa. On the domestic side, the Secretary addressed the Council on Foreign Relations and spoke to students at two Bronx high schools. Each of these events required Press Office support: managing photo opportunities, organizing a joint press conference and fielding press calls.

Press officers also staffed the general and special briefings conducted daily by the spokesman and other senior Department officials. Days began at 6:30 and ended past 9. The small but highly skilled New York staff was one part of the successful effort, with support from Washington and USUN's crack press office. ■

PHOTO BY ROBERT STEPHENS



BUREAU OF THE MONTH: PA

Facing page: Preparing for the noon press briefing. From left, PA Special Assistant Denise Burgess, Press Office Director Lee McClenmy, Spokesman James P. Rubin, Press Officer Christopher Bush, Bureau of East Asian and Pacific Affairs Public Affairs Officer Ken Bailes.

Right: Taking the message beyond the Beltway. Savannah Mayor Floyd Adams, Deputy Assistant Secretary for Public Affairs Lula Rodriguez, Ambassador John Wolf, APEC Coordinator, with Pat Saseen, President of the Savannah Council on World Affairs at a Town Meeting. Photo by Christine Murray



Just the facts. Shirley Taylor, James McElveen, Tangarene Martinez, Ket Sieg and Sidney Ploss of the Historian's Office.

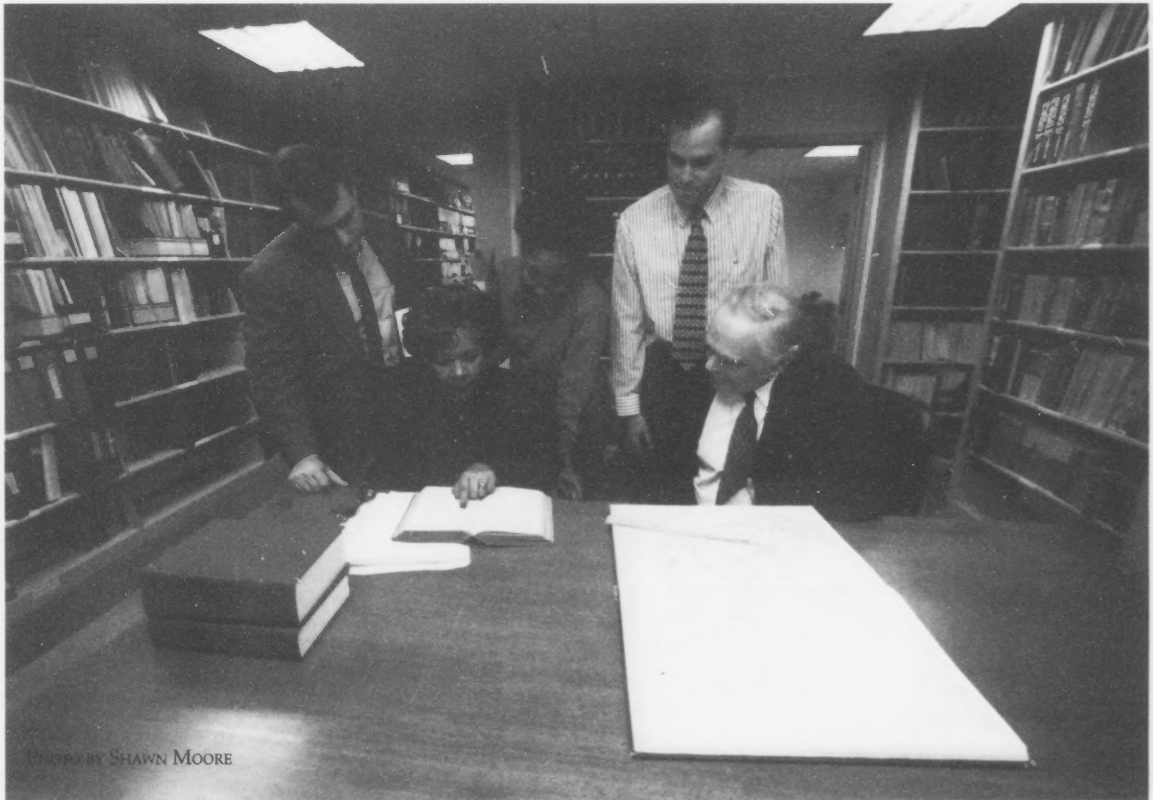


PHOTO BY SHAWN MOORE



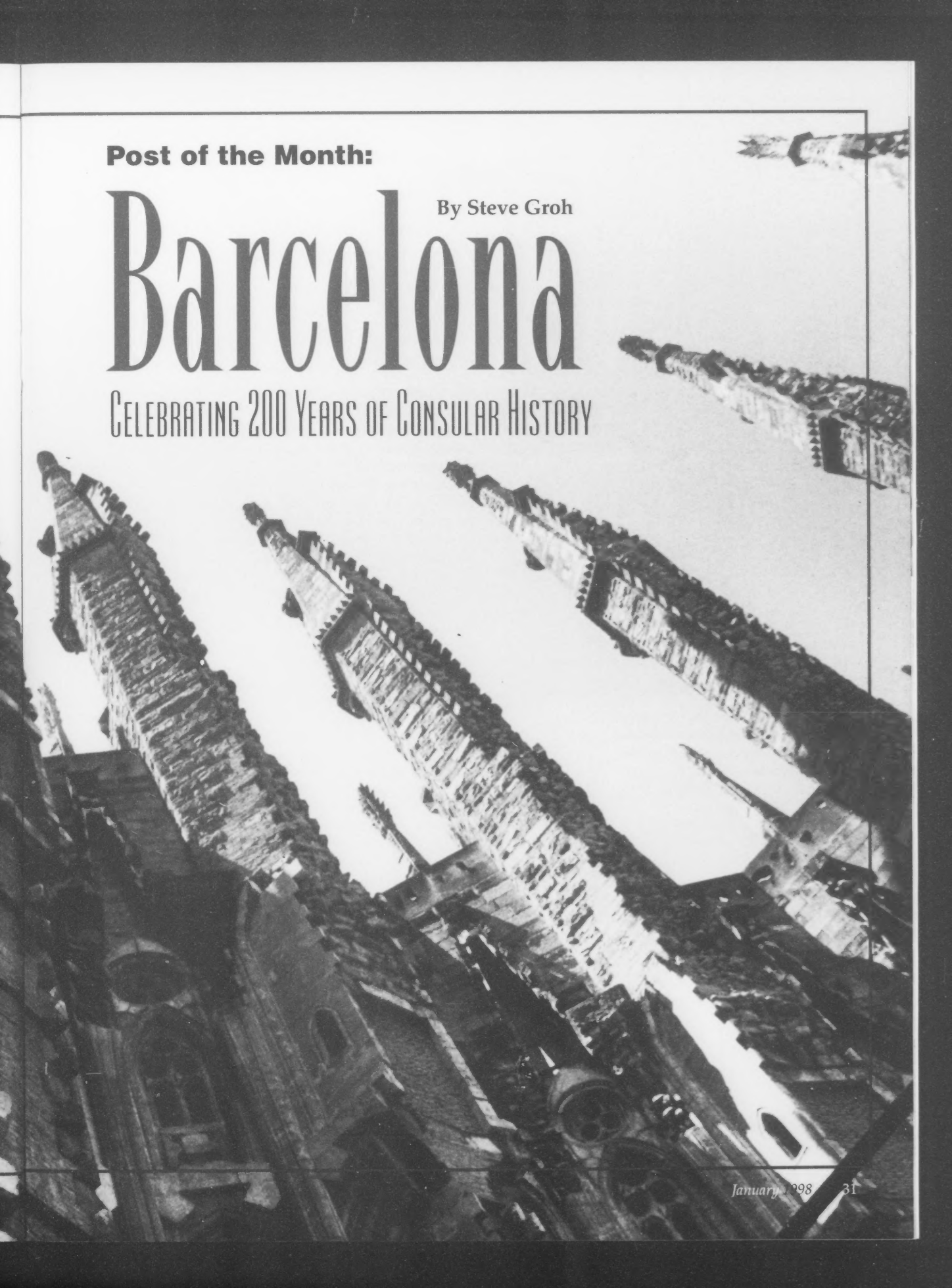
*Antoni Gaudí's Holy Family Cathedral.
Photo By Greg Miles*

Post of the Month:

By Steve Groh

Barcelona

CELEBRATING 200 YEARS OF CONSULAR HISTORY



Post of the Month: Barcelona



Begun in the 11th Century, Barcelona's Cathedral is the center piece of the Gothic Quarter—the largest assemblage of Gothic period structures in Europe.



t's one of Europe's most beautiful cities. And those who watched TV coverage of the 1992 Summer Olympic games — or better yet, attended them in person — couldn't help but be dazzled by the host city's imposing public monuments, its charming tree-lined boulevards and its inviting sidewalk cafes and tapas bars.

Perched on a pillar above Barcelona's bustling harbor stands Christopher Columbus, pointing toward the Mediterranean. Back in 1797, as the United States turned 21, Barcelona already had become Spain's Mediterranean hub of maritime commerce. The city's booming textile industry demanded raw material, and Yankee merchantmen loaded down with southern cotton crowded the city's harbor in response.

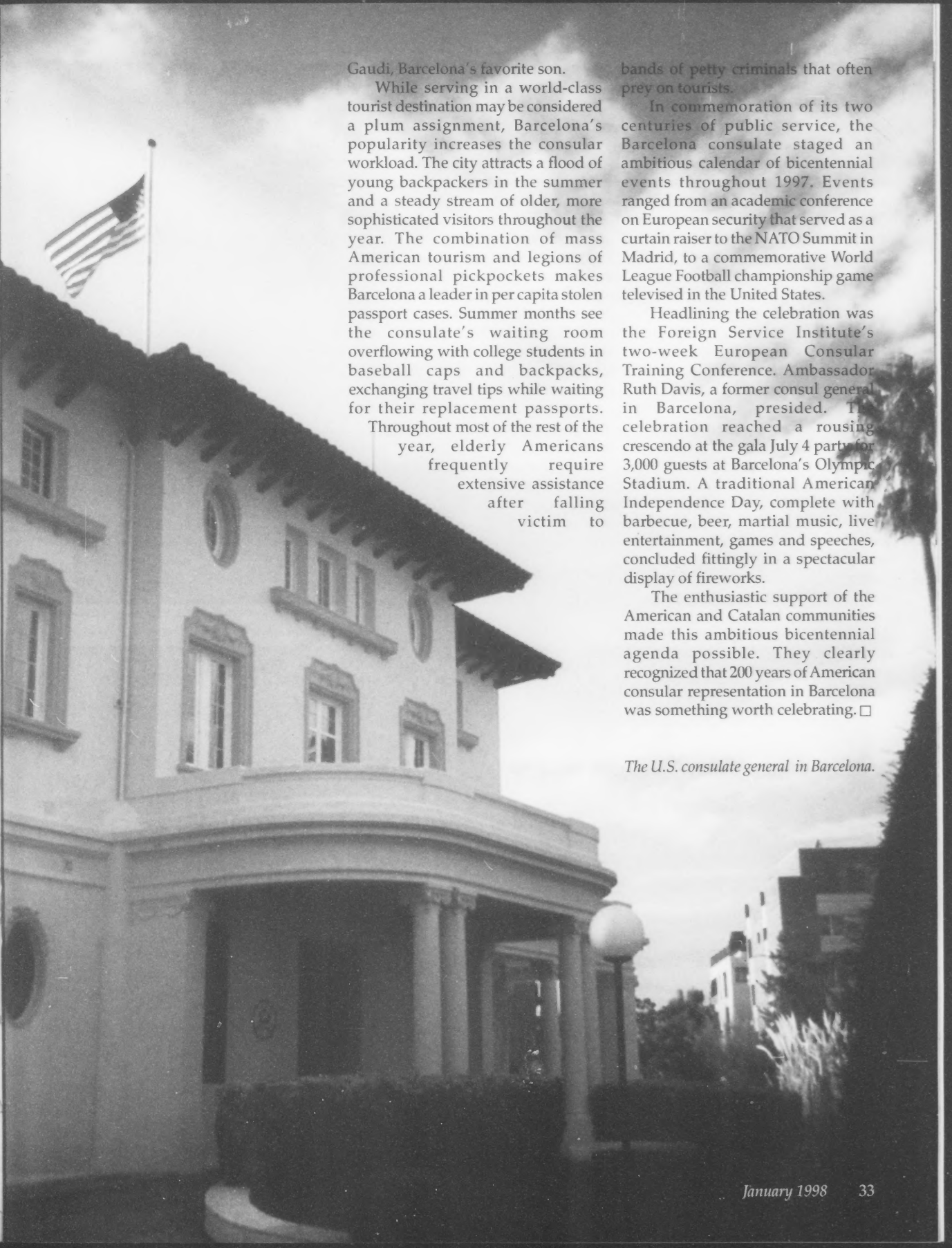
The rise of this lucrative trade generated the need for U.S. consular representation to facilitate commercial relations and aid American merchants and seamen in trouble. President John Adams responded by naming a New England sea captain, William Willis, the first U.S. consul to Barcelona on Dec. 29, 1797.

Two hundred years later, a staff of four Foreign Service officers, two U.S. family members and 18 Foreign Service Nationals promote U.S. interests strikingly similar to those of 1797. The Barcelona office has a Foreign Commercial Service Office, a Consular Section and a Branch Public Affairs Office, all dedicated to serving the needs of American business people and tourists while promoting U.S. interests through public diplomacy.

Barcelona's consulate general represents U.S. interests throughout Spain's northeastern regions of Catalonia, Aragon and the Balearic Islands and Andorra, a tiny independent principality. A region of rugged beauty, the district encompasses the glamorous Mediterranean beaches of Mallorca and the Costa Brava. Inland, the district boasts the vineyards and wooded hills of Catalonia and Aragon. Rising dramatically in the north and west, the Pyrenees mountains stand as Spain's imposing natural frontier with France.

The 1992 Olympics greatly increased Barcelona's international recognition and tourism. The city continues to attract tourists from around the world, including some 300,000 Americans a year. They seek out the city's renowned art museums and marvel at its array of urban architecture: 12th-century Gothic spires, provocative outdoor sculpture and eccentric Art Nouveau buildings in the style of Antoni

The author is a consular officer in Barcelona.



Gaudi, Barcelona's favorite son.

While serving in a world-class tourist destination may be considered a plum assignment, Barcelona's popularity increases the consular workload. The city attracts a flood of young backpackers in the summer and a steady stream of older, more sophisticated visitors throughout the year. The combination of mass American tourism and legions of professional pickpockets makes Barcelona a leader in per capita stolen passport cases. Summer months see the consulate's waiting room overflowing with college students in baseball caps and backpacks, exchanging travel tips while waiting for their replacement passports.

Throughout most of the rest of the year, elderly Americans frequently require extensive assistance after falling victim to

bands of petty criminals that often prey on tourists.

In commemoration of its two centuries of public service, the Barcelona consulate staged an ambitious calendar of bicentennial events throughout 1997. Events ranged from an academic conference on European security that served as a curtain raiser to the NATO Summit in Madrid, to a commemorative World League Football championship game televised in the United States.

Headlining the celebration was the Foreign Service Institute's two-week European Consular Training Conference. Ambassador Ruth Davis, a former consul general in Barcelona, presided. The celebration reached a rousing crescendo at the gala July 4 party for 3,000 guests at Barcelona's Olympic Stadium. A traditional American Independence Day, complete with barbecue, beer, martial music, live entertainment, games and speeches, concluded fittingly in a spectacular display of fireworks.

The enthusiastic support of the American and Catalan communities made this ambitious bicentennial agenda possible. They clearly recognized that 200 years of American consular representation in Barcelona was something worth celebrating. □

The U.S. consulate general in Barcelona.

Post of the Month: Barcelona



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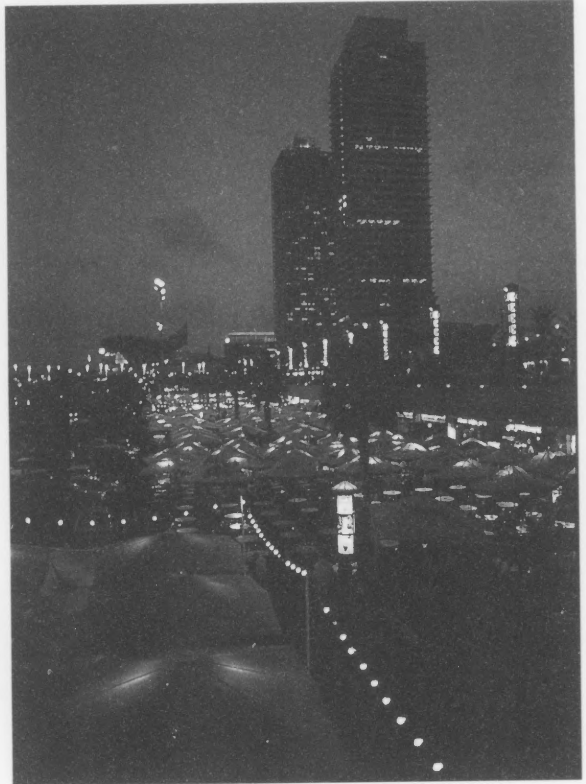
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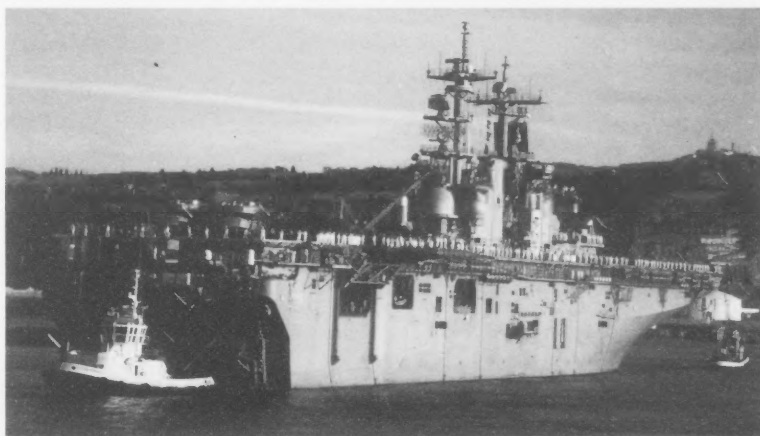


Facing Page:

Top left, the Holy Family Cathedral, one of Barcelona's most well-known landmarks. Top right, Cafes dot the Olympic village promenade. (Photos courtesy Tourist Office of Spain) Below, Foreign Service Nationals from throughout Europe attend a consular workshop in Barcelona.

This Page:

Above, officers at a Foreign Service Institute consular conference session. Right, the U.S. Navy's Sixth Fleet makes regular port calls to Barcelona.



USIS in Barcelona

By David Monk

The U.S. Information Agency is represented in Barcelona by an American branch public affairs officer and two Spanish national employees.

In addition to its typical day-to-day operations, the post recently hosted or is scheduled to cosponsor conferences on global electronic commerce, regional economic restructuring, European security,

telecommunications deregulation, media globalization and environmentally sustainable tourism.

USIS Barcelona also works with an independent, self-sustaining, binational center, the Institute for North American Studies in Barcelona. It offers Catalonia's only English-language public lending library, extensive on-line research facilities, a large English-teaching program, an

American studies program and standardized higher-education testing and counseling for those who wish to study in the United States. The center also serves as a catalyst for information and cultural exchange between Catalonia and the United States. □

The author is an information officer in Madrid.



Catalan President Jordi Pujol, former Ambassador Richard Gardner and Consul General Maurice Parker.

Barcelona's People

Catalonia serves as a leading example of European regionalism, seen by many as a model for accommodating the aspirations of the continent's restive national minorities. With their distinctive language and strong sense of cultural identity, the entrepreneurial Catalans take great pride in their homeland and count themselves more "European" than their Iberian compatriots.

Since the end of Gen. Francisco Franco's dictatorship in the mid-1970s, the Catalans have achieved nothing short of a cultural, linguistic and political renaissance. They have taken advantage of their economic dynamism and political weight, successfully extending the envelope of regional autonomy within the Spanish state and carving out for themselves enough political elbow room for their language and culture to flourish. ■

Background: Pedestrians stroll through the Olympic Village.

Photo courtesy Spanish Tourist Board





Shoppers crowd one of Barcelona's many colorful markets. Photo courtesy Spanish Tourist Board



Consul General Maurice Parker, left and his wife, Connie Parker, joke with American businessman John Starr, center, during the city's July 4 celebration.



Sidewalk cafes dot Barcelona's boulevards. Photo courtesy Spanish Tourist Board

O B I T U A R I E S

ROBERT W. BARNETT, 85, deputy assistant secretary of State for East Asia and the Pacific from 1963 until he retired in 1970, died July 25 in Washington, D.C. Mr. Barnett's diplomatic career began in 1945, when he served as a member of the Department's economics and reparations committees of the Far East Commission. He later served as officer in charge of China economic affairs and as deputy director of the foreign economic advisory staff in Asian Affairs. As deputy assistant secretary for East Asia and the Pacific, he worked toward normalizing U.S.-China relations and was a key figure in negotiating an Indonesian debt settlement.

DR. CARL F. BARTZ, 75, of Winston-Salem, N.C., died Sept. 4. His career included assignments with the Department of State and U.S. Information Agency at posts in Korea, Japan, Burma and Pakistan. Dr. Bartz wrote three reference books on international affairs, including a high school textbook on the State Department.

JOHN B. BECK, 53, a former Foreign Service officer, died April 27 in Edmonds, Wash. Mr. Beck was a diplomatic courier from 1970 to 1973 and served in embassies in Zaire, Oman and Germany. He left the Foreign Service in 1978 to pursue business and political interests in Washington state.

NORMAN J. BENTLEY, 86, died July 15 in Fairfax, Va. Mr. Bentley joined the Foreign Service in 1948 and served in Cairo, Ottawa, Lahore, Pakistan; and Nicosia, Cyprus, where he was second secretary. He also was a supervisory administrative officer for missions in South Asia. He retired in 1970 as chief of the post management branch of the Department's African Bureau.

CHARLES W. BROWN, 78, a retired Foreign Service officer, died Aug. 28 in Santa Barbara, Calif. Mr. Brown joined the Department in 1951 in Los Angeles and was posted in Bonn, Madrid, Nairobi and Caracas. His Washington, D.C., assignments included positions in the Bureau of African Affairs and the Office of Personnel.

FRANK E. CASH JR., 76, died Nov. 4 in Lexington, Va. Mr. Cash served in the Philippines, Turkey and Germany, where he was deputy chief of mission in Bonn from 1971 to 1977. He was deputy director of the Berlin Task Force from 1960 to 1963 and deputy commandant for international affairs at the U.S. Army War College from 1977 until he retired from the Foreign Service. After retirement, he served five years as director of the U.S. National Security Seminar for the George C. Marshall Foundation.

RICHARD CLAMMINES, 66, who served almost 30 years in Diplomatic Security, died Aug. 12 in Dallas. Mr.

Clammines was stationed in various DS field offices, including Los Angeles and Greensboro, N.C., and served in Washington, D.C. He was the special agent in charge at the Dallas Field Office when he retired in 1986.



Theodore T. Franzen

THEODORE T. FRANZEN, 84, died July 16 in Johnson City, Tenn. After his appointment as a Foreign Service officer in 1954, he served in Italy, Hong Kong, Morocco, Tanzania, Bolivia, Spain, Brazil and Ghana. He retired in 1971.

CONSTANCE R. HARVEY, 92, died Aug. 3 in Lexington, Va. Ms. Harvey started her career in 1930, the sixth woman ever commissioned as a Foreign Service officer. She served in Ottawa, Milan, Basel, Bern, Lyon, Zurich, Bonn, Edinburgh and Athens and as the first female consul general at Strasbourg, France. In Washington, D.C., she served as economic officer and officer in charge of Italian-Austrian Affairs in the Bureau of European Affairs. She retired in 1965.

HELEN J. HORAN, a State Department employee from 1940 until her retirement in 1968, died July 15 in Virginia Beach, Va. Ms. Horan attended the 1945 opening of the United Nations as a member of Secretary of State Edward Stettinius' staff. She later transferred to the Foreign Service and held positions as secretary to ambassadors in Cairo, South Africa, Afghanistan and Laos.



Harry Z. Kaklikian

HARRY Z. KAKLIKIAN, 75, A retired Foreign Service officer, died Aug. 27 in Falls Church, Va. After joining the Department in 1965, Mr. Kaklikian served in Washington, D.C., Lebanon and Ghana. He retired in 1986.

DOROTHY M. LECHNIR, 68, a Foreign Service secretary from 1958 until she retired in 1994, died June 9 in Madison, Wis. Ms. Lechnir served in Barcelona, Spain; Ankara, Turkey; Kuala Lumpur, Stockholm, Brussels and Washington, D.C.

JOHN M. LEDDY, 83, died Aug. 31 in Fairfax, Va. Mr. Leddy joined the State Department in 1941 as a divisional assistant in trade policy matters. He was named director of the international trade policy office and served as deputy assistant secretary for economic affairs. In 1961, Mr. Leddy was assistant secretary of the Treasury for

O B I T U A R I E S

international affairs from 1961 to 1963, and he served in a variety of positions involving trade and economic issues before retiring in 1969.



William Leonhart

WILLIAM LEONHART, 78, the first U.S. ambassador to Tanganyika, now Tanzania, from 1962 to 1965 and ambassador to Yugoslavia from 1969 to 1972, died June 26 in Washington, D.C. During his Foreign Service career, Mr. Leonhart was also posted to Dar es Salaam, Tanzania; Belgrade, Buenos Aires, Rome, Phnom Penh, Saigon, Vientiane, London and Tokyo, where he was deputy chief of mission from 1959 to 1962. In

Washington, he served on the National Security Council Planning Board as special assistant to the President, and as deputy commandant for international affairs at the National War College. He was a principal architect of the National Defense University and was its founding vice president. After retiring from the Foreign Service in 1979, he chaired the Senior Review Panel of the Central Intelligence Agency.

STEWART W. MACDONALD, 68, a retired General Services Officer, died July 22 in Austin, Texas. During his 25 years with the Department, he spent two tours in Washington, D.C., and served in Paraguay, Spain, Pakistan, Liberia and El Salvador. Mr. Macdonald retired in 1980.



Stephen B. Maurer

STEPHEN B. MAURER, 84, a State Department expert in the repatriation of art, archeological treasures, gold and financial property looted in World War II, died at his office desk in Washington, D.C. June 25. Mr. Maurer joined the Department after World War II, serving eventually as assistant legal adviser in the Economic, Military, European, Far Eastern, Scientific and Cultural bureaus. He was instrumental in establishing U.S. and international policy after World War II on restitution of assets, and he represented the United States at international conferences that set policy on looting and the sale and return of archeological treasures.



Blanche S. Morgan

BLANCHE S. MORGAN, 79, a retired State Department secretary who

worked for most of her 30-year career in the Bureau of Eastern European Affairs, died June 6 in Alexandria, Va. Mrs. Morgan joined the Department in 1940 and retired in 1970.

GEORGE A. MORGAN, 91, a retired Foreign Service officer whose career included tours as ambassador to the Ivory Coast from 1965 to 1969 and director of the Foreign Service Institute, died June 24 in Gainesville, Fla. Mr. Morgan served in Moscow, Berlin and Japan. After retiring in 1969, he wrote, *Speech and Society: The Christian Linguistic Social Philosophy of Eugen Rosenstock-Huussy*, published in 1987.



John H. Morris

JOHN H. MORRIS, 82, of Glendale, Ariz., died Sept. 3. Mr. Morris joined the Foreign Service in 1945 and held posts in Turkey, Egypt, Mexico, Canada, Surinam and Washington, D.C. He retired in 1971.

ANDREW B. WARDLAW, 84, a Foreign Service officer for more than 25 years, died Aug. 14 in Summerville, S.C. Mr. Wardlaw served in Toronto; Barranquilla, Columbia; Dominican

Republic; Guatemala; and Bilbao, Spain. He was deputy chief of mission in Paraguay and commercial attaché in Japan. He authored *Achievements and Problems of the Central American Common Market*, an economic study published by the State Department in 1969. He retired in 1975.



Ronald J. Peters

RONALD J. PETERS, 58, died April 15 in Everett, Wash. His Foreign Service career began in 1958 and included tours in Mali, Rwanda, Tunisia, Afghanistan, Taiwan, Canada and India. He retired in 1995.

JANE BOSON YOUNG, 83, a retired Foreign Service officer, died June 7 in Chevy Chase, Md. Ms. Young served in Taipei, Singapore, Sydney and London before retiring in 1970. □

State Magazine is running obituaries in this new, condensed format to help reduce the backlog of submissions we have received. Obituaries are published at the request of immediate family members, and should be submitted in this format.

FOREIGN SERVICE PERSONNEL

Appointments (December)

Alam, Mumtaz, Foreign Service Specialist Intake
 Alexandre, Timothy, Diplomatic Security
 Bishop, Michael E., Diplomatic Security
 Brebrick, Barbara D., Inter-American Affairs
 Cavanagh, Andrew M., Diplomatic Security
 Cavanaugh, Michael Francis, Chiang Mai
 Cooke, Brian Alistaire, Foreign Service Specialist Intake
 Crews, Kevin T., Foreign Service Specialist Intake
 Cronin, Daniel, Diplomatic Security
 Detrani, Joseph M., East Asian and Pacific Affairs
 Estes, Bonita, Foreign Service Specialist Intake
 Fabius, Jennifer, Diplomatic Security
 Fisch, Theodore P., Diplomatic Security
 Gary, Pamela G., Diplomatic Security

Guido, Douglas R., Diplomatic Security
 Henry, Patrick J., Diplomatic Security
 Hill, Julia, Diplomatic Security
 Hine, James D., Diplomatic Security
 Hollander, Sharon C., Foreign Service Specialist Intake
 Jackson, Michael L., Foreign Service Specialist Intake
 Joram III, Philip R., Diplomatic Security
 Jung, Thomas T., Pre-Assignment Training
 Kane, John V., Nairobi
 Kavanagh, Christopher, Shenyang
 Kavanagh, Julie Lynn, Shenyang
 Klein, Jacques Paul, Office of the High Representative
 Kuzma, Chris, Diplomatic Security
 Legallais, Eric J., Diplomatic Security
 Lehman, James A., Foreign Service Specialist Intake

Lesh, Vivian M., Foreign Service Specialist Intake
 McDermott, J. Edgar, Office of Information Management
 McGuire, Luke, Diplomatic Security
 Miller, Charles, Diplomatic Security
 Murphy, Michael A., Diplomatic Security
 Odenthal, Sean, Diplomatic Security
 Ratermanis, Victor V., Diplomatic Security
 Richardson, Thomas E., Diplomatic Security
 Schofield-Lake, Jennifer, Diplomatic Security
 Sexton, Stephan, Diplomatic Security
 Shea, Debra L., Foreign Service Specialist Intake
 Sigmund, Anne M., Bishkek
 Swank, David K., Foreign Service Specialist Intake
 Wade, Richard M., Diplomatic Security

Transfers (December)

Abington Jr., Edward Gordon, Jerusalem to Intelligence and Research
 Adams, Gregory J., Singapore to Foreign Service Institute
 Adams, Julie D., Operations Center to Foreign Service Institute
 Adams, Richard Hugh, Shanghai to Rio de Janeiro
 Adams, Richard J., St. Petersburg to Political-Military Affairs
 Adams, Robert L., Manila to Osaka Kobe
 Agnew, Elizabeth Jamieson, Bonn to Almaty
 Ahring, Raymond C., Paris to Lima
 Akuetteh, Cynthia Helen, Deputy Special Representative for Trade Negotiations to Inter-American Affairs
 Alexander, Gary Roy, Near Eastern Affairs to International Narcotics and Law Enforcement Affairs
 Andrews, Thomas H., Bangkok to Frankfurt
 Arakaki, Melvin M., Foreign Service Specialist Intake to Foreign Buildings Office
 Archabal, Tedd A., Lima to Manila
 Arnaudo, Raymond V., London to Oceans Bureau
 Arrizabalaga, Edward P., Lagos to Port Moresby
 Arzt, Joanne, Office of the Secretary to Inter-American Affairs
 Asgard, Ramlin, Pre-Assignment Training to Istanbul
 Atnip, Cynthia Dianne, Johannesburg to Bureau of Personnel
 Aubin, Estelle R., Tirana to Rome
 Baden, Barbara J., Jerusalem to Consular Affairs
 Bader, Jeffrey A., East Asian and Pacific Affairs to National Security Council
 Barks-Ruggles, Erica Jean, Office of the Secretary to National Security Council
 Barmon, Kathleen W., Office of the Secretary to Inter-American Affairs
 Barnett, Margaret A., Brazzaville to Windhoek
 Barrosse, Colombia A., Consular Affairs to International Narcotics and Law Enforcement Affairs
 Bassett, Leslie Ann, Office of Legislative Affairs to Under Secretary for Political Affairs
 Basso, James H., Phnom Penh to Asuncion
 Bates, John F., Congo, Democratic Republic to African Affairs
 Becker, David Cortelou, Foreign Service Institute to Bogota
 Beecroft, Robert M., European Affairs to Foreign Service Institute
 Bellows, Michael Donald, Consular Affairs to Ottawa
 Belz, John F., Zagreb to Administration

Bernier, Lanny Roger, Managua to Quito
 Berry, Douglas M., Political-Military Affairs to Foreign Service Institute
 Bickle, Lou H., Harare to Dhaka
 Bisharat, Henry Louis, Lima to Djibouti
 Blair, Donna M., Bucharest to Bureau of Personnel
 Blakely, Richard V., Bureau of Personnel to Office of Information Management
 Blankenship, Paul W., Kuwait to Beirut
 Bluhm, Nathan Mark, Bucharest to Monterrey
 Blumberg, Kelley Jo, Algiers to Bogota
 Bocchetti, Mark William, European Affairs to Foreign Service Institute
 Bochart, Gerald W., Paris to Nairobi
 Boggs Jr., Robert K., Foreign Service Institute to Near Eastern Affairs
 Bohne, Brent R., Port-au-Prince to Monterrey
 Bolton, W. A. Peter, Ottawa to Office of Information Management
 Bondy, Steven Craig, Operations Center to Near Eastern Affairs
 Bowman, Russell L., Chisinau to Frankfurt
 Boy, Donald, Intelligence and Research to Foreign Service Institute
 Boyls, R. Wayne, Political-Military Affairs to Economic and Business Affairs
 Brewer, Jerry W., Cairo to Administration Office of Information Management
 Brooks, Vanessa C., Nassau to Banjul
 Brown, Donald L., Pre-Assignment Training to Lima
 Brown, R. Douglas, Osaka Kobe to Windhoek
 Brown, Stephanie L., Cape Town to Bureau of Personnel
 Budden, Randall C., Mexico City to Valletta
 Burchyns, Stephen Paul, Diplomatic Security to Foreign Buildings Office
 Campos, Stephan D., Manama to East Asian and Pacific Affairs
 Carpenter, Richard A., Lome to Lagos
 Cason, James C., Political-Military Affairs to Kingston
 Chase, Daniel Lee, Luanda to Cape Town
 Choe, Karen K. W., Pre-Assignment Training to Bridgetown
 Christ, Matthew D., Pre-Assignment Training to Tegucigalpa
 Clizbe, Kent E., European Affairs to Valletta
 Coe, John Charles, Tijuana to Nouakchott
 Cohen, Nancy A., Tunis to Near Eastern Affairs
 Collins II, Edward L., Diplomatic Security to Algiers
 Cooper IV, H. Field, Diplomatic Security to Foreign Buildings Office
 Cooper, Doyle E., Bujumbura to Diplomatic Security

Copeland, Mark S., Office of Information Management to Frankfurt
 Corkery, John R., Belize City to Pretoria
 Criss, Ola B., Guayaquil to Accra
 Crowe, Rosemary L., Majuro to Muscat
 Daly, Kanikar N., Guangzhou to Manila
 Del Corso, Christopher J., Pre-Assignment Training to Monrovia
 Deming, Rust M., Tokyo to Bureau of Personnel
 Deutsch, Robert Sidney, Near Eastern Affairs to Economic and Business Affairs
 Devine, Stewart T., Pre-Assignment Training to Seoul
 Doherty, Brian Peter, Foreign Service Institute to Amman
 Dollar, Carolyn J., Inter-American Affairs to National Security Council
 Dong, Edward Kwok Hee, Office of the Secretary to Seoul
 Duffy, Katherine O., Georgetown to Frankfurt
 Dulisse, Judith A., Sarajevo to Frankfurt
 Dunlap, Ellen M., Pre-Assignment Training to Kingston
 Edwards, Naomi Sue, Bandar Seri Begawan to Economic and Business Affairs
 Elbinger, Lewis Keith, Lahore to New Delhi
 Elliott, Catherine J., Ashgabat to Rome
 Elliott, Mark Christopher, Caracas to East Asian and Pacific Affairs
 Emery, Carol J., U.S. Vienna to Ulaanbaatar
 Engels, Ellen Connor, Riyadh to Bureau of Personnel
 Erlandsen, Allan W., Mexico City to Ottawa
 Feldman, Roberta A., Bogota to African Affairs
 Ferguson, Mitchell, Bogota to Pretoria
 Finn Jr., Ernest E., Bogota to Office of Information Management
 Flatt, Shawn Eric, Santo Domingo to Mexico City
 Flynn, Jeffrey Charles, Guatemala to Lima
 Forbord, Thomas Austin, Rome, U.S. Mission to Diplomats in Residence
 Ford, William W., Rome to Bonn
 Foster, James J., European Affairs to East Asian and Pacific Affairs
 Froats, Daniel T., Pre-Assignment Training to Budapest
 Gardner Jr., J. Warren, Kuala Lumpur to Manila
 Garnett, Nancy Ruth, Canberra to Office of the Secretary
 Garry, James C., Pre-Assignment Training to Islamabad
 Gaskill, William G. L., Tel Aviv to Lima
 Geis III, Stephen Michael, Political-Military Affairs to European Affairs
 Gendron, Jacqueline C., Almaty to Berlin

FOREIGN SERVICE PERSONNEL

Transfers (December) continued

- Gerson, Leslie Ann**, Bureau of Personnel to Oceans Bureau
- Geveden, Paul T.**, Office of Information Management to Lome
- Gibson, Gary M.**, Dakar to Santo Domingo
- Gifford, Heather**, Pre-Assignment Training to Manila
- Giles, Timothy L.**, Kiev to Abidjan
- Gilke, Amanda Escobar**, Windhoek to Guatemala
- Glassman, Jon D.**, European Affairs to Bureau of Personnel
- Glazeroff, Joshua D.**, Pre-Assignment Training to Santo Domingo
- Gooding, David L.**, Bureau of Personnel to Bucharest
- Graham Jr., Thomas Edward**, Moscow to Foreign Service Institute
- Grant, Julie L.**, Lima to Mexico City
- Haas, David**, Foreign Service Institute to Diplomatic Security
- Haftel, Michael K.**, Tel Aviv to Stockholm
- Hagopian, Patti P.**, Pre-Assignment Training to Mbabane
- Hall, Donovan J.**, East Asian and Pacific Affairs to Manila
- Hall, John Martin**, Tel Aviv to European Affairs
- Halliburton, Suneta Lyn**, Moscow to Helsinki
- Hamilton Jr., Hugh G.**, Political-Military Affairs to Bureau of Personnel
- Hamilton, John Alexander**, Near Eastern Affairs to Office of the Secretary
- Hamric, Mary Susan**, Rome to Lilongwe
- Hannan Jr., Robert F.**, Consular Affairs to European Affairs
- Hanniffy, Brendan A.**, European Affairs to Bureau of Personnel
- Hanson, Kathleen D.**, Bureau of Personnel to Near Eastern Affairs
- Hanway, Timothy**, Caracas to San Jose
- Hanzlik, David**, European Affairs to London
- Harden-Wasson, Kathleen**, Foreign Buildings Office to Bangkok
- Hardesty, Steven A.**, Inter-American Affairs to Foreign Service Institute
- Harkness, Edward Michael**, Office of Foreign Buildings to Berlin
- Harold, Christine A.**, Madrid to Manila
- Harris, F. Allen**, Bureau of Personnel to Melbourne
- Harrison Jr., James A.**, Bern to Office of Information Management
- Hart Jr., Clifford A.**, Ait Taipei to Beijing
- Hartsock, Linda K.**, Kingston to Tel Aviv
- Hartwick, Douglas Alan**, New Delhi to East Asian and Pacific Affairs
- Harvey, Barbara S.**, Jakarta to Diplomats in Residence
- Harvey, John James**, Ulaanbaatar to Kuala Lumpur
- Haslach, Patricia**, Lagos to Jakarta
- Haugh, William J.**, Stockholm to Rome
- Hauptmann, Jerzy J.**, Seoul to Moscow
- Haywood, Doris Ruth**, Oceans Bureau to Brasilia
- Heaphy, Eileen M.**, Monterrey to International Narcotics and Law Enforcement Affairs
- Hedgbeth, Llewelyn H.**, Ulaanbaatar to Administration
- Heffernan, Patrick**, Cairo to Dubai
- Hefright, Brook E.**, Yekaterinburg to Bonn
- Heide, Karen Z.**, Buenos Aires to The Hague
- Hein, Gary M.**, Foreign Service Specialist Intake to Oslo
- Henshaw, Simon**, Bureau of Personnel to Consular Affairs
- Hensley, Robert L.**, Istanbul to Almaty
- Henzel, Christopher Paul**, Tunis to Sanaa
- Herbert, David**, Lagos to Jakarta
- Heskin, Carolyn I.**, Bureau of Personnel to Democracy, Human Rights and Labor
- Hickman, Leslie R.**, Oceans Bureau to Consular Affairs
- Hicks, Gregory Nathan**, Sanaa to Near Eastern Affairs
- Hill, Billy Joe**, Bangkok to Seoul
- Hill, Lawrence N.**, Manila to Medical Services
- Hillman, Andrew S.**, Office of the Secretary to International Organization Affairs
- Hillman, Stuart R.**, Intelligence and Research to London
- Himmelsbach, Russell F.**, Dhaka to Bogota
- Hjellum, Judyann**, Frankfurt to Office of the Secretary
- Hodal, Kathleen V.**, Bangkok to East Asian and Pacific Affairs
- Hodak, Andrea Rose**, Bogota to Diplomatic Security
- Hodak, Robert Michael**, Bogota to Diplomatic Security
- Hofmann, Karl**, Inter-American Affairs to National Security Council
- Hofmeister, David Charles**, Foreign Service Specialist Intake to Seoul
- Hoh, Christopher J.**, Operations Center to European Affairs
- Holland, Harry J.**, Mexico City to Office of Information Management
- Holliday, Janet Gay**, Colombo to Hong Kong
- Holt, Nathan Vange**, Dakar to Banjul
- Holtzapfel, Richard A.**, European Affairs to Intelligence and Research
- Hopkins, Irma J.**, London to Intelligence and Research
- Hopkins, Scott E.**, European Affairs to Paris
- Horsey, Sarah R.**, Oceans Bureau to Inter-American Affairs
- Hotchkiss, Kristina M.**, European Affairs to Kiev
- Houston, Patricia L.**, Oslo to Brussels
- Howe, William M.**, Lahore to Islamabad
- Hoye, Andrew**, Mexico City to London
- Hudspeth, Bruce**, Montevideo to Kiev
- Hudspeth, Michael J.**, Diplomatic Security to Beirut
- Huffman, Larry Dean**, Oceans Bureau to Intelligence and Research
- Hughes, Miriam K.**, Thessaloniki to Foreign Service Institute
- Huizinga, Todd Michael**, San Jose to Hamburg
- Hull, Edmund James**, Foreign Service Institute to International Organization Affairs
- Hushek, Thomas J.**, Democracy, Human Rights and Labor to Near Eastern Affairs
- Hutchinson, Vicki**, Freetown to Port Moresby
- Ieronimo, Anthony N.**, Pre-Assignment Training to Mexico City
- Imbrie III, William**, Foreign Service Institute to International Organization Affairs
- Ingalls, Linda Caldwell**, Tel Aviv to Brussels, USEU
- Ingraham, Russell Pierson**, La Paz to Office of the High Representative
- Ishii, Jean H.**, Tokyo to Berlin
- Jaberg, David E.**, European Affairs to Bern
- Jackson, Carole Ann**, Foreign Service Institute to Lima
- Jackson, Richard Lee**, Near Eastern Affairs to Bureau of Personnel
- Jeffries, Allan K.**, Sofia to Managua
- Johns Jr., Edward Bernard**, Operations Center to European Affairs
- Johnson, Mark Coolidge**, Guatemala to International Organization Affairs
- Judge, Erica**, Amman to London
- Jungfleisch, Joan M.**, Tokyo to Bureau of Personnel
- Junker, Delvin W.**, Port-au-Prince to Political-Military Affairs
- Kagan, Edgard Daniel**, Office of the Secretary to Tel Aviv
- Kaneshiro, Claire K.**, Pre-Assignment Training to Bangkok
- Kansas, Patricia Jane**, Career Mobility Program to Caracas
- Kelley, Henry Edward**, European Affairs to Intelligence and Research
- Kelsey, Thomas A.**, Athens to Kuwait
- Kennedy, Paul W.**, Diplomatic Security to Brasilia
- Kenny, Joseph A.**, Kuwait to Moscow
- Kirkwood, Stephen J.**, Johannesburg to Addis Ababa
- Koenig, John Monroe**, Nicosia to Athens
- Kong, Allen Sung Hu**, Political-Military Affairs to Foreign Service Institute
- Kontos, Stephen L.**, Abu Dhabi to Jerusalem
- Krage, Fred W.**, Moscow to Office of the Chief Financial Officer
- Krajeski, Thomas C.**, Cairo to Dubai
- Kurtzer, Daniel Charles**, Intelligence and Research to Bureau of Personnel
- Kvien, Kristina**, Manila to European Affairs
- Laidlaw, Philip G.**, Sarajevo to European Affairs
- Lamb, Lynne Dorothy**, Dhaka to Riyadh
- Lambert, Lynne Foldessy**, Foreign Service Institute to Budapest
- Lamorte, Kathleen Lundy**, African Affairs to Bangkok
- Lanos, William**, Paris to Diplomatic Security
- Laskaris, Alexander Mark**, African Affairs to Luanda
- Laurance, Laurie**, Islamabad to Cairo
- Lawrence Jr., Ellsworth B.**, Bangkok to Diplomatic Security
- Lawrence, Norman B.**, Maputo to Kuwait
- Le, An Thanh**, Tokyo to Kuala Lumpur
- Lee, Harvey Samuel**, Foreign Service Institute to Vienna
- Lee, Susan**, Office of the Chief Financial Officer to Brussels
- Leech, Theresa Mary**, Jerusalem to Amman
- Legeay, Gabrielle T.**, Near Eastern Affairs to Rabat
- Leighton Jr., Henry A.**, Vienna to Manila
- Libby, Mark**, Warsaw to Nassau
- Lim, Tack**, Bangkok to Seoul
- Lindquist, Troy A.**, Frankfurt to Bangkok
- Lindsey, Kevin A.**, European Affairs to Valletta
- Link, Bernard E.**, Lilongwe to Oceans Bureau
- Lister, John Louis**, Nicosia to Tel Aviv
- Liston, Jennie S.**, Moscow to European Affairs
- Littlefield, Charles L.**, Rio de Janeiro to Rome
- Lively, Kathleen G.**, London to Tokyo
- Lizzi, Bruce J.**, Algiers to Diplomatic Security
- Long, Marbie M.**, Bureau of Personnel to European Affairs
- Lopez, Linda**, Bucharest to San Salvador
- Loveland, James David**, Port-au-Prince to Mexico City
- Lowry, Niceta D.**, Freetown to Kuwait
- Lyons, Kenneth J.**, Bangkok to Consular Affairs
- Mack, Kenneth Wesley**, Dakar to Yaounde
- Mack, Michael M.**, La Paz to Bujumbura

FOREIGN SERVICE PERSONNEL

Transfers (December) continued

- MacNeil, Neil J.**, Diplomatic Security to Yaounde
Madden, Thomas E., Bureau of Personnel to Beijing
Madrid, Sarah O., Madrid to Bishkek
Maher, James Cunningham, European Affairs to Lima
Majewski, Brian R., Brasilia to Bureau of Personnel
Malkin, Joel Robert, Rome to Consular Affairs
Mangelsdorf, Caroline B., Bogota to Nicosia
Marchese, Gregory M., Pre-Assignment Training to Peshawar
Marengo, Wilmer, Office of Information Management to Havana
Mariz, John C., Intelligence and Research to Brasilia
Martinez, Hilarion A., Sarajevo to Foreign Service Institute
Maurantonio, Pauline E., Rome to Buenos Aires
Mayer, Paul Overton, Hong Kong to East Asian and Pacific Affairs
Mayo, Audrey P., Bureau of Personnel to Yaounde
McCreary, Patrick Michael, Diplomatic Security to Ankara
McCoy, Gretchen A., Bamako to Nairobi
McGrath Jr., Everett U., Office of Information Management to Bureau of Personnel
McGrath, Raymond Gerard, Manila to Lima
McKee, Richard Keller, Ankara to Bureau of Personnel
McVerry, James A., East Asian and Pacific Affairs to Operations Center
Mealey, Loren Gay, Sanaa to European Affairs
Mecke, Frederick A., International Narcotics and Law Enforcement Affairs to Bureau of Personnel
Mendoza, Eliel J., Inter-American Affairs to Bern
Merry, E. Wayne, Political-Military Affairs to Bureau of Personnel
Miles, James W., Banjul to Sofia
Miller, John Holmes, Ottawa to Secretary of Defense
Milstead, Eric N., Bangkok to Ljubljana
Mims, John Anthony, Mexico City to Diplomatic Security
Mire, Lawrence J., Naha to Yokohama
Mitchell, Linda I., Moscow to Office of the Secretary
Montoya, Delores J., Athens to Office of the Secretary
Moon, Jeffrey A., Beijing to East Asian and Pacific Affairs
Moore, Donald Leroy, Consular Affairs to Paris
Moore, Geoffrey Henry, Foreign Buildings Office to Bangkok
Moore, Holly Toye, Brussels, USEU to European Affairs
Moore, Wendela C., Foreign Service Institute to The Hague
Morris, Douglas Alan, East Asian and Pacific Affairs to Tokyo
Morrison, Barbara B., Pre-Assignment Training to Port of Spain
Morton, Joe D., Abidjan to Diplomatic Security
Mount, Lisa A., Oceans Bureau to Intelligence and Research
Muirhead, Arthur B., Brasilia to Office of the Secretary
Muller, Stephen H., London to Economic and Business Affairs
Murphy, Kimberly Michele, Intelligence and Research to Operations Center
Murray, Virginia E., Economic and Business Affairs to East Asian and Pacific Affairs
Nagal, Frederick R., Tokyo to East Asian and Pacific Affairs
Nasетка, Thomas C., Berlin to Frankfurt
Neubauer, Kim Suzanne, Tegucigalpa to Warsaw
Nissen, Harold Peter, Warsaw to Lisbon
Nolan, Robert B., Office of the Under Secretary for Management to Inter-American Affairs
Nussbaum, Jonathan E. O., London to Tokyo
Nyman, Elisha, Warsaw to Vancouver
Nystrom, Dwight D., Pre-Assignment Training to Brasilia
O'Donovan, Kevin L., European Affairs to Brussels
Odette, David J., Lome to Moscow
Orr, Harry Leon, Lima to Political-Military Affairs
Oswald, Michael T., Office of Information Management to Pretoria
Parkhurst, Roseann, Bucharest to Tbilisi
Patchell, Anne Ware, Bureau of Personnel to Democracy, Human Rights and Labor
Patterson, Rex-Marc, Shenyang to East Asian and Pacific Affairs
Pauli, Rosemarie, European Affairs to Hamburg
Peterson-Ortiz, Isis M., Santiago to Belize City
Peterson, Barry R., Guatemala to The Hague
Peterson, Marvin R., U.S. Vienna to Bureau of Personnel
Piazza-Campbell, Paula, La Paz to San Salvador
Piplani, Mira, Amman to Muscat
Platt, Lynne G., Cairo to Casablanca
Plotts, James Allen, Seoul to Oslo
Polka, Richard D., Vienna to European Affairs
Rasari, Nancy Moore, Kampala to Belize City
Raven-Hamilton, Eleanore, The Hague to International Narcotics and Law Enforcement Affairs
Ray, Lori Beth, Brussels to Canberra
Reilly, Craig, Monterrey to Sao Paulo
Reinert, Susan, Sao Paulo to Quito
Renner, Scott M., Pre-Assignment Training to Lagos
Roberts, John C., Pre-Assignment Training to Managua
Robertson, Sara D., African Affairs to Pretoria
Roe, Charlotte Eloise, Oceans Bureau to Budapest
Rogers, Jennifer Lynn, Kingston to Bureau of Personnel
Rogers, P. Diane, Rangoon to Diplomatic Security
Rohal, John A., Amman to Lome
Ross, Michael H., Yaounde to Diplomatic Security
Rowell, Sue Ann, Warsaw to Paris, OECD
Ruterbories, Julie Ann, Operations Center to Consular Affairs
Ryan, Carmen S., Beirut to Sarajevo
Sainati, Marco N., Geneva, U.S. Mission to European Affairs
Salazar, Edward J., Foreign Service Institute to Moscow
Sandusky, Timothy Carlyle, Foreign Service Institute to European Affairs
Savitz, Philip William, Medical Complement to Office of the Legal Adviser
Sawyer, Steven, Foreign Service Specialist Intake to Kathmandu
Schmid, Patricia A., Office of Information Management to Lima
Schoeneck, Jeffrey D., Bonn to European Affairs
Schonander, Carl E., Port-au-Prince to Rio de Janeiro
Schuler, Elisabeth B., Managua to Inter-American Affairs
Scott, Jamie C., Berlin to Office of Information Management
Seale, Jamie L., Lima to Mexico City
Seibold, Robert H., Tokyo to Seoul
Shaw, Scott R., Diplomatic Security to Vladivostok
Shelton, Elizabeth T., Toronto to Office of the Chief Financial Officer
Siegel, Nicholas E. T., African Affairs to Lagos
Sincavage, Justine M., Damascus to Abu Dhabi
Skaltsounis, Helen G., Madrid to Bureau of Personnel
Skeen, Steven G., Office of Information Management to Managua
Smith, Virginia F., Office of the Secretary to Asuncion
Solomon, Howard T., Pre-Assignment Training to Seoul
Spivey, Mary K., San Salvador to Congo, Democratic Republic
Steeley, Sherry, Prague to Economic and Business Affairs
Subirias Jr., Simon, Port Moresby to Foreign Buildings Office
Suddath, Joseph M., Mbabane to Milan
Sullivan, Ellen K., Tirana to Foreign Service Institute
Summers, Bradley L., Nairobi to Cape Town
Sweet, Michael J., Havana to Inter-American Affairs
Tamaribuchi-Geramanian, Joy, Monrovia to Bangkok
Tanski, Stephen A., Tokyo to East Asian and Pacific Affairs
Tavernier, Penelope, Lusaka to Karachi
Taylor, Janice, Bridgetown to Inter-American Affairs
Teitelbaum, Donald Gene, Beirut to U.S. Embassy to Sudan
Terry Jr., Prince Albert, Pretoria to Bangkok
Thatcher, Dennis R., Lagos to Harare
Thigpen, Hollis E., Frankfurt to Office of Information Management
Thompson, Jill J., Foreign Service Specialist Intake to Bangkok
Tolly, John Warren, Georgetown to Diplomatic Security
Torres, Wilfredo A., Kuwait to Islamabad
Tunba, Victoria S., Foreign Service Specialist Intake to Ankara
Turak, Jonathan S., Yekaterinburg to Intelligence and Research
Turner, Kaolu, Inter-American Affairs to Bogota
Vandreal, Jeffrey A., International Organization Affairs to European Affairs
Viergutz, Jack S., Nicosia to Tel Aviv
Wagner, David J., Bogota to Madrid
Washington, Carol L., African Affairs to Cape Town
Watkins, W. Jean, East Asian and Pacific Affairs to Manila
Watson, Benjamin A., Department of Commerce to Doha
Weber, Benjamin, Moscow to Yekaterinburg
Weir, Gail R., Foreign Service Institute to Moscow
Wenzel, Nikolai G., Pre-Assignment Training to Mexico City
Winn, Julie B., Port-au-Prince to Addis Ababa
Wolin, Hannu A., Helsinki to European Affairs
Woodley, Harold, Caracas to Consular Affairs
Word, George, Seoul to Islamabad
Wutrich, Daniel M., Cape Town to Riyadh
York, Elaine C., Frankfurt to Helsinki

FOREIGN SERVICE PERSONNEL

Retirements (December)

Ahlgren, Charles S., Secretary of Defense
Anderson, Leon L., Riyadh
Andres, Janet Stoddard, Frankfurt
Bartholomew, Reginald, Italy
Borich, Joseph J., Shanghai
Brown, Spencer W., Diplomatic Security
Burchett, Knox R., Foreign Buildings Office
Burke Jr., William J., Madrid
Carter, Michael E., London
Casey, James John, Office of Information Management
Chace, Thomas William, Foreign Buildings Office
Coldren, Lee O., Near Eastern Affairs
Cross, Thomas, Bangkok
Curtain, Lynn Wilson, Panama
De La Pena, Miguel, Inter-American Affairs
Dobrin, John R., Bureau of Personnel
Ellis, Clarke N., Naples
Everett, Gary Lee, Cairo
Farley, Vincent J., Diplomats in Residence
Fitzpatrick, Thomas J., Foreign Buildings Office
Flack, Ronald D., Diplomats in Residence
Gilmore, Harry J., Foreign Service Institute
Glass, Robert Lindsey, Office of the Secretary
Gosnell, Jack L., Beijing

Grant, Daniel V., Bureau of Personnel
Greenwald, G. Jonathan, Brussels, USEU
Grey Jr., Robert T., International Organization Affairs
Holladay, Thomas L., Lima
Hughes, Arthur H., Near Eastern Affairs
Johnson, Sandor A., Brussels
Kelly Jr., William C., New Delhi
Kilgore, Gerald J., Diplomatic Security
Kushlis, William J., Bureau of Personnel
Laroche, Richard R., Athens
Linderer, Donald L., Office of Information Management
Linton, E. Mark, Intelligence and Research
Lore, Mark, Secretary of Defense
Lorton, Ronald Dean, Oceans Bureau
Lutz, Jeffrey Thomas, Buenos Aires
Mann, Janean L., Office of Legislative Affairs
Maxim, Robert M., Economic and Business Affairs
McMurtry, Penny S., Foreign Service Institute
McLean, Joseph G., Havana
Miller, David Norman, Political-Military Affairs
Myles, Stanley T., Office of the Secretary
O'Hanlon, Brendon P., Diplomatic Security
Pegues Jr., Clarence E., Intelligence and Research
Pendleton Jr., Miles S., Oceans Bureau
Perez, Enrique F., International Narcotics and Law Enforcement Affairs

Pruett, Steven R., Inter-American Affairs
Rhea, Carl W., Bonn
Rinler, Harold E., London
Runner Jr., Benjamin C., Seoul
Salmon Jr., John W., Democracy, Human Rights and Labor
Savignano, Teresa L., Medical Complement
Siefken, William H., Political-Military Affairs
Sikes, Joseph T., Foreign Buildings Office
Silins, Ints M., Diplomats in Residence
St. John Jr., Joseph A. L., Mexico City
Sulak, Michael A., Office of Information Management
Svendsen, Eric E., African Affairs
Swenson, Roger G., Political-Military Affairs
Vogelgesang, Sandra Louise, Nepal
Walters, Anthony J., Lima
Weaver, Alice M., Asuncion
Weaver, Kaam Jayne, Canberra
Whitman, Gerald J., Tokyo
Whitney, Peter D., Diplomats in Residence
Wilcox Jr., Philip C., Office of the Secretary
Wisner II, Frank G., India
Wright Jr., Lacy A., Brasilia
Zorn II, Richard H., Foreign Service Institute

Resignations (December)

Adair, Nancy A., Accra
Adams, Sadia M., St. Petersburg
Baileiss, Robert E., Diplomatic Security
Beighle, Jonathan J., Dublin
Benjamin, William J., Leave Without Pay
Boiarsky, Yuri, Moscow
Cantarella, Terence, Office of Information Management
Cohen, Kenneth A., Beijing
Cordova, Priscilla, Mexico City
Crowe Jr., William J., London
Desante, Amanda, Dhaka
Dibble, Hazel, Lima
Fusillo, Rocco Joseph, Conakry
Geist, Stephanie D., Tokyo

Gevirtz, Don Lee, Suva
Goetz, Anne H., Sofia
Grocock, Gloria G., Vienna
Hayden, Alison Ann, Sofia
Heater, Theresa L., Cairo
Holland, Quay Lee, Lome
Ishii, Jean H., Tokyo
Jackson, William David, Congress
Johnson, Arturo M., Inter-American Affairs
King, Lillian Frances, Mexico City
Kong, Kathy S., Bureau of Personnel
Marro, Kelly L., Hong Kong
Marshall, William M., Leave Without Pay
Massery Jr., Donald Louis, Dakar
McManus, William T., Bureau of Personnel

Morales, Sofia I., Tegucigalpa
Overby Jr., Howard T., European Affairs
Peacock Jr., Henry M., Moscow
Schrage, Barbara Jane, Jakarta
Schurman, Jacqueline W., Beijing
Scott, Paula Cassell, Abidjan
Swofford, Jennie G., Prague
Taggart, Rebecca L., Inter-American Affairs
Temple, Mark C., Bucharest
Vold, Harlan J., Office of Information Management
Whitman, Stella L., Leave Without Pay
Winant, Jane Jordan, Prague
Wooten, Anita Sharon, Pretoria

CIVIL SERVICE

Resignations (December)

Aquino Jr., Potenciano D., Consular Affairs
Beehler, Bruce M., Oceans Bureau
Blankenship, James A., Administration
Boroshok, Alan L., Office of the Inspector General
Brown Jr., Basil W., Office of Information Management
Carotenuto, Venetia E., East Asian and Pacific Affairs
Chang, Sally Shokkuen, Administration
Clarkson, Sharon D., Foreign Buildings Office
Corbett, Sarah, Consular Affairs
Crawford, Mark H., Administration
Cressey III, Roger W., Political-Military Affairs
Estereicher, Christine, Office of Legislative Affairs
Flay, Randolph B., Consular Affairs
Garrett, Johnetta C., Office of the Secretary
Giering, Lillian A., Foreign Buildings Office
Glenn, Cleveland A., Foreign Service Institute
Glenn, Joann Y., Consular Affairs

Grodzki, Tadeo A., Foreign Buildings Office
Harmon, Bryan W., Office of the Inspector General
Headrick, Nathan P., Office of the Inspector General
Hogue, Sarah P., Office of the Inspector General
Holly, Sean M., Office of Information Management
Hunt, Marrison Lorraine, Consular Affairs
Kaufman, Isabel F., Bureau of Personnel
Kelley, Dawn P., Office of Information Management
Kelly, Sharon E., Office of the Inspector General
Kronz, Susan L., Foreign Buildings Office
Leavelle, Glenda R., Democracy, Human Rights and Labor
Ledbetter, Mark A., Consular Affairs
Levitch, Mark Jason, Intelligence and Research
Moxam, Fiona M., Office of the Chief Financial Officer
O'Neil, Jeffrey L., Foreign Buildings Office
Parker, Latoya, Consular Affairs
Patino, Anthony J., Office of the Chief Financial Officer

Payne, Wendy E. C., Administration
Pifer, Marilyn Louise, Oceans Bureau
Redmond, John J., Office of the Inspector General
Reeder, Yusuf K., Executive Secretariat
Rife, Marlene M., International Organization Affairs
Simkulak, Wendy M., Office of the Inspector General
Skowronek, Andrew D., Office of the Legal Adviser
Sonderman, John David, Political-Military Affairs
Stock, Elisabeth A., Office of the Under Secretary for Management
Taylor, Anna M., Consular Affairs
Torres, Maria P., Office of the Chief Financial Officer
Warfield, James J., Consular Affairs
Williams, Brionnea G., Office of the Inspector General

CIVIL SERVICE PERSONNEL

Promotions (December)

GS-4

Alvarez, Russell T., Consular Affairs
Murdock, Stephanie M., Consular Affairs

GS-5

Edgerson, Michael T., Consular Affairs
Herman, Terri L., Consular Affairs
Lane, Harold Bernard, Consular Affairs
Merrick, Wanda N., Consular Affairs
Murphy, Brian D., Consular Affairs
Vargas, Judith Ann M., Consular Affairs
Williams, Edolia L., Consular Affairs

GS-6

Gainyard, Christal R., Consular Affairs
Healey, Judith K., Foreign Buildings Office
Jackson, Yvonne J., African Affairs
Johnson, Thelma A., Foreign Service Institute
Keys, Jean E., Bureau of Personnel
Neill, Walter E., Foreign Buildings Office
Nordstrom, Susan D., International Organization
Affairs
O'Connor, Valerie, Consular Affairs
Smith, Terri L., Inter-American Affairs
Thomas, David C., Administration

GS-7

Coley, Betty J., Bureau of Personnel
Gonzalez, Miguel A., Consular Affairs
Holland, Linda A., Consular Affairs
Jones, Ronnie G. Thompson, Consular Affairs
King, Angela M., Consular Affairs
Merchant, Diana Marie, Foreign Buildings Office
Somers, Tracey L., Office of the Chief Financial Officer
Southern, Doris Allen, European Affairs

GS-8

Brewer, Bernice, Consular Affairs
Brooks, Ferolyn Louise, Economic and Business
Affairs

Appointments (December)

Bialos, Jeffrey P., Under Secretary for Economic,
Business and Agricultural Affairs
Cooks, Shirley W., Office of Legislative Affairs
Cooper, Rebecca J., International Organization Affairs
Desler, James Patrick, Economic and Business Affairs
Eisea, Jennifer K., Office of the Legal Adviser
Farrell, Lisa M., Administration
Hall, Barry L., Foreign Buildings Office
James Jr., Jesse H., Bureau of Public Affairs
Keeler, Susan L., Operations Center
Kim, Jennifer Y., Office of the Inspector General
Levine, Richard B., Foreign Buildings Office
Lyman, Daria, International Narcotics and Law
Enforcement Affairs
Merritt, Denese M., Presidential Management Intern
Program
Orr, Robert C., International Organization Affairs
Porche, Christina A., Office of the Inspector General
Rhodes, Douglas Jeffrey, Office of Information
Management

Butler, Kimberly M., Economic and Business Affairs
Coghill, Sacaguiw E., Office of the Chief Financial
Officer
Diggs, Deborah T., Inter-American Affairs
Ifill, Donna G., Democracy, Human Rights and Labor
Joyner, Carmella, Administration
Roy, Carlene A., Office of the Secretary

GS-9

Devlin, Beverly J., Administration
Dyson, Dana, Office of the Chief Financial Officer
Estes, Marlene C., Diplomatic Security
Holleran, Francis J., Office of the Legal Adviser
Holmes, Juanita Beatrice, Diplomatic Security
Kern, Jeffrey R., Operations Center
Romagnoli, Nicole M., Diplomatic Security
Smith, Josephine R., Consular Affairs

GS-10

Helton-Floyd, Kathleen L., Office of the Secretary

GS-11

Allen, Tami Tha, Bureau of Personnel
Bradley-Lamar, Betty J., Consular Affairs
Brown, Eric C., Administration
Bush, Christopher, Bureau of Public Affairs
Gaston, Sandra Jo, Consular Affairs
Gise, John R., Inter-American Affairs
Glenn, Sandra A., Political-Military Affairs
Goldman, David I., Bureau of Public Affairs
Hadrick, Dennis Franklin, Administration
Herbert, Michael Darrell, Diplomatic Security
Hobson, Dean L., European Affairs
Jackson, Rhonda M., Intelligence and Research
Lewis, Willodean, Office of the Secretary
Messner, Patricia Boyd, Administration
Nash, Mary Meade, Political-Military Affairs
Reddon, Bessie E., Administration
Rowles, Judy Marie, Consular Affairs
Weinschenk, Andrew J., Economic and Business
Affairs

Richey, Penelope S., East Asian and Pacific Affairs
Sadlack, William J., Medical Services
Sigmund, Anne M., Bishkek
Stetson, Kathleen M., Office of the Inspector General
Tenney, Bryan O., Office of the Inspector General
Weinman, Kimberly M., Office of the Chief of Protocol

Reassignments (December)

Adams, Katina D., Consular Affairs to East Asian and
Pacific Affairs
Bridgeman, Deborah A., Bureau of Personnel to Office
of Information Management
Chavez, Dimas M., Diplomatic Security to Office of the
Inspector General
Deaner, Stephanie, International Narcotics and Law
Enforcement Affairs to Consular Affairs
Dudley, Patricia C., Administration to Political-Military
Affairs
Eatmon, Frederica Pia, Operations Center to
European Affairs
Garrett, Edwin G., Consular Affairs to Bureau of
Personnel

GS-12

Arrington, Kelvin L., Administration
Bottse, Paul R., Administration
Canton, Jacqueline A., Office of the Secretary
Carrico, Randy C., Office of the Chief Financial Officer
Cato, Derek, Oceans Bureau
Coleman, Alvin L., Administration
Hartranft, Christopher R., Oceans Bureau
Jackson, Carolyn, Diplomatic Security
Portell, Sherman D., Consular Affairs
Quick, Tilman, Intelligence and Research
Ruiz, Roberto R., Consular Affairs
Shoemaker, Marlene J., Consular Affairs
Whiting, Albert A., Administration
Young, Arthur R., Administration

GS-13

Hemler, Virginia M., Bureau of Personnel
Macias, Richard G., Consular Affairs
Padilla, Joan D., Administration
Pierce, Ernestine M., Office of the Chief Financial
Officer
Quick, Barbara Jenkins, Diplomatic Security
Swain, William B., European Affairs

GS-14

Bui, Lan-Anh My, Office of Information Management
Cressey, Laura E., Political-Military Affairs
Davis, Terry, Political-Military Affairs
Hopper, Paul T., Administration
Keen, Erica A., Oceans Bureau
Wilkie, John K., Foreign Buildings Office

GS-15

Browne Jr., Thomas M., Office of the Secretary
Finn, Nancy Kay, Consular Affairs
Lowe, Thomas J., Political-Military Affairs
Nyo, Tin, Foreign Buildings Office
Petrihos, Peter N., Executive Secretariat
Sizemore, Richard M., Office of the Chief Financial
Officer
Smith, David B., Office of the Inspector General

Harrington, Brenda, Office of Information Management
to Diplomatic Security
Jones, Mary Jacquelyn, Diplomatic Security to
Consular Affairs
Lowery, Kim, Pre-Assignment Training to Foreign
Buildings Office
Theodore, Barbara Graves, Democracy, Human
Rights and Labor to Foreign Buildings Office
Uhrich, Dorothy Walker, Administration to Bureau of
Personnel
Zolfaghari, Angela S., Consular Affairs to Bureau of
Personnel

Retirements (December)

Burkholder, William J., Administration
Gardner, Robert C., Foreign Buildings Office
Godfrey, Deborah J., Bureau of Public Affairs
Kessler, Irving Carl, Office of the Chief Financial
Officer
Lencho, Keith J., Consular Affairs
Mabray, Joyce A., Office of Information Management
Nodzon, Robert J., Office of Information Management

1997 Promotional Statistics

The Bureau of Personnel has prepared the following statistical summary of promotions granted on the basis of recommendations made by the 1997 Selection Boards. The data show the number of members who competed, the number promoted and the percentage of those who competed and were promoted. Additionally, the data give the average time-in-class and length of service of employees eligible to compete for promotion, and those promoted. Readers should note, the Bureau stressed, that the data have little significance for competition groups with relatively small numbers of promotion opportunities.

The data are organized by class and primary skill code (i.e., functional field for generalists and occupational category for specialists). Multifunctional promotions of generalists in classes 01, 02 and 03 are shown in separate groups by cone. A summary explanation of the groups at each level is provided below; detailed information on this aspect may be obtained from the 1997 Selection Board precepts.

Competition Groups	Number Competed	Number Promoted	% Competed Promoted	Average Time-in-Class of Competed	Average Time-in-Class of Promotes	Average Length of Service Competed	Average Length of Service Promotes
FEMC TO FECM (Classwide competition of all eligible officers)							
Administrative Generalist	23	1	4.3	6.7	8.0	26.2	24.0
Consular	12	1	8.3	5.7	5.0	27.0	28.0
Economic	45	0	0.0	6.8	0.0	29.2	0.0
Political	84	1	1.2	6.9	8.0	29.3	28.0
Labor Officers	2	0	0.0	6.0	0.0	35.5	0.0
Psychiatrist	2	0	0.0	6.5	0.0	15.5	0.0
Security Officers	1	0	0.0	7.0	0.0	31.0	0.0
Medical Officers	3	0	0.0	6.7	0.0	14.7	0.0
EST Officers	1	0	0.0	8.0	0.0	31.0	0.0
Total	173	3	1.7	6.8	7.7	28.4	27.0

Competition Groups	Number Competed	Number Promoted	% Competed Promoted	Average Time-in-Class of Competed	Average Time-in-Class of Promotes	Average Length of Service Competed	Average Length of Service Promotes
GENERALIST FEOC TO FECM (Classwide competition of all eligible officers and competition by cone)							
Administrative Generalist	46	7	15.2	4.5	5.6	21.8	23.9
Consular	41	5	12.2	4.6	5.8	23.5	23.4
Economic	53	7	13.2	4.7	5.0	24.1	22.9
Political	98	13	13.3	4.8	5.8	24.2	22.5
Labor Officers	2	0	0.0	4.5	0.0	27.0	0.0
EST Officers	4	0	0.0	4.5	0.0	18.0	0.0
Total	244	32	13.1	4.7	5.7	23.6	23.1

FS-1 TO FEOC (Multifunctional competition of all eligible officers and competition by cone; eligibles include only those requesting threshold review)

Competition Groups	Number Competed	Number Promoted	% Competed Promoted	Average Time-in-Class of Competed	Average Time-in-Class of Promotes	Average Length of Service Competed	Average Length of Service Promotes
FUNCTIONAL PROMOTIONS							
Administrative Generalist	101	11	10.9	6.8	6.1	21.0	17.3
Consular	74	5	6.8	7.0	7.6	21.9	22.4
Economic	75	7	9.3	6.6	5.1	22.2	17.7
Political	134	5	3.7	7.0	5.6	22.7	20.2
Labor Officers	1	0	0.0	9.0	0.0	22.0	0.0
EST Officers	5	0	0.0	4.8	0.0	20.4	0.0

Competition Groups	Number Competed	Number Promoted	% Competed Promoted	Average Time-in-Class of Competed	Average Time-in-Class of Promotes	Average Length of Service Competed	Average Length of Service Promotes
MULTIFUNCTIONAL PROMOTIONS							
Administrative Generalist	17	2	11.8	6.5	6.0	17.5	16.0
Consular	41	2	4.9	7.5	9.0	20.8	19.5
Economic	30	4	13.3	6.8	6.8	21.5	17.3
Political	98	14	14.3	6.7	6.5	19.9	18.7
EST Officers	2	0	0.0	5.5	0.0	21.0	0.0
Total	412	50	12.1	6.5	6.4	20.8	18.7

Competition Groups	Number Competed	Number Promoted	% Competed Promoted	Average Time-in-Class of Competed	Average Time-in-Class of Promotes	Average Length of Service Competed	Average Length of Service Promotes
FS-2 TO FS-1 (Multifunctional competition of all eligible officers and competition by cone)							
FUNCTIONAL PROMOTIONS							
Administrative Generalist	148	18	12.2	6.1	6.5	16.3	15.9
Consular	136	12	8.8	6.3	6.7	16.7	16.1
Economic	167	15	9.0	6.1	7.7	15.5	17.3
Political	221	19	8.6	6.2	6.4	16.5	14.9
EST Officers	6	3	50.0	5.5	6.3	14.0	10.3
MULTIFUNCTIONAL PROMOTIONS							
Administrative Generalist	43	6	14.0	6.8	6.5	16.2	16.0
Consular	57	8	14.0	6.8	6.1	16.7	15.4
Economic	32	6	18.8	6.6	4.8	15.7	14.3
Political	76	14	18.4	6.4	6.3	15.9	13.6
EST Officers	1	0	0.0	8.0	0.0	14.0	0.0
Total	712	101	14.2	5.9	6.6	15.5	15.3

A number of officers were competed functionally and multifunctionally. Thus, they are included in both competition groups and the totals are greater than the actual membership of the competition group. If a member was promoted multifunctionally in the first session, he or she was not competed functionally in the second session.

FS-3 TO FS-2 (Multifunctional competition of all eligible officers and competition by cone)

Competition Groups	Number Competed	Number Promoted	% Competed Promoted	Average Time-in-Class of Competed	Average Time-in-Class of Promotes	Average Length of Service Competed	Average Length of Service Promotes
FUNCTIONAL PROMOTIONS							
Administrative Generalist	145	28	19.3	5.1	5.0	10.7	10.5
Consular	128	18	14.1	6.0	5.8	11.8	11.4
Economic	141	24	17.0	4.8	5.5	9.8	10.2
Political	185	30	16.2	5.4	6.2	10.5	10.0
EST Officers	3	2	66.7	3.3	3.5	7.3	6.5

Competition Groups	Number Competed	Number Promoted	% Competed Promoted	Average Time-in-Class of Competed	Average Time-in-Class of Promotes	Average Length of Service Competed	Average Length of Service Promotes
MULTIFUNCTIONAL PROMOTIONS							
Administrative Generalist	57	6	10.5	5.2	5.5	10.6	11.0
Consular	66	11	16.7	5.4	5.5	11.0	10.9
Economic	38	4	10.5	5.4	5.0	10.1	10.3
Political	79	8	10.1	5.3	5.1	9.9	8.3
EST Officers	2	0	0.0	3.0	0.0	10.0	0.0
Total	631	131	20.8	5.1	5.6	10.2	10.3

A number of officers were competed functionally and multifunctionally. Thus, they are included in both competition groups and the totals are greater than the actual membership of the competition group. If a member was promoted multifunctionally in the first session, he or she was not competed functionally in the second session.

	Number Completed	Number Promoted	Average Time-in-Class of Completed	Average Time-in-Class of Promoted	Average Length of Service Completed	Average Length of Service Promoted
FS-4 TO FS-3 (Tenured junior officers competed classwide; FP generalists competed by cone or administrative subfunction)						
Administrative Generalist	85	37	43.5	4.2	4.3	5.9
Consular	109	57	52.3	4.4	4.4	6.2
Economic	76	35	46.1	3.8	4.2	5.7
Political	84	53	63.1	4.0	4.0	5.8
Unconed	104	18	17.3	2.5	2.7	4.2
Total	458	200	43.7	3.8	4.1	5.5

	Number Completed	Number Promoted	Average Time-in-Class of Completed	Average Time-in-Class of Promoted	Average Length of Service Completed	Average Length of Service Promoted
Specialists FEOC to FEMC (competed by occupational category)						
Info Mgmt Technical	1	0	0.0	2.0	0.0	26.0
Diplomatic Courier	1	0	0.0	3.0	0.0	34.0
Psychiatrist	3	1	33.3	3.3	3.0	7.3
Security Officer	12	1	8.3	4.4	5.0	22.5
Information Management	3	1	33.3	3.0	2.0	30.7
Construction Engineer	4	0	0.0	5.5	0.0	14.3
Medical Officers	8	1	12.5	3.4	2.0	9.4
Narcotics	2	0	0.0	3.0	0.0	11.5
Total	34	4	11.8	4.0	3.5	17.7

	Number Completed	Number Promoted	Average Time-in-Class of Completed	Average Time-in-Class of Promoted	Average Length of Service Completed	Average Length of Service Promoted
FS-1 to FEOC (Eligibles include only those requesting threshold review)						
Info Mgmt Technical	2	0	0.0	5.0	0.0	23.5
Information Management	14	2	14.3	4.4	4.5	26.9
Diplomatic Courier	3	0	0.0	5.0	0.0	31.3
Security Officer	42	3	7.1	5.8	7.0	21.1
Security Engineer	9	0	0.0	6.7	0.0	18.4
Facilities Maintenance	1	0	0.0	5.0	0.0	23.0
Construction Engineer	3	0	0.0	6.0	0.0	12.3
Medical Officers	4	1	25.0	4.5	5.0	4.5
Financial Management	17	1	5.9	8.4	4.0	18.7
Total	95	7	7.4	6.1	5.9	20.7

	Number Completed	Number Promoted	Average Time-in-Class of Completed	Average Time-in-Class of Promoted	Average Length of Service Completed	Average Length of Service Promoted
FS-2 to FS-1						
Finance	34	3	8.8	6.7	9.7	14.4
Personnel	7	2	28.6	5.3	4.0	20.7
General Services	13	1	7.7	5.8	5.0	18.2
Information Management	78	12	15.4	4.7	5.5	18.4
Info Mgmt Technical	13	0	0.0	5.3	0.0	19.6
Diplomatic Courier	5	1	20.0	3.4	4.0	28.0
Security Officer	150	9	6.0	6.7	6.4	16.9
Facilities Maintenance	3	0	0.0	5.0	0.0	9.7
Security Engineer	51	3	5.9	5.2	5.3	11.5
Construction Engineer	5	0	0.0	5.4	0.0	10.0
Nursing	9	1	11.1	5.9	5.0	19.0
Narcotics	4	1	25.0	5.0	7.0	6.3
Total	372	33	8.9	5.9	6.1	16.4

	Number Completed	Number Promoted	Average Time-in-Class of Completed	Average Time-in-Class of Promoted	Average Length of Service Completed	Average Length of Service Promoted
FS-3 to FS-2						
Finance	24	8	33.3	4.5	6.0	5.2
Personnel	7	4	57.1	4.1	3.5	19.4
General Services	32	5	15.6	4.7	4.0	11.8
Information Management	77	28	36.4	4.4	4.0	16.5
Info Mgmt Technical	46	1	2.2	6.8	8.0	14.4
Diplomatic Courier	13	2	15.4	5.0	4.0	27.1
Security Officer	183	31	16.9	4.6	4.3	10.9
Security Engineer	18	7	38.9	4.1	3.6	7.8
Facilities Maintenance	11	3	27.3	4.5	4.3	5.2
Construction Engineer	5	3	60.0	2.8	2.7	2.8
Medical Technician	4	0	0.0	8.8	0.0	18.5
Nursing	14	4	28.6	6.2	8.3	11.1
Secretary	11	0	0.0	5.2	0.0	30.1
Narcotics	1	1	100.0	2.0	2.0	2.0
Total	446	97	21.7	4.8	4.4	12.8

	Number Completed	Number Promoted	Average Time-in-Class of Completed	Average Time-in-Class of Promoted	Average Length of Service Completed	Average Length of Service Promoted
FS-4 to FS-3						
Finance	3	2	66.7	5.3	2.0	8.7
Personnel	6	3	50.0	3.0	2.3	20.7
General Services	17	10	58.8	6.0	5.3	10.1
Information Management	125	47	37.6	3.9	3.2	14.6
Info Mgmt Technical	58	14	24.1	4.8	5.3	7.4
Diplomatic Courier	41	3	7.3	3.3	2.3	8.9
Security Officer	110	44	40.0	4.9	5.1	7.8
Security Engineer	2	1	50.0	4.5	4.0	4.5
Facilities Maintenance	18	6	33.3	2.6	2.2	2.9
Medical Technician	1	1	100.0	1.0	1.0	3.0
Nursing	2	1	50.0	4.0	4.0	4.0
Secretary	80	0	0.0	4.7	0.0	23.5
Total	463	132	28.5	4.4	4.2	12.4

	Number Completed	Number Promoted	Average Time-in-Class of Completed	Average Time-in-Class of Promoted	Average Length of Service Completed	Average Length of Service Promoted
FS-5 to FS-4						
Information Management	265	75	28.3	3.6	3.0	8.0
Secretary	148	15	10.1	4.8	6.9	17.2
Total	413	90	21.8	4.0	3.7	10.9

	Number Completed	Number Promoted	Average Time-in-Class of Completed	Average Time-in-Class of Promoted	Average Length of Service Completed	Average Length of Service Promoted
FS-6 to FS-5						
Secretary	208	31	14.9	4.8	5.6	10.5

	Number Completed	Number Promoted	Average Time-in-Class of Completed	Average Time-in-Class of Promoted	Average Length of Service Completed	Average Length of Service Promoted
FS-7 to FS-6						
Secretary	169	44	26.0	4.7	5.8	6.1

Education & Training

Courses: National Foreign Affairs Training Center

Program	April	May	Length
ROM, Full-Time Language Training			
French (LFR 100)	13	26	24 Weeks
German (LGM 100)	13	26	24 Weeks
Italian (LJT 100)	13	26	24 Weeks
Portuguese (LPY 100)	13	26	24 Weeks
Spanish (LQB 100)	13	26	24 Weeks

SLS, Familiarization & Short-Term (F.A.S.T.) Language Courses

French (F.A.S.T.) (LFR 200)	13	26	8 Weeks
German (F.A.S.T.) (LGM 200)	13	26	8 Weeks
Italian (F.A.S.T.) (LJT 200)	13	26	8 Weeks
Portuguese (Brazilian) (LPY 200)	13	26	8 Weeks
Spanish (F.A.S.T.) (LQB 200)	13	26	8 Weeks

Administrative Training

Budget & Financial Management (PA 211)	27	—	7 Weeks
CFMS Miscellaneous Obligations (PA 154)	—	28	2 Days
CFMS Requisition Document (PA 153)	—	21	2 Days
CFMS System Overview and Orientation (PA 150)	—	20	1 Day
COR Update (PA 173)	20	—	1 Day
FSN Classification and Compensation (PA 232)	—	18	2 Weeks
General Services Operation (PA 221)	27	26	12 Weeks
ICASS Executive Seminar (PA 245)	—	20	1 Day
Management Control Workshop (PA 137)	—	11	2 Days
Personnel Course (PA 231)	27	—	7 Weeks
Property Management for Custodial Officers (PA 135)	—	14	2 Days
Working with ICASS (PA 214)	14	—	4 Days
Appropriation Law (PA 215)	28	—	4 Days
How to Be a Certifying Officer (PA 291)	Correspondence Course		
How to Be a Contracting Officer Rep. (PA 130)	Correspondence Course		
How to Write a Statement of Work (PA 134)	Correspondence Course		
Introd. to Simplified Acquisitions & Req. Overseas (PA 222)	Correspondence Course		
Management Controls Workbook (PA 164)	Correspondence Course		
Training for Overseas Cashier Supervisor (PA 294)	Correspondence Course		
Training for Overseas Cashier (PA 293)	Correspondence Course		
Training for Overseas Voucher Examiners (PA 200)	Correspondence Course		

Consular Training

Automation for Consular Managers (PC 116)	27	11	1.6 Weeks
Immigration Law and Visa Operation (PC 102)	Correspondence Course		
Nationality Law and Consular Procedures (PC 103)	Correspondence Course		
Overseas Citizens' Services (PC 104) (6 Days)	Correspondence Course		
Passport Examiner's Correspondence Course (PC 110)	Correspondence Course		
CONGEN Rosslyn Consular (PC 530)	Continuous Enrollment		
Consular Orientation (PC 105)	Continuous Enrollment		

Tips to Get Ahead

Looking for career advancement? Foreign Service selection boards reviewed a lot of State employees' records last year. They spotted some trends and offered some tips for getting ahead.

Avoid overspecialization. Employees who overspecialize in a sub-category of their cone or specialty put themselves at a disadvantage for promotion, especially as they progress in the ranks. The boards recommend building a performance file that shows a wide range of competencies.

Choose the timing and nature of excursion tours carefully. While recognizing the value of the experience these tours may offer, board members say excursion tours can hurt conal promotion prospects. They caution employees against taking consecutive out-of-cone tours.

Seek out supervisory responsibilities. There's no set formula for getting promoted into the senior service. But those who were selected shared strong leadership, managerial and interpersonal skills — qualities board members pointed out often are developed in supervisory positions.

Develop strong interpersonal skills. While they won't guarantee promotions, the 1997 boards found that poor interpersonal skills can bring a career to a standstill. They said that's because employees who can't get along with others often have problems managing or being managed by others.

Encourage raters to document not only what you do, but how it contributes to the mission plan. Board members said this is particularly important for officers serving out of cone, because it strengthens performance evaluations.

Review your officer performance folder. The boards advise employees to meet with a counseling and assignments officer when in Washington, to go over performance files and discuss assignment opportunities. The boards also recommend getting a copy of your scorecard record, which includes selection board rankings.

Holiday Photos Wanted

Stop! Before you put those holiday photos away, consider sending some to *State Magazine*. The staff is looking ahead to next December's issue to capture winter holiday traditions of State Department families around the world. What's unique about how your host country celebrates? Your photos, plus descriptions of holiday traditions, will help make this effort a success! Send them to us at the address on the magazine's inside cover. ■

Scholarships Available Through DACOR

Children of U.S. Foreign Service officers are invited to apply for scholarships to study at the Hotchkiss School and Yale University, both in Connecticut.

The Dreyfus Fellowship Awards are sponsored by the DACOR Bacon House Foundation, an organization of retired diplomatic and consular officers. The scholarships are presented as a gift from the late Ambassador Louis G. Dreyfus Jr.

Hotchkiss will select one qualified student for a \$5,000 scholarship for the 1998-99 academic year. Applicants should write: Director of Admissions, The Hotchkiss School, Lakeville, CT 06039-0800, providing evidence of their parent's Foreign Service status.

Awards to students enrolled in or accepted to Yale will be based on merit. Undergraduates may receive up to \$5,000, and graduate and professional students, up to \$10,000. At the graduate level, preference will be given to students in fields related to foreign affairs and for students seeking master's degrees.

To apply for the Yale awards, applicants should submit a letter of interest with full name, address and telephone numbers, a resume and a copy of their Foreign Service parent's most recent appointment or promotion document. The package should also include copies of the applicant's most recent transcript and a one-page statement of academic goals, work experience, awards and non-academic achievements. Send applications to: DACOR Bacon House Foundation, 1801 F St., NW, Washington, DC 20006. Deadline for applications is March 15.

For more information, call (800) 344-9127 or (202) 682-0500. The foundation's fax number is (202) 842-3295. □

Education & Training

Courses: National Foreign Affairs Training Center

Program	April	May	Length
Curriculum and Staff Development			
Basic Facilitation & Delivery Workshop (PD 513)	—	20	3 Days
Strategic Planning Performance Measure (PD 529)	28	—	2 Days
Training Design Workshop (PD 512)	—	6	3 Days
Visual Aid Basic (PD 520)	24	—	1 Day
Junior Officer Training and Orientation Training			
Working in an Embassy (PN 113)	—	5	2 Days
Orientation for Foreign Service Officers (PG 101)	—	4	7 Weeks
Orientation for Foreign Service Specialists (PN106)	—	26	3 Weeks
Orientation for Civil Service Employees (PN 105)	7	—	3 Days
Orientation for Designated Posts (PN 112)	—	21	2 Days
Washington Tradecraft (PT 203)	—	11	1 Week
Leadership & Management Development			
EEO/Diversity Awareness for Managers and Supervisors (PT 107)	6	7	2 Days
Foreign Affairs Leader Seminar (PT 119)	19	—	2.2 Weeks
Managing People Problems (PT 121)	—	13	3.5 Days
Team Building (PT 129)	—	12	1 Day
Managing Change (PT 206)	6	15	1 Day
Introduction to Management Skills (PT 207)	—	18	1 Week
Office Management Training			
CS Secretarial Training for Entering Personnel (PK 104)	10	—	2.2 Weeks
Drafting Correspondence (PK 159)	—	18	1 Week
Effective Speaking & Listening (PK 240)	20	—	2 Days
Employee Relations (PK 246)	9	—	2 Days
Foreign Secretaries Training for Entering Personnel (PK 102)	29	—	2.6 Weeks
Senior Secretarial Seminar (PK 111)	—	27	3 Days
Supervisory Studies Seminar (PK 245)	—	18	1 Week
Travel Regulations and Travel Voucher for Secretaries (PK 205)	2	21	2 Days
Information Management Training			
Word 6.0 Workshop (PS 252)	3	8	1 Day
Word 97 for Windows, Introduction (PS 232)	1	6	2 Days
	8	13	
	15	20	
	22	27	
	29	—	
Word 97 for Windows, Intermediate (PS 233)	1	13	1 Day
	14	27	
	29	—	
Word 97 for Windows, Advanced (PS 246)	2	14	1 Day
	15	28	
	30	—	

Education & Training

Courses: National Foreign Affairs Training Center

Program	April	May	Length
Information Management Training (Continued)			
Access 97, Introduction (PS 250)	8	6	2 Days
	22	20	
Access 97, Intermediate (PS 251)	—	11	2 Days
Excel 5.0 Workshop (PS 254)	10	15	1 Day
Excel 97 for Windows, Introduction (PS 270)	6	4	
	20	18	
Excel 97 for Windows, Intermediate (PS 271)	8	20	2 Days
	27	—	
PowerPoint 4.0 Workshop (PS 253)	17	22	1 Day
PowerPoint 97, Introduction (PS 240)	6	4	2 Days
	20	18	
PowerPoint 97, Intermediate (PS 241)	13	27	1 Day
Internet Concepts (PS 218)	3	1	1 Day
	10	8	
	17	15	
Information Management Seminar (PS 217)	6	—	3 Weeks
PC/Windows NT 4.0 Fundamentals (PS 201)	13	4	2 Days
	20	11	
	27	—	
Microsoft Project (PS 180)	27	—	2 Days
Networking Essentials (PS 214) *	28	—	3 Days
MS Exchange Administration (PS 269) *	—	18	1 Week
Windows NT 4.0 Administration (PS 261) *	—	4	2 Weeks
Windows NT 4.0 Advanced for End Users (PS 202)	7	5	1 Day
	24	19	

Information Management Training (Warrenton)

Windows NT 4.0 Local Administration (YW 225)	20	18	2 Weeks
ADP/Auto Data Processing (YW 190)	—	4	4 Weeks
Air Con-Air Condition System (YW 205)	13	—	2 Weeks
Banyan LAN-Local Networks (YW 640)	20	25	2 Weeks
Basic Communication Operations (YW 119)	27	25	2 Weeks
Basic PC Maintenance (YW 224)	27	—	1 Week
BPS-Black Packet Switch (YW 334)	27	18	1 Week
C-LAN/Class Local Area Network (YW 177)	13	—	4 Weeks
Commercial Term CT-7/9 (YW 212)	—	18	1 Week
Generators Power Generated System (YW 206)	—	25	2 Weeks
IDNX/90 EXS, IDNX/20 and IDNX MICRO/20 (YW 850)	—	11	1 Week
TEL/KEY SYS - Intro to Telephone & Key Systems (YW 140)	—	4	1 Week
DATAComm - Introduction to DATAComm (YW 173)	13	25	2 Weeks
Meridian 61C (YW 497)	—	11	2 Weeks
Microsoft Exchange (YW 749)	6	4	1 Week
PINS - Post Integrated Network System (YW 554)	6	25	2 Weeks
Networking with Windows for Workgroups 3.11 (YW 210)	13	11	1 Week
Network Essentials (YW 554)	6	25	2/3 Days
PC B/A - Personal Computer Basics/Advanced (YW 641)	13	11	3 Weeks
SC-7 Satellite Operation/Maintenance (YW 192)	—	4	3 Weeks
SX-200D - Mitel PBX SX-200 (YW 220)	6	18	1 Week

*Registration requires preapproval from SAIT/IMT. Please submit your DS-755 to the Office of the Registrar.

Review Your Personal Affairs

By Regina Belt

When was the last time you reviewed your paperwork to make sure that if the unthinkable happened, your family would be able to settle your estate quickly and according to your wishes?

If you're like many State employees, you designated your beneficiaries while filling out the flurry of forms we all faced when we first joined the Department. But your situation may have changed since then, and if you haven't updated your beneficiary designations to reflect it, your current wishes might not be carried out.

The Department has seen a rise in cases in which unpaid compensation and life insurance benefits were awarded to beneficiaries named 10 to 20 years earlier — before changes in family status created by divorce, marriage, births and deaths.

That's why the Employee Services Center encourages employees to review their personal affairs, especially their beneficiary designations, periodically. Forms to check are the Designation of Beneficiary for Unpaid Compensation (Standard Form 1152), Federal Employees Group Life Insurance (SF-54 or SF-2823), retirement paperwork (SF-3102, SF-2808 or OF-137), and the Thrift Savings Plan enrollment form (TSP-3).

By law, survivor benefits are paid in this order of precedence:

- First, to the designated beneficiary or beneficiaries;
- Second, if there is no designated beneficiary, to the widow or widower;
- Third, to the child or children in equal shares, with the share of any deceased child distributed among that child's descendants;
- Fourth, to the parents in equal shares, or the entire amount to the surviving parent;
- Fifth, to the executor or administrator of the estate; and
- Sixth, to other next of kin under the laws of the domicile at the time of the death.

Continued on page 50

If you're satisfied with this legal precedence, it's not necessary to designate your beneficiaries. But it is if you want to change the precedence, or name another person, firm, corporation or other legal entity as your beneficiary.

Last wills and testaments do not override the beneficiary designations you have on file at the State Department. Retirement annuities stipulated by the courts as part of a divorce settlement, do, however, as does the law governing eligibility for a survivor's annuity.

For questions regarding specific programs and benefits, or to get new Designation of Beneficiary forms, contact your executive office or administrative/personnel officer. □

The author is chief of the Employee Services Center.

KidVid Deadline Approaches

Anyone who's moved to a new post knows the hardest part is often not knowing what to expect when they get there. Moves can be especially tough on children, so the Foreign Service Youth Foundation and the Overseas Briefing Center are joining forces to help better prepare children to face what's ahead.

They're sponsoring the fourth annual worldwide video contest for depicting life for children and teens at posts around the world. The contest is open to Foreign Service children ages 10 to 18, and the top three winners will receive cash prizes of \$75, \$50 and \$25.

Videos should portray life at post through the eyes of younger members of the Foreign Service community. Overseas Briefing Center officials suggest that videos capture points of interest at different posts, including housing, schools, shopping and community life. The Overseas Briefing Center will use the videos for Foreign Service children and their parents researching new assignments.

Submissions for the video contest should be sent no later than March 15 to: Kidvid Contest, Overseas Briefing Center, Foreign Service Institute, 4000 Arlington Boulevard, Arlington, VA 22204.

For more details about the contest and entry requirements, see your post administrative officer or community liaison office coordinator. Questions may also be referred to Sheri Mestian Bochantin or Maureen Johnston by phone, at (703) 302-7277 or by fax, at (703) 302-7452. Both are listed on the State Department's e-mail system. ■

Education & Training

Courses: National Foreign Affairs Training Center

Program	April	May	Length
Information Management Training (Warrenton) (Continued)			
SX-50 - Mitel PBX SX-50 (YW 219)	—	11	1 Week
SX-20/200A - Mitel PBX SX-20/200 Analog (YW 222)	13	25	1 Week
SX-2000 - Mitel PBX SX-2000 Analog (YW 221)	20	—	1 Week
TERP V - Terminal Equipment Replacement Prog V (YW 184)	13	11	2 Weeks
Wide-Band Digital Transmission Networking (YW 213)	27	—	2 Weeks
CBT MS Exchange Server 5.0 (YW 710)		Self Study	
CBT Networking Essentials (YW 711)		Self Study	
CBT MS WIN/NT 4.0 Administration (YW 712)		Self Study	
CBT TCP/IP on WIN/NT (YW 713)		Self Study	
CBT Microsoft Office 97 (YW 714)		Self Study	

Political Training

Current Policy Focus (PP 514)	15	—	3 Days
Foreign Affairs Interdepartmental Seminar (PP 101)	—	4	2 Weeks
Negotiation Art & Skills (PP 501)	—	4	1 Week
Advanced Negotiations (PP 515)	—	12	3 Days

Overseas Briefing Center

American Studies (MQ 115)	20	30	1 Day
Communicating Across Cultures (MQ 802)	21	—	1 Day
Encouraging Resilience in the Foreign Service Child (MQ 500)	4	—	1 Day
English Teaching Seminar (MQ 107)	14	—	3 Days
Go Logistics/Adults (MQ 220)	—	16	0.5 Day
Go Logistics/Children (MQ 230)	—	16	0.5 Day
Go With Kids (MQ)	—	16	0.5 Day
Go Without Kids (MQ 200)	—	16	0.5 Day
Introduction/Effective Training Skills (MQ 111)	—	4	1 Week
Legal Considerations-FS (MQ 854)	—	27	0.2 Day
Life After the Foreign Service (MQ 600)	7	—	2 Days
Personal Finances in the Foreign Service (MQ 852)	8	—	0.2 Day
Regulations/Allowances/Finances (MQ 104)	—	19	3 Days
Traveling with Pets (MQ 855)	29	—	0.2 Day
Spouse to Spouse (MQ 803)	22	—	1 Day

Security Overseas Seminar

Advanced Security Overseas Seminar (MQ 912)	21	19	1 Day
SOS: Security Overseas Seminar (MQ 911)	6	4	2 Days

Career Transition Center

Job Search Program (RV 102)	6	—	13 Weeks
Financial Management and Estate Planning (RV 103)	—	11	1 Day

All computer classes fill quickly. Please contact the Office of the Registrar (703) 302-7147 or 302-7429, to find out about the enrollment status.

Students should check with the Office of the Registrar at (703) 302-7144 to confirm course dates.

STATE OF THE ARTS

By JOHN BENTEL

Musicians Relax, Invigorate Audience

Much of the audience fell asleep! And by many accounts, that factor alone marked the great success of a recent performance in the Dean Acheson Auditorium at Main State focusing on the influence of music in our lives. Pianist Nancy Roldan joined violinist Jose Miguel Cueto in treating State employees to a concert of relaxing music to enhance creativity and promote well-being.

Ms. Roldan introduced musical selections that relaxed the audience to the point of sending heads nodding throughout the auditorium: *Spanish Serenade* by Cecile Chaminade, *Elegy* by Federico Mompou and *Guitarre* by Moritz Moskowski. The atmosphere of calm continued



Caryl Traten Fisher, Nancy Roldan and Jose Miguel Cueto.

as Ms. Roldan and Mr. Cueto performed composer William Grant Still's *Mother and Child*.

As the concert continued, the performers slowly increased the tempo to prepare audience members to return to work. *Pampeana*, by Argentinean composer Alberto Ginastera, began with the soothing sound of the guitar, but transformed into a fiery piece that burst forth with the robust dance of a cowboy — sending energy and vitality throughout the auditorium.

The audience became so focused and energized from that selection that it demanded an encore, and Ms. Roldan and Mr. Cueto gladly complied. They performed *The Swan*, a mellow selection by Camille Saint-Saens, followed by the vibrant *The Bee* by Francois Schubert, and finally, *Cavatina* by Joachim Raff.

Reducing stress in the State Department workplace

The author is a computer specialist in the Executive Secretariat.

has always been a goal of Caryl Traten Fisher, director and founder of the State of the Arts Concert Series. This performance, part of an ongoing series, supported that goal.

The concert series and the Foreign Affairs Recreation Association hosted another presentation, the musical duo of Tamara Volskaya, who played the domra, an instrument similar to a small mandolin, and her husband Anatoly Trofimov on the accordion. Both are former professors of folk instruments at the Mussorgsky State Conservatory in Russia, and Ms. Volskaya, known as "The Paganini of Domra," is a respected authority in her field.

Their repertoire spans a wide range of epochs and styles, from classical to modern to jazz, as well as folk music based on Russian, Jewish and American themes. Their State Department program began with Vivaldi's *Summer* from *The Four Seasons*. The duo electrified the audience, introducing music from the domra that, coupled with the accordion elicited emotional sounds that invoked the senses. Their amazing precision and rhythmic vitality continued throughout the concert. *Two Waltzes* by F. Kreisler provided both mellow and energetic moods. Segueing into Mr. Trofimov's arrangement of an old Russian waltz "*Osenniy Son*," or "*Autumn Dream*," the couple preserved the individuality of their music while blending their talents with a precision rarely seen or heard. They played *I've Met You* and A. Kramer's *In Country Style* before concluding with their encore, Paganini's *Carnival in Venice*. □

The State Department has hosted its share of dignitaries and luminaries. But rarely has the cast been as star-studded as last month, when the Kennedy Center for the Performing Arts borrowed the official State dining room during its annual honors celebration activities. Bob Dylan, Lauren Bacall, Jessye Norman, Edward Villella and Charlton Heston shared the spotlight during the 20th annual salute to the country's performing arts. A highlight of the event was reported to be when a thunderous applause filled the Department dining room as Mr. Dylan received the Kennedy Center Honors medal. The times they *are* a-changing, aren't they? □

What's the State of the Arts at your office or post? *State Magazine* is looking for artists within the Department: musicians, singers, creative writers, photographers, actors, painters and the whole range of other gifted individuals we collectively refer to as artists. We'd like to showcase their talents on this page. If you or someone you know fills the bill, drop us a note at the mailing address on the inside front cover or by mail. ■

LIBRARY REPORT

BY DAN CLEMMER

Sherlock Holmes, Eat Your Heart Out!

When you call or visit the Ralph J. Bunche Library at Main State, you'll find a number of information detectives — also known as librarians — eager to take your "case," no matter how hard it is. Some of their cases are routine and can be closed in a few minutes. But some are complicated and may involve hours of research in reference books, statistical cumulations, computer services or phone calls to other libraries.

Though not necessarily the most difficult or most significant, here are some of the more interesting recent cases:

The Case of the Not-Yet Published Book. A requester in the Secretary's office called with a rush request for a new book by Stephen Ambrose about the Normandy invasion, *D-Day, June 6, 1944*. The book was not yet available in bookstores, so one of our librarians called the Army's central book-buying program to secure a pre-publication "reader's copy."

The Case of the Zealous Diplomat. An officer from Main State's Seventh Floor called to verify the exact words and source of the quote, "pas trop de zele," advice from an older diplomat to a younger one. Within five minutes, a librarian had consulted several books of quotations and called the requester with two versions: "Surtout, pas de zele," or "above all, no zeal"; and "Et surtout, pas trop de zele," or "And above everything, do not allow yourself to become excited about your work." Both references were attributed to Talleyrand, the French statesman.

The Case of the Ambassador and the Internet. An ambassador to a Central Asian country wanted sources of environmental information about his country and the region. A librarian alerted him to a now-defunct Internet discussion group at the University of Arizona, "Russia and Her Neighbors." The group helped him find



**"These
master
sleuths are
at your
service."**

academics and other professionals dealing with environmental problems. The ambassador also asked for the full texts of several articles, which the librarian delivered to him by e-mail.

The Case of the Eagle's Tail Feathers. The Senate Library wanted to track down the significance of the nine feathers in the eagle's tail on the Great Seal of the United States. The librarian was unable to uncover an answer, but discovered that the number of feathers varied from six to nine on different representations of the seal, depending on the artistic license and the ability of the engraver.

The Case of the Missing Professor. The political counselor in Lima requested a list of articles about Peru by political scientist Bruce H. Kay. Unfortunately, the only information the requester could tell the librarian was that the author lived in North Carolina. Assuming correctly that Mr. Kay was an academic, the librarian began searching the Internet home pages of various North Carolina universities. Bingo! She pulled up a list of his articles and a short biography. Closing in on her goal, she got the author's phone number from the library's database and called him. He was happy to send copies of his articles directly to the embassy.

The Case of the Churchill Quote. The White House wanted to identify the speech in which Winston Churchill proclaimed that, "the government and the people of the United States share the responsibility and burden to enforce the rights and laws of free nations." A librarian found the speech within an hour in the 1941 debates of the House of Commons in Churchill's speech announcing the American Lend-Lease Bill.

To reach a master sleuth, visit the library at 3239 State, call (202) 647-1099, or write: Library, A/IM/IPS/LIBR. Or send Department e-mail to Lucinda D. Conger, or Internet e-mail: congerld@ms1239wpo.us-state.gov. □

The author is chief librarian.

LET'S ALL GET MULTIFUNCTIONAL - INTRODUCING NEW SKILL CODES!

SKILL CODE 0666: SATANIC AFFAIRS

I SUMMON THEE,
DEMON ASTAROTH,
AND I COMMAND YOU
TO FILE THESE TIME
AND ATTENDANCE
REPORTS!



SKILL CODE 0000: RESPONSIBILITY EVASION

I WAS WONDERING IF YOU COULD
HELP ME. I'VE BEEN TURNED
INTO A WEREWOLF.

THAT'S NOT MY JOB.
YOU GOTTA GO TO THE
LYCANTHROPY DESK.



NEW COMBINED SKILL CODE 3030: CONSULAR / FOOD SERVICE AFFAIRS

THERE'S YOUR STUDENT VISA - HOW ABOUT
SOME CHEESE FRIES WITH THAT?



OTHER SKILL CODE COMBINATIONS POSSIBLE

I SEE HERE THAT YOU'RE MULTIFUNCTIONAL
IN SLOTH AND WHINING.

I ALSO HAVE QUALIFYING
EXPERIENCE AS A
BUSYBODY!



MANY WORKING TO QUALIFY FOR NEW SKILL CODE 3707: COMPUTER SOLITAIRE

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New
Year*

