

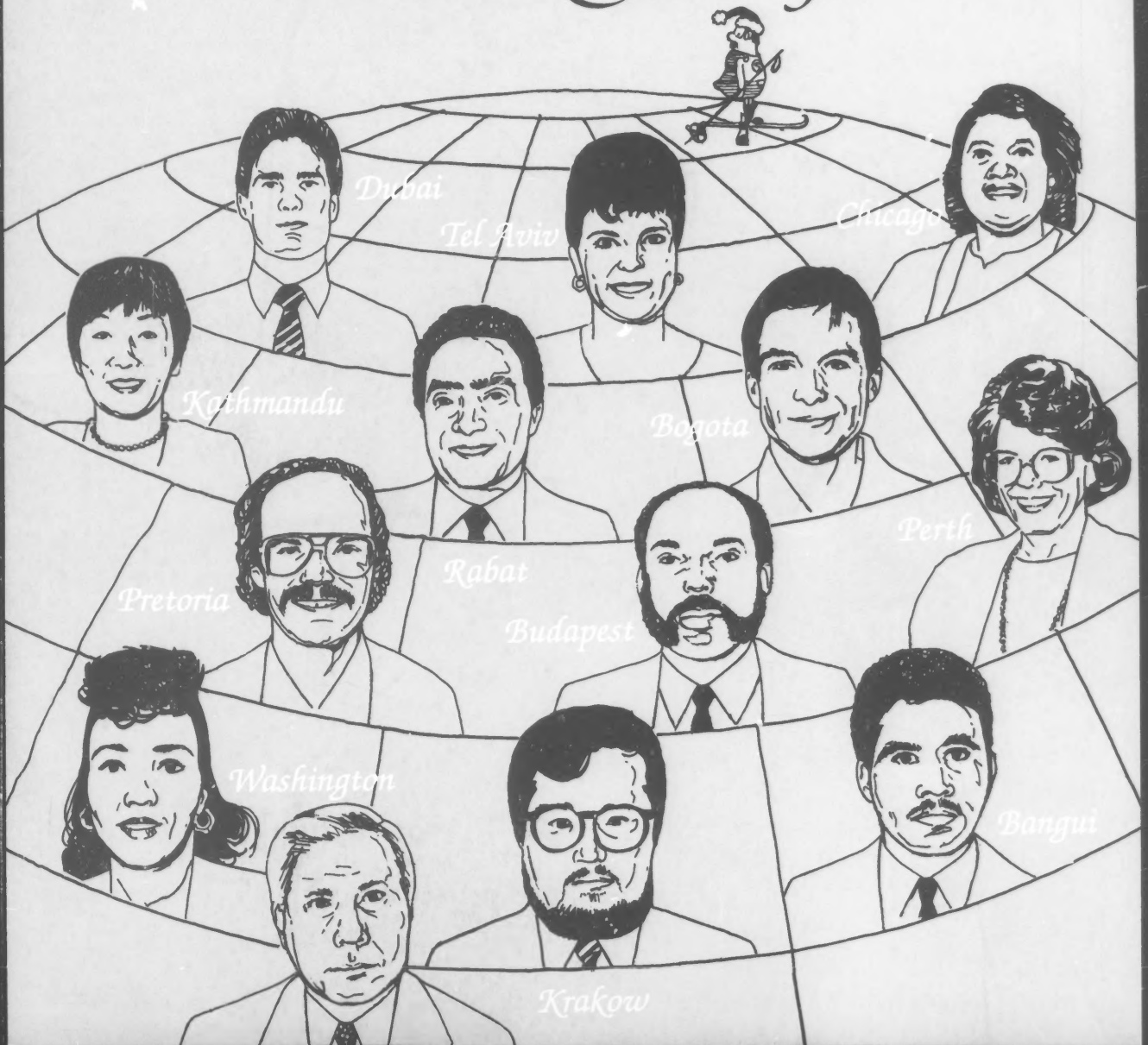
State

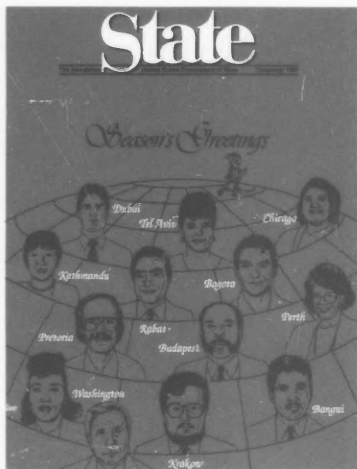
The Newsletter

United States Department of State

December 1991

Season's Greetings





THE COVER—The very best of the season to each and every one of us from all of us in the enormous State Department family (Civil Service and Foreign Service), spread across the United States and the entire globe. Our colleagues who wish us well include (from top left): *in Dubai*, consular officer JOSEPH P. MURPHY; *in Tel Aviv*, secretary MARY I. METZGER; *in Chicago*, passport processing clerk CAROLINE EASLEY; *in Kathmandu*, Ambassador JULIA C. BLOCH; *in Rabat*, administrative officer ALPHONSE LOPEZ; *in Bogota*, security officer KENT BROWN; *in Pretoria*, economic officer DONALD K. STEINBERG; *in Budapest*, deputy chief of mission RICHARD L. BALTIMORE III; *in Perth*, Foreign Service national employee CHRISTINE ATKINSON; *in Washington*, Near Eastern and South Asian Affairs management analyst WANDA M. WASHINGTON; *in Krakow*, political/economic officer ALGIS AVIZIENIS; *in Bangui*, communications officer ALBERTO RODRIGUEZ; also *in Washington*, communications specialist ALEJANDRO MARTINEZ; and, near the top of the globe, searching for a plush post, STATE's own SUPERCRAT (bidding as Santa Claus). (The drawings are adapted from Department I.D. photos, selected mostly at random with the help of personnel listings.)

STATE (ISSN 0278-1859) (formerly the Department of State Newsletter) is published by the U.S. Department of State, 2201 C Street N.W., Washington, D.C. 20520, to acquaint its officers and employees, at home and abroad, with developments that may affect operations or personnel. The magazine also extends limited coverage to overseas operations of the U.S. and Foreign Commercial Service of the Commerce Department and the Foreign Agricultural Service and the Animal and Plant Health Inspection Service of the Agriculture Department.

There are 11 monthly issues (none in June). Deadline for submitting material for publication is in the first week of each month. Contributions (consisting of general information, articles, poems, photographs, art work) are welcome. *Double-space* on typewriter, spelling out job titles, names of offices and programs—*acronyms are not acceptable*. Black-and-white, glossy-print photos reproduce best, but some color photos are acceptable. Each photo needs a caption, double-spaced, identifying all persons left to right.

Send contributions to STATE magazine, PER/ER/SMG, SA-6, fourth floor. The office telephone number is (703) 516-1667. The fax number is (703) 516-1678. Contributions may also be dropped off in Room 3811 Main State.

Although primarily intended for internal communications, STATE is available to the public through the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Second-class postage paid at Washington, D.C., and additional mailing offices. **POSTMASTER:** Send address changes to PA/OAP, Room 5815A, Department of State, Washington, D.C. 20520.

Assistant editor Barbara Quirk
Staff Assistant Kim Banks □



State

December 1991
No. 350



4



8



28



39

News stories

- 4 New law creates a South Asia bureau, paves way for new personnel study
- 7 Professional secretaries group establishes chapter here under Marsha Taylor
- 7 Bonuses up to \$20,000 go to 7 senior officers
- 7 State strengthens its firefighting capabilities
- 10 John Weinmann gets nod as new protocol chief
- 10 Envoys: Ryerson to Albania, John Davis to Romania
- 11 More recommendations from the Civil Service ombudsman
- 23 Fast track for grievances
- 54 Edwin Martin, J.G. Parsons, ex-ambassadors, are dead

Feature stories

- 8 Zaire diary: 6 bad days in September
- 15 Recovering alcoholic is on the road again: no booze
- 26 Controlling your paycheck

Photo stories

- 28 Post of the Month: Moscow

Special

- 14 From the Director General

Departments and features

15 "Ask Dr. Kemp"	22	Grievances
10 Appointments	4	News Highlights
38 Bureau Notes	53	Obituaries
52 Diplo-Croctic	24	Personnel:
51 ebp		Civil Service
18 Education and Training	33	Personnel:
		Foreign Service

Letters to the Editor

'Interagency politics'

SAN DIEGO, CALIF.

DEAR EDITOR:

First a few words to establish my identity: I have been for many years an employee of the Department of Defense, involved in technical cooperation with our allies via Nato. I spent fiscal year 1990 as an exchange scientist in Paris, under the Office of Defense Cooperation. As for all Defense overseas employees, the procedures and regulations of the State Department governed my time overseas. Thus it was that I started following the activities of this Department. I have recently separated from Government serv-

ice to pursue self-employment.

I read the letter on Foreign Service Day from William Stedman in the September issue. In the fifth paragraph he says: "How can the Department improve its participation in international economic and financial affairs, and compete in Washington with other federal agencies in the economic and financial field, if the under secretary for management concludes that it is satisfactory to watch international trade, commercial and financial work being dominated by the special trade representative, Commerce and Treasury?"

I am disturbed by the emphasis placed
—(Continued on Page 51)



To all at the State Department
We wish you a wonderful holiday
season and a peaceful Happy
New Year.

Ag Bush
Barbara Bush



To each and everyone of you, and your families at home and abroad, we wish you a most happy holiday time and a very prosperous New Year.

Helen and Jim Baker

News Highlights

A South Asia bureau is mandated by Congress

Lawmakers also call for new personnel study

CONGRESS has mandated the establishment of a sixth geographic bureau at State—a Bureau of South Asian Affairs—in legislation that was signed by President Bush on October 28. The Foreign Relations Authorization Act for Fiscal Years 1992-93 also, among other things:

—Requires a new study of the Department's personnel system, focusing on both the Civil Service and the Foreign Service.

—Orders a review of the so-called Inman construction security program at overseas posts, with a report on whether it should be "repealed or modified."

—Authorizes closing of posts with 45 days' advance notice to Congress, and calls for the opening of new posts in the Soviet Union.

—Directs the inspector general at State to launch an inquiry into why the Department was tardy in responding to Congress on the issue of sexual harassment (STATE, September).

—Provides that, for employees in full-time language training, their end-of-training reports be given equal weight in promotions with that of their employee efficiency reports.

—Aims at increased employment of American citizens by UN organizations.

New geographic bureau

The South Asia bureau will have responsibility for India, Pakistan, Bangladesh, Sri Lanka, Nepal, Bhutan, Afghanistan and the Maldives. It will be headed by an assistant secretary and a number of deputy assistant secretaries "which need not necessarily be as many as in other regional bureaus, and which should be determined on the basis of legitimate need," says the Senate-House conference report.

John F. Kerry (D.-Mass.) asserted on the Senate floor: "Under the current structure at the State Department, policy issues related to these (South Asian) countries often become obscured by attention to Middle Eastern issues and problems. In my view, creation of the new bureau will ensure that important issues related to South Asia, including weapons proliferation, will receive greater attention."

The conference report calls for implementation of this section "as soon as possible, but with the understanding that the nomination of the assistant secretary shall take place within 30 days of enactment and



all other requirements stemming from this provision shall be fulfilled within 90 days."

Personnel study commission

The act directs Secretary Baker to "examine personnel issues" through appointment of a commission of seven "distinguished members," after consultation with congressional committees and organizations representing employees. At least six of the seven must have "a minimum of 10 years' experience in personnel management," and at least two "shall have specialized knowledge of the Civil Service in the Department of State." The legislation adds that the Secretary may reappoint members who served on the personnel study commission that was headed by John Thomas, a former assistant secretary for administration. That group was mandated by an earlier authorization act, for fiscal years 1988-89.

Within one year, the legislation says, the commission shall report to Congress on the extent to which the Thomas recommendations have been implemented, and also on "personnel questions affecting the effective conduct of foreign policy and the efficiency, cost effectiveness and morale of State Department employees."

The report is to address the question of Senior Foreign Service officers working under temporary career extensions on June 2, 1990, "and who, because the 14-year time-in-class benefit had been denied them, were involuntarily retired" after that date.

In addition, the report must include:

—"Recommendations as to how the needs and standing of (Civil Service) employees might be more fully recognized by the Department as full partners in the successful conduct of foreign policy.

—"Recommendations as to how Civil Service positions may be better utilized or

structured in the Department and abroad to enhance the institutional memory on evolving foreign policy issues.

—“A study of the management and practices at the United States mission to the United Nations, taking into account the recommendations of recent reports of the inspector general of the Department.”

The conference report cites the “high quality work product” of the Civil Service ombudsman at State, adding that the “commission’s mandate to consider Civil Service questions is meant to enhance and supplement the work of that office.”

The report continues:

“In its examination of Civil Service personnel, the commission should evaluate the current and potential role of the Civil Service workforce and the ability of Civil Service personnel to be promoted at all levels within the Department. The commission should consider recommendations from the Department’s Civil Service employees on methods of better integrating Civil Service personnel in the Department’s policy-making process.

“The conferees believe that the commission should examine overseas allowances, including examination of housing, educational, representational, and related allowances for overseas posts, their rationales, expenditure for each category and type of allowance, and impact of allowances on morale and efficiency of Foreign Service and Civil Service employees.

“The conferees also believe strongly that the commission should examine and make recommendations regarding the anomalous standing of the U.S. mission to the United Nations, including its relations to the Bureau for International Organization Affairs and other elements of the State Department, especially as these questions relate to personnel matters.

“The commission should examine whether provision of differential pay for Foreign Service employees at (the mission), increasing base salary by 8% for being stationed in the New York metropolitan area, is a permitted or prudent practice, and whether non-compliance with recommendations or suggestions of the inspector general or Civil Service ombudsman, have had an impact on morale or functioning of the U.S. mission.”

Jesse Helms (R.-S.C.) said on the Senate floor: “The commission’s first task is to evaluate implementation of Thomas com-

mission recommendations. This is vital to establish a baseline for the new study, and gives Congress an unbiased assessment of progress, if any. The Foreign Relations Committee has been told that a considerable number of Thomas recommendations have been put into effect, but this cannot be confirmed ...

“As part of the commission’s broadened mandate, the role of the State Department’s second-class citizens, its Civil Service employees, is to be examined. The consumptive elitism of the Foreign Service as an institution and of a number of its most prominent members is legendary, as I stated earlier. Gigantic cash awards, rapid promotions and sweetheart assignments all appear to be readily available for those favored by top Foreign Service management. Few, if any, comparable benefits accrue to the thousands of effective civil servants at the State Department. This make no sense.”

Construction security study

This section directs the Secretary to give Congress within a year “a report and recommendations regarding security needs for diplomatic construction.” In doing so, the Secretary “shall review ... the ‘Inman Report’ and address specifically whether changing budgetary and foreign policy priorities ... continue to justify the ‘Inman’ recommendations. The report should also assess whether authorizations for ‘Inman’ security activities should be modified or repealed in light of changed conditions.” [Admiral Bobby Inman headed a study group that called attention to security needs in the wake of terrorist actions against the State Department and its personnel.]

The Senate Committee on Foreign Relations noted that the General Accounting Office had found construction delays and cost increases “which, as of November 1990, averaged about 21%.” It said in its report: “The committee recognizes that a number of factors, including the need to adhere to the Inman report, produced these cost overruns. However, in view of budgetary constraints and changes in the international community, the committee questions whether the Inman recommendations continue to be justified.”

Closing, opening of posts

In addition to the 45-day provision on post closings, the legislation requires the Secretary to submit a report within 120 days outlining, as the conference report says,

“plans for establishing additional U.S. missions within the territory of the former Soviet Union, including a projection of the numbers and locations of missions, numbers and types of personnel needed, projected costs, and ramifications, if any, to agreements between the United States and the Soviet central government requiring reciprocity in the establishment of diplomatic posts.

“In the wake of the August 1991 coup, profound changes including the acceleration of democratization and economic reform, declarations of independence by many of the constituent republics, and the reestablishment of independence for Lithuania, Latvia and Estonia have taken place in the Soviet Union. These changes, which have brought about a new era in U.S.-Soviet relations, require the United States to obtain information and knowledge necessary for reasoned analysis of developments in regions and by republic governments of the former Soviet Union.

“Outreach is needed beyond Moscow, St. Petersburg and Kiev. The conferees suggest that, in establishing new posts, particular priority be given to Tbilisi, Georgia; Kishinev, Moldavia; and Yerevan, Armenia, in addition to Khabarovsk, Russia, or another suitable nearby location in the Far East. These missions should be tailored to represent American foreign policy and commercial interests as well as improving exchanges of information between governments and peoples.

“In considering the establishment of new posts or missions, the conferees emphasize that, to the extent possible, they be established without closing existing posts.”

Sexual harassment report

The conference report provides the following background to explain the provision on sexual harassment:

“In June 1988, the U.S. Merit Systems Protection Board issued a report entitled ‘Sexual Harassment in the Federal Government: An Update.’ That report identified the State Department (including U.S.I.A. and A.I.D.) as having the highest rate of incidence of sexual harassment of women of any agency in the federal Government.

“To provide more detailed information, the Foreign Relations Authorization Act, Fiscal Years 1990 and 1991, directed (U.S.I.A. and State) to contract out with

private organizations with expertise in personnel systems and problems no later than 90 days after enactment of that act to conduct detailed studies of sexual harassment problems at their respective agencies. The private organizations were required to complete their studies and to report to Congress within one year after enactment.

"U.S.I.A. entered in a contract with a private organization to begin its study even before enactment of the act, and submitted a detailed report to Congress within the mandated deadline. That report found that the incidence of sexual harassment of women at U.S.I.A. was not significantly greater than the average for other agencies of the federal Government as identified by the Merit Systems Protection Board . . .

"State failed to enter into a contract with a private organization to begin its study until eight months after enactment of the act, which was five months after the deadline required by law. The delay ensured that the private organization selected to conduct the study would be unable to meet the legislatively mandated deadline for submission of its report. This delay also ensured that the Congress would be unable to consider for inclusion in the Foreign Relations Authorization Act, Fiscal Years 1992 and 1993, any recommendations for legislative changes that might be contained in the report."

The inspector general is to report to Congress within 180 days on the reasons for the delay, and to outline what steps the Department has taken to "prevent such a failure from recurring."

Language training

The section on language training provides that State, Commerce and U.S.I.A. "shall ensure that the precepts for promotion of Foreign Service employees provide that end-of-training reports for employees in full-time language training shall be weighed as heavily as the annual employee efficiency reports, in order to ensure that employees in language training are not disadvantaged in the promotion process."

In the Senate debate on the bill, Hank Brown (R.-Colo.) said: "Are we not sending a message to the diplomatic corps to place more emphasis on language training and language skills in the crucial area of promotions? . . . If you want to get promoted, you better take language training seriously, and the promotion panels had better take it more seriously, too."

Paul Simon (D.-Ill.), author of the provision, replied: "My distinguished colleague from Colorado is exactly right. And



let me add here that, while my amendment leaves it up to State and Commerce and U.S.I.A. to devise these new precepts, it makes sense to equate attainment of professional competency in a language with exceptional performance, to use the ranking terms of the employee efficiency reports. Competency in language training would be attaining a tested score of S-3/R-3 or higher after 24 weeks of a world language, 44 weeks of a hard language and 88 weeks of a superhard language."

Senator Brown then asked: "If I understand the Foreign Service Institute's system, is it correct to say that the world languages are the Romance and Germanic languages, and one or two others like Swahili; the hard languages are a variety of non-European languages; and the superhard languages are Russian, Chinese, Japanese, Arabic and Korean?"

Senator Simon replied: "That is correct."

UN employment practices

In the section commenting on employment by organizations affiliated with the United Nations, the conference report says: "The conferees believe strongly that those international organizations which have a geographic distribution formula to guide employee hiring should move in the direction of significant participation of U.S. citizens. The United Nations and the World Health Organization have done so. This section calls for reports, beginning 180 days after enactment and every year thereafter, to track the progress of organizations with

geographic distribution formulas in increasing American citizen hires.

"Inasmuch as the United States is assessed for 25% of the budget of many UN system and affiliated organizations, the conferees believe that significant good faith efforts by those agencies which have geographic distribution formulas are needed. Reports required in this section should detail what specific efforts are being made to increase U.S. citizen employment and list the resulting numerical increase in those positions.

"The conferees expect good faith efforts to be made by agencies which have fallen short of their own geographic distribution formulas. If increased American hiring fails to result, additional steps should be considered to encourage greater numbers of UN hiring of U.S. citizens.

"The conferees are also aware that many U.S. Government employees covered by the Federal Employees Retirement System have a disincentive for accepting employment with international organizations. The conferees believe that appropriate congressional committees should take maximum effective steps to remove this barrier by permitting F.E.R.S.-eligible employees to seek and compete for international organization positions."

Explaining the intent of this provision, Larry Pressler (R.-S.D.) said on the Senate floor: "The purpose of this amendment is to provide more value for American-assessed contributions to a number of UN system agencies. At the present time, a number of agencies use geographic formulas to guide hiring practices. My amendment encourages the State Department to aggressively motivate the agencies to increase the number of U.S. citizens working in them . . .

"A few years ago, the United States withdrew from one UN organization because it had become so anti-American in its statements and in some of its practices. What happens in the UN organizations is that there are a lot of Third World countries working together with previously the Soviet bloc that would get a lot of their people in the senior bureaucratic positions in the United Nations. They would take the United Nations in a direction which was contrary to the West, contrary to the U.S. interests, and contrary to our way of thinking . . .

"So what the Congress is saying . . . is that we want fair treatment in the United Nations for our people. And we want our people in key positions, we want our people doing jobs in the United Nations—not that they would be doing them simply for the United States, but that they be doing them for the United Nations." □



At ceremony for secretaries organization in East Auditorium, from left: Linda Irika, Jeanette Lewis, Patty Rensch, Cynthia Pipan,

Marsha Taylor, Ginny Taylor, Mary Ferris, inspector general Sherman Funk, Cathy

Stanley, Barbara Brasacchio, Marian Tolbert, Donald Leidel of Foreign Service Institute.

Marsha Taylor heads new group for secretaries

A chapter of Professional Secretaries International has been established at State, with Marsha Taylor of the Inspector General's Office as president. Cathy Stanley, Consular Affairs, is vice president; Mary Ferris, Inspector General's Office, is secretary; and Linda Irika, A.I.D., is treasurer.

Other charter members are Margaret Benson, Bureau of Personnel; Barbara Brasacchio, Intelligence and Research; Joan Grippe and Jennifer Harrison, U.S. mission to the United Nations, New York; Cynthia Pipan, Consular Affairs; Patty Rensch, Near Eastern and South Asian Affairs; and Marian Tolbert, Inspector General's Office. Ginny Taylor, director of office management training at the Foreign Service Institute, is the group's adviser.

The chapter is open to all secretaries in the Department, A.I.D., U.S.I.A. and the Arms Control and Disarmament Agency. Members will meet the fourth Wednesday of each month at 1 p.m. Locations will vary. For information, contact Cynthia Pipan, 647-1158. □

7 qualify for \$20,000 presidential awards

Seven members of the Senior Foreign Service have been announced as winners of the Presidential Distinguished Service Award. Each will get \$20,000, minus any performance pay they may have received in June. The seven are:

—Avis T. Bohlen, deputy chief of mission in Paris.

—James P. Covey, senior deputy assistant secretary, Bureau of Near Eastern and South Asian Affairs.

—Paul A. Goff, until recently director of the Office of Medical Services, now regional medical officer in Bangkok.

—A. Elizabeth Jones, deputy chief of mission in Islamabad.

—Curtis W. Kamman, ambassador-designate to Chile.

—Alan P. Larson, ambassador to the Organization for Economic Cooperation and Development.

—Richard J. Smith, senior deputy assistant secretary, Bureau of Oceans and International Environmental and Scientific Affairs.

In addition, 38 Senior Foreign Service officers are winners of the Presidential Meritorious Service Awards, for which each will receive \$10,000 minus performance pay, and 44 others each have qualified for performance pay awards of \$5,500. Their names are listed on Page 36. □

Department fields a team of 'fire watch officers'

State now has a team of 30 "fire watch officers" who are trained to respond to alarms before firefighters arrive. "The team is made up of people who know the building well—mechanics, machinists, engineers, uniformed guards and Safety Office and building management employees," said Ken Strawberry, coordinator for emergency evacuation.

Mr. Strawberry explained what happens when a heat or smoke detector goes off in the building: "The fire watch officer closest to the site arrives and investigates. Often, it's something simple, like smoke from a welding tool or dust trapped in a vent. Most of the time the fire watch officers can assess the problem and solve it without calling in firefighters. They're trained to err on the side of caution, however. If there's any doubt at all, they let the professionals handle it."

Safety Office director Steve Urman

said the old fire warden evacuation system has been replaced. "People move around so much in their jobs at State, it was hard to keep track of the volunteer wardens," Mr. Urman said. "The new system is dependent on offices instead of people. Whoever occupies the rooms closest to the elevators and stairwells will lead people out of the building in an evacuation."

Noting other changes that have been made, Mr. Strawberry said: "We've increased the number of smoke and heat detectors throughout the building. We've also expanded the sprinkler system to include the library, garage, mechanical areas and parts of the seventh and eighth floors. The entire building will be protected by sprinklers when the building renovation is completed."

Despite these innovations, it's still important to use common-sense precautions when the fire alarms sound, Mr. Strawberry said. "No one should think he's too important to leave a meeting or get off the phone and get out of the building," he asserted. "When the bell rings, we mean business." □

Association seeks award nominations

The American Foreign Service Association is calling for nominations for its annual awards that are conferred on a senior officer, a mid-level officer, a junior officer and a Foreign Service secretary or group of secretaries. Also, a Foreign Service family member is honored for volunteer service, and awards are given for achievement in the study of hard languages.

The deadline for nominations is January 31, 1992. For information, contact Richard Thompson, 2101 E Street N.W., Washington, D.C. 20037. Telephone (202) 338-4045. Fax: (202) 338-6820. ■

Life in the Foreign Service

Kinshasa: 'I hear gunfire from my office on the 3rd floor'

Computer chief at post gives eyewitness account

BY ALAN ROECKS

The author, systems manager at the U.S. embassy, was evacuated early in November, after he wrote this article.

Sunday, September 22

ANOTHER TRANQUIL DAY in Zaire. My wife and I begin with a leisurely breakfast at the local bakery, followed by several hours of tennis. The afternoon is spent at poolside. The weather is perfect, in the mid-70s. Not a cloud in the sky. Traffic is sparse, as it often is on Sundays. We visit friends during the evening. This is Africa at its best.



Mr. Roecks

Monday,
September 23

Torrential rains have pelted Zaire over night, marking the end of our four-month dry season, ushering in the wet season. The rains, a week late, are welcome to Zaire's farmers, who depend on the land for sustenance. Times are tough here. The annual median income is about \$200, making Zaire one of the poorest countries in the world. And the economy is getting worse.

This morning I arrive at work at 6 to work on our antiquated Wang computer system before the embassy officially starts business. We have over 100 users on this system. Our radio-telephones don't work consistently here—states that the road to the airport has been closed due to local problems, something that happens a lot. Usually the road opens within a matter of hours. We get mail twice a week, Monday and Friday. The mail will be late today.

At 6:45 one of the embassy stalwarts, Helga Muller, arrives at work. She is terrified. She is shaking, has been crying. She says that, while taking four children to school, she was caught in a riot. A group of soldiers tried to pull her from her car, but she was able to escape by driving through a ditch while her teen-aged son held on to the steering wheel. She reports seeing soldiers with guns, totally out of control. Helga claims this is the worst situation she has seen in her 15 years in Zaire. She warns us things are going to get bad. We don't take her seriously.

Ten minutes later, the city's mood changes dramatically. I hear gunfire from my office on the third floor, and see people running up and down the streets, carrying food, clothing, stereos, furniture—you name it, they were hauling it. One man has a toilet on his shoulders; porcelain hats are in this year, I guess. It takes several minutes, but I realize gradually that I am an eyewitness to a full-fledged revolt. Like other Americans, I am safe behind embassy walls, protected by armed guards.

Throughout the day I see incidents that even the most creative film producers would have trouble topping. Several pristine, brightly-colored Mercedes go racing by with soldiers hanging out the windows, perched on sunroof, shooting their guns aimlessly in the air. (The Mercedes have been stolen out of a dealership showroom.) A few minutes later, nine soldiers go by, all clinging to a forklift truck, crooning some kind of national song, waiving stolen clothes in the air, guzzling beer.

Later in the day, soldiers return to an



At river port in Zaire, political officer Wanda Lane and son Ricky are among the U.S. embassy evacuees. Her husband, administrative officer Bob Lane, came out later.

unoccupied building across the street, used to store their booty. They stuff their car—this time a brand-new Japanese compact—with clothes, stereos, radios and try to fit a full-sized Honda motorcycle in the trunk. The cycle is too large. Finally, they give up,

and hoist the cycle on top of the car.

The worst rioting and looting is directed against high-ranking members of the Zairian government. The soldiers leave Americans alone. They see us as no threat. There are many Americans living in Kinshasa, by some counts over 3,000. Kinshasa is a city of 5 million, spread on rolling hills, encompassing a 30-square-mile area. The problem, however, is that Americans affiliated with the diplomatic mission are not together in one compound, as in other embassies, but spread out over several residential areas. About 40% of the Americans live in Gombe, the center of the city and site of the embassy. The remainder live on the neighboring hillsides. It is this area, where many of the affluent Zairians also live, which is hit hardest by the civil unrest.

The night is hectic for American families outside the Gombe area. Some 50 families abandon their homes, due to looting and gunfire around them. They stay with other American families nearer the center of the city, at the ambassador's residence and the American recreation compound. No one is injured nor robbed.

Nearly all businesses are destroyed. Inventory pillaged, windows broken, buildings burned, air-conditioners ripped from walls. Only businesses who have a "plant" with the military are left unscathed.

Tuesday, September 24

Six hundred Belgian soldiers arrive at 2 p.m. from Brussels. I am told of their arrival by a Belgian national, Pierre Catoyl, who helps me to maintain the embassy's computer systems. Belgium has a strong historical link with Zaire, which was the Belgian Congo until 1960, when it received its independence. Five hundred French soldiers had arrived earlier in the day from neighboring Gabon, a one-time French colony. They set a 5:30 pm curfew and we spend a peaceful night. During the day, none of the businesses in the city have operated, including all embassies.

Wednesday, September 25

Embassies reopen today. Few locals are in the street. My wife and I try to locate Pierre, to see how badly his home is damaged and to offer him a room in our home. Without him, there is no one to repair our large Wang computer.

We drive around the city and observe remnants of once-prosperous businesses. I



Non-American evacuees line up at Zaire River port. (Photo by Wanda Lane)

see several Greek friends, businessmen who had been in Kinshasa their entire lives. One, a mechanic, has had 11 vehicles destroyed, all his tools stolen and his building burned. He is giving up and going to Greece.

Thursday, September 26

We are evacuating at least 1,000 Americans. This is no easy task, as the major airport in the country is closed and the nearest airport is across the river in Brazzaville, the capital of Congo, a neighboring central African country. People have to travel by boat across the Zaire River, one of the longest in the world. This takes about half an hour.

To accomplish this task, the U.S. Government has chartered three jumbo jet aircraft. Getting the people to the port of departure requires all the embassy's vehicles, including school buses. Americans not part of the official American community—missionaries, teachers, businessmen—reimburse the American government for the cost of the plane to get them to the United States.

A plane leaves for the United States daily, carrying nonofficial Americans, mostly missionaries and businessmen. Today we transport those who live in high-risk areas and have been taken from their homes. Each person gets one suitcase. Pets are left with friends, in the best case, or put out on the streets. The situation is grim. People are despondent, yet encouraged by having an opportunity to return to the United States, where they can start anew.

The administrative section completes its work at 3:30 a.m. and I arrive a half-hour later to perform backup of files created during the previous day. This is a task usually performed by local employees, but they are not able to get to work. Many in the embassy have been up most of the night handling the paperwork associated with visas and the logistics of airlifting fellow Americans out. Since Americans living

overseas sometimes marry people from the countries in which they are stationed, you see a variety of passports. One American male undergoing divorce, for example, has a young son. The mother is from the Caribbean, doesn't have an American passport and is traveling as the boy's nanny. A Greek businessman, married to an American, had his passport stolen and wishes to travel with his family to the United States. Non-American parents whose children hold American passports drop off their children to get to the States, allowing the children an opportunity for a better life than what Zaire in its current condition can offer. The parents must identify a sponsor to watch over children during the trip, until they get to the States, where the children will be met by a family member.

Two local Zairian staff members who work for me show up this morning, one walking eight miles to get here. They tell me there is no food in the city and wonder what will happen to their jobs and families. One is pregnant, begins to sob frantically and wonders if there will be doctors and food for her child. Both question whether things will ever get better, and ponder how a minority of less than 1% (the soldiers) can do so much damage to their country.

A curfew was established last night between 8 p.m. and 5 a.m. Anyone going out, including those with diplomatic license plates, runs the risk of being shot.

Friday, September 27

Gas lines have started again today, some as long as a mile. When there is gas, lines begin to form 12 hours in advance. About one-third of the cars are already out of gas and are being pushed in. The lines block the streets. There is honking and shouting. Luckily, we at the embassy have a separate gas supply.

One of the largest contingents of Peace Corps volunteers is in Zaire, with most of the 200 volunteers in rural areas in the inte-

rior. Evacuating these volunteers has been a difficult task, especially finding pilots and planes on such short notice. The evacuation, however, appears successful.

One branch of the Zairian military has set up a "garage sale" today, charging an admission fee of just under a dollar. They proudly display many of the goods stolen from homes and businesses earlier in the week. Apparently the government is not going to do anything, because it wants things to calm down for a day or two. The French and Belgian soldiers do not take action since it would be nearly impossible to identify what belonged to whom, given that so many who had their homes looted had departed country.

The administrative complex looks like a used car lot. The embassy is putting all American cars in a common location to protect the vehicles from damage. Getting these hundreds of vehicles out of a country via a transportation system as poor as Zaire's will be some accomplishment.

All the teachers at the American school have left today, each with a suitcase of treasured possessions. The school is in a remote area, and the teachers are not hopeful anything will be left. Last night the unoccupied homes in the nearby missionary complex were plundered.

I am to remain at the embassy, part of a core staff of 40 persons. They expect I will be here for a minimum of six weeks, taking care of the computing systems. Our Belgian technician has apparently left country, severely limiting the ability of the embassy to keep its large Wang computer operational. I will help embassy staff use smaller personal computers to get out their daily work. I am one of the few remaining in my building compound, and have become the de facto pet care person. Leaving beloved pets behind with the expectation you may never see them again is a sobering, unforgettable ordeal.

My wife, Jane, who had been teaching at the American school, leaves tomorrow with the remainder of the Americans. Separating will be painful, as we have seldom been apart during our 16 years of marriage. We knew these situations could occur when we joined Department of State. It's part of the job.

It has been a lot of work and some would say the Government's approach has been overly cautious. Yet no American lives have been lost, nor anyone injured. Salvaging American property looms as a major hurdle, however. Seeing the chaos and problems endemic to a dictatorship such as here in Zaire makes you appreciate the benefits of the U.S.A. ■

Appointments

Ambassador to Finland is named chief of protocol

John Giffen Weinmann, ambassador to Finland from 1989 until earlier this year, has been appointed chief of protocol by President Bush, to succeed Joseph Verner Reed.



Mr. Weinmann

Mr. Weinmann began his career in 1953 as an associate at the law firm of Phelps, Dunbar, Marks, Claverie & Sims, New Orleans, becoming a partner there in 1955. He was a director of the Eason Oil Co., Oklahoma City, 1961-80. From 1968 to 1980, he served as general counsel for the Rathborne Land Co., Harvey, La., and the Times-Picayune Publishing Corp., New Orleans. He was a director of the Rathborne organization, 1968-81. He was also chairman of Eason Oil, 1977, and manager of Waverly Enterprises, New Orleans, 1977-89.

In addition, Mr. Weinmann was a director of the First National Bank & Trust Co., Oklahoma City, 1978-84, and of Rathborne Properties, Inc., Harvey, La., 1979-81. He was president and a director of the Waverly Oil Corp., New Orleans, 1979-89, and a director of the American Life Insurance Co. of New York, 1981-88. He was counsel at Phelps, Dunbar, Marks, Claverie & Sims, 1981-83 and 1985-89. He served as chief delegate of the U.S. Bureau of International Expositions in Paris, 1983-84, and as commissioner general of the United States for the 1984 Louisiana World Exposition, 1983-85.

Mr. Weinmann was born in New Orleans on August 29, 1928. He received a bachelor's and a law degree from Tulane. He served in the Naval Reserve. He is married to the former Virginia Lee Eason; they have a daughter and four sons. □

New Baltic embassies

The Department on October 16 announced the opening of new embassies in Tallinn, Estonia; Riga, Latvia; and Vilnius, Lithuania. The three embassies are in temporary quarters, staffed with temporary-duty personnel. □

It's now St. Petersburg

The Soviet Union's second-largest city, Leningrad, has been renamed officially as St. Petersburg, a Department Notice of September 20 advises. □

State-ing the facts

By Barbara Quirk

She began her career as a secretary. Now they call her Madam Ambassador. Who is she? (Answer on Page 55) □

Ambassadors are named for Albania, Romania



Mr. Ryerson



Mr. Davis

President Bush as of mid-November had announced his intention to nominate ambassadors to two more countries. The nominations would require Senate confirmation. The posts and the persons named are:

—*Albania*—William Edwin Ryerson, chief of the U.S. delegation in Tirana. Mr. Ryerson would be the first ambassador to this country.

—*Romania*—John R. Davis Jr., diplomat-in-residence at Yale, to succeed Alan Green Jr.

Following are biographical sketches.

* * *

Albania

William Edwin Ryerson has been chief of the U.S. delegation in Tirana since April. He entered the Foreign Service in 1961 and was assigned to the Secretariat Staff the following year. In 1963 he became a staff aide to the U.S. minister in Berlin, then served in the political section there. He was consular officer in Bridgetown, 1966-68. In 1968 he returned to Washington as an international relations officer in the Operations Center. He became economic and commercial officer in Poznan in 1970. Next, he was a consular officer in Vienna, 1973-76, and the Visa Office, 1976-78. He was desk officer for Berlin, 1978-80.

In 1980 Mr. Ryerson became director of the Bureau of Consular Affairs' Office of Public and Diplomatic Liaison. He was chief of the consular section in Bonn, 1981-85. In 1986 he became consul general in Belgrade. From 1990 until earlier this year, he was associate director of visa services, Bureau of Consular Affairs.

Mr. Ryerson was born in Pompton

Lakes, N.J., on December 10, 1936. He received a bachelor's from Cornell in 1960. He speaks four foreign languages—Albanian, German, Polish and Serbo-Croatian. He is married to Suzanne Somes Ryerson; they have a daughter and three sons.

* * *

Romania

John R. Davis Jr. has been at Yale since last year. Before that, he headed the U.S. delegation to the Conference on Security and Cooperation in Europe.

Mr. Davis joined the Foreign Service in 1955 and went to Jakarta as consul and economic officer the following year. He held similar posts in Warsaw, 1960-63. He was a personnel officer and economic desk officer in Washington, 1963-67. After a tour in Rome, he became consul general in Milan in 1972. He returned to Warsaw as deputy chief of mission in 1973. Next, he was consul general in Sydney, 1976-80. He served as director of the Office of East European Affairs, 1980-83. In 1983 he became chargé d'affaires in Warsaw. He was ambassador to Poland, 1987-90.

Mr. Davis was born in Eau Claire, Wisc., on July 25, 1927. He received a bachelor's from the University of California at Los Angeles and a master's from Harvard. He served in the Navy, 1945-46. His foreign languages are Polish and Italian. He has received presidential performance pay, senior performance pay and a Distinguished Honor Award. He is married to Helen C. Davis; they have two daughters and a son. ■



ECONOMIC AND BUSINESS AFFAIRS—George A. Gowen, right chief, Security Trade Controls Division, gets a Superior Honor Award from deputy assistant secretary Christopher Hankin.

THANK YOU

1991 Combined Federal Campaign

Civil Service Ombudsman

Byerly issues second report, with some new recommendations

Responses to last year's proposals are noted

CONCLUDING TWO YEARS as the Department's ombudsman for Civil Service employees, John R. Byerly has issued a second annual report with fresh recommendations for management. There is no word yet on his successor. In addition to being the ombudsman, Mr. Byerly is the Department's assistant legal adviser for African affairs.

The new report provides an overview of developments over the past year on the Civil Service front and, besides advancing the new recommendations, sums up progress toward implementation of each of the recommendations in his first annual report (STATE, December 1990).

The new recommendations involve an executive-development rotational program for employees in grades 13, 14 and 15; establishment of a central Civil Service training complement for Department-approved long-term training and special details; beefing up the new Civil Service Career Development Resource Center; and providing incoming Foreign Service officers with information on the Civil Service.

"Many of our recommendations have not yet been implemented," Mr. Byerly wrote. "Two that we suggest for early action are reactivation of the Civil Service Training Council ... (and ensuring) that managers discuss reorganization plans with affected employees and obtain a formal assessment of the effects of a reorganization on individual grade levels, prior to implementation."

The ombudsman credited the Department with positive action on a number of his other first-year proposals. He reiterated that his goal was "improving the lot of the Civil Service, not attacking the Foreign Service." In the overview section, he cited two new Civil Service concerns: furloughs and workforce reductions.

New concerns

"The issues raised by employees in the past year," he wrote, "continued, in large part, to be those identified in our first annual report. Two specific concerns were new, however, both involving the relation between limited resources and the personnel system. Such issues are of special concern to us, not least because the legislation creating the position of ombudsman also provides that 'the Secretary of State shall take all appropriate steps to assure that the burden of cuts in the budget for the Depart-

ment is not imposed disproportionately or inequitably upon its Civil Service employees.'

"The first issue was the possible furlough of employees in the fall of 1990 as a consequence of the Deficit Control Act of 1985 ('Gramm-Rudman'). When rumors of a furlough began to circulate, a number of Civil Service employees expressed concern that only they, not the Foreign Service, would be affected or, with much the same result, that only employees serving in the United States would be furloughed. Happily, a furlough was not necessary. What was important, however, was that the Department established for the first time regulations for furloughing Foreign Service personnel and took the position that employees should shoulder the burden of furloughs without regard to whether they were employed as members of the Civil Service or Foreign Service. This was the right approach, one that we strongly endorsed.

"The second problem involved the effort to reduce the Department's workforce in order to save money. Shorn of procedural complexities, the decision of the under secretary for management was to reduce through attrition by 2 to 3% the number of full-time permanent Civil Service employees while continuing to hire new members of the Foreign Service at a level sufficient to match Foreign Service attrition. Initially, the decision to cut only the Civil Service was tied to plans to increase the number of Foreign Service employees serving abroad, particularly in eastern Europe and the Soviet Union. It is our understanding, however, that this is not what happened. Other justifications included the desire to maintain a

'We question whether the Civil Service should be singled out for the ax'

steady 'flow' through the up-or-out Foreign Service personnel system, concern about limiting Foreign Service promotions, and worries about upsetting the intake of Foreign Service officers just as a new Foreign Service exam procedure was being implemented.

"In our view, changing needs may justify a change in the ratio of Civil Service to Foreign Service employees. On the other hand, where the need is a requirement to cut overall personnel costs, we question



John R. Byerly

whether the Civil Service should be singled out for the ax. In practice, using 'attrition' to reduce the Civil Service workforce had serious short-term consequences for employees already on the rolls: virtually all merit promotion opportunities and lateral transfers were stopped for a period of months in 1991 in the wake of an initial hiring freeze and subsequent hiring limits on a bureau-by-bureau basis. We urge that in any future exercise to save money by reducing the workforce, all groups of employees, Foreign Service and Civil Service alike, be required to shoulder a fair portion of the burden."

Mr. Byerly prefaced his new recommendations with this observation: "Civil Service employees in the Department are interested in concrete improvements, not another bookshelf study and certainly not an ombudsman who writes a lot and accom-

plishes little. For this reason, we have intentionally kept new recommendations to a minimum this year. Several of the (new) recommendations are intended to reinforce the objectives of proposals in last year's report."

Rotational program

On the rotational program for the grade 13-15 employees, the ombudsman said: "Many Civil Service employees have expressed a desire for greater career mobility ... The narrow experience of many Civil Service employees places them at a disadvantage when they compete with, or are compared to, the Foreign Service in connection with more senior management or executive positions. On an individual level, employees fear the prospect (or experience the reality) of being 'stuck' in a single position for years with little or no opportunity even for lateral movement. This problem is particularly acute for GM/GS-13, 14 and 15 employees who have reached the top of their career ladders and wish to broaden their experience, as well as their opportunities for advancement, by working in positions in other bureaus ...

"Crafting a program to address this problem will not be simple ... The first year of the Senior Executive Service rotational program run by the Bureau of Personnel yielded meager results, in considerable measure because of a lack of members willing to participate. When the program was first announced, the bureau expressed its intention to consider expanding it to lower grades. We believe that this should now be done, both because of the potential benefit to GM/GS-13-15 employees and because we believe that the problem of immobility among members of the Senior Executive Service can only be addressed effectively by establishing a broader basis for the rotational concept among Civil Service employees. GM/GS-13-15 employees who are used to a system that fosters lateral movement are much more likely to welcome mobility if later promoted into the Senior Executive Service.

"In February 1991, we provided to (the director general) an informal conceptual outline of a rotational program limited to GM employees. Our reasoning was that these employees serve in supervisory and policy positions and are likely candidates for senior-level management positions. (Consideration should also be given to including qualified GS employees at the 13 level and above.) To increase the possibility of success, we believe that a rotational program should initially be limited to rotation

among Civil Service positions, although it should later be expanded to include the possibility of assignment to positions traditionally filled by the Foreign Service. It is important, in our view, to incorporate the rotational program into a plan for management and executive development. Thus structured, the program is more likely to attract the best employees and to serve the long-term interests of the Department.

"We offer no immutable parameters for a rotational program. 'Tours' could be for two to four years, with the objective of providing developmental assignments for qualified employees with potential for greater responsibility. At the end of a tour, employees could 'bid' for and rotate to a new assignment at the same grade level, compete for a rotational assignment at the next higher grade level, or seek to leave the program by applying for a nonrotational



assignment elsewhere. A rotational program need not begin on a Department-wide basis, although participation by a sufficient number of interested bureaus and employees would be essential to ensure a reasonable range of bid opportunities. Given the grade-in-position Civil Service system, participants should be free to apply for promotions (i.e., positions at the next higher grade level) at any time in a rotation.

"Ideally, a rotational program would not limit employees to their present job series. Without suggesting that this is an exhaustive list, we believe that the following series would be well-suited to a rotational program because of the large number of positions at the GM/GS-13-15 level (over 330 out of approximately 1,000 GM positions alone) and the variety of bureaus in which they are found: foreign affairs officers, computer systems analysts, man-

agement and program analysts, budget analysts, personnel management specialists and administrative officers."

Long-term training

On the central complement for long-term training and details, Mr. Byerly wrote: "An additional change is required to surmount what may be the most difficult hurdle faced by employees who wish to apply for long-term training or details to Congress or other agencies: namely, the reluctance of the employees' bureaus to give the necessary approval. This is a barrier that does not exist for the Foreign Service, where F.T.E. (for full-time equivalent, a measure of the number of persons on the payroll) is centrally managed and a large central training complement is maintained in the Bureau of Personnel. In contrast, Civil Service employees selected for long-term training or details remain on their bureau rolls and continue to occupy bureau positions and consume bureau F.T.E. This is a strong disincentive for bureaus who are asked to release employees, particularly when resources are tight.

"We believe that a special training complement should be established for Civil Service long-term training and special details to eliminate this barrier, much like the present Bureau of Personnel complement that exists for Foreign Service employees. This would free bureaus to replace the employees temporarily or use the freed F.T.E. to meet other bureau needs. Bureaus would still be required to grant reemployment rights to employees upon the completion of the training or detail. We presented this concept to (the director general) in a memorandum dated August 19, 1991, and discussed the issue with the director general's Commission on Civil Service Improvements, on September 9.

"Recommendation: That the under secretary for management, in consultation with the director general and the Bureau of Finance and Management Policy, set aside F.T.E. in fiscal year 1992 to establish a central training complement for Civil Service employees. We suggest that the initial size of this complement be 10-15 F.T.E. We base this figure on the ratio of long-term training and congressional detail opportunities provided to the Foreign Service (excluding all foreign language and economic training) to the number of Foreign Service officers who could apply for these opportunities. We believe that, in the future, the same ratio of qualified Civil Service employees should be afforded an opportunity."

Career resource center

On the Civil Service Career Development Resource Center that opened in Rosslyn in May, the ombudsman said: "No event in the past year holds greater promise for enhancing the career prospects of Department employees. For the center to function with full effectiveness, however, additional resources are needed.

Recommendation: That (management) ensure that sufficient funding and resources are available to the center to permit, at a minimum, staffing with at least two part-time counselors and an assistant, the completion of the customization of the computerized career guidance system to reflect State Department career paths and opportunities, and the purchase of additional resource materials, (and) that (management) relocate the center to Main State or Columbia Plaza."

Kudos for some bureaus

In his review-of-the-year section, Mr. Byerly credited several bureaus with taking initiatives on behalf of their Civil Service employees. He wrote: "The Bureau of Finance and Management Policy and the Bureau of Diplomatic Security have given priority to Civil Service training and the development of individual development plans. Each bureau has an employee whose primary responsibility is training and who works actively with supervisors, managers, and employees in the development of plans. The assistant secretary of the Bureau of Administration has also expressed strong support for the development of individual plans' (He) has recently focused on bureau training needs in equal opportunity, position management and organizational structure, stress management and ethics. (He) has a full-time employee dedicated to training and recruitment.

"The finance bureau's efforts to provide for training on performance management led to the development of a performance management workshop for managers. The course was subsequently added to the Foreign Service Institute curriculum and offered in the 1991 fiscal year.

"The Bureau of Consular Affairs has established a bureau Assistant Secretary Award of \$5,000, for which domestic Civil Service and Foreign Service employees at any grade level are eligible. The award is now in its second year. The money may be used for a single award, or divided to provide for several individual awards. It offers a balance to the Consular Service Award, which is limited to Foreign Service employees serving abroad."

Here is the ombudsman's rundown on

the status of his earlier recommendations:

Upward Mobility Program

"1. Designate a single coordinator. *Not implemented.*

"On August 19, the Bureau of Personnel informed us of its intention to delegate responsibility for the program to each of the chiefs of the five branches in the new staffing and classification division. The chief of personnel operations would oversee the program, but primary focus for implementation would be with the five branches. We hope this approach will offer sufficient focus and follow-up to arrest further decline in the program. Too often in a bureaucracy, dispersion of responsibility leaves no one accountable for results. Our preference remains a single coordinator."

"2. Encourage bureaus to make better use of the program. *Ongoing implementation.*"

"3. Examine ways of increasing Civil Service participation in the Functional Specialization Program. *Implemented.*

"On February 15 personnel issued a Department Notice requesting Civil Service applications for personnel and budget positions under the program. It is the first time in at least two years that opportunities in the personnel field have been available to the Civil Service under this program."

Training (general)

Recommendations for the Department

"1. Reactivate the Training Council for Civil Service employees. *Not implemented.*

"(Despite) general support for this recommendation, (the director general) has informed us that the reorganization of the Bureau of Personnel has delayed implementation. In late May, he was drafting a memorandum to members to discuss the council's role. We urge prompt action."

"2. Increase the flow of information on Civil Service training opportunities. *Ongoing implementation.*"

"3. Publish an individual development plan form for the State Department. *Partially implemented.*"

Recommendations for bureaus

"1. Each bureau should prepare a succinct but comprehensive training plan. *Not implemented by most bureaus.*"

"2. Require, or at least urge, the submission of individual development plans. *Not implemented by most bureaus.*

"The Bureau of Diplomatic Security and Finance and Management Policy have placed a strong emphasis on this (The latter) has a bureau policy that training will not be

approved unless the employee has a plan. Diplomatic Security has instituted a program to ensure that every employee has a plan and has been meeting with supervisors to promote implementation. The audit division of the Office of the Inspector General has a thorough plan development process, and its investigations division is working on one."

Recommendations for employees and their supervisors

"1. Prepare an individual development plan—now. *Implemented by some employees and supervisors.*"

"2. Exploit the multiplier potential of training by having formally-trained employees train their co-workers. *Limited implementation.*"

"Wang office and computer training are two areas where employees have shared course knowledge with other co-workers via mini-training sessions or discussions of course content."

Training (long-term)

"1. Review the allocation of long-term training opportunities between Civil Service and Foreign Service employees, with a view to achieving a distribution that reflects the relative proportion of employees at qualifying grade levels. *Not implemented.*

"No objection has been raised to this recommendation. (The director general) indicated willingness to conduct such a review, but stated that limited staff resources were a restricting factor. The Bureau of Personnel anticipates that, with the reactivation of the Training Council, this goal should be realized by the issuance of next year's long-term training announcement."

"2. Issue a single, comprehensive Department Notice on all long-term training opportunities for both Civil Service and Foreign Service which states the total number of slots and their distribution between the two services. *Partially implemented.*

"We commend this year's joint announcement as an important step in this direction. The next step is to spell out the actual numbers and slots allocated to each service and, we would hope, explain the policies that underlie the allocation. The Civil Service Training Council can play a pivotal role in ensuring an equitable distribution of training slots."

"3. As a general rule, where more than one slot is available in a particular program appropriate for both services, establish separate allocations and competition for Civil Service and Foreign Service employ-

—(Continued on Page 18)

From the Director General



A new career path for Foreign Service secretaries

They are 'full members of the diplomatic team'

BY EDWARD J. PERKINS

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

WE HAVE SIGNED an agreement with the American Foreign Service Association on a new Foreign Service secretarial career path program. It's designed to provide better promotion opportunities, stress the professionalism of secretarial work and make better use of secretarial skills and abilities.

The changes we've made were in part the result of a study conducted by Don Leidel of the Foreign Service Institute over a two-year period. The study found that morale was low among secretaries, and that many were at the FP-6 level for too many years. Secretaries claimed that they felt a lack of respect at post, that they were not treated as full members of the mission's team. The study also revealed that secretaries were underutilized. It revealed that, because of the widespread use of word processors, secretaries no longer need to devote as much time to traditional skills—yet they weren't being called upon to perform other career-enhancing tasks.

We've addressed those concerns by revising certain organizational features of the secretarial specialty. I'm very pleased with the new plan, and I would like to highlight some of its salient features.

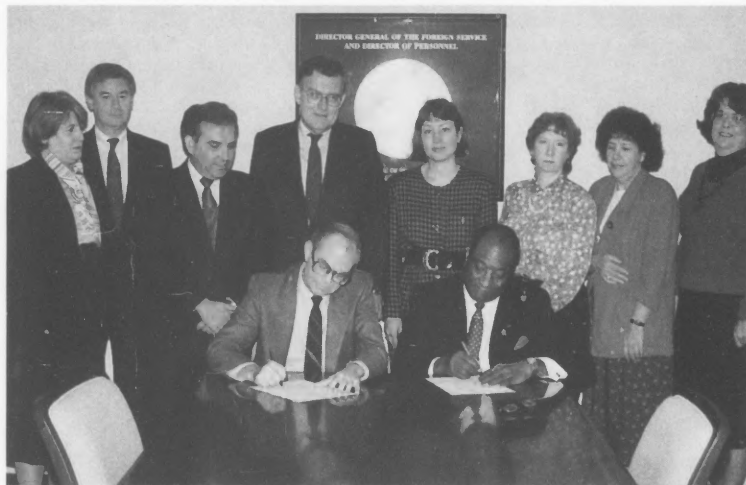
First of all, we've made a list of tasks that secretaries can perform in addition to the more traditional and limiting tasks of typing, stenography and filing. They include biographical reporting, training of

'We've changed the system so secretaries can be promoted noncompetitively in some cases'

staff members on the use of word processors and computers, office administration, compilation and formatting of statistical data and serving as control officer for official visits.

Regarding the abundance of secretaries stuck at the FP-6 level, we've expanded the grade structure at the top by upgrading deputy chief of mission secretarial positions at 28 posts to grade FP-4. We've also increased the number of FP-3-level jobs threefold, and arranged for a substantial increase in the number of FP-5 jobs.

But, most important, we've changed



Edward J. Perkins and William Kirby, vice president of the American Foreign Service Association, left, seated, sign the agreement on secretaries. With them, from left, are

negotiators Lange Schermerhorn, Bill Struck, Alex De La Garza, George Jones, Barbara Reiox, Joycene Cole, Arlene Griff, Eileen Farrell.

the personnel system so that secretaries can be promoted noncompetitively in some cases. We've done this by grouping secretarial grades into bands of two grades each. For example, grades FP-8 and 7 are in the band called level III; grades FP-6 and 5 are in the band called level II. The precepts now allow noncompetitive promotions into the higher grade within each band level. So, for example, secretaries can advance noncompetitively from FP-6 to 5 within level II. Competitive promotions decided by selection boards will be required only in promotions from one band level to the next.

We've also created a new Senior Secretarial Service at level I, consisting of secretaries at FP-4 and 3. Secretaries must apply for the competition that leads into the senior service. Advancement into it requires that they have varied experiences, including work in several sections of an embassy, service as secretary to a top-level official, at least one Washington assignment and language proficiency at the 2/2 level. A time-in-class system has been established for promotion into the senior service, but it will not go into effect until 1997. New promotion precepts will become effective two years earlier.

Training is an important part of this

program. In addition to the language training that is already offered, the institute is designing a training program that will include substantive tradecraft training on subjects like administration, workflow, office management and research and analytical methodology.

But managers must also play an important role by recognizing and appreciating the work and career aspirations of secretaries. Managers should encourage and sup-

'This program is important to the well-being of the Foreign Service'

port secretaries in their efforts to broaden their base of skills and abilities. This program is important not only to secretaries, but also to the well-being of the Foreign Service. The potential and the resources that secretaries offer cannot be wasted, especially in this era of scarce financial and human resources. So I encourage the supervisors among you to set an example for the rest of your staff by treating the secretaries in your section as full members of the diplomatic team, encouraging their initiatives and working with them to enhance their job skills and to plan their careers. ■

Ask Dr. Kemp



Q.

ASIA
My embassy's general services section recently instructed all employees not to use light bulbs larger than 60 watts in our residences, as a cost-cutting measure. I do not find 60-watt bulbs adequate for reading. What is your recommendation for adequate reading illumination?

A.

It is an old wives' tale that reading in the dark is harmful or will weaken the eyes. With the exception of looking directly at the sun, or another very high-intensity light source, you do not hurt your eyes by using them. Reading with insufficient light may tire the muscles which dilute the pupil and may cause headaches, tearing or burning, but it does no permanent damage. The proper level of illumination is the level with which you feel comfortable. Higher illumination can actually be a disadvantage, in that the high wattage causes heat, burning and glare. If you personally feel more comfortable with higher illumination, there are new, inexpensive, high-intensity lamps available (tensor lamps) which provide higher illumination with lower wattage. A desk lamp such as a banker's lamp that will direct light at material, not at your face, or light from behind are ideal for reading or working.

Q.

SOUTH AMERICA
From South America, please explain the per diem policy for medical evacuation for those traveling to Washington on a cost-constructive basis, rather than Miami. Are we not allowed full Washington per diem rates?

A.

For the precise wording of the Department regulations that govern our medical evacuation including travel and per diem, please refer to 3 F.A.M.386.4-3h: "Total expense

This column by LaRae Kemp, M.D., chief of the Department's Office of Medical Services, appears monthly in STATE. 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. Kemp directly. In either case, your privacy will be respected; your post will not be identified. □

of travel including per diem should not exceed the cost incurred had the traveler proceeded to the designated site for treatment. If a traveler proceeds to an elective site in lieu of the designated site, the per diem rate may not exceed that of the designated site." This "designated" site is the nearest facility where suitable care can be obtained. Both medical and nonmedical attendants also receive the per diem of the designated site (or the actual site, if that is lower than the designated one). In answering to your question, then, your per diem in Washington would be that of the cost-constructed site (Miami), or that of Washington, whichever is lower, for both the evacuee and attendant.

Q.

EUROPE
I have to do a lot of public speaking and sometimes suffer from laryngitis. Is there any advice you can offer to shorten the duration of these attacks?

A.

Laryngitis often accompanies winter colds, so I am seeing a lot of it these days. The American Speech-Language Hearing Association gave the following advice to President Bush when he found himself the victim of laryngitis: (a) Even a whisper irritates inflamed vocal cords. Avoid talking. (b) Avoid smoke-filled rooms (do this, anyway!). (c) Gargle with warm water. (d) If the air at home is dry, use a humidifier. (e) Inhale steam from hot towels and apply them to your eyes, nose and mouth, even at work. (f) Avoid dairy products (they increase the production of phlegm). (g) Stay away from caffeine. It's an irritant. (h) Drink warm beverages such as herbal tea or chicken soup. (i) Don't strain your face, throat, neck and shoulder muscles. (j) Avoid over-the-counter throat lozenges and cough syrups that can dry the throat. (Ask your doctor or pharmacist what to use.) (k) Breathe through your nose, not your mouth. (l) See your doctor if problem persists!

Q.

BRAZIL
In the last issue, your answer to the question on generic drugs did not mention that, although the chemically active ingredients in these drugs are equivalent to those of brand name drugs, the inactive, base ingredients are not required to be the same, and often are not.

A.

This is true. This can lead to problems for some patients. For example, the Epilepsy Foundation of America recommends that epilepsy patients avoid generic substitutes for anticonvulsive medications because inactive ingredients can have different absorption rates and may alter the degree of potency. Also note that if you have an insurance plan where you, as the patient, order long-term medications directly from pharmaceutical supply houses, you should give them firm instructions, or sometimes they will send a generic replacement. So, as I suggested in the previous column, I want to reiterate that, although most generic replacements are fine, it's important to check with your doctor before accepting a substitute for any name-brand medication. I want to thank the reader in Brazil for bringing this to my attention. □

Alcohol Awareness Program **'I've been dry for a little over 8 months'**

BY 'A GRAYING BUREAUCRAT'

(This magazine does not accept anonymous contributions, except for the articles that appear in this space.)

I returned recently from an around-the-world working trip that took me to Singapore, Bangladesh, India and London. It was my 15th international trip over the past 20 years. However, this one was different—I did it without drinking. No gin-and-tonics, no Singapore slings, no pints of bitter. Best of all, no brutal hangovers or gaping holes in my memory about the night before.

Actually, I've been dry for a little over eight months. A year ago, I wouldn't have believed that I could go this long without a drink. Alcohol had become a major part of my life.

In fact, my drinking had reached the point where I had begun hiding a half-pint or pint behind my favorite chair in the living room. A nip or two during the evening news seemed O.K. as long as I could engage in dinner conversation without slurring my speech too much. Fortunately, the question—"How did you reach this point?"—grew louder as I sank deeper into an alcoholic fog.

How had I reached such a low point in my life? During my earlier years, I had been one of those so-called persons of promise. I scored high on national examinations and made good grades in college. I

had served in the Peace Corps in East Africa and worked for respected institutions in the United States.

However, on the eve of middle-age I looked in the mirror and saw myself as just another out-of-shape graying bureaucrat fighting a losing battle with the bottle.

It all started innocently enough when I went to my first drinking party shortly before my 18th birthday. I only had a few cans of beer, but they went straight to my head and I was soon weaving around town

'I saw myself fighting a losing battle with the bottle'

in my father's '58 Chevy. I remember a lot of joking and bravado; my fears and insecurities melted away with my sobriety. I felt as if I'd stepped through a magical door and was fast becoming an adult.

I drank fairly regularly that summer before starting college, and still remember the balmy nights, cold beer and male bonding based on who could drink the most and still stand up. There was a lot of wild boasting about virility, which we loudly assured each other was closely linked to drinking capacity. Most of this was in jest and harmless but it set the stage for things to come.

Fortunately, I was fairly successful at curtailing my drinking during college, at least during the week. My favorite haunt was a typical campus bar: wooden booths, mugs of beer, clouds of cigarette smoke and contemporary tunes on the jukebox.

Many a Saturday night I staggered out of the bar at 1:30 in the morning wondering where I'd parked my car. An even bigger wonder was how I made it home. I viewed my drinking as a natural part of the college experience. Still, every so often I cautioned myself to slow down on the brew and booze.

My drinking picked up some during my Peace Corps days in Kenya. I can still taste those tall Tusker beers at the New Stanley Hotel in Nairobi—and remember getting bombed at the Bushbaby Bar somewhere along the coast north of Mombasa.

I also remember a Christmas in Ethiopia, three-quarters drunk, running toward my hotel at midnight, rifle fire echoing up and down neighboring streets. Having "one last beer" at the bar seemed more important than the deadly enforcement of curfew.

As I discovered in Africa, there is something dangerously liberating about being in another country, away from one's mother culture and society. I didn't worry

as much about what other people thought. I felt a freedom to push toward the extremes, do things I might not do at home. Like other expatriates, I sometimes felt lonely. It seemed alright to sit around by myself and drink if I felt like it. Booze was present at most social functions.

It all seemed like the movie "Casablanca," with drinking a normal part of the action—all too often, the only action. In fact, our Peace Corps doctor warned us that drinking was a problem among volunteers. But I can't say that he did much about it other than bring it to our attention.

However, during my second year in Kenya I started to worry a little about my consumption of alcohol—in part due to problems with malaria and hepatic amebiasis—and began to count and limit my beers. But sometimes I said the hell with it and drank to the gills.

Back in the States, my drinking increased again during graduate school. I developed a taste for a rum-and-coke; then, gin-and-tonics. For a while I was drawn to the "blood of the grape." Later, imported beers seemed to be everywhere, and I drank my way around the globe.

Don't get me wrong. I didn't crawl home every night or stumble from lamppost to lamppost. I just drank fairly regularly and seemed to get drunk or "happily tipsy" once or twice a week.

I was usually a friendly drunk. Later on, I became more of quiet solitary drinker, largely because of the untimely deaths of some people close to me and to a couple of disappointing life experiences that I viewed as personal failures. Lots of times I just wanted to be left alone with my sad drunken thoughts.

Drinking quietly alone started to become a habit when I worked in the Marshall Islands. There didn't seem to be much else to do, anyway. Often, I drank to kill pain. In fact, the drinking slowed the healing process. One night at the Yacht Club, an expatriate asked me if I thought I was drinking too much. It was the first time anyone had put the question to me. I thought about it, said yes, and ordered another Australian beer. She said I seemed morose.

Towards the end of my drinking, I often drank alone because I didn't want people I knew to see how much I could soak up in an evening.

Still, I rebelled periodically against the growing addiction. One night in the Marshalls I poured half-a-fifth of rum down the drain. "Time to quit for a while," I muttered angrily to myself. It worked for about four days. After returning to the United

States, I took an oath to quit drinking for a month—and kept it. Then I started again.

I reasoned that I was not an alcoholic. I only drank after the sun went down, and my average daily consumption was considerably less than a fifth a day (the volume I believed to be typical of a real juicer). My mental processes and reflexes held up fairly well under a drenching of booze. It seemed to me that it was just a matter of exerting my will over a bad habit.

Unfortunately, the habit was more powerful than my resolve. In fact, my drinking increased again after I entered a doctoral program in North Carolina in the 1980s. I wanted very much to change and improve my life at that time, but the pressures were more than I could bear. The more intense it became, the more I drank, and the angrier I became with the entire experience. I fought with some of the faculty. To make matters worse, I was still in the grip of a depression.

'I didn't want people to see how much I could soak up in an evening'

It was a hopeless triangle: anger, depression and alcohol.

Eventually, I left the doctoral program and made my way to Washington, where I found work with a major eastern university and A.I.D. And, I married a wonderful lady who was convinced that she could get me back on the straight-and-narrow.

I embraced the swirl of Washington life and its countless bars with the enthusiasm and commitment of a true drinker. No longer an impoverished graduate student, I drank in style. My bar-of-choice in North Carolina, a honky-tonk by the railroad tracks, was replaced by swanky D.C. watering holes. Of course, there was always a place in my heart and liver for dingy neighborhood taverns.

Then, there was a range of international drinking, from Mao, Tai in Beijing to Bolivian beer in Latin America.

As I climbed to new heights in my professional life, I sank deeper and deeper into the bottle. Somewhere last year I crossed the invisible line into regular heavy drinking. "The pressures are enormous at work," I told my wife. By and large, this was true, but the hangovers certainly didn't make my job any easier.

Drinking became a way to deaden my mind after work—to forget the pressures and to numb my sense of quiet desperation, to borrow a phrase from Thoreau. I looked forward to the drinking part of the day (the

hours between quitting time at work and sleep).

More scary, I was losing my last bit of control over my drinking. My tongue thickened more quickly and tripped over words. My sense of balance, formerly quite good even when I was very drunk, began to fail me. My lower legs began to swell. Some evenings, I had to take a taxi home because I was too drunk to walk to the bus stop.

Towards the end, I began to have blackouts and found myself throwing up in the middle of the night. It was not a pretty sight, and my wife, after trying everything she could think of to help me, finally said that she could no longer endure the pain of watching me slowly kill myself.

Somehow, I managed to quit drinking for two months on my own. Then I thought I had it under control and started again. Within a week I was worse off than before. My wife lost heart.

Oddly enough, I performed with a fair degree of success at the highest level of my career during this time. My work went to Capitol Hill and the White House. But I knew it was only a matter of time before I crashed at the office. My fuel needle was bouncing below empty, and the last of my four engines was starting to sputter.

Finally, I admitted to myself that I no longer had control over my drinking and

'This admission brought me to my knees—a major step in my recovery'

that I needed help. This admission brought me to my knees, as I had to let go of some illusions about myself. However, this was a major step in my recovery.

I telephoned the Alcohol Awareness Program at the State Department and asked about A.A. meetings. They told me "when and where." I drank for six more weeks (in a more or less civilized manner), celebrated my 40th birthday and started going to A.A. meetings. I haven't had an alcoholic drink since.

Giving up alcohol has not been easy. I was tense and agitated for weeks at the beginning. Then, for months, I felt light-headed and distracted (though part of this may have been due to the heat and humidity of Washington summers). Sometimes I felt a new-found peace; sometimes I felt lost and confused.

But as time has passed, I've noticed healthy changes in my emotions and thinking. My level of anger has fallen considerably, and I am much less tense now than I was a year ago. With a clearer head and the

State-ing the facts

By Barbara Quirk

On the alphabetical roster of 16,882 State employees who is listed first and who is last? (Answer on Page 55) □

help of A.A. meetings at the State Department and elsewhere, I have begun to be kinder to others and to go easier on myself. An old A.A. slogan is "easy does it." This is to counter the tendency of alcoholics to tackle too much at once and to be too hard on themselves.

These days, I sleep fairly well instead of waking up every couple of hours.

And I have a greater sense of control over my life. I ponder and reflect before responding—instead of blindly reacting, usually with frustration or anger. At the same time, I have a keener sense of what I cannot control and how to deal with that.

This is not to say that my life is all peaches and cream. I still get angry with people and situations. Sometimes I expect too much from others and myself. Sometimes I feel so damn tense that I could yell. But now I cope with those feelings in much healthier ways. I am more philosophical. The A.A. meetings have helped tremendously in this respect. Family, friends and trusted colleagues also have come through for me in surprising and important ways.

I must admit that I was a little jittery about doing a dry T.D.Y. (temporary duty). In the recent past, I was convinced that drinking is as important to flight as the principles of aerodynamics. And what about the hours that I used to spend in exotic bars, at the International and American Clubs? What about the fifth of Scotch that I some-

times picked up at the duty-free shop for my hotel room? How would I manage without my regular A.A. meetings?

To my great relief, I found that my commitment to staying sober was much stronger than my occasional inclination to drink. But I did not feel self-righteous as I watched airline passengers around me nodding off into their cups. After all, not everyone who drinks has a drinking problem. I did feel some happiness in knowing that I could chose not to drink.

As I am still relatively new at not drinking, I carried with me books and literature published by Alcoholics Anonymous. Reading this material helped when there were no A.A. meetings available.

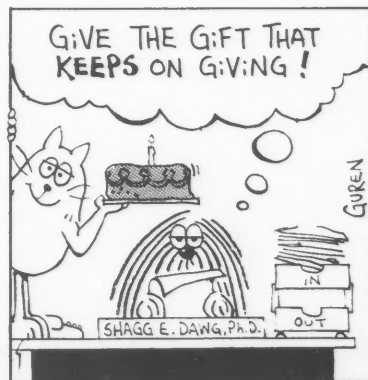
Also, with the help of the U.S. embassy medical unit, two expatriates and I restarted the A.A. meetings in Dhaka, Bangladesh. We prepared a flyer and circulated it to embassies and high commissions. Our group was small, and we only met once a week, but the meetings helped us maintain our sobriety.

Despite my sobriety, I am still a graying bureaucrat. However, I've lost nearly 20 pounds since I quit drinking. Most important, for the first time in many years I am beginning to believe that maybe the best really is yet to come.

If you think you have a problem with alcohol, get in touch with the Alcohol Awareness Program, Department of State, (202) 647-1843. Regulations require that all contacts with the program be handled on the basis of strict medical confidentiality. □

Health unit moves

The health unit in Room 2313 has moved temporarily to Room 2917. ■



Education and Training

Schedule of courses at the Foreign Service Institute

Program	Jan.	Feb.	March	Length
Area studies: intensive courses				
Africa, sub-Sahara (AR 210)	—	3	9	2 weeks
East Asia (AR 220)	—	3	9	2 weeks
Latin America (AR 230)	—	3	9	2 weeks
Near East/North Africa (AR 240)	—	3	9	2 weeks
South Asia (AR 260)	—	3	9	2 weeks
Southeast Asia (AR 270)	—	3	9	2 weeks
U.S.S.R./eastern Europe (AR 280)	—	3	9	2 weeks
Western Europe (AR 290)	—	3	9	2 weeks
Area studies: advanced courses				
Andean (AR 533)				
Arabian Peninsula/Gulf (AR 541)				
Balkans (AR 583)				
Benelux (Netherlands) (AR 595)				
Brazil (AR 535)				
Central America/Spanish Caribbean (AR 532)				
East Central Europe (AR 582)				
Eastern Africa (AR 511)				
Fertile Crescent (AR 542)				
Francophone Africa (AR 513)				
French-speaking Europe (AR 592)				
German-speaking Europe (AR 593)				
Greece/Cyprus (AR 589)				
Haiti (AR 536)				
Iberia (AR 591)				
Insular Southeast Asia (AR 571)				
Italy (AR 594)				
Japan (AR 522)				
Korea (AR 523)				
Lusophone Africa (AR 514)				
Mainland Southeast Asia (AR 572)				
Mexico (AR 531)				
Mongolia (AR 524)				
Northern Africa (AR 515)				
Philippines (AR 574)				
China/HongKong/Taiwan (AR 521)				
Scandinavia (Nordic countries) (AR 596)				
South Asia (AR 560)				
Southern Cone (AR 534)				
Southern Africa (AR 512)				
Turkey (AR 543)				
Russia, Ukraine and republics (AR 581)				
Vietnam/Cambodia (AR 573)				
Language and advanced area courses				
Afrikaans (LAA 100)	—	17	—	23 weeks
Albanian (LAB 100)	—	17	—	23 weeks
Amharic (LAC 100)	—	17	—	23 weeks
Arabic (LAD 100)	—	17	—	23 weeks
Arabic (Egyptian) (LAE 100)	—	17	—	23 weeks
Arabic (western) (LQW 100)	—	17	—	23 weeks
Bengali (LBN 100)	—	17	—	23 weeks
Bulgarian (LBU 100)	—	17	—	23 weeks
Burmese (LBY 100)	—	17	—	23 weeks
Chinese (Cantonese) (LCC 100)	—	17	—	23 weeks
Chinese (standard) (LCM 100)	—	17	—	23 weeks
Czech (LCX 100)	—	17	—	23 weeks
Danish (LDA 100)	—	17	—	23 weeks
Dutch/Flemish (LDU 100)	—	17	—	23 weeks
Finnish (LFJ 100)	—	17	—	23 weeks
French (LFR 100)	6	17	23	24 weeks
German (LGM 100)	—	17	—	24 weeks
Greek (LGR 100)	—	17	—	23 weeks
Hebrew (LHE 100)	—	17	—	23 weeks

These courses are integrated with the corresponding languages and are scheduled weekly for three hours. Starting dates correspond with language starting dates.

—(Continued on next page)

Secretaries' 'Skills' course is offered

The Foreign Service Institute will offer a course called "Skills" (State Department Knowledge, Information and Learning for Secretaries)," March 9-13 and June 22-26. It is for Civil Service clerk-typists and secretaries at GS-5 and 6, with at least one year of experience at State.

The course covers the responsibilities of a secretary, including setting up files, maintaining schedules, making travel arrangements, preparing travel vouchers and using references. For information, call (703) 875-7035. □

New incentive languages

Slovak, Albanian and Khmer have been added to the list of languages for which monetary incentives are authorized, according to a Department Notice of September 12. ■

Civil Service ombudsman

—(Continued from Page 13)

ees. *Ongoing implementation.*"

"4. Where no such allocation is made, (Civil Service officers) should be represented on the selection panel on a par with representatives from (the Foreign Service). *Implementation pending.*

"Personnel has expressed its intent to implement this recommendation. Until the panels have met, implementation cannot be verified."

"5. Set grade levels for training eligibility separately for Civil Service and Foreign Service employees. *Implemented.*"

Part-time, flextime, job-sharing

1. Issue a Department Notice describing part-time, flexitime and job-sharing arrangements, reiterating management's support and encouraging bureaus to participate. *Partially implemented.*"

"2. Finalize procedures for tracking job-share positions paid out of the salaries-and-expenses account. *Implemented.*"

"3. Consider central funding for all part-time positions. This would eliminate an artificial constraint on the implementation of more flexible work schedules. *Recommendation withdrawn.*

"We asked executive directors for their views on this recommendation. Although some supported the concept of central funding, most indicated that bureau funding gives them more control over the establishment of part-time positions within their own operations. Based on this view and the recent establishment of what appears to be a workable method of

funding job-shares, we withdraw this recommendation."

"4. Consider identifying a single person as a central coordinator for part-time, flexitime and job-sharing arrangements. *Not implemented.*"

Merit promotion

"The Merit Promotion Advisory Board should continue to examine methods of improving the merit promotion process, including means of providing more timely information to applicants on the status of their applications. *Not implemented.*"

"The board has been disbanded. Personnel has stated that it 'will work with the bureaus to convene an advisory board on an intermittent basis to review plan operations and make recommendations for improvement.'"

Performance appraisal

"1. Extend the penalty of ineligibility for awards to both Civil Service and Foreign Service supervisors of Civil Service employees who fail to submit timely appraisals. *Implemented.*"

"The threat of award ineligibility made a difference in ensuring the timely preparation of ratings. According to Personnel, most ratings were submitted on time for the

'Bureaus must honestly identify delinquent raters'

rating cycles for 1990, a significant improvement over previous years. To ensure that this continues, bureaus must honestly identify delinquent raters, and (the director general) must make certain that ineligibility for awards is strictly enforced."

"2. Bureaus should establish policies that delinquent evaluators may not receive the highest rating for the job element relating to supervisory responsibilities. *Not implemented by most bureaus.*"

"Although a number of bureau executive offices expressed support for the concept, most bureaus appeared reluctant to be pinned down to this rule. Some executive offices noted that 'front office raters' were among the principal offenders. We continue to believe that delinquent raters can merit an 'Outstanding' rating as supervisors only in the most extraordinary circumstances."

"3. Consider giving special recognition to Civil Service supervisors who prepare ratings of exceptional quality. *Implementation pending.*"

"4. Ensure that supervisors of Civil Service employees fully understand their responsibilities in the performance appraisal

—(Continued from preceding page)

Program	Jan.	Feb.	March	Length
Hindi (LHJ 100)	—	17	—	23 weeks
Hungarian (LHU 100)	—	17	—	23 weeks
Icelandic (LJC 100)	—	17	—	23 weeks
Indonesian (LJN 100)	—	17	—	23 weeks
Italian (LJT 100)	—	17	—	24 weeks
Japanese (LJA 100)	—	17	—	23 weeks
Khmer (Cambodian) (LCA 100)	—	17	—	23 weeks
Korean (LKP 100)	—	17	—	23 weeks
Lao (LLC 100)	—	17	—	23 weeks
Malay (LML 100)	—	17	—	23 weeks
Nepali/Nepalese (LNE 100)	—	17	—	23 weeks
Norwegian (LNR 100)	—	17	—	23 weeks
Persian/Dari (Afghan) (LPG 100)	—	17	—	23 weeks
Persian/Farsi (Iranian) (LPF 100)	—	17	—	23 weeks
Polish (LPL 100)	—	17	—	23 weeks
Portuguese (Brazilian) (LPY 100)	—	17	—	24 weeks
Romanian (LRQ 100)	—	17	—	23 weeks
Russian (LRU 100)	—	17	—	23 weeks
Russian (advanced) (LRU 101)	—	17	—	23 weeks
Serbo-Croatian (LSC 100)	—	17	—	23 weeks
Singhalese (LSJ 100)	—	17	—	23 weeks
Slovak (LSK 100)	—	17	—	23 weeks
Spanish (LQB 100)	6	17	23	24 weeks
Swahili/Kiswahili (LSW 100)	—	17	—	23 weeks
Swedish (LSY 100)	—	17	—	23 weeks
Tagalog/Pilipino	—	17	—	23 weeks
Thai (LTH 100)	—	17	—	23 weeks
Turkish (LTU 100)	—	17	—	23 weeks
Ukrainian (LUK 100)	—	17	—	23 weeks
Urdu (LUR 100)	—	17	—	23 weeks
Vietnamese (LVS 100)	—	17	—	23 weeks
Familiarization and short-term (Fast) courses				
Albanian (LAB 200)	13	—	23	8 weeks
Arabic (LAD 200)	—	17	—	8 weeks
Arabic (Egyptian) (LAE 200)	—	17	—	8 weeks
Arabic (North African) (LQW 200)	—	17	—	8 weeks
Bengali (LBN 200)	—	17	—	8 weeks
Bulgarian (LBU 200)	13	—	23	8 weeks
Chinese (LCM 200)	—	17	—	8 weeks
Czech (LCX 200)	13	—	23	8 weeks
Finnish (LFJ 200)	—	17	—	8 weeks
French (LFR 200)	—	17	—	8 weeks
German (LGM 200)	6	—	23	8 weeks
Hindi/Urdu (LHJ 200)	—	17	—	8 weeks
Hungarian (LHU 200)	13	—	23	8 weeks
Icelandic (LJC 200)	—	17	—	8 weeks
Indonesian (LJC 200)	—	17	—	8 weeks
Italian (LJT 200)	—	17	—	8 weeks
Japanese (LJA 200)	—	17	—	8 weeks
Malay (LML 200)	—	17	—	8 weeks
Polish (LPL 200)	13	—	23	8 weeks
Portuguese (Brazilian) (LPY 100)	—	17	—	8 weeks
Romanian (LRQ 200)	13	—	23	8 weeks
Russian (LRU 200)	13	—	23	8 weeks
Serbo-Croatian (LSC 200)	13	—	23	8 weeks
Slovak (LSK 200)	13	—	23	8 weeks
Thai (LTH 200)	—	17	—	8 weeks
Administrative training				
Budget and financial management (PA 211)	13	24	—	6 weeks
C.F.M.S. training (PA 150 through 155)	Classes through October. Limited space. Special registration procedures required. Contact Registrar's Office, 875-7103.			

—(Continued on next page)

—(Continued on next page)

EDUCATION AND TRAINING

—(Continued from preceding page)

Program	Jan.	Feb.	March	Length
C.O.R. training for construction projects (PA 125)	14	—	—	3 days
C.O.R. training for nonpersonal services contracts (PA 127)	—	—	2	3 days
Customer service (PA 143)	—	20	—	2 days
Domestic administrative officer training (PA 160)	27	—	—	3 weeks
General services operations (PA 221)	6	3	9	12 weeks
	13	10	16	12 weeks
	27	—	30	12 weeks
How F.A.A.S. works at overseas posts (PA 213)	—	12	25	3 days
How to be a certifying officer (PA 291)		Correspondence course		
How to be a contracting officer's representative (PA 130)		Correspondence course		
How to write a statement of work (PA 134)		Correspondence course		
Internal control training (PA 137)	—	25	—	2 days
Overseas cashier training (PA 293)		Correspondence course		
Overseas cashier's supervisor (PA 294)		Correspondence course		
Payroll clerk/technician training (PA 145)	23	—	—	4 days
Payroll specialist training (PA 144)	—	—	17	4 days
Personnel management training (PA 231)	6	—	2	7 weeks
Transportation voucher examiner workshop (PA 139)	—	6	—	2 days
Vendor claims/voucher examiner workshop (PA 140)	—	—	9	4 days
Consular training				
Advanced consular course (PC 531)	6	—	—	3 weeks
ConGen/Roslyn basic consular course (PC 530)		Continuous enrollment		26 days
Consular orientation program (PC 105)		Continuous enrollment		6 days
Immigration law and visa operations (PC 102)		Correspondence course		
Nationality law and consular procedures (PC 103)		Correspondence course		
Overseas citizens services (PC 104)		Correspondence course		
Passport examiners (PC 110)		Correspondence course		
Curriculum and staff development training				
Basic facilitation and delivery (PD 513)	—	12	—	3 days
Design and evaluation workshop (PD 511)	21	—	—	3 days
Economic training				
Economic tradecraft (PE 124)	21	—	—	2 weeks
Export promotion (PE 125)	—	3	—	1 week
Executive development				
E.E.O. awareness for managers and supervisors (PT 107)	—	—	19	2 days
Foreign affairs leadership seminar (PT 119)	—	2	—	2.2 weeks
Introduction to management skills (PT 207)	13	—	16	4 days
Supervision for the experienced supervisor (PT 121)	22	—	30	3-1/2 days
Washington tradecraft (PT 203)	—	24	—	2 weeks
Information management training				
Advanced PC course (PS 114)	—	18	—	2 days
Information management seminar (PS 144)	—	—	16	9 weeks
Information systems operations training program (PS 108)	—	—	2	4 weeks
Introduction to Lotus 1-2-3 (PS 118)	—	13	—	2 days
Introduction to the personal computer (PS 111)	—	10	—	3 days
Introduction to WordPerfect (PS 115)	27	24	30	2 days
Office management courses				
Advanced word processing (PK 103)	13	18	16	3 days
Advanced WP Plus (PK 154)	—	25	—	2 days
Better office English (oral) (PK 226)	—	10	—	30 hours
Better office English (written) (PK 225)	6	—	23	40 hours
Civil service secretarial training for entering personnel (C.S.-Step) (PK 104)	—	18	16	2 weeks
Decision-processing (PK 152)	—	24	—	1 day
Drafting correspondence (PK 159)	—	24	—	1 week
Effective speaking and listening skills (PK 240)	—	—	2	2 weeks
Foreign Service secretarial training (PK 102)	29	—	—	
Glossary (PK 151)	16	21	19	1 day

—(Continued on next page)

—(Continued from preceding page)
process. Ongoing implementation."

Awards

"1. In general, (the director general) should abolish eligibility requirements limiting awards solely to Foreign Service candidates. *Partially implemented.*

"The General Services Achievement Award is now open to Civil Service and Foreign Service employees serving in domestic as well as overseas positions. It was previously limited to employees serving overseas.

"Two new awards have been established: (1) the Award for Outstanding Community Service, which is open to domestic Foreign Service and Civil Service employees; and (2) the Arnold L. Raphael Memorial Award, which is open to all personnel at all ranks."

2. If donor stipulations limit an existing award to the Foreign Service, (the director general) should approach donors or their

legal representatives to seek necessary changes. *Not implemented.* "(The director general) has stated that the Department is 'reluctant to move too precipitously in this area, since donors have the right to make reasonable limitations on the ground rules for the awards they donate.' It has indicated, however, that Personnel reviews awards and seeks changes where appropriate."

3. Resist proposals from donors or bureaus to create further awards to recognize the performance of duties that can only be carried out abroad. *Not implemented.* "(The director general) has responded that he does 'not see the wisdom in refusing donors who create awards for performance that can only be carried out overseas. A better approach would be to make the creation of more awards that can be shared by Civil

—(Continued from preceding page)

Program	Jan.	Feb.	March	Length
Proofreading (PK 143)	29	—	—	2 days
Secretarial statecraft (PK 160)	23	—	—	2 days
State Department knowledge, information and learning for secretaries (PK 108)	—	—	9	1 week
Supervisory studies seminar (PK 245)	21	—	16	4 days
Telephone techniques (PK 141)	27	—	30	1 day
Wang office (PK 161)	—	—	23	1 day
Orientation				
Department officers (PN 105)	—	11	10	2 days
Foreign Service officers (PG 101)	6	—	23	9 weeks
Foreign Service specialists (PN 106)	2	—	5	3 weeks
Designated posts (PN 111)	6	—	16	1 week
	—	5	—	3 days
	—	26	—	3 days
Overseas Briefing Center				
American studies (MQ 115)	—	—	2	2 days
Community skills (MQ 102)	—	—	16	1 week
Documenting our mobile experiences (MQ 701)	22	—	25	1 day
Employment planning (MQ 700)	—	—	23	1 week
Going overseas (families, singles, couples) (MQ 200)	—	—	21	1 day
Introduction to Foreign Service life (MQ 100)	—	24	—	1 week
Introduction to effective training skills for the Foreign Service spouse (MQ 111)	27	—	—	1 week
Life after the Foreign Service (MQ 600)	—	4	—	2 days
Marketing Foreign Service spouse talents (MQ 702)	23	—	26	1 day
Post options for employment and training (MQ 703)	24	—	24	1 day
Security overseas seminar (MQ 911)	13	10	9	2 days
	27	24	23	2 days
Protocol and representational entertaining (MQ 116)	—	—	4	1 day
Understanding regulations, allowances and finances in the Foreign Service context (MQ 104)	15	—	11	3 days
Political training				
Foreign affairs interdepartmental seminar (PP 101)	—	3	—	2 weeks
Intelligence and foreign policy (PP 212)	—	24	—	3 days
Multilateral diplomacy (PP 211)	—	10	—	3 days
Political tradecraft (PP 202)	6	—	23	3 weeks ■

Civil Service ombudsman

—(Continued from preceding page)

Service employees a significant management objective.' We disagree. At present, almost half of the special awards are limited exclusively to Foreign Service employees or employees serving overseas. Eight of the nine awards include \$5,000 in cash and a certificate signed by the Secretary. In contrast, with the exception of the two Secretary of the Year Awards, given separately to each service, only one award is restricted to the Civil Service. The Alda and Weldon Brown Award is limited to GS-1 through GS-5 employees. It includes a \$50 savings bond and a certificate signed by the deputy assistant secretary for personnel. The remaining 11 awards are open to competition by both services. Available statistics indicate that Foreign Service employees are nominated and chosen for these awards more frequently than members of the Civil Service.

"We are concerned that the creation of

yet more awards limited either to the Foreign Service or to employees serving overseas will widen this gap. Moreover, the continued proliferation of awards tends to debase the currency of awards that already exist."

"4. Create an award for Civil Service employees to parallel the Consular Service Award now expressly limited to the Foreign Service. *Partially implemented.*

"The Bureau of Consular Affairs has created an Assistant Secretary Award that is open to domestic Civil Service and Foreign Service employees at all grade levels."

"5. Make a concerted effort to ensure that Foreign Service supervisors are aware of Civil Service eligibility for Department awards, and bureaus should encourage supervisors to recognize the contribution of Civil Service employees through Superior and Meritorious Honor Awards. *Needs a push from executive offices.*

"Department Notices and B-Net announcements issued by the Bureau of Personnel have stated clearly whether Civil

Service employees are eligible for awards, have indicated the number of nominations received, and have sought to encourage Civil Service nominations when appropriate. Bureau executive offices, however, appear to have made few efforts in this area. Although several bureaus have formal awards ceremonies and issue annual award reminders, the majority of executive offices do not promote Civil Service eligibility. Some indicated that sufficient nominations from the Civil Service are received. Many suggested that the tying of cash performance awards to the Civil Service rating process has reduced Civil Service nominations for special awards and Meritorious and Superior Honor Awards."

"6. If the gaping disparity in numbers of awards granted to Foreign Service as opposed to Civil Service employees continues, (the director general) should consider further steps to promote a more

'Executive offices do not promote Civil Service eligibility (for awards)'

equitable distribution, such as giving awards to Civil Service and Foreign Service candidates in alternate years. *Ongoing implementation.*

"The Foreign Service continues to receive the bulk of such awards, significantly out of proportion to its size compared to the Civil Service. Out of a total of 250 Superior Honor Awards for the period October 1990 through May 1991, 218 (85%) went to the Foreign Service, of 433 Meritorious Honor Awards for the same period, the Foreign Service received 377 (87%)."

Improved communication

"Bureau executive offices should explore ways of providing more detailed and timely information on developments that affect Civil Service employees. *Ongoing implementation.*

"Several bureaus have newsletters to keep employees informed. Several prepare activities reports or administrative notices. Many use E-mail. We encourage all executive offices to consider these approaches."

Bureau reorganizations

"Provide that bureau managers "shall" (or, at least, "should") discuss the reasons for and advisability of a contemplated reorganization with affected employees before it is implemented; and require bureau managers to obtain from the Bureau of Personnel a written assessment of how the proposed reorganization will affect the grade levels of individual employees. *Not*

—(Continued on Page 55)

Grievance Actions

'So damning' evaluation is termed 'indefensible'

(G-77(7))—The grievant received a glowing evaluation report three months after his arrival at post. In it he was termed "a supervisor's dream." His performance was called "flawless," rated "outstanding in all respects." Four months later, the rater prepared another, interim evaluation, this time recording that his subordinate "did not meet minimum standards for the job." The selection board that next reviewed the employee's file low-ranked him.

The grievant said that the second evaluation violated standards of fairness and objectivity, and claimed that the rater had not conducted a mid-period review nor discussed the report in draft. In the four-month rating period, he said, he and his supervisor, who went on home leave for six weeks, were present together in the office only 27 days.

The board noted that the supervisor directed the great majority of his critical comments at the grievant's performance during the time he himself was away from post, relying on what he had been told by the grievant's subordinates and others. The board found indefensible this overwhelming reliance on second-hand unfavorable assessments in producing an evaluation so damning that it caused low-ranking. It said any rater submitting such a negative report should at least have been meticulous in following guidelines for report preparation, but this rater included no balancing comments until forced to do so by an evaluation review panel; never sought his subordinate's views on the work performance nor discussed the report before presenting it in final form; and gave no advance warning of a rating of unsatisfactory. The board ordered the evaluation report removed from the file and the selection board low-ranking expunged. It denied the grievant's request for a promotion. □

Home leave is home leave; it's not annual leave

(G-029(9))—The grievant complained that he was unfairly deprived of about 150 hours' earned home leave benefit when the agency limited his home leave to six weeks. He would be unable to use that home leave before his mandatory retirement at the end of his limited career extension. He asked the grievance board to order the agency to transfer his unused home leave to his annual leave account or, alternatively, to restore almost 300 hours of annual leave he used when his home leave was restricted.

The grievant said his problems began when he agreed to a direct transfer from one overseas post to another instead of first taking his home leave. He argued that the post of assignment did not really need him then, and could have accommodated his taking home leave as planned. He maintained that the post almost would not have suffered had he been permitted to take more than the six weeks of home leave it later granted him. He pointed out that the direct transfer moved back his home leave so that, when he was transferred to Washington after serving less than 18 months of his second tour at that post, he lost 15 more days of home leave to which he would otherwise have been entitled. (Employees transferred to the United States are entitled to home leave only after 18 months of overseas duty.)

The agency maintained that the regulations provide it authority to grant use of home leave consonant with the needs of the Service. The grievance board found that, contrary to the grievant's contentions, the agency had shown that the post's staffing needs justified both the direct transfer and the granting of less than the total of accumulated leave. The board also ruled that the agency was correct in stating that there is no way under law or regulation by which accumulated home leave can somehow be transferred to an employee's annual leave account. The grievance was denied. □

Grievance denied; focus was on personalities

(G-053(8))—The grievant, a Foreign Service career candidate, complained that his junior officer rotational program during his first overseas assignment had been mismanaged, and that three of his performance evaluations for this period were falsely prejudicial. As remedy, he asked that two of the evaluations be expunged from his file and certain statements be deleted from the third. He also requested that his scheduled separation from the Service be suspended, and that he be granted another year as a career candidate to permit two additional reviews

The articles in this section are summaries of Foreign Service Grievance Board decisions, in cases brought by employees of State, A.I.D. and U.S.I.A. The board, in issuing the summaries, has taken care to protect the identity of the grievants. For example, the employing agency and overseas posts are not identified except where sense demands it. Also, as a rule, only the masculine pronoun is used. The numbers are sequential, assigned to each case as it was received. □

by the Commissioning and Tenure Board.

The grievance board found that the record of proceeding in this case showed that the grievant was intelligent and hard-working, but that he consistently failed to meet deadlines in completing his work assignments, that he did not always follow through, and that he caused problems by acting on his own without first informing his supervisors. The board found that the grievant's submissions had concentrated on the personalities and circumstances he encountered at the time his work performance was criticized, but he had not shown by convincing evidence that the criticisms as reflected in the three reports at issue were inaccurate, unfounded or falsely prejudicial. The grievance was denied. □

Grievant finds 7 errors, but the board doesn't

(G-064(8))—The grievant alleged that an employee evaluation report was procedurally and substantively flawed, to the degree that he was not promoted into the Senior Foreign Service and that a premature curtailment of his tour had harmed his career.

On procedural errors, the board found that 3 FAM 522.2, which requires that rating officers counsel ratees periodically during the evaluation period, does not necessarily require that each and every criticism in the evaluation had been discussed during the rating period, and that it is sufficient that the major deficiencies had been the subject of counseling sessions. The board also found that 3 FAM 522.4, encouraging reviewing officers who depart post prior to the preparation of reports to leave behind a memorandum concerning the member's performance, is hortatory and not obligatory, and thus the failure of the reviewing officer in this case to prepare such a memorandum was not error. On the last procedural claim, the board determined that, even though work requirements statements had been revised during the year at unspecified times, there was no harm to the grievant, who was aware of the changes and made no objection to them at the time or in his evaluation.

With respect to seven alleged substantive errors, primarily concerning aspects of the grievant's management abilities, the board gave significant weight to the many statements in the record from those who had served with the grievant during the evaluation period, holding that the grievant had not shown by a preponderance of the evidence that the criticisms were falsely prejudicial. The board noted that the rater had

relied in part on the criticisms voiced by many of those same persons when he prepared the evaluation. The board did order two inaccurate statements in the evaluation to be excised.

On the question of curtailment of the grievant's tour, the board said that 3 FAM 143.1 clearly authorizes an agency to change an assignment in the interest of the needs of the Service, and that a curtailment is simply one aspect of an assignment. Here, the grievant did not bear his burden of proving that the curtailment was in violation of law or regulation.

Except for the excision of the two statements in the evaluation, the board denied further relief requested by the grievant. □

Jurisdiction is asserted in selection board case

(G-121(8))—The grievant claimed that a promotion board violated its precepts by not taking his training into account when it failed to promote him.

The agency contested the grievance board's jurisdiction over selection board actions. The grievance board accepted jurisdiction on grounds that the agency's regulations allowed grievance of alleged procedural violations of law, regulation or collective bargaining agreement or prohibited personnel practices arising under selection board procedures, and that this included alleged violation of precepts.

The board ruled on the merits, however, that the grievant did not prove by a preponderance of the evidence that the selection board had violated its precepts. □

Lower grade on reentry into Service is upheld

(G-123(8))—The grievant, who reentered the Foreign Service after serving a few years in the Civil Service, complained to his agency that his reentry level was one grade below his previous Foreign Service grade. He maintained that his grade was erroneously based on his agency's informal policy of "linking" lateral-entry appointment grades to Civil Service grades. He argued that his was not a lateral entry, and the agency in reappointing him did not take into account his previous qualifications and experience as required by Section 308(b) of the Foreign Service Act of 1980.

The grievance board found that the grievant's qualifications and experience had been considered when his reentry grade was established. The record showed, that before reentering the Service, the grievant had

Grievance board announces expedited procedures

The Foreign Service Grievance Board has revised its timetable for completing a grievance action, in an effort to minimize delay, chairman James C. Oldham has announced. The revisions incorporate suggestions from the foreign affairs agencies, the American Foreign Service Association, the American Federation of Government Employees and attorneys specializing in grievance cases.



Mr. Oldham

The board has called for sequential submissions by grievants and their agencies within prescribed response times. In general, a grievant will have 30 days to supplement an initial filing with the board; an agency will have 30 days thereafter to respond to the grievance; and the grievant will have 15 days after receiving the agency's response to submit a rebuttal.

Because grievants at remote posts may have limited access to documentation and be handicapped by poor mail facilities, the new procedures provide for flexibility where warranted. Mr. Oldham said the board's policy is to issue a decision within 90 days of the completion of submissions. Where a grievant's separation has been stayed by the granting of "prescriptive relief," a decision will be issued within 60 days, he added.

Agencies will provide grievants with a fact sheet outlining the board's filing requirements and deadlines when they issue a final decision letter denying a grievance at the agency level. In a review, the board found that delay and unnecessary effort has resulted from grievants' lack of information regarding filing requirements at the time their cases are filed.

Members of the Foreign Service who have suggestions on how the process might be improved were invited to submit their ideas to Foreign Service Grievance Board, S/FSG, Suite 200, SA-30, Department of State, or to the board at 3330 Washington Boulevard, Arlington, Va. 22201. □

written to the chief of personnel seeking reappointment at the higher grade he had previously achieved through the Service's competitive promotion system. He was told at that time that his lower reentry grade was

appropriate and that all factors had been considered, including linkage and the fact that he was reentering the Service in a new occupational category.

The grievance board concluded that the provisions of Section 308(b) of the act had not been violated, and the grievance was denied. □

Reconsider grievant's salary, board orders

(G-131(8))—The grievant claimed that his agency had reneged on its verbal offer to appoint him at a grade and salary equivalent to what he was receiving from another Government agency. Based on the verbal offer, he resigned from the previous job. The following day, the agency discovered that he did not meet the stipulations of a standard operating procedure which required applicants to have been in their previous position for at least 90 days in order to qualify for appointment at an equivalent salary. The grievant felt he could not go back to his original employer and therefore accepted agency employment, but he later grieved the salary decision. The agency argued that the grievant had been notified of the mistake in time to retain his previous job, and that federal employment is not based on verbal offers but rather on law and regulation, as reflected in the 90-day requirement.

The board found the 90-day criterion at variance with the applicable regulation, which provides that staff employees who were serving in civilian Government positions immediately prior to appointment usually will be given a salary not less than they received in that position. The regulation contains no 90-day requirement. The board directed the agency to reconsider the grievant's entry salary using the standard contained in regulations, unless it could identify a reason for distinguishing him from the norm for former Government employees. ■



Personnel: Civil Service

Promotions

GG-12

Cernik, Jiri, Foreign Service Institute, School of Language Studies, Research Evaluation and Development

Iszkowski, Marie-Charlotte, Foreign Service Institute, School of Language Studies, Research Evaluation and Development

GG-13

Borissow Jr., Kyrill, Foreign Service Institute, North and East European Languages

GM-13

Abraham, Luberta, Office of Chief Financial Officer, Office of Executive Director

Adler, Monica I., Intelligence and Research, South American Division

Danin, Robert M., Intelligence and Research, Soviet Foreign Political Division

Dimichele, Peter Thomas, Office of Legal Adviser, Office of Executive Director

Najarian, Jeffrey P., Stamford Passport Agency

Rottier, Julia Marie, Intelligence and Research, Office of Intelligence Support

Snyder, Sandra A., Politico-Military Affairs

GM-14

Sebert, Jamiss E., Miami Passport Agency

Smith, David B., Office of Inspector General

GM-15

Cate Jr., Water R., Bureau of Administration, Information Systems Acquisitions Division

Kimbrow, Rex E., Consular Affairs, Domestic Systems Division

GS-4

Jackson, Gary Beldon, Passport Services

Jett, Tammy Maria, New Orleans Passport Agency

Johnson, Sybil Sabrina, Bureau of Personnel, Retirement Division

Lewis, Paulette C., New Orleans Passport Agency

Lynch, Karen Nicole, Visa Services

Middleton, Tracie, Diplomatic Security, Washington Field Office

Palmer, Camilla Reene, Office of Protocol, Accreditation Section

Sellers, Brenda Lynn, Seattle Passport Agency

Square, Dieldra J., New Orleans

Passport Agency

GS-5

Tolbert, Marla Jean, Diplomatic Security, Case Control and Processing Branch

GS-6

Carmichael, Neil C., Diplomatic Security, Telecommunications Operations Branch

Coghill, Sacaguwier E., Office of Chief Financial Officer, Payroll Operations

Dudley Jr., Richard W., Operations Center

Hicks, French L., Visa Services

Johnson, Barbara A., Diplomatic Security, Classified Pouch and Mail Branch

Perez, Pearlina T., Bureau of Diplomatic Security, Classified Pouch and Mail Branch

Smith, Irene R., Foreign Service Institute, Overseas Briefing Center

GS-7

Adams, Jo Ann G., Economic and Business Affairs, Office of Investment Affairs

Bollinger, Carolyn Finas, New Orleans Passport Agency

Brown, Randolph R., Office of Chief Financial Officer, Consolidated American Payroll Division

Brown, Russell Kent, New Orleans Passport Agency

Brown, Tywana, Diplomatic Security, Systems Operations Branch

Chesteen, Eva L., Politico-Military Affairs

Grohs, Margaret A., Near Eastern and South Asian Affairs, Office of Executive Director

Gurski, Alma R., Civil Service Personnel Management

Harris, Frances R., Diplomatic Security, Office of Investigations

Hastie, Barbara A., Inter-American Affairs, Office of Assistant Secretary

Holst, Ruth Inez, Diplomatic Security, Office of Investigations

Hopes, Carolyn Sue, Civil Service Personnel Management

James, Bonita B., International Narcotics Matters

Jeter, James M., Refugee Programs

Livingston, W. Jane, Diplomatic Security, Emergency Action Planning Division

Maguire, Mary K., Bureau of Administration, Presidential-

Vice Presidential Travel Support Staff

McCarthy, Elizabeth C., Civil Service Personnel Management

Palk, Cicily J., Office of Chief Financial Officer, Annuity Payments Branch

Purohit, Lopa U., Economic and Business Affairs, Office of Development Finance

Riley, Tammy Deloris, Washington Passport Agency

Ritchie, Sheila M., Intelligence and Research, Office of Research

Scott, Romy S., Consular Affairs, General Services Division

Shelton, Theran J., Diplomatic Security, Office of Investigations

Silski, Andrew Lawrence, Eastern European Affairs

GS-8

Broadus, Jackie R., Diplomatic Security, Systems Operations Branch

Bushelle, Noel A., West African Affairs/Francophone

Chippendale, Nancy F., Mental Health Programs

Howd, Jo Ann, Caribbean Affairs

Hunt Jr., Richard L., Beltsville Communications Center

Jones, Sandra F., Diplomatic Security, Telecommunications Operations Branch

Monley, Wanda Teresa, Oceans and International Environmental and Scientific Affairs, Office of Executive Director

GS-9

Blake, Joyce E., Diplomatic Security, Telecommunications Operations Branch

Bowyer, Gail P., Economic and Business Affairs, Transportation Affairs

Butler, Patsy Lee, Diplomatic Security, Telecommunications Operations Branch

Carskaddan, Peter Jerome, Intelligence and Research, Office of Executive Director

Carter-Taliaferro, Fonda, Consular Affairs, Resources Management Division

Cook, Richelle M., Office of Foreign Service National Personnel

Freeman, Marlene L., Foreign Service Institute, Budget and Management Office

Harms, John C., Intelligence and Research, Office of Executive Director

Hayes, Mary P., International Narcotics Matters

Holloway, Wendy A., Office of Foreign Service National Personnel

Jasinski, Sabina Kinga, Office of Chief Financial Officer, Financial Systems

Jones, Anthony T., Inter-American Affairs, Office of Executive Director

Kamdar, Minar N., Office of Chief Financial Officer, Consolidated American Payroll Division

Kipps, Elsie M., Diplomatic Security, Clearance Review Panel Branch

Macias, Richard G., San Francisco Passport Agency

Martin, Yolonda Ribot, Executive Secretariat, Systems Management Division

Moore, Nicole M., Bureau of Public Affairs, Press Relations

Pawlak, Ruth E., Office of Chief Financial Officer, External Systems and Disbursement Branch

Powell, Shera F., Diplomatic Security, Telecommunications Operations Branch

Schmidt, Maria Crocco, Diplomatic Security, Office of Investigations

Scotti, Jennifer B., Intelligence and Research, Office of Executive Director

Tabb, Linda Antoinette, Inter-American Affairs, Office of Executive Director

Tomaino, Angela Marie, Intelligence and Research, Office of Executive Director

Tyler, Valerie P., Foreign Service Institute, Professional Studies

GS-10

Marquez, Ramon, Inter-American Affairs, Ciudad Juarez Consular Affairs, El Paso, Tex.

Walter, Marguerite Ann N., Bureau of Administration

GS-11

Arrighetti, Julie W., Near Eastern and South Asian Affairs, Office of Public Affairs

Barbour Jr., James L., Bureau of Public Affairs, Office of Press Relations

Bonne, Anita L., Diplomatic Security, Office of Information Services, Indexing Branch

Clark, Susan M., Politico-Military Affairs

Colbert, Sharon E., Oceans and International Environmental and Scientific Affairs, Office of Executive Director

Curtis, Don D., Bureau of

Administration
Fite, David Porter, Intelligence and Research, Regional Analysis
Green, Gregory Allen, Diplomatic Security, Office of Security Administration Contract Administration and Procurement
Hensley, Joan B., Office of Chief Financial Officer, Automation and Communications Division
Jones, Gregory, Office of Chief Financial Officer, Office of Financial Systems
Mahaney, Mark Stephen, Intelligence and Research, Regional Analysis
Mavritte, Donna Maria, Bureau of Administration
Morrissey, Margaret C., Civil Service Personnel Management
Petrihos, Peter N., Politico-Military Affairs
Plant, Sue Ann, Politico-Military Affairs
Stewart, Battie H., Passport Services
Travers, Annie E., Bureau of Personnel, Retirement Division
Tydings, Ellen Marie, African Affairs, Office of Executive Director
Unkle, Dorothy B., Diplomatic Security, Personnel Management Division
GS-12
Alexander, Sarah E., Legislative Affairs
Baker, James E., Office of Legal Adviser, Office of Law Enforcement and Intelligence
Brown, Mary A., Office of Foreign Buildings, Financial Management Division
Cromley, Laura L., Bureau of Administration
Dade, Michelle Denise, Diplomatic Security, Personnel Investigation Division
Gilbert, Claire M., Executive Secretariat, Systems Management Division
Herr, Anne Dillon, Intelligence and Research, Soviet Foreign Policy Division
Norsworthy, Suzanne P., Politico-Military Affairs
Whyman, William Edward, Intelligence and Research, Office of Strategic and Proliferation Affairs
Wilson, Daphne A., Office of Legal Adviser, Office of Law Enforcement and Intelligence
GS-14
Coquia, Florencio G., Office of

Foreign Buildings, Building Design and Engineering Division

Appointments

Agurs, Kimberly K., Office of Chief Financial Officer, Pre-Assignment Training
Allen, Nicole C., Diplomatic Security, Office of Information Services
Badan, Googin, Foreign Service Institute, Asian and African Languages
Bagley, Gertrude S., Office of Equal Employment Opportunity and Civil Rights
Banfield, Denise A., Foreign Service Institute, Political Training
Bassle, Michel K., Pre-Assignment Training
Bernstein, David L., Economic and Business Affairs, Office of Executive Director
Black, Dorothy J., Diplomatic Security, Contemporary Documents Review Division
Bleske, August J., Diplomatic Security, Office of Foreign Operations
Boothby, Rebecca T., Pre-Assignment Training
Bothwell, Mary L., Foreign Service Institute, Center for Study of Foreign Affairs
Boyd, Terrence L., Consular Affairs, Communications and Records Section
Branch, Derrick A., Consular Affairs, Communications and Records Section
Brunson, Anne Cecilia, Intelligence and Research, Office of Intelligence Liaison
Burrell, Kay Arey, Office of Foreign Buildings, Program Management Division
Butler, Monica A., Consular Affairs, Personnel Management
Carr, Drucilla Ann, Pre-Assignment Training
Carter, Michael E., Executive Secretariat
Catlin Jr., Robert J., Diplomatic Security, Classified Pouch and Mail Branch
Coakley, Linda J.C., New York Passport Agency
Codrington, Raymond C., Near Eastern and South Asian Affairs, Office of Executive Director
Coleman, Charmaine Denise, Pre-Assignment Training
Collier, Amanda Ruth, Pre-Assignment Training
Collins, Kathleen Sara, Pre-Assignment Training
Crews, Fred R., Pre-Assignment

Training
Daniels, Karen V., Diplomatic Security, Diplomatic Pouch and Mail Division
Dao, Ann Q., Inter-American Affairs, Office of Executive Director
Day, Terrance M., African Affairs, Office of Executive Director
Dent, Jennifer L., Executive Secretariat
Eisenhart, Larry J., Office of Chief Financial Officer
Ellis IV, Wayne Philip, Politico-Military Affairs
Eltz, Regina Marie, Bureau of Personnel
Feldman, Marsha, Foreign Service Institute, Personnel Office
Finney, Janice S., Refugee Programs
Fleischmann, Steven K., Intelligence and Research, Office of Strategic and Proliferation Affairs
Francischelli, Joan Marie, Pre-Assignment Training
Gainyard, Christal R., Passport Services
Galla, Leonard V., Economic and Business Affairs, Office of Executive Director
Gallena, Amy Elizabeth, Pre-Assignment Training
Gibson, Dawne Adrienne, Pre-Assignment Training
Grandy, Cecil A., Intelligence and Research, Arab-Israeli States Division
Griffin, Edward G., Diplomatic Security, Contemporary Documents Review Division
Hairston, Valerie Kay, Pre-Assignment Training
Hallman, Bryon A., Diplomatic Security
Harvey, Keisha Lynette, Pre-Assignment Training
Heath, Michael G., Diplomatic Security, Office of Information Systems Security
Hicks III, William H., Diplomatic Security, Systems Operations
Hicks, Rixene W., Office of Chief Financial Officer, Pre-Assignment Training
High, George Borman, Human Rights and Humanitarian Affairs
Hollingsworth Jr., Hugh B., Inter-American Affairs, Office of Executive Director
Hoover, Barbara R., Refugee Programs
Howard Jr., Carlton T., Office of Chief Financial Officer, Pre-Assignment Training
Hylton, Serena D., Diplomatic

Security, Office Automation Division
Irwin, Frank P., Diplomatic Security
Jackson, Panida R., Foreign Service Institute, Asian and African Languages
Jones, Kelly Anne, International Organization Affairs, Host Country Relations
Josephson, Lenore, African Affairs, Office of Executive Director
Judt, Susan, Economic and Business Affairs, Office of Executive Director
Kanter, Arnold Lee, Under Secretary for Political Affairs
Kayatin, Justin Michael, Diplomatic Security, Personnel Management
Kazyak, Mary C., Office of Inspector General
King, Rachel S., Office of Legal Adviser
King, Stephen H., African Affairs, Office of Executive Director
Kushen, Robert A., Office of Legal Adviser
Lafantasia, Glenn W., Office of Historian
Laguna, Yasmin L., Foreign Service Institute, Romance Languages
Langley, Janice M., Office of Legal Adviser, Office of Executive Director
Le Master, Vicky Marie, Pre-Assignment Training
Lee, Deborah A., Office of Inspector General
Livingston, Sandra Anne, Foreign Service Institute, Country and Regional Training Programs
Loethfle, Amien, Foreign Service Institute, Asian and African Languages
Lucas, Annette Rene, Pre-Assignment Training
Mayo, Tara L., Executive Secretariat
McWilliams, Holly Kay, Pre-Assignment Training
Menard, Michelle M., Foreign Service Institute, Romance Languages
Merchant, Diana Marie, Pre-Assignment Training
Miracle, William Charles, Foreign Service Institute, Language Studies, Research Evaluation and Development
Mitchell, Laurie Maureen, Pre-Assignment Training
Nathan, Sharon M., Diplomatic Security, Publishing Services Division
Newlin, Michael H., Politico-Military Affairs

Nourse Jr., Ralph G., Diplomatic Security, Security Technology
 O'Brien, Sheila Moran, Office of Inspector General
 O'Hare, Dennis Jerome, Office of Inspector General
 Pavlovski, Chester J., East Asian and Pacific Affairs, Office of Executive Director
 Peterson, Carla A., Diplomatic Security, Office of Professional Development-Information
 Pollard, Carol L., Pre-Assignment Training
 Redecker, J. Brayton, Diplomatic Security
 Reid, Phyllis Leona, Pre-Assignment Training
 Reitz, Hazel M., Refugee Programs
 Rettie, Stuart B., Diplomatic Security, Security Equipment and Maintenance Branch
 Rollins, Arthur J., Medical Services
 Russell, Gary G., Diplomatic Security
 Saboe, Steven A., Office of Under Secretary for Security Assistance, Science and Technology, Office of Strategic Technology Policy
 Sands, Vance H., Diplomatic Security, Systems Operations Branch
 Schwartz, Patrick S., Diplomatic Security, European and Canadian Region
 Seldowitz, Rosalinda M., International Organization Affairs, Protocol Section
 Sewell, Tonia M., Diplomatic Security, Office of Freedom of Information, Privacy, and Class Review
 Sheldon, Nikolai W., Domestic Fleet Operations
 Smith, Charles Craig, International Organization Affairs
 Staton, Michelle Marie, Foreign Service Institute, Office Management Training
 Stephens, Armandinne Ann, Foreign Service Institute, Administrative Training
 Stickels, Richard W., Foreign Service Institute, Language Studies
 Stone, Laura Merritt, Intelligence and Research, Office of Executive Director
 Svejda, Andrea F., Human Rights and Humanitarian Affairs
 Swain, Sabine C., Diplomatic Security, Office of Professional Development-Information
 Taylor, Vincent T., Diplomatic Security, Industrial Security Division

Don't let your paycheck run away from you

The following is reprinted from the newsletter of the Department's payroll office (Office of Compensation and Pension, Bureau of Finance and Management Policy):

Believe it or not, one of the things we have is a pretty efficient computer system. And like all good computer systems, it does exactly what it is told to do. The reason we bring this up is because, without fail, every year we get a number of employees who want to change banks and the destination of their biweekly paychecks, and then they run into trouble.

The reason? They think that because their next check hasn't been deposited yet, they can change its destination. The trouble with this line of thinking is that the computer programs have already been run, destinations identified, sent to Treasury and consolidated with other tapes long before you actually get paid. The result is that the employee winds up losing one or two paychecks for a period of time.

The check is electronically transmitted to the old bank, which no longer has an active account for you and, as a result, the bank sends it back to Treasury.

The story continues with the employee writing checks on the new account (which bounce) and then calling Payroll and utilizing a wide variety of descriptive phrases covering their opinion of our overall performance.

Making matters worse for the employee, the problem doesn't get immediately resolved because we must confirm that payment was actually not made. Want to take a guess how long this confirmation process takes?

How can you avoid this problem? Very easy and simple. Open your new account, but don't close your old. You'll wind up with two accounts for a month or two, but you'll also ensure that your funds don't get lost. Once you see that no more paychecks are going to your old account, close it! □

Thomas, Peter Owen, Oceans and International Environmental and Scientific Affairs, Office of Executive Director
 Thompson, Curtis Bernard, Pre-Assignment Training
 Tith, Khlang, Foreign Service Institute, Asian and African Languages
 Vazquez, Edward, Diplomatic Security
 Washington, Devonne A., Pre-Assignment Training
 Webb, Jean F., Foreign Service Institute, Overseas Briefing Center
 Wiegert, H. Thomas, Medical Services
 Willems, Leonard F., Consular Affairs, Office of Executive Director
 Williams, Kimberly R., Pre-Assignment Training
 Williams, Paul R., Office of Legal Adviser
 Williams, John P., Intelligence and Research, Soviet Internal Affairs Division

Reassignments

Burtette, Linda S., Office of Legal Adviser to Consular Affairs, Overseas Citizens Services
 Fauver, Robert C., East Asian and Pacific Affairs to Office of Under Secretary for Economic Affairs

Flournoy, Michelle R., Diplomatic Security, Washington Field Office to Diplomatic Security, Personnel Investigation Division
 Kazmer, Dawn G., Diplomatic Security, Office of Information Administration to Office of Chief Financial Officer, Office of Executive Director
 Kelley, Mark Antwine, Consular Affairs, Resources Management Division to Office of Under Secretary for Management
 Lewis, Willodean, Foreign Service Institute, Office Management Training to Office of Protocol, Administrative Division
 Lundy, David A., Bureau of Personnel to European Affairs, Office of Executive Director
 McCullum, Michelle Evette, Intelligence and Research to International Communications and Information Policy
 Meehan, Michelle A., Foreign Service Institute, Country and Regional Training Programs to Operations Center/M
 Murray, Alice L., Office of Chief Financial Officer to Foreign Service Institute, Administrative Services
 Ortiz, Sharon F., Civil Service Personnel Management to Office of Inspector General
 Pagano, Margarete-Rose, Foreign

Service Institute, Budget and Management Office to Consular Affairs, Resources Management Division
 Smith, Jilondra Lynn, New Orleans Passport Agency to Houston Passport Agency
 Soukup, Jeffrey Allen, International Narcotics Matters to Office of Historian, General and European Division
 Wright, Martina M., Pre-Assignment Training to Bureau of Public Affairs

Resignations

Bagi, Faqir Singh, Economic and Business Affairs, Planning and Economic Analysis Staff
 Ballard, Elizabeth B., Diplomatic Security, Office of Information Services
 Balthazar, Josette A., Pre-Assignment Training
 Barnes, Paula L., Pre-Assignment Training
 Blount, Cheryl E., Summer College Student Intern Program
 Bulczynski, Adella V., Office of Inspector General
 Carril, Emilio, Miami Passport Agency
 Carroll, Rebecca R., Tel Aviv
 Carter, Michael E., Executive Secretariat
 Cho, David W., Diplomatic Security, Office of Applied Technology, Transmission Engineering Branch
 Clemens, Janice M., Bureau of Personnel, Recruitment Division
 Clemens, Lenwood Ray, Diplomatic Security, Office of Security Administration, Global Support Branch
 Coles Jr., Roy W., Office of Under Secretary for Management
 Connell, Jacquelyn E., Bureau of Administration
 Connolly Jr., James, Office of Inspector General
 Cooper, Wanda D., Diplomatic Security, Freedom of Information, Privacy and Class Review
 Cooper, Wendy D., Diplomatic Security, Personnel Management
 Crim, James J., Summer Clerical Program
 Dent, Jennifer L., Executive Secretariat
 Dunbar, Judith L., Family Liaison Office
 Durham, Anthony Y., Summer College Student Intern Program
 Evenhus, Jeffrey Scott, Seattle

Passport Agency
Finch, Sheena E., Consular Affairs, Accounting and Technical Services
Fisher Jr., Robert Hugh, Bureau of Administration
Friedman, Andrew C., Office of Legal Adviser
Glaab, Rebecca A., Summer College Student Intern Program
Heath, Michael G., Summer College Student Intern Program
Howard, Amy K., Inter-American Affairs
James, Gail R., Office of Under Secretary for Management
Jenkins, Sharon E., Passport Services
Joerneruck, Muriel R., Diplomatic Security, Office Automation Division
Jones, Kelly Anne, International Organization Affairs, Host Country Relations
Kim, Judy, Summer Clerical Program
Lafamme II, Robert A., Diplomatic Security, Freedom of Information, Privacy and Class Review
Lake, Jo Ann Kessler, Asian and Pacific Affairs, Immediate Office of Assistant Secretary
Lautzenheiser, Connie D., Quito
Lupo, Patricia A., Foreign Service Institute, Office of Director
Mahoney, Gerald J., International Organization Affairs, Office of Administrative Affairs, New York
Martin, Ronald L., Office of Under Secretary for Management
Matera, Cheryl Lynne, Office of Counselor of Department
Mayo, Tara L., Executive Secretariat
Montana, Thomas W., Diplomatic Security, Office of Professional Development-Information
Nicholas, Stephan C., Summer College Student Intern Program
Palistrant, Claire T., Bureau of Personnel
Peterson, Kristin H., Diplomatic Security, Freedom of Information, Privacy and Class Review
Prince, Lashawn A., Summer Clerical Program
Rappaport, Michele Allyn, Legislative Affairs
Richardson, Tawanna M., Diplomatic Security, Counterterrorism Division
Roberson, Clymanestra D., Chicago Passport Agency
Romfh, Virginia A., Summer Clerical Program
Rudd, Earlynn C., Philadelphia

Passport Agency
Samaha Jr., John Abraham, Foreign Service Institute, Asian and African Languages
Seefeldt, Susanne K., Summer Clerical Program
Smallwood, Arwin D., Summer College Student Intern Program
Stevens, Genevieve, Foreign Service Institute, Executive Development
Stier, William Craig, Intelligence and Research, Science, Technology and Proliferation Division
Stults, Mary Kay, Office of the Under Secretary for Political Affairs
Sykes, Tracie J., Summer Clerical Program
Thornton, Philip Erwin, International Narcotics Matters
Von Briesen, Frederica B., Office of Foreign Missions
Wattlington, Tony B., Summer College Student Intern Program
Weatherspoon, Kenneth R., New York Passport Agency
Welter, Christine M., Foreign Service Institute, North and East European Languages
Yee, Carolyn B., Summer College Student Intern Program

Freeman, Arthur L.
Gallucci, Robert L.
Harris, George S.
Ifft, Edward M.
Jenkins, Jack D.
Kefauver, Barry J.
Kozak, Michael G.
Kreczko, Alan J.
Lovelady, Beverly C.
Miller, Bowman H.
Payne, John C.
Peay, T. Michael
Prochnik, Martin
Ramish, Timothy E.
Rashkow, Bruce C.
Rosenstock, Robert B.
Schwartz, Jonathan B.
Snead, Larry L.
Stoiber, Carlton R.
Stratford, Richard J.K.
Surena, Andre M.
Terjesen, Robert S.
Thessin, James H.
Thorne, Carlton E.
Timbie, James P.
Truitt, Michelle E.
Van Wert, James M.
Verville, Elizabeth G.

Service members have been approved to receive salary-level increases:
Bauerlein, Robert D.
Beaird, Richard C.
Biniarz, Susan
Das, Anthony A.
Dietrich, Gary D.
Dickson, Robert B.
Donoghue, Joan E.
Duelfer, Charles A.
English, Richard D.
Fingar, C. Thomas
Fort, Randall M.
Gallagher, Dennis J.
Hankin, Christopher G.
Martel, Sinclair S.
Miller, Bowman H.
Moten, Sarah E.
Olson, William J.
Scholz, Wesley S.
Schwartz, Jonathan B.
Selby, Jamison M.
Sokolsky, Richard D.
Stratford, Richard J.K.
Truitt, Michelle E.
Walpole, Robert S.
Walpole, Robert S.
Whiteside, Ruth A.
Wolcott, Jackie
Wood, William B. ■

The following Senior Execu-

Retirements

Bobal, Betty Mary, Medical Services
Fraser, Robert B., Miami Passport Agency
Jenkins, George C., Bureau of Administration
Toumaman, Alec G., Language Services, European Interpreting Branch □

Performance pay: Senior Executive Service

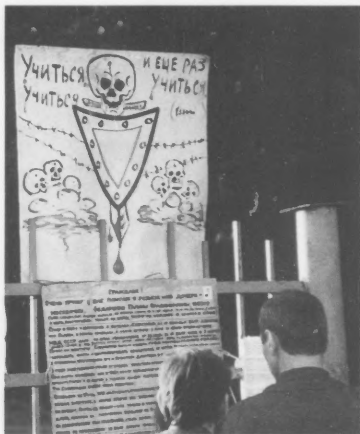
The following members of the Senior Executive Service have been approved to receive performance pay for the rating period 1990-91:

Bauerlein, Robert D.
Bettauer, Ronald J.
Borek, Ted A.
Boright, John P.
Camp, William L.
Charles, Kathleen C.
Chaverini, Vincent J.
Clarke, Richard A.
Colson, David A.
Conway, Jr., John J.
Dalton, Robert E.
Dietrich, Gary D.
Donoghue, Joan E.
Duelfer, Charles A.



Post of the Month: Moscow

AMERICAN Foreign Service people in this capital of the Soviet Union and the Russian republic were on the scene during the aborted coup in August. These photos are part of STATE'S continuing series.



Poster outside the Russian White House reads: "Learn, learn and learn again." (Photo by Gerda Bart)



Burned-out bus decked with memorial flowers. (Photo by Gerda Bart)



Soviet citizens waiting for memorial service to start. Behind them: overturned benches that formed part of the tank barricade. (Photo by Gerda Bart)



Budget and fiscal assistant Gerda Bart, center, at memorial to a protester slain in the recent coup. With her are Soviet citizens and tourists. (Photo by Anthony Bart)



Anne Harrington, science and technology analyst, right, with Japanese tourist and Soviet tank crew at St. Basil's Cathedral. (Photo by Tom Niblock)



Soviet tank with "barricade buster" plow raised. (Photo by Tom Niblock)



Part of a barricade set up to protect the Russian White House. The square building in the background is the embassy's unoccupied new office building. (Photo by Gerda Bart)



Armored personnel carriers blocking access to the Kremlin. (Photo by Tom Niblock)



Political officer *Tom Niblock* in Red Square, with St. Basil's Cathedral in the background. (Photo by *Anne Harrington*)



Noose on the statue of *Felix Dzerzhinsky*, a founder of the secret police. Statue was later toppled by the crowd. (Photo by *Louisa Vorosmarty*)



Soviet woman dispenses flyers urging soldiers not to support the coup. (Photo by *Tom Niblock*)



The sign at the Kremlin reads: "Today the Kremlin is closed." (Photo by *Anne Harrington*)



Trucks with deflated tires formed part of the barricade. (Photo by *Louisa Vorosmarty*)



This bus used in the barricade was later crushed by a tank to clear the road. (Photo by Louisa Vorosmarty)



Bridge opposite the Russian White House, with remnants of barricades. (Photo by Louisa Vorosmarty)



The Russian White House, with bunting draped from the balcony, where Boris Yeltsin

exhorted crowds to oppose the coup attempt. (Photo by Louisa Vorosmarty)



Louisa Vorosmarty, an American who lives in Moscow, outside the embassy's new office building.



Former Ambassador Jack Matlock, center, is hailed by President Bush and Secretary Baker at the American school, after the Moscow summit. (Photo by Kevin Pollard)



Embassy children at the American school, with President and Mrs. Bush, back row, center. (Photo by Kevin Pollard) ■

Personnel: Foreign Service

Appointments

Aggeler, Angela Price, Madras
 Alberdeston, Daniel, Mexico City
 Ancona, Douglas M., Tokyo
 Aradeon, Susan B., Lagos
 Archabal, Tedd A., Diplomatic Security, Miami Field Office
 Aubert, Kathleen D., Rabat
 Aubry, Kitty, Ndjamena
 Ball, David H., Niamey
 Bergeron, Carolyn R., Pre-Assignment Training
 Barks, Erica Jean, Pre-Assignment Training
 Barnes, Alma N., Santo Domingo
 Barquist, Walter E., Abidjan
 Bauserman, Ana Del Carmen, Guatemala
 Bendt, Margaret A., Bangui
 Benedict, Maria A., Khartoum
 Bennett, Alycia J., Manila
 Blumberg, Jonathan L., Diplomatic Security, Washington Field Office
 Brennan, Yen Li Hua, Chengdu
 Brooks, Carolyn O., Bonn
 Brown, David K., Pre-Assignment Training
 Brumley, Betsy L., Ndjamena
 Buchanan, Melissa Lea, Pre-Assignment Training
 Buehrer, Judith A., Moscow
 Burnworth, Richard L., Monrovia
 Bysfield, Mark Donald, Pre-Assignment Training
 Carlson, Eric K., Diplomatic Security, Washington Field Office
 Carlson, Liliana E., Canberra
 Carp, Mihai Peter, Berlin
 Carpenter, Theodore R., Diplomatic Security, Los Angeles Field Office
 Chacon, Alida E., Santiago
 Chapman, Phathanie S., Vientiane
 Chornyak, Patricia A., Kuala Lumpur
 Clark, Victoria F., Brussels
 Cloud, Mary Elizabeth, Bonn
 Costanzo, Marta, Pre-Assignment Training
 Cotter, Marian J., Diplomatic Security
 Craig, Theodore John, Pre-Assignment Training
 Cummings, Thomas M., Diplomatic Security
 D'Antonio, Gerald Anthony, Diplomatic Security, Washington Field Office
 Dafler, Jeffrey Ronald, Pre-Assignment Training
 Daly, Paul A., Bujumbura
 Davidson, Michael, Honiara
 Davis, Diane M., Kinshasa
 Deddens, Mark A., Diplomatic Security, Los Angeles Field Office
 Demeerleer, Suzanne, Pre-

Assignment Training
 Deyoe, Grant Christian, Pre-Assignment Training
 Dolley, Sarah C., Belize City
 Donegan, James Edward, Pre-Assignment Training
 Doraiswamy, Lalitha, Kathmandu
 Dotson, Krista Ann, Moscow
 Dubai, Gail Schnepf, Amman
 Dupont, Yvonne D., Bucharest
 Epps, John Clayborne, Pre-Assignment Training
 Essman, Raymond D., Diplomatic Security, Washington Field Office
 Farrell, Catherine L., Istanbul
 Flowers, Benjamin S., Bucharest
 Fortenberry, Laura, Cairo
 Friel, Frank W., Moscow
 Furr, D'Andra Sue Danner, Abidjan
 Gadsden, Sally F., Paris
 Gaghen, Rebecca Luana, Pre-Assignment Training
 Gallo, Carol E., Diplomatic Security, New York Field Office
 Garno, Penpun, Bangkok
 Gecas, Vida M., Diplomatic Security, Washington Field Office
 Geis, Carmen Herrera, Asuncion
 Gilley, Janice P., Jakarta
 Gilmore, Michael J., Frankfurt
 Gonzales, Sara D., Ankara
 Goodwin, Steven Arthur, Pre-Assignment Training
 Gorham, Sean, Mexico City
 Graham, Vincent D., Diplomatic Security
 Green, Colin L., Pre-Assignment Training
 Halford, Scott S., Office of Chief Financial Officer, Office of Chief of Mission Authority and Overseas Staff
 Hanson, Jeanine Anderson, Ankara
 Hanson, Kelley J., Diplomatic Security, San Francisco Field Office
 Hare, Elizabeth M., Bogota
 Harrington, Matthew Tracy, Pre-Assignment Training
 Hartinger, David C., Diplomatic Security, New York Field Office
 Haskell, Todd Philip, Poznan
 Hayes, Cynthia Deanne, Tegucigalpa
 Hebert, Mark L., Diplomatic Security
 Hilliard, Celia R., Milan
 Hobbs, Elizabeth L., Diplomatic Security, New York Field Office
 Hope, Virginia Sue, Hamburg
 Huey, Thomas A., Diplomatic Security, New York Field

Office
 Hurley, Anne B., Pre-Assignment Training
 Jee, W. Dan, London
 Jenkins, Susan Stotler, Maputo
 Johnson, Ted E., Diplomatic Security
 Johnston, Marion, Pre-Assignment Training
 Keenan, Jean M., Brussels
 Kotis, Samuel David, Pre-Assignment Training
 Lake, Jo Ann Kessler, Ulaanbaatar
 Lamora, Christopher John, Pre-Assignment Training
 Lawrence, Michael J., Vienna
 Lee, Jan C., East Asian and Pacific Affairs
 Lenkiewicz, Debra G., Pre-Assignment Training
 Lipinski, John M., Pre-Assignment Training
 Lischke, Jeffrey D., Diplomatic Security, New York Field Office
 Lively, Kathleen G., Bucharest
 Lowery, Belinda Kim, Zagreb
 Lynch, Thomas M., Pre-Assignment Training
 Madore, Chad E., Paris
 Martin, Williams Swift, Pre-Assignment Training
 McDonough, Thomas G., Diplomatic Security
 McLeod, John H., Canal Alternatives Study
 Meakem III, John J., Pre-Assignment Training
 Merida, Mario Ernesto, Pre-Assignment Training
 Miller, Isobel Francis, Moscow
 Moos, Brenda H., Beijing
 Mullally, Rosemary E., Port-au-Prince
 Murphy, James J., Diplomatic Security
 Mutch, Frank K., Lima
 Namde, Joyce Winchel, Pre-Assignment Training
 Nanevie, Frank K., Dakar
 Netherton, Martha J., Berlin
 O'Callaghan, John, Diplomatic Security
 O'Keefe, Ann E., Seoul
 Overall, Nedra A., Pre-Assignment Training
 Park, Anna M., Port Moresby
 Parsley, Donna D., Paris
 Paschall, Richard Carlton, Pre-Assignment Training
 Peebles, Mary Ellen, Pre-Assignment Training
 Perkins, Michael V., Diplomatic Security
 Perreault, Jacqueline Rose, Abidjan
 Pierson, Myrna H., Bucharest
 Poisson, Pierre, Bratislava
 Portelli, Gail E., Oslo

Prendergast, Naomi S., Kinshasa
 Prins, Lora Joanna, Sofia
 Quarterman, Neill, Pre-Assignment Training
 Quarti, Patricia A., Gaborone
 Quinones, Edwin, Diplomatic Security, New York Field Office
 Rathke, Jeffrey, Pre-Assignment Training
 Reiser, William C., Diplomatic Security
 Reppert, Patricia Ann, Moscow
 Rich, Gary Wayne, Bonn
 Roberts, Mary G., Paris
 Robertson, Karen Anne, Moscow
 Schroder, Gwendolen Gay, Brussels
 Schwartz, Edward G., Manila
 Shea, Dorothy Camille, Pre-Assignment Training
 Shub, Maria Del Carmen, Caracas
 Sidhu, Apar Singh, Pre-Assignment Training
 Skotzko, Alexis E., Pre-Assignment Training
 Slaght, Joan A., European Affairs, Post Management
 Smith III, Harry R., Diplomatic Security, New York Field Office
 Smith, Terri Lee, Istanbul
 Soane, Adrian Lindsay, Moscow
 Spalding, Carole A., Surabaya
 Stark, Carla Ann, Belize City
 Stevens, Roberta A., Madagascar
 Sundermann, Jeanne A., Manila
 Swanson, Linda L., Prague
 Taylor, Landon Ray Lee, Pre-Assignment Training
 Taylor, Sandra Wright, Brussels
 Telles, Martha C., Mexico City
 Teno, Teresa A., Diplomatic Security
 Thome, Gregory Dean, Pre-Assignment Training
 Thornton, Susan Ashton, Pre-Assignment Training
 Timmins, David B., Beijing
 Vallee, Paul A., Diplomatic Security
 Voltmer, Chever Xena, Pre-Assignment Training
 Wecker, Cindy L., Kingston
 Weigold, Eva A., Pre-Assignment Training
 Weiller, Matthew Alan, Pre-Assignment Training
 Welch, David J., Caracas
 West, Jack Dento, Belgrade
 Westmoreland, Kathleen C., Karachi
 Whitley, Monica, Moscow
 Whitney, Colwell C., Pre-Assignment Training
 Williams, Kevin L., Diplomatic Security, New York Field Office
 Williams, Ursula Jean, Abidjan

PERSONNEL: FOREIGN SERVICE

Willits, Zuzana, Prague

Wolfe, David C., Pre-Assignment Training

Woods, Anthony C., Pre-Assignment Training

Yalowitz, Judith G., Moscow

Yang, Nelson C., Diplomatic Security, San Francisco Field Office

Yazdgerdi, Thomas Kavon, Pre-Assignment Training

Zacour, M. Randi, Oslo

Zvinakis, Anh Tuyet, Manila

Transfers

Abercrombie-Winstanley, G., Cairo to Office of Deputy Secretary

Adams, Frank R., Hong Kong to Muscat

Aronis, Barbara A., Mexico City to Nassau

Aubin, Donald T., France to European Affairs

Aulton, Pamela Roxanne, Niger to International Narcotics Matters

Baca, John R., Philippines to Montevideo

Ballweg, Thomas J., Peru to Kingston

Barnard, Thomas A., Diplomatic Security, Secretary's Detail to Cairo

Bean, James Warren, Bonn to European Affairs

Beffel, Edwin L., Brazil to Tijuana

Berntsen, John L., Accra to Department of Transportation

Bodine, Anne Christy, Berlin to Intelligence and Research

Booth, Anita Shashy, Bureau of Diplomatic Security to Bureau of Personnel, Resource Management and Organization Analysis

Borich, Joseph J., Mogadishu to African Affairs

Brandt, Frederick C., China to Diplomatic Security

Brenn, Michael G., Honduras to Diplomatic Security, Miami Field Office

Broadway, Richard D., Office of Foreign Buildings to Bureau of Administration, Safety Program

Brogden, Pamela D., United Kingdom to Abidjan

Brookner, Janine M., Jamaica to Inter-American Affairs

Brooks, Johnney, Sierra Leone to Niamey

Brown, Janice Maes, Near Eastern and South Asian Affairs to Inter-American Affairs, Office of the Executive Director, Regional Center, Miami, Fla.

Bryza, Matthew J., Warsaw to European Affairs

Bullen, Pierce K., Spain to Politico-Military Affairs

Cannestra, Evelyn A., Barbados to Bureau of Personnel

Cardona, Herminio F., Pakistan to Diplomatic Security, Information Management

Carlin, Kim P., Portugal to African Affairs

Carlson, Eric John, Switzerland to European Affairs

Carmack, William L., Nigeria to Diplomatic Security

Carroll, John J., Venezuela to Inter-American Affairs

Carter, Will J., Guyana to Inter-American Affairs

Caswell, John Davis, Portugal to European Affairs

Chamberlain II, Harry, Bureau of Diplomatic Security, Digital Systems Branch to Abidjan

Channell, John W.S., Belgium to Diplomatic Security, Foreign Operations

Chittick, Thomas L., Mexico to Overseas Citizens Services

Cleary, Colin Michael, Uganda to African Affairs

Clover III, John F., Senegal to Diplomatic Security, Systems Operations

Coffman, Steven P., Mexico to Banjul

Cohen, Linda D., Brazil to Inter-American Affairs

Cook, John Owen, African Affairs to Eastern European Affairs

Corris, Jr., John William, Brazil to Diplomatic Security, Overseas Operations

Coviello, Cheryl, Mexico to African Affairs

Curran, Brian Dean, Dublin to U.S. Congress

Dailey, Ronald W., Medical Services to Near Eastern and South Asian Affairs, Financial Management

Del Vecchio, Patrick L., Bangkok to Foreign Service Institute, Language Training

Delgado Jr., Gustavo, Santiago to European Affairs

Dembksi, Sandra A., Budapest to Islamabad

Dempsey, Nora B., Rome to Executive Secretariat

Dingler, Mary Grace, Colombia to Diplomatic Security, Foreign Operations

Eckels, Jill R., African Affairs to Addis Ababa

Fanjoy, William B., Beltsville Communications Center to Bangkok

Feldman, Michael Alan, Central African Affairs to Brazilian Affairs

Finn, Robert Patrick John, Intelligence and Research to Near Eastern and South Asian Affairs

Fleury, Michael, Ivory Coast to Diplomatic Security, Technical Operations

Francisco III, William P., Samoa Islands to Panama

Frisbie, Russell Louis, Mexico City to Office of Deputy Special Representative for Trade Negotiations

Frost, Gregory T., Guinea to Foreign Service Institute

Furman, Julianne M., African Affairs to Conakry

Gainey Jr., Keith E., Austria to European Affairs

Gallo, Dina L., France to European Affairs

Gallucci, Gerard M., African Affairs to Inter-American Affairs

Garner, Joan E., International Organization Affairs to Visa Services

Geveden, Paul T., Diplomatic Security, Digital Systems Branch to Lome

Gibson, Wilbur Guy, Pretoria to Bureau of Administration, Foreign Service Contract and Purchasing Branch

Gildner, Page W., Israel to Near Eastern and South Asian Affairs

Gonzalez, Richard F., Accra to Consular Affairs

Goodrich III, George W., Barbados to Diplomatic Security

Grace, Cecilia, Germany to Santo Domingo

Gray, Angela L., Inter-American Affairs to Caracas

Hampson, John M., Diplomatic Security, Counterintelligence Programs to Foreign Service Institute, Language Training

Harries, Amy K., Inter-American Affairs to Department of Commerce

Haskins, Dana A., Diplomatic Security, Overseas Operations to Diplomatic Security, Washington Field Office

Herrington, Charles D., La Paz to Special Domestic Assignment Program

Hicks, Gregory Nathan, Pre-Assignment Training to Banjul

Hill, Leonard A., Toronto to Politico-Military Affairs

Hill, Robin, Costa Rica to Economic & Business Affairs, Developed Country Trade Division

Holland, Harry J., Belgium to Monrovia

Holmes, Brooke C., Kaduna to Consular Affairs

Howard Jr., Clyde I., Foreign Service Institute to Barcelona

Howard, Timothy N., European Affairs to Havana

Hurwitz, Edward, Intelligence and Research to Bureau of Personnel

Huskey, James L., China to Intelligence and Research, China Division

Jacobs, Janice Lee, Executive Secretariat to Matamoros

Jaeger, Norma L., France to European Affairs

Johnson, Michael L., Diplomatic Security, Dallas Resident Office to Diplomatic Security, San Juan Resident Office

Jorgenson, Raymond C., Politico-Military Affairs to Panamanian Affairs

Joseph, Stanley J., Colombia to The Hague

Kelley, James T., Ghana to African Affairs

Kelley, John E., Canberra to Intelligence and Research, Southeast Asia and Pacific Division

Kennedy, Stephen W., Economic and Business Affairs to Science and Technology Affairs

Kopiak Jr., Andrew J., Lisbon to London

Kott, Robert J., Canada to African Affairs

Krawczyk, Benito M., Cuba to Caracas

Kyzner, David R., Guinea to African Affairs

Lambert, George G., Mexico to Diplomatic Security

Larsen, Paul B., Zimbabwe to Montevideo

Lawler, James C., Oslo to European Affairs

Lee, Gary E., Foreign Service Institute to Medical Services

Lehovich, Vladimir, Bureau of Personnel to European Affairs

Lusitani Jr., Anthony L., Inter-American Affairs to San Jose

Markey Jr., John P., Diplomatic Security, Foreign Operations to Tijuana

Martin, James Christopher, Lilongwe to Economic and Business Affairs

Martin, Paul Jerome, Spain to Nuclear Risk Reduction Center

Maurice, Scott H., Ethiopia to Diplomatic Security

Maziarz, Joseph S., Thailand to Diplomatic Security, Technical Operations

McCoy, Charles P., Egypt to Near Eastern and South Asian Affairs

McCumber, Patricia E., Liberia to Soviet Union Affairs

McEldowney, Nancy E., Cairo to

- European Affairs, Arms Control and Strategic Affairs
- McGivern, Edward R.**, East Asian and Pacific Affairs to Jakarta
- McKee, Richard Keller**, Lahore to Near Eastern and South Asian Affairs
- Merimee, Timothy L.**, Turkey to European Affairs
- Meserve, W. Michael**, China to Nuclear Risk Reduction Center
- Milburn, Edward M.**, Colombia to Ciudad Juarez
- Miller, Ritchie W.**, Specialist Intake to Monrovia
- Milliken, Stephan L.**, El Salvador to Inter-American Affairs
- Mills, Kevin Patrick**, Diplomatic Security, Washington Field Office to New Delhi
- Mitchell, Beth A.**, Venezuela to Diplomatic Security, Office of Applied Technology
- Moller, Patricia N.**, India to Intelligence and Research, Morning Summary and Reports Coordination Staff
- Neary, Charles**, Central African Affairs to Foreign Service Institute, Language Training
- Nesbit, Leroy P.**, Intelligence and Research to Port-of-Spain
- Nesemann, Michael**, India to Bureau of Personnel
- Newlin, Michael H.**, Austria to International Organization Affairs
- Niehaus, Marjorie A.**, Philippines to East Asian and Pacific Affairs
- Nordine, Richard D.**, Morocco to Diplomatic Security, Miami Regional Center
- Novins, Hugh Scott**, Inter-American Affairs to Havana
- Olfus, Maurice**, Specialist Intake to Office of Chief Financial Officer, Payroll Systems Branch
- Parker, Alan**, Economic and Business Affairs, International Trade Controls to International Organization Affairs, International Institutions Policy Staff
- Patterson, Rosmary M.**, Austria to Maputo
- Paxton, Larry W.**, Pakistan to Near Eastern & South Asian Affairs
- Peashock, David J.**, Economic and Business Affairs, Office of Global Energy to European Affairs
- Pekala, Mark A.**, Poland to Politico-Military Affairs
- Plotz, Richard C.**, Diplomatic Security to Canberra
- Propst, Sharon Elyse**, Philippines to Ottawa
- Quinn, Celestine**, Greece to Beltsville Communications Center
- Raspolic, Elizabeth**, Office of Inspector General to Ouagadougou
- Reid, James R.**, African Affairs to Office of Foreign Buildings, Africa Branch
- Reside, Julie M.**, Paris to Legislative Affairs
- Rinn, Jacqueline A.**, Hong Kong to East Asian and Pacific Affairs
- Rische III, Elwood B.**, Nuevo Laredo to Nassau
- Rossin, Ruth C.**, Norway to African Affairs
- Rubino, James R.**, Inter-American Affairs to Diplomatic Security
- Rudek, Jeanne M.**, Switzerland to European Affairs
- Russell, Theodore E.**, Prague to Environmental Protection Agency
- Ryerson, William E.**, Visa Services to European Affairs
- Sanna, Mark Anthony**, Moscow to Assignments to Nongovernmental Organization
- Sarsour, Ismail K.**, Near Eastern and South Asian Affairs to Manama
- Schoonover, Brenda B.**, European Affairs to Foreign Service Institute, Language Training
- Secor, Peter Friend**, Turkey to International Organization Affairs
- Senko, Michael James**, Ulaanbaatar to U.S. Congress
- Shapiro, David M.**, Australia to Politico-Military Affairs
- Shaw, Marilyn Y.**, Mozambique to Algiers
- Sherman Jr., George F.**, India to Foreign Service Institute, Center for Study of Foreign Affairs
- Sierra, Arnold**, Guatemala to Inter-American Affairs
- Simpkins, Leroy C.**, Mexico to Office of Ecology, Health and Conservation
- Simpson, Stewart A.**, Colombia to Inter-American Affairs
- Slaughter, Sandra K.**, Ghana to Banjul
- Slezak, Lester P.**, United Kingdom to Inter-American Affairs
- Smith, Gentry O.**, Egypt to Diplomatic Security, Secretary's Detail
- Smith, Paul L.**, Gabon to National Defense University
- Smith, Raymond F.**, Soviet Union to Intelligence and Research
- Smith, Sandra Kay**, Guatemala to Diplomatic Security, Foreign Operations
- Smith, Stephen T.**, Tunisia to European Affairs, Post Management
- Sorensen, Paul D.**, National Defense University to Diplomatic Security, Professional Development
- Sperling, Gilbert J.**, India to Consular Affairs, Systems Applications Staff
- Stocky, Eric**, Diplomatic Security, Washington Field Office to Diplomatic Security, Professional Development
- Stone, Susan R.**, Burma to Near Eastern and South Asian Affairs
- Stout, Charles E.**, Zaire to Diplomatic Security, Technical Operations
- Stremel, John T.**, Diplomatic Security, Technical Operations to Pretoria
- Sullivan, Shaun D.**, Costa Rica to Inter-American Affairs
- Summers, Susan B.**, Soviet Union to Tokyo
- Tanequoot, Sue D.**, Dominican Republic to Inter-American Affairs
- Taylor, Lisa N.**, Laos to East Asian and Pacific Affairs
- Taylor, Richard S.**, Science and Technology Affairs to Mexico City
- Thibault, Suzanne E.**, East Asian and Pacific Affairs to Foreign Service Institute, Language Training
- Thomas-Greenfield, Linda**, Refugee Programs to Bureau of Personnel, Policy Coordination Staff
- Thurman, J. Richard**, Defense Department to Inter-American Affairs
- Timmer, Paul Norman**, Soviet Union to Office of Soviet Union Affairs
- Trickel, Janice L.**, Germany to Arabian Peninsula Affairs
- Valderrama, Diana**, Mexico City to Inter-American Affairs
- Van Haften, Susan M.**, Office of Chief Financial Officer to Diplomatic Security, Networking Systems Software Branch
- Waldrop III, Neal A.**, International Organization Affairs to Office of Global Change
- Watson, Bobby L.**, Bureau of Personnel to Lagos
- Whigham, Robert J.**, Netherlands to Diplomatic Security, Near Eastern and South Asian Region
- White, Paul W.**, Morocco to Ciudad Juarez
- Wilkinson III, Theodore S.**, Oceans bureau to Mexico City
- Williams, Gary**, Foreign Service Institute, Center for Study of Foreign Affairs to Guangzhou
- Wingerter, Patricia Ann**, Yugoslavia to Moscow
- Young, James M.**, West African Affairs/Francophone to Foreign Service Institute, Language Training
- Young, Virginia Carson**, Office of Under Secretary for Management to Consular Affairs

Resignations

- Adamo, Melissa G.**, Manila
- Benjaminson, Eric David**, Foreign Service Institute, Language Training
- Bollinger, Lynda G.**, Moscow
- Booth, Nora C.**, London
- Brauchli, Karen A.**, Bogota
- Browning De Valdez, Genevi**, Merida
- Brudvig, Lee A.**, Foreign Service Institute, Language Training
- Carmack, Maryann S.**, Lagos
- Caven, Thomas L.**, Diplomatic Security, Seattle Resident Office
- Chang, Michael Barry**, Montevideo
- Davis Jr., Thomas**, Lagos
- Diggs, Gwendolyn Wilson**, Guatemala
- Duchateau, Golnar S.**, Jerusalem
- Eastham, Carolyn Laux**, Nairobi
- Fons, Anne Margaret**, Barcelona
- Fons, Joseph J.**, Barcelona
- Fontanilla, James J.**, Guatemala
- Frankel, Gary**, Diplomatic Security, Office of Security Technology
- French, Roberta Kohlberg**, Mexico City
- Grassi, Virginia M.**, Tunis
- Handley, Ingrid E.**, Sofia
- Hayes, Mary Elizabeth**, Foreign Service Institute, Language Training
- Haynes, Mindy S.**, Havana
- Hilley, Carol R.**, Brussels
- Innis, Michael A.**, Diplomatic Security
- Jackson, Julie Helen**, Brussels
- Jardine, Barbara**, Moscow
- Jennings, Holidae W.**, Belgrade
- Johnson, Lauren S.**, Leave-without-pay-status
- Kadunc, Helena L.**, La Paz
- Kamp, Cynthia Carol**, Abidjan
- Lienhart, Catherine K.**, San Salvador
- Marcich, Christopher P.**, European Affairs
- McKenna, Eugene Glenn**, Diplomatic Security
- Meyer, Carol Lee**, Office of Foreign Service National Personnel
- Michalak, Michael W.**, Japan
- Milano, Christie A.**, Diplomatic

PERSONNEL: FOREIGN SERVICE

Security, Washington Field Office
Miller, Isobel Francis, Moscow
Moats, Nancy A., Manila
Mokrani, Ahmed, Moscow
Moore, Lee Ann, Diplomatic Security, Office of Protection
Morris, Valerie Wynn, Wellington
Morton, John H., Diplomatic Security, Washington Field Office
Paul, Matthew A., Diplomatic Security, New York Field Office
Pennington, Virginia E., Moscow
Ridgely, Charles T., Moscow
Sanna, N. Jeanne, Moscow
Schoen, Michael J., Nicosia
Sedney, David Samuel, Foreign Service Institute, Language Training
Shields III, Daniel L., Foreign Service Institute, Language Training
Sibilla, Lycia Coble, San Jose
Stutz, Pamela Jo H., Foreign Service Institute, Language Training
Smith III, Hampton D., Consular Affairs, Citizens Emergency Center
Smith-Thomas, Ericka O., Harare
Smith, Cynthia Ann, Frankfurt
Sparks, Lydia M., Vienna
Steinfeld, Andrew, Shenyang
Stidham, Alicia L., Bridgetown
Szczesniak, Janet R., Rabat
Tejani, Marina Hamoy, Tegucigalpa
Tempone, Susan C., Manila
Tomkin, Robert Jeffrey, Pre-Assignment Training
Tracy, Mary Lou, Prague
Tucker, Tina E., Adana
Walton, David Jepsen, Berlin
West, Peter A., Office of Ecology, Health and Conservation
Whitaker, Melody E., Manila

Retirements

Allitto, J. Anthony, Bureau of Public Affairs, Office of Public Communications
Beal, Leroy Ethridge, Brussels
Carr, Robert K., Los Alamos National Laboratory
Day, Terrance M., Nairobi
Eltz, Regina Marie, Ankara
Ely, Michael E., Brussels
Freres, Jay P., Manama
Fritts, Robert E., Office of Inspector General
Haugrose, Irene Shirley, Office of Chief Financial Officer
High, George Borman, Office of Under Secretary for Management
Hollingsworth Jr., Hugh B., Inter-American Affairs, Regional

Center, Miami, Fla.
Hughes III, James F., Bureau of Personnel
Hyde, William Albert, Office of Foreign Buildings, Operations and Post Support Office
Ivie, John K., Port-au-Prince
Jackson, Donald W., Diplomatic Security, Houston Field Office
Kern, Anthony Mark, Inter-American Affairs, Regional Political Affairs
Killough, T. Patrick, Foreign Service Institute, Center for Study of Foreign Affairs
King, Stephen H., Bureau of Administration
Kinnell, Roberta L., Bureau of Personnel
Kirkpatrick, Brian S., Intelligence and Research, Information Systems
Long, Gloria G. M., Paris
Martin, Joanna W., Brussels
McClure, Thomas N., African Affairs
McMullen, Robert Bruce, Inter-American Affairs
Mitchell Jr., Herbert T., European Affairs
Newlin, Michael H., Bureau of International Organization Affairs
Nourse Jr., Ralph G., Diplomatic Security, Physical Security Programs

O'Hare, Dennis Jerome, Office of Inspector General
Panizza, Shirley E., Beijing
Patterson, David R., Geneva
Piez, William, Bureau of Personnel
Pilkaukas, Paul P., Bonn
Redecker, J. Brayton, Frankfurt
Rich Jr., Robert G., Diplomat in residence
Rollins, Arthur J., Medical Services
Smith, Edward J., Asuncion
Stockman, Richard L., Diplomatic Security
Thompson, Larry C., Thessaloniki
Turqman, Thomas T., Bureau of Personnel
Washington, Lonnie G., Bureau of Personnel
Weber, Ervin J., Diplomatic Security, San Francisco Field Office
Wiegert, H. Thomas, Riyadh
Wiggins, Frontis B., Office of Inspector General
Willems, Leonard F., Ottawa □

Senior Foreign Service

(See story on Page 7)

Meritorious Service Awards
Anderson, Donald M.
Anderson, Laurence D.

Angevine, Charles E.
Baas, Marc Allen
Baskey Jr., Nicholas S.
Basora, Adrian A.
Bennett, John E.
Bishop, James K.
Brazeal, Aurelia E.
Busby, Morris D.
Bushnell, John A.
Deal, Timothy E.
Dobbins Jr., James F.
Dunford, David J.
Farley, Thomas M.
Funseth, Robert L.
Gilmore, Harry J.
Glassman, Jon D.
Holmes, John W.
Howell Jr., W. Nathaniel
Johnson, Darryl N.
Kemp, LaRae W.
Lambertson, David F.
Lyman, Princeton N.
Maresca, John J.
McGunningle, James W.
Parris, Mark R.
Pascoe, B. Lynn
Quinn, Kenneth
Rodgers Jr., H. Clark
Rope, William F.
Schoeb, Donald R.
Skoug Jr., Kenneth N.
Stewart, John Todd
Suddarth, Roscoe S.
Tomseth, Victor L.
Wilcox Jr., Philip C.
Wisner, Frank G.

Performance pay awards

Baquet III, Charles R.
Benedick, Richard Elliot
Bogosian, Richard W.
Brown, Gordon S.
Cao-Garcia, Jose
Davison, John S.
Dertadian, Richard N.
Dillery, C. Edward
Ecton, Stephen M.
Eddy, John J.
Ellis, Clarke N.
Erickson, Emil P.
Flanigan, Alan H.
French, Kenneth A.
Gamble, Roger R.
Geisel, Harold W.
Geiber, Herbert Donald
Griffin, Philip J.
Grobel, Olaf
Helman, Gerald B.
Holmes, James H.
Howland, Richard C.
Kobler, Arthur L.
Langford, Patricia Ann
Levin, Burton
Maisto, John F.
Mark, Jim D.
Marks, Edward
Marsh, William H.
Meyers, Marilyn A.
Morley, Robert B.
Nixon, Warren P.
Okun, Herbert S.

Petterson, Donald K.
Ransom, David M.
Rawson, David P.
Rigamer, Elmore F.
Shea, Terence J.
Swartz, David H.
Taylor, Clyde Donald
Taylor, John J.
Teare, Richard W.
Williamson, Larry C.
Winder, Joseph A. B. □

Foreign Service nominations

The Senate has confirmed the following nominations:

FOR APPOINTMENT as Foreign Service officers of Class 4, consular officers and secretaries:
Constance A. Anderson
Charles C. Barry
Bruce Berton
Howard H. Betts
Matthew J. Bryza
Fletcher Martin Burton
William Eugene Fitzgerald
Leo Gallagher
Carolyn M. Gorman
Katherine B. Hadda
Scott R. Hancock
Cinderella B. Hazel
William Alan Heidt
Gordon K. Hellwig
Leo J. Hession Jr.
Robin Lynn Hill
Peter S. Hinz
Paul Russell Hughes Jr.
Thomas M. King
Bennett Lowenthal
Scott M. McGehee
Kenneth H. Merten
Peter Francis Mulrean
June Marie O'Connell
Michael E. O'Malley
Peter Alan Prahar
Thomas A. Praster
Christopher Jay Randall
Thomas G. Rogan
Paul E. Rohrlch
Daniel F. Romano
Karen H. Sasahara
Raphael Semmes III
Carol D. Shuh
William H. Spencer IV
Kevin K. Sullivan
Peter Jonathan Swavely
James Cary Thompson Sr.
Heather Ann Townsend
Kathleen Lenore Walz
Pamela Quanrud Weber
John H. Winant
Joyce Su Wong
Eugene Stewart Young
Steven Edward Zate

CONSULAR OFFICERS
AND SECRETARIES
Cheryl Owens Austin
Richard K. Bell

Suzanne S. Black
 Stephen F. Blackburn
 Antoinette Rose Boecker
 Matthew P. Brady
 Steven M. Brady
 Matthew J. Brazil
 David Albert Brookbank Jr.
 Robert J. Bruton
 Lynn S. Chambers
 William W. Christopher
 Torah Lyn Cottrill
 Alexis C. de Alvarez
 Robert C. DeWitt
 Pamela Dunham
 Robert Frank Ensslin III
 Albert R. Fournier
 Paul F. Fritch Jr.
 Steven Giegerich
 Mae Byrne Giuliano
 Thomas B. Gordon
 Jaime A. Gutierrez
 Peter G. Hancon
 Kimberly M. Haroz
 David F. Harrison
 Camille Diane Hill
 Richard Alan Hinson
 Andrew P. Hogenboom
 Sherri A. Holliday
 Douglas David Jones

Russell W. Jones Jr.
 Thomas F. Kady
 Robert J. Kee Jr.
 Thomas Yann Larned
 Kevin P. Mallory
 Timothy G. McLaughlin
 Marcus R. J. Micheli
 Mark A. Milat
 Andrew Leonard Morrison
 Jonathan Edward Mudge
 Tulinabo Salama Mushingi
 Michael J. Murphy
 Stephen Patrick O'Dowd
 Kathleen J. Olson
 Mark Christopher Paredes
 Mary Ramsey Pavitt
 James M. Periard
 Thomas C. Pierce
 James R. Potratz
 Debbie Lynn Potter
 Richard C. Reed
 Philip F. Reilly
 David Reimer
 Maura L. Rolls
 Christopher Rowan
 Ann D. Segraves
 Anthony Rudolph Simon
 William Stockton
 Thomas G. Taylor

Kris B. Teutsch
 Ellen Barbara Thorburn
 Christopher L. Turner
 Hale C. VanKoughnett
 Paul Van Loon
 Patricia A. Veatch
 Leo Francis Voytko Jr.
 Wade V. Walters IV
 Robert B. Waldrop
 Eric M. Watkins
 Warren Clifton Webb
 Amy P. Westling
 Craig Michael White
 Mark A. Wilkins
 Michael G. Williams
 William Randall Wisell
 Elizabeth Moberly Wolfson
 Eric A. Zollinger

Consular officers
 Faith N. Hunt

Secretaries
 Gary Gallagher
 Roger W. Wallace

CAREER MEMBER of the Senior Foreign Service promoted to class of minister-counselor:
 Laurence E. Pope II □

New performance pay board meets

A new Senior Foreign Service performance pay board convened on October 20 with the following as members:

Daniel A. O'Donohue, chairman; Frances D. Cook and William H. Twaddell, State Department members; and educator Broadus N. Butler and retired AT&T executive Charles A. Meizner, public members. □

Career ambassador board meets

A Senior Foreign Service board that will make recommendations for conferral of the rank of career ambassador met on October 29. The board consists of chairman Terence A. Todman, State members Ronald I. Spiers and George S. Vest (both retired), David Hitchcock of U.S.I.A. and public member Barbara Ann Rowan, an attorney. ■



MANILA, Philippines—Ambassador Frank G. Wisner, front row, third from left, presents Meritorious Honor Award to Victoria Q.

Spiers, secretary, regional security office. With them, front row, from left: Kathy A. Null, and Nelia A. Fancher. Back row: Don-

ald R. Schoeb, Gregory J. Levin, Brendon P. O'Hanlon, Michael L. Young, William S. Holden, Thomas C. Hubbard.

Bureau Notes

The Seventh Floor

Office of the Secretary

SECRETARY BAKER traveled to Cairo, Amman, Damascus and Jerusalem, October 12-17, to discuss Middle East issues. Accompanying him and serving as members of the advance and plane teams were special assistants CARON JACKSON and KAREN GROOMS and staff assistants ELIZABETH CLAIRE GILBERT and PEGGY RILEY; the executive secretary for the Department, W. ROBERT PEARSON and deputy executive secretary RUSSELL LAMANTIA; executive director LYNWOOD M. DENT; and trip officer MARY HAINES; Secretariat Staff officer ANDREA RICHHART and line assistant BETTIE KUEHN (Cairo advance); staff officer TOM TORRANCE and line assistant GILL DOUGLAS (Amman advance); staff officer JONATHAN COHEN and line assistant DELORES HICKS (Damascus advance); staff officer TODD ROBINSON and line assistant LINDA LYDA (Jerusalem advance); staff assistant SAADIA SARKIS (plane team); computer systems specialist LYNN SWEENEY; the director of the Policy Planning Staff, DENNIS ROSS, and his personal assistant, HELEN ELLIS, and principal deputy WILLIAM BURNS and special assistants ANDREW CARPENDALE and

Richard McCormack, former under secretary for economic and agricultural affairs, receives Distinguished Service Award from Secretary Baker, right. With them are wife Karen McCormack, daughter Elizabeth (in her father's arms), daughter Charlotte and son Justin.



AARON MILLER; the assistant secretary for Near Eastern and South Asian affairs, EDWARD DJEREJIAN, and his principal deputy, DANIEL KURTZER; the assistant secretary for public affairs, MARGARET TUTWILER and her deputy, GRACE MOE, and special assistant MARY ANN YODEN; and National Security Council staff member EDMUND HULL.

Secretary Baker attended the Cambodia peace conference, in Paris, October 21-24. Accompanying him and serving on the plane and advance teams were Ms. Jackson, Ms. Gilbert and Ms. Riley; Mr. Pearson and Mr. La Mantia; Ms. Haines; Secretariat Staff line assistant SUE EDWARDS (plane team); Mr. Torrance and line assistant KAREN EMMERSON (Paris advance); Lynn Sweeney; Mr. Burns and Mr. Carpendale; the assistant secretary for East Asian and Pacific affairs, RICHARD SOLOMON, and special assistants CHRISTOPHER LA FLEUR and NICK MAUGER; Ms. Tutwiler, Ms. Moe and special assistant JUDY O'NEIL.

Mr. Baker traveled to Madrid, Spain, to attend the Middle East peace conference, October 28-November 2. Accompanying him were Ms. Groomes, Ms. Gilbert, Ms. Riley and LIZ LINEBERRY; Mr. Pearson and Mr. La Mantia; Mr. Dent and Ms. Haines; Ms. Edwards (plane team); ANDREA RICHHART and line assistants Kuehn, Douglass and Emmerson (Madrid advance); Lynn Sweeney; Mr. Ross, Mr. Burns, Mr. Carpendale, Mr. Miller and Ms. Ellis; the under secretary for security assistance, REGINALD BARTHOLOMEW; the assistant secretary for European and Canadian affairs, THOMAS NILES; deputy legal adviser ALAN

KRECZKO; Assistant Secretary Djerejian; Ms. Tutwiler and Ms. Yoden. □

Administration

Office of Foreign Buildings Operations

The deputy assistant secretary for foreign buildings, JEROME F. TOLSON JR., met with Ambassador-designate E. GIBSON LANPHER (Harare) to review the post's real property program and to provide a status report on the construction of a new office annex building ... A meeting was held with principal officer ALAN FLANIGAN (Havana) to provide a plan for accelerating the post's personnel access control and rehabilitation projects ... Mr. Tolson traveled to Moscow, Bonn, Paris, Brussels and Berlin to review and discuss programs ... The director for operations and post support, PATRICK R. HAYES, met with consul general JAMES CREAGAN (Sao Paulo) to discuss the post's rapidly-rising lease rates and the U.S.I.A. office renovation project.

A site selection team visited the Baltic states in conjunction with the establishment of diplomatic missions in each of these countries. The team has recommended a site in Vilnius, Lithuania, as a permanent location for the chancery. Permanent sites have not been identified in either Riga, Latvia, or Tallinn, Estonia. Interim office sites have been identified in all three capitals ... A team of 11 persons from various technical disciplines visited Tirana, Albania, to identify immediate and long-term renovations required at the chancery compound which has recently been reoccupied ... Representatives of Foreign Buildings Operations and the executive office of the Bureau of East Asian and Pacific Affairs held meetings to plan for a site selection team visit to Phnom Penh, Cambodia. The team will evaluate, inter alia, two houses on which State has a three-month option to lease, to determine if these are suitable properties for the establishment of a U.S. liaison office. They also investigated the feasibility of constructing modular housing for the embassy staff. □

Office of Operations

Safety Office: KEN DOOLAN traveled to Frankfurt to assist post management with its safety and occupational health program ... REGINA McCLELLAND attended an awareness seminar sponsored by the Department of Transportation, on driving under the influence of alcohol or drugs. She collected material for worldwide distribution.

Commissary and Recreation Affairs: A special one-week regional employees' association training workshop, attended by about 20 association representatives from the Near East and South Asia, Africa and Europe, took place November 17-21 in Cairo. The intent of the workshop was to provide guidance on accounting and management, particularly in those areas affected by the Gulf war. Workshop facilitators from the office included LIZ WEBER (Department regulations and general operations), DONNA VAN DYKE-STRODE (computers) and KELLY HALL (accounting) ... Ms. Weber, program manager,

gave a well-attended presentation at the American Logistics Association's annual conference in Washington in late October ... JUDY NELSON, treasurer of the board in Dakar, and BEVERLY YETT, association president in Rio, were among recent visitors to the office ... KELLY HALL, senior accountant, was providing requested temporary-duty accounting assistance to employee associations in Copenhagen and Rome.

Office of Language Services: Director HARRY OBST spoke on interpreting and translating careers, at the David M. Kennedy Center for International Studies, Brigham Young University ... He attended the American translators annual conference in Salt Lake City with systems analyst VICTOR d'ANTONIO and staff translator MARISE LASHLEY ... The office furnished interpreting assistance to the two missions to Haiti of the Organization of American States. Staff interpreters MARCEL BOUQUET and CAROL WOLTER accompanied the mission on its first trip; chief interpreter STEPHANIE VAN REIGERSBERG was added for the second trip ... The office supported the peace conference in Madrid, providing simultaneous interpretation in 20 language combinations and bilateral support for PRESIDENT BUSH and SECRETARY BAKER. Chief interpreter van Reigersberg and staff interpreter PATRICIA ARIZU flew ahead to coordinate the interpreting effort ... Staff interpreters PETER AFANASENKO and GAMAL HELAL were assigned to Madrid ... Staff interpreters JIM BROWN, ELIZA BURNHAM and FRANCES SEEDS were dispatched to Paris to assist the Secretary at his bilateral meetings in connection with the Cambodia conference ... DIMITRI ARENSBURGER was sent from his assignment in Geneva to interpret in Moscow ... The office assisted the Department of Defense with an international seapower symposium in Newport, R.I. ... ZAKI ASLAN, ELIZA BURNHAM and GISELA MARCUSE anchored the interpreting assistance in Newport ... BARBARA PHILLIPS served as chief interpreter for the governing board meeting of the International Organization of Supreme Auditing Institutions and for the Codex Alimentarius Conference on Veterinary Drugs, at the Department ... DIMITRY ZARECHNAK spoke at a training seminar at Camp Peary, Va.

Systems Development Staff: B-Net manager ROBERT STEPHENS met with the Department of Transportation's assistant secretary for public affairs, MARION BLAKELY, to share information on State's development of and experience with B-Net ... Publish magazine, a desktop computing trade journal, plans to run a piece on B-Net in the May 1992 issue that will be featuring desktop video pioneers. □

African Affairs

Office of the Assistant Secretary: Assistant Secretary HERMAN J. COHEN participated in the Secretary's meeting with WALTER and ALBERTINA SISULU of the African National Congress, October 3 ... Also on October 3 he met with the U.S. executive director of the Afri-



BAMAKO, Mali—Ambassador Herbert Donald Gelber presents Meritorious Honor Award to Salvatore Piazza, communications program officer.

can Development Bank ... In conjunction with the UN General Assembly, Mr. Cohen held bilateral discussions with numerous African foreign ministers throughout October. These included the foreign ministers of Tanzania, Burundi, Ethiopia, Botswana, Togo, Mali, Mozambique, the Central African Republic, Cameroon, Uganda, Lesotho, Chad and Mauritius ... He also met with AMOS SAWYER, president of the interim government of Liberia ... On October 6 Mr. Cohen traveled to Notre Dame University, South Bend, Ind., to deliver remarks at a conference on economic development and investment in South Africa ... On October 7-8 he participated in the visit of JONAS SAVIMBI ... He addressed the newest group of Foreign Service officers at their swearing-in ceremony, October 11 ... On October 16 he met with a delegation of economic policy-makers representing the transitional government of Ethiopia ... Between October 17 and November 4 he hosted a series of luncheons for all African ambassadors in Washington ... On October 17 he attended Africare's Bishop John T. Walker Memorial Dinner; he read a letter from SECRETARY BAKER, who had been scheduled to deliver the keynote speech, but was unable to attend due to events in the Middle East ... Mr. Cohen traveled to Brussels, October 23-25, to consult with Belgian and French officials on the crisis in Zaire ... He spoke on Southern African developments to the Cerclé, an informal Washington international affairs group ... On October 28 he participated in "Africa Day" at the United Nations in New York ... He met with the International Committee of the Red Cross delegate general for Africa, and with the French secretary of state for humanitarian affairs, October 31.

Deputy assistant secretaries: Senior deputy assistant secretary JEFFREY DAVIDOW participated in the presentation ceremony for Zimbabwe, a recent signatory to the nuclear nonproliferation treaty, October 4 ... He partici-

pated in Mr. Savimbi's meeting with the Secretary, and attended functions in Mr. Savimbi's honor, October 7-8 ... He attended a reception and dinner on Capitol Hill in honor of a visiting Namibian delegation, October 22 ... Mr. Davidow attended the College and University Research Consortium on South Africa, at the Brookings Institution, October 28 ... Between October 30-November 5, Mr. Davidow traveled to Geneva, Rome and London for discussions on the Mozambique peace process ... Deputy assistant secretary ROBERT HOUDEK participated in a "Face to Face" meeting with the Ethiopian foreign minister at the Carnegie Endowment, October 7 ... On October 24-26 he participated in a conference on the Horn of Africa, at the Stanley Foundation ... Deputy assistant secretary ALISON ROSENBERG met with members of the Urban Foundation of South Africa to discuss development issues ... Deputy assistant secretary LEONARD H. ROBINSON Jr. traveled to Princeton University, where he delivered a speech on U.S. policy on democratization in Africa ... Between October 18-24 Mr. Robinson traveled to West Africa in preparation for the Liberia peace negotiations in Yamassoukou.

Office of Central African Affairs: Director ROBERT M. PRINGLE was mentor to the 59th A-100 class exercise in Harper's Ferry, W. Va., October 10-11 ... Deputy director ROBERT C. PORTER arrived in the office September 15 ... Cameroon/Gabon/Sao Tome desk officer STEVE HONLEY visited Cameroon and Chad, September 3-15, as part of his orientation travel ... Central African Republic/Congo desk officer MARC NORMAN visited Bangui and Brazzaville, October 15-25.

Office of East African Affairs: GARY GRAY has arrived for duty as the new desk officer for Sudan and Seychelles.

Economic Policy Staff: JAMES FREUND traveled to New York, September 3-13, for the final review of the UN Program of Action for African Economic Recovery and Development.

Office of Southern African Affairs: Director PETER CHAVEAS traveled to southern Africa for a five-week orientation tour, September 5-October 13 ... Deputy director RICHARD ROTH consulted with UN officials in New York, September 20, to discuss implementation of the Angola peace accords ... Deputy director JAMES CARRAGHER consulted with UN officials in New York and participated in a meeting between SECRETARY BAKER and the Zimbabwean foreign minister ... GERARD GALLUCCI, country officer for South Africa, completed a consultation trip to South Africa, September 25-October 15 ... MOOSA VALLI, country officer for Zambia and Malawi, completed his orientation trip, September 20-October 4 ... WILLIAM JACKSON, country officer for Mozambique, completed his orientation trip, September 18-October 4 ... South Africa country officer JAMES BOND accompanied Mr. Cohen to New York for a meeting with South African banking officials, and also participated in meetings with the foreign ministers of Namibia and Cape Verde, September 26-27 ... Country officer DAVID FETTER accompanied King MSWATI III of Swaziland to Fort Benning, Ga.,

BUREAU NOTES

October 1. Ambassador STEPHEN H. ROGERS accompanied King Mswati during the king's visit to Washington and New York, September 18-24, and had consultations in the Department, October 7 ... Ambassador TOWNSEND FRIEDMAN arrived from Mozambique for consultations in the Department, September 5-13 ... ANDREW PARKER, country officer for Zimbabwe, participated, September 23, in meetings attended by the Zimbabwean minister of environment and tourism, HERBERT MURERWA. □

Consular Affairs

Front Office: On October 16 Assistant Secretary ELIZABETH M. TAMPOSI met with JOHN KELLER, under secretary of commerce for travel and tourism, to discuss the visa waiver pilot program. Other participants included principal deputy assistant secretary JAMES L. WARD and ELIZABETH ANN SWIFT, deputy assistant secretary for overseas citizens services ... Mr. Ward departed for Wiesbaden, October 21, to lead the liaison team for released U.S. hostage JESSE TURNER ... On October 24 Ms. Tamposi met with DEBRA ANDERSON, Office of Intergovernmental Affairs at the White House, to discuss document fraud ... She held a meeting October 28 with the ambassador of Bulgaria to discuss U.S.-Bulgarian consular issues ... On October 31 Ms. Tamposi delivered opening remarks at a ribbon-cutting for the inauguration of the transitional immigrant visa processing center in Rosslyn, Va. ... That center will be responsible for processing the applications for 40,000 immigrant visas to be given out in fiscal year 1992 as part of the first of three visa lotteries required by the Immigration Act of 1990. During the one-week mailing period, October 14-20, more than 11 million applications were received at the Merrifield postal facility in Northern Virginia.

An additional 7 million arrived before October 14 and will not be counted.

Visa Services: On October 16 JOHN H. ADAMS, deputy assistant secretary, addressed the Washington consular corps seminar on U.S. immigration law and consular practice ... He and STEPHEN FISCHER, chief, Legislation and Regulations Division, participated in an immigration law seminar sponsored by the Cleveland chapter of the Federal Bar Association, on the Immigration Act of 1990 ... From October 14-17 PAUL ANDERSEN, Systems Liaison and Procedures Division, traveled to Guatemala City to assist in the installation of a new name-check system known as the "Distributive Name Check." ... On October 16 JILL BYRNES, director, Refugee, Asylum and Parole Division, participated in a seminar on issues of modern diplomacy, at Georgetown University's Institute for the Study of Diplomacy ... The Visa Office welcomed KIM RICHTER to the Immigrant Visa Control and Reporting Division.

Overseas Citizens Services: On October 7 CARMEN DiPLACIDO, director of citizens consular services, addressed the eighth annual immigration and naturalization seminar in Cleveland ... Citizens Consular Services welcomed LINDA

BURTNETTE, formerly in the Office of the Legal Adviser.

Passport Services: PAMELA J. COVINGTON, deputy assistant secretary, attended an equal employment opportunity awareness course for managers, at the Foreign Service Institute, October 21-22 ... TERRY GREEN, assistant regional director at the Chicago Passport Agency, and fraud program coordinator RICHARD BECKMANN assisted the family of released hostage Turner during their Chicago layover at O'Hare International Airport, on their way to Frankfurt ... They were also on hand during Mr. Turner's Chicago stopover from Frankfurt, en route to Boise, Id. ... GRETCHEN SCHUSTER, regional director in Chicago, attended the Chicago Federal Executive Board's retreat, October 24-25, in Madison, Wis. ... On October 24 BARBARA BROPHY, acceptance agents coordinator, Los Angeles Passport Agency, conducted a seminar on passport acceptance procedures for postal employees, military agents and assistants ... GLORIA GREEN, fraud program coordinator in Los Angeles, was on hand to provide passport fraud training ... On October 9 DAVID KAMENSHINE, operations manager, Northeast Passport Processing Center, attended a New York Federal Executive Board briefing on the discount transit program for federal employees ... On October 4 JOHN CORNABY and DIANE MALCOLM of the Seattle Passport Agency attended an equal employment opportunity program in observance of National Hispanic Heritage Month ... SUSAN I. SHORT, acceptance agents coordinator at the Seattle agency, addressed students from Foster High School in Tukwila, Wash., October 22, about passport application procedures and safe travel abroad.

Fraud Prevention Programs: From October 9-11 MARY ALICE NOYES visited the New York Passport Agency. She met with members of the Immigration and Naturalization Service's antismuggling unit and the Bureau of Diplomatic Security's New York Field Office to discuss passport fraud issues. In addition, she consulted with Health and Human Services' Office of the Inspector General on birth certificate fraud ... ANNE AGUILERA visited Glyco, Ga., to train 43 Immigration and Naturalization Service inspectors and examiners in fraud detection, October 24 ... JOYLEEN COHEN has left for a new position as an Immigration and Naturalization Service inspector at Honolulu International Airport. □

Diplomatic Security

Security

Countermeasures and Counterintelligence: ROBERT FRANKS and KURT RICE have joined the staff of deputy assistant secretary GREG BUJAC as special assistants.

Diplomatic Security Service: MELISSA TINNEY has joined the staff of Office of Field Office Management director JEFF BOWERS as a special assistant ... The following Diplomatic Security special agents, agent-trainees and support personnel participated in the memorial procession to commemorate the dedication of the

national law enforcement officers memorial on October 14: CHARLIE CHASE, TOM CUMMINGS, GERRY D'ANTONIO, BILL REISER, EDWIN QUINONES, ANDY LAINE, TEDD ARCHABAL, VINCENT GRAHAM, ROBERT CONRAD, TED JOHNSON, TED CARPENTER, BOB VERTOCNIK, PAUL VALLEE, PATTI MORTON, MARK DEDDENS, TERESA TENO, ELIZABETH HOBBS, CAROL GALLO, KELLEY HANSON, JEFF LISCHRE, JIM MURPHY, MICHAEL PERKINS, BOB SIMONS, THOMAS HUEY, MARK HEBERT, ED BRENNAN, CHRIS ANDREWS, DICK GANNON, LANCE PUTNEY, ROBERT DALY, ROBERT O'BRIEN, JIM HUSH, JEFF THOMAS, JIM TAYLOR, BRUCE TULLY, CHRIS DISNEY, JEFF HARKEY, TONY RICHARDS, JIM McDERMOTT and VANCE WITMER.

Emergency Plans and Counterterrorism: Office of Counterterrorism director RUFUS D. PUTNEY and division chief WILLIAM C. BOWIE attended a Customs-sponsored training program in Annapolis, October 7-9.

Resource Management: PAUL CHURCHILL has joined the staff of deputy assistant secretary RALPH FRANK as a special assistant ... VICKI KING and JED WAGNER, Management Systems Division, demonstrated two field office software applications at the special agents-in-charge conference in Minneapolis, October 5 ... Diplomatic Security field office computer systems managers ELIZABETH ABUNDIS, AVERY ANDERSON, BARBARA BISTANY, MARILYN DICKEY, BRENDA HOUSTON, DIANE McCONNELL, RITA MITZEL, ROSEMARY PROCTOR, KATHRYN REED, DORIS ROGERS and MICHAEL VIGGIANO attended computer systems manager training in Washington, September 23-27. □

Information Management

Systems Operations: Deputy assistant secretary WARREN E. LITRELL and director of training KEN LOFF visited the Warrenton Training Center, October 2. They attended a brown-bag lunch and participated in a question-and-answer session with approximately 65 information management persons ... Mr. Litrell attended a national communications systems committee of principals meeting in Annapolis, September 26 ... The East Asia and Pacific information management conference was held in Singapore, October 21-23. Participants from Information Management headquarters in Washington included Mr. Litrell; the acting deputy assistant secretary for planning and development, BRUCE MORRISON; the deputy assistant secretary for resource management, RALPH FRANK; the director of foreign operations, SID REEVES; the director of technical operations, ROY BUCHHOLZ; operations officer JIM THOMPSON; the chief of the Technical Analysis Division, GARY LATHAM; the director of information services, PHILIP TINNEY; and the chief of the Unclassified Office Automation Branch, ED COURLANG.

Planning and Development: Mr. Morrison lectured an American University class on busi-

ness applications of database management systems. He also briefed them on the Department's information management strategies and planning model ... CHARLES HUSEMAN and DAVE JOHNSTON, Office Automation Branch, traveled to Ulaanbaatar and La Paz, respectively, to install new communications systems.

The following Information Management staffers were in Washington on consultations: THOMAS BARNES (Ottawa), THEODORE BOYD (Washington), GREGORY DAVIS (Cairo), JOHN DIEFFENDERFER (Rome), HARVEY EIDENBERG (Kinshasa), PHILIP FAIN (Miami), LORRAINE GIRARD (Caracas), JAMES GRIFFIN (Riyadh), JOHN HAVERTY (Caracas), MARK LAPOINT (Bissau), MURRELL McCUMBER (Oslo), LARRY MOYER (Dakar), HARRY OLTON (Brussels), PAT BARBERA PAWLOWICZ (Paris), STEPHEN PAWLOWICZ (Paris), RICHARD RAPIER (Karachi), SKIP RISCHE (Nassau), NICKOLAS SAWKIW (Montreal), LARRY STAFFORD (Bangkok), BRADLEY SUMMERS (Washington), TONY WELLER (Bonn) and JOSEPH ZEMAN (Panama). □

East Asian and Pacific Affairs

Assistant Secretary RICHARD SOLOMON accompanied the Secretary to Paris for the signing of the Cambodia peace agreement, October 23. He was accompanied by KENNETH QUINN, CHRISTOPHER LA FLEUR, NICHOLAS MAUGER, ROBERT WONG, COZETTA D. JOHNSON and DAVID JONES of the Legal Adviser's Office ... Principal deputy assistant secretary DESAIX ANDERSON



RANGOON, Burma—Chargé Franklin P. Huddle Jr. presents Meritorious Honor Award to consular officer Carl S. Cockburn for his work in the Office of Central American Affairs.

traveled to Japan, October 11-16, in connection with the President's upcoming trip to Asia. He participated in the U.S.-Japan security subcommittee meeting, October 30-November 1 ... Philippine Office director MATT DALEY and economic officer SAM WATSON represented State at the Philippine multilateral assistance initiative core group meeting, in Bangkok, October

SYDNEY, Australia—At inauguration of visitor visa reception area, left to right: Marilyn A. Meyers, deputy chief of mission; Yvonne Diab; Raquel Mireles Vallejo; Assistant Secretary Elizabeth M. Tamposi; Ambassador Melvin F. Sembler; Philip T. Lincoln Jr., consul general; Michelle Harris; Michael Goldschmidt; Barbara Simmons; Donald R. Tyson; Helen-May Rimney; Peter Robin.

17 ... On October 18, Mr. Watson participated in the U.S. senior business mission in Manila ... Mr. Daley and Mr. Watson had consultations in Manila the week of October 25 ... MIKE OWENS, director, Office of Pacific Island Affairs, attended the South Pacific Commission meetings in Tonga, October 28-November 1. □

Economic and Business Affairs

On October 22-23 Assistant Secretary EUGENE J. McALLISTER traveled to Paris as head of the U.S. delegation to the 66th special session of the Executive Committee, which reviewed global economics, including trade and investment ... On October 24 he traveled to London to deliver a keynote address on U.S. domestic and global economic policy, at the international business and financial outlook conference sponsored by the Conference Board ... On October 31 he was in New York to address the Turkish-U.S. Business Council's 1991 annual meeting, on "Turkey in the 1990s: An Era of Opportunity" ... STEPHEN R. FOX, Office of Intellectual Property and Competition, traveled to Beijing to participate in bilateral talks with the Chinese, October 24-25 ... HARVEY I. WINTER, director, Office of Intellectual Property and Competition, traveled to Geneva, September 23-October 2, as a member of the U.S. delegation to the World Intellectual Property Organization biennial governing bodies meeting.

MATT McMANUS, Office of Global Energy, presented an update on the oil situation in Kuwait at the International Energy Agency's standing group on the oil market meeting, October 25, in Paris ... JOSEPH PENNINGTON,





ECONOMIC AND BUSINESS AFFAIRS—At award ceremony recognizing performance during the Gulf crisis, left to right: *Joseph Saloom, Oscar DeSoto, William Brooks, Geoffrey Ogden, Ralph Anske, Joseph Yun, Alan Parker, Assistant Secretary Eugene J. McAllister, William Ramsay, Elaine Garland, Christopher Hankin, Sandra O'Leary, Lawrence Roeder, Edward Marcott.*

Office of Cocom Affairs, traveled to Paris, October 21-24, as head of the U.S. delegation to the Cocom working group on correlation ... ROBERT L. PRICE, director, Office of Cocom Affairs, participated in a panel discussion on export controls, October 31, at a symposium on "Planning for Change in the U.S.-Pacific Relationship," sponsored by the Pacific Economic Cooperation Conference at the Ritz-Carlton Hotel, Washington.

Principal deputy assistant secretary RICHARD E. HECKLINGER traveled to New Orleans, October 31, where he participated in the 1991 Tulane Business Forum. He served as a member of a panel on the North American Free Trade Agreement ... The acting deputy assistant secretary for transportation affairs, JAMES R. TARRANT, headed the U.S. delegation in aviation liberalization talks with the United Kingdom, in London, October 6-8. PAMELA WARD, Office of Aviation Negotiations, participated ... Mr. Tarrant addressed the U.S. Travel Data Center's 1992 Travel Outlook Forum, October 23, in Washington ... The special negotiator for transportation affairs-designate, CARL C. CUNDIFF, cochaired the inaugural meeting of the Asia Pacific Economic Cooperation transportation working group, in Singapore, October 9-10. He was accompanied by the deputy director of aviation programs and policy, ROBERT A. GEHRING. Delegations from 11 Asia Pacific Economic Cooperation countries agreed on the importance of transportation to the continued economic growth of the region, and took actions to promote regional transportation cooperation ... On October 16-18 Mr. Cundiff chaired the U.S. delegation at aviation talks in Washington with Austria, October 16-18. Ms. Ward participated ... THOMAS MARTIN, director, Office of Aviation Negotiations, led the U.S. delegation in aviation talks with Malaysia, October 30-November

1, in Kuala Lumpur, which resulted in a new, liberal aviation agreement ... He then chaired the U.S. delegation for aviation talks with Indonesia, on Bali, November 5-7 ... STEPHEN M. MILLER, Office of Maritime and Land Transport, headed the U.S. delegation to the meeting of the Maritime Transport Committee working group of the Organization for Economic Cooperation and Development ... The deputy director of the Office of Aviation Negotiations, SAMUEL V. SMITH, chaired the U.S. delegation in civil aviation consultations with Barbados, in Bridgetown, October 8-10 ... He chaired the U.S. delegation in aviation consultations with Peru, in Washington, October 29-30 ... JOAN S. GRAVATT of the Office of Aviation Programs and Policy attended the second week of the conference on airport management at the International Civil Aviation Organization session in Montreal, November 4-8 ... On October 8 DAN FANTOZZI, deputy director, Office of Investment Affairs, traveled to Ottawa for North American Free Trade Agreement negotiations ... He attended meetings of the investment working group on international investment policies, October 23-24 ... While there, he

met with the Committee on Investment Enterprises working group on guidelines, October 24. □

European and Canadian Affairs

Office of Soviet Affairs, Office of Multilateral and Security Affairs: JACK DEASY accompanied WILLIAM COURTNEY on an October 15-16 trip arranged by the Department of Energy to its facility at Oak Ridge, Tenn. ... GORDON GRAY accompanied a deputy assistant secretary for South Asian affairs to New York, October 15, for U.S.-Soviet talks on Afghanistan ... He visited Newport, R.I., October 23, to discuss U.S.-Soviet relations with a class at the Naval War College ... JEFF GAR-

MADRID, Spain—At installation of new passport equipment, from left: *Thomas Weinz, Scott Ticknor, Rafael Lopez de Larrinzar, John Connerley, Angeles Baniandres, Isabel Meyer, Leigh Carter, Lynn W. Curtain, Larry Coibert, Cristina Benito, Ma. Carmen Morales.*



RISON addressed an orientation class of officers from the Joint Chiefs Staff who visited the Department October 17. The topic was U.S.-Soviet relations ... JOHN ORDWAY traveled to Brussels, October 21-25, to participate in discussions by Nato experts on the Soviet Union ... KATHY KAVALEC briefed the Congressional Youth Leadership Group on U.S.-Soviet relations, October 30. □

Family Liaison Office

EDWARD PERKINS, director general of the Foreign Service and director of personnel, presented the office a group Superior Honor Award "in recognition of the consistently outstanding performance of all duties with diligence, thoroughness and professionalism, and especially for providing care and support to employees, family members and other members of the Foreign Affairs community during the recent crisis in the Middle East." Staff members who received the award were MARYANN MINUTILLO, KENDALL MONTGOMERY, TERRI WILLIAMS, JOAN M. PRYCE, JO-ANNE VAUGHN, KAY BRANAMAN EAKIN, CATHY BARCAS, MICHAEL ANN DEAN, CHERYL CHAMBERLIN and JUDY DUNBAR.

The following community liaison office coordinators visited the office in October: BARBARA GREIG (Quito), CAROL LOZON (Niamey), CAROL CREAGER (Lilongwe), SUSAN SCOTT (Bonn), MAUREEN LYON (Bangkok) and KATIE HOKENSON (Rome). □

FAMILY LIAISON OFFICE—At award ceremony, from left: *Judith Dunbar, Cheryl Chamberlin, Cathy Barcas, Kendall Montgomery, Maryann Minutillo, Edward J. Perkins, Terri Williams, Kay Branaman Eakin, Jo-Anne Vaughn, Joan Pryce.*



Foreign Missions Office

Director DAVID C. FIELDS and his staff met with the chief of Sprava Sluzeb, the Czechoslovakian equivalent of the Office of Foreign Missions. The Sprava director and his deputy outlined problems they are encountering in their changing political and economic climate ... The office's diplomatic motor vehicle program director, JOSEPH WARNER, attended the American Association of Motor Vehicle Administrators meeting in San Diego, to discuss the issues of driver license compact commission/nonresident violator compact commission ... He met with the Office of Foreign Missions' San Francisco and Chicago Field Office directors, to coordinate participation in the Diplomatic Motor Vehicle Program.

Deputy director HARRY W. PORTER traveled to New York in late October for consultations in connection with foreign missions there ... From October 28-November 1 E. RICHARD ATKINSON traveled to Moscow to participate in property negotiations and a review of issues to be addressed by the Bilateral Review Commission ... PHILIPPE GREGORY of the office's Development Staff was presented the "Quality Employee of the Month" award for October by Mr. Fields, November 1. Mr. Gregory was commended for his requirements analysis for the driver enforcement compliance and lookout system and the travel information network system. □

Foreign Service Institute

BRANDON GROVE JR., director, visited the institute's language and area field schools in Yokohama and Seoul, and sought the views of embassy personnel on training they had received

at the institute.

Major General PAUL J. VANDERPLOOG is the eighth flag officer from the U.S. Central Command to enroll in the intensive two-week seminar on Near East and North Africa ... Generals NORMAN SCHWARZKOPF and his successor, JOSEPH HOARE, had completed this course prior to taking command in 1988 and 1991, respectively ... Admiral R. K. TAYLOR did so in early 1991, before assuming command of U.S. naval forces in the Gulf ... Other graduates include Air Force General BUCK ROGERS and Rear Admirals DAVID ROGERS and GRANT SHARP ... In a meeting with director Grove, General Vanderploog stressed the importance of teamwork between military and Foreign Service officers, and the need for military officers to appreciate the historical, cultural, political and economic conditions in the Middle East.

The executive director for management, JACK DANIELS, and deans RICHARD JACKSON and MARK LISSFELT visited the University of Texas, University of California at Los Angeles, the Defense Language Institute, the Naval Postgraduate School, the Monterey Institute for International Studies, the Air Force Academy and Brigham Young University, to consult with faculty on training in international relations, area studies and foreign languages ... MADELINE EHRMAN, director of research, evaluation and development, was a guest speaker at the Advance Applications for Myers-Briggs Type Indicator Technology conference at Princeton ... BOB WILSON, Research, Evaluation and Development Division, is serving on the Language Advisory Committee for the Arlington public schools ... On October 19 the Overseas Briefing Center, the Foreign Service Youth Foundation and the Family Liaison Office jointly



FOREIGN SERVICE INSTITUTE—At consular workshop for Foreign Service nationals, front row, left to right: *John Adams, Patricia Escobar, Ines Beatriz Rodríguez, Joumana Kourabi, Esther Levy, Nili Weinfeld, Shlomit Rosenberg, Ionna Hountoumadi, Consuelo Larreamendy, Melody P. Ross.* Second row: *Gwen Coronway, Michael Strahberger, Giovanni Matteis, Mona M. Azem, Lorena M. Izaguirre, Florence Boucard, Mayra Lorenco-Luaces de Saenz, Ushant Noritha Horyparshad, Alexandra Soto, Rose V. Wyatt, Fran Suter, Augustine Chijioke, Rey Taciano.*

sponsored the second "Away Day," attracting young participants to team-building events at the George Mason University Center for Outdoor Education, at Clifton. Trainers included LEE LACY, JUDY IKELS and RAY LEKI. □

Human Rights and Humanitarian Affairs

Assistant Secretary RICHARD SCHIFTER journeyed to Moscow and Bucharest for human rights consultations with senior officials, September 30-October 8 ... On October 11 he and deputy assistant secretary AMY L. SCHWARTZ spoke at a conference sponsored by the American Bar Association's standing committee on law and national security and the Center for National Security Law of the University of Virginia. His speech was on "The Conference on Security and Cooperation in Europe Process and The Rule of Law." Ms. Schwartz spoke about strategies for assisting the development of democracy ... Mr. Schifter spoke on eastern Europe at a breakfast for the Israel Bonds national leadership conference, October 15 ... He briefed reporters on U.S. objectives at the forthcoming Oslo meeting on democratic institutions of the Conference on Security and Cooperation in Europe, at the U.S.I.A. international press center, October 28.

Deputy assistant secretary JAMES K. BISHOP participated in a conference of human rights officials from the western democracies, in Dublin, October 23-24, under the sponsorship of the International Commission of Jurists ... He subsequently discussed human rights develop-

ments at the British and Dutch foreign ministries and in Brussels ... On October 16 deputy assistant secretary NANCY ELY-RAPHEL spoke at the Department on "The Elimination of De Jure and De Facto Discrimination against Women," at a preparatory meeting for a 1992 meeting of the UN Commission on the Status of Women ... "Case Studies in Human Rights" was the theme of remarks she presented to students from the Woodrow Wilson School of Princeton University, October 29.

MICHAEL ARIETTI, director, Office of Bilateral Affairs, traveled to Addis Ababa and Asmara in Ethiopia, Entebbe and Kampala in Uganda, Nairobi in Kenya and Lilongwe in Malawi, October 5-19, for consultations on human rights issues with embassy personnel and local officials ... The director of policy, programs, legislation and public diplomacy, DAVID BURGESS, traveled to Mexico City, October 27-31, as a U.S. delegate to the first binational judicial conference ... On October 22 at the Department and on October 29 in New York, bureau special assistant ROSEMARY O'NEILL met with representatives of Russian-American organizations, to brief them on humanitarian cooperation that the Department has facilitated with the Soviet Union over the last two years ... Bilateral affairs officer ELIZABETH BARNETT represented SECRETARY BAKER at meetings of the board of governors of the American Red Cross, October 25-27. □

Inspector General's Office

ROSCOE SUDDARTH, a former deputy assistant secretary for Near Eastern and South Asian affairs, executive assistant to the under secretary for political affairs and, more recently, ambassador to Jordan, will assume his duties this month as the new deputy inspector general, on his return from an inspection trip to Germany.

Office of Audits: The office welcomed receptionist DEBRA LEE and said farewell to auditor WILLIAM S. SCHROEDER, who has left for a position with the Department of the Treasury.

Office of Inspections: The inspection teams were finishing their fall-cycle inspections and

preparations were being made for the winter round of inspections. Team 1, led by ROBERT E. FRITTS, will be inspecting Zimbabwe, Zambia and Malawi. Team 2, directed by RICHARD HOWLAND, will be reviewing Pakistan and Bangladesh. Team 3, under the leadership of DAVID ZWEIFEL, will be examining operations in Ghana, Cote d'Ivoire and Togo. Team 4, led by WILLARD DEPREE, will inspect Oman, Qatar, Yemen and the United Arab Emirates. Team 5, led by FERNANDO RONDON, will be conducting a review of Trinidad and Tobago, Suriname and Guyana. Team 6, headed by senior inspector RAMON ROMERO, will be inspecting the Central African Republic, Rwanda and Burundi. A special team, under the direction of senior inspector DONALD WOODWARD, will be reviewing the Miami Regional Center.

The office welcomed new inspectors: ROBERT KOTT, who most recently served as deputy chief of mission in Mogadishu; STEPHEN PALMER, joining the office on a temporary appointment; and G. BRENT OLSON (whose name was mistakenly submitted for the November issue as G. Brent Gordon).

Office of Investigations: Special agents of the office again dominated the awards in the second annual pistol and revolver-shooting competition sponsored by the Federal Investigators Association on September 28. Taking 8 of 18 available trophies were ED AUSTIN, CLIFF BROWN, TRAVIS MORAN, JOHN REDMOND, DAVE SMITH, DENIS SPELMAN and DONNA SPIEWAK, who also won a new pistol in a raffle to benefit the association's endowment fund ... Special agent CYNTHIA RICHARDSON has returned from the basic criminal investigators training course at the Federal Law Enforcement Training Center, Glynco, Ga ... The office welcomed new special agent THOMAS STROOT, formerly with the inspector general's office at the Department of Housing and Urban Development.

Office of Security Oversight: The office issued reports on inspections of Embassy Rangoon and Embassy Morocco, and a followup inspection of Embassy Bucharest ... The office welcomed new security inspector STANLEY BELIENSKI ... Audit manager LINDA BAGBY

has left the Department for a position with the Department of Defense ... Inspectors DANA WEANT and MONA MOORE have left the Inspector General's Office for positions with the Bureau of Diplomatic Security. □

Inter-American Affairs

Assistant Secretary BERNARD W. ARONSON accompanied SECRETARY BAKER to Mexico for the ninth U.S./Mexico Binational Commission meeting, September 9. The U.S. delegation included 11 cabinet officers and agency chiefs plus other senior officials who met with their Mexican counterparts. Discussions covered economic and business development, trade and financial relations, immigration and border matters, agriculture, the environment, fisheries, housing and urban development, tourism, cultural and educational exchanges, labor relations, law enforcement and antinarcotics cooperation.

On September 13, the assistant secretary participated in a U.S.I.A.-sponsored Arnet press conference with journalists in Suriname, on the eve of the inauguration of a new president in that country ... Mr. Aronson participated in PRESIDENT BUSH's meeting with Peruvian President ALBERTO FUJIMORI in Washington, September 17 ... The assistant secretary traveled to New York for the UN General Assembly address by President Bush, and meetings with Latin American and Caribbean leaders, September 23-27 ... On October 1 he attended a dinner hosted by Defense Secretary RICHARD CHENEY in honor of Guatemalan President JORGE SERRANO ... The following day he attended President Bush's meeting with President Serrano and Secretary

INTER-AMERICAN AFFAIRS—Deputy assistant secretary *Joseph Sullivan*, second from left, presents Meritorious and Superior Honor Awards. Front, left to right: *Elisabeth Schuler, Karen Krueger*. Rear: *Colin Maclay, Mr. Sullivan, Lee Peters, Mitchell Optican, Robert Bruce McMullen, Craig Kelly*.



Baker's luncheon ... Mr. Aronson attended the October 1 presentation of credentials by Haitian Ambassador JEAN CASIMIR to President Bush at a White House ceremony ... He traveled to Haiti, October 4, 5 and 7, as part of the Organization of American States delegation dispatched by foreign ministers in response to the September 30 coup in Haiti ... He participated in the meeting between President Bush and Costa Rican President RAFAEL ANGEL CALDERON, October 10, in Washington.

Deputy assistant secretary ROBERT S. GELBARD was a member of the U.S. delegation, led by North Carolina Governor JAMES G. MARTIN, to the September 16 inauguration of RONALD VENETIAAN as Surinamese president ... Mr. Gelbard traveled to Miami to address the "Globescape Americas" conference, concerning the "Enterprise for the Americas Initiative," October 31. His trip included a breakfast with members of the Business Council for International Understanding, a luncheon meeting at Florida International University and a meeting with Miami Mayor XAVIER SUAREZ.

Deputy assistant secretary DAVID R. MELPASS addressed the Inter-American Press Association annual general assembly in Sao Paulo, Brazil, October 23. He was joined by the U.S. ambassador to Brazil, RICHARD MELTON, who delivered a message from President Bush to the association ... Mr. Malpass gave a speech to the Association of American Chambers of Commerce in Latin America, during its mid-year meeting in Montevideo, Uruguay, October 29 ... Deputy assistant secretary PHIL McLEAN addressed Latin American military officers at the eighth annual Latin America symposium at the Air Command and Staff College, Maxwell Air Force Base, Ala. October 2 ... In Washington that evening, he participated in a panel discussion on Peru with House of Representatives members of the "Inter-American Dialogue." ... Deputy assistant secretary JOSEPH SULLIVAN presided over an awards ceremony for bureau employees, September 16.

He presented Meritorious Honor Awards to KAREN KRUEGER, ELISABETH SCHULER, COLIN MACLAY, ROBERT BRUCE McMULLEN and LEE PETERS. Superior Honor Awards went to CRAIG KELLY and MITCHELL OPTICAN. □

International Communications and Information Policy

Bureau coordinator BRADLEY HOLMES, deputy coordinator DICK BEAIRD and senior adviser MIKE FITCH joined Ambassador Jan Baran, chairman of the U.S. World Administrative Radio Conference delegation, in Geneva for "Telecom '91" in October ... Mr. Holmes addressed the plenary session of the policy symposium on "Telecommunications and the Individual." ... The U.S. contingent met with communications ministers and telecommunications policy experts from 10 countries, including the Kenya, New Zealand and Germany.

Senior deputy coordinator KEN BLEAKLEY, accompanied by GARY FERENO, led a 20-member Government/industry delegation to Santiago, Chile, for the Organization of Americas States' Inter-American Conference on Telecommunications ... Mr. Bleakley gave the keynote address on U.S. telecommunications policy to the Pan-American Cellular Conference in Mexico, October 30 ... He chaired panels on the future of personal communications services at the Mobile Communication marketplace convention, October 22, in California ... Accompanied by DAN GOODSPEED, he chaired a session on financing telecommunications development, sponsored by Caribbean Latin American Action in New York, November 1 ... Mr. Beaird chaired a working group on telecommunications in Jakarta ... He chaired an information, communications and computer policy group in Paris.

In October, during consultations by special adviser WARREN CLARK with Czechoslovakian officials, an agreement was signed for a study of that country's telecommunications regulations ... On October 16-18 TIMOTHY C. FINTON, counselor for telecommunications trade, headed the U.S. delegation to a meeting of the Committee for Information, Computer and Communications Policy at the Organization for Economic Cooperation and Development (OECD) in Paris ... He then participated in the U.S.-European Community telecommunications trade talks in Brussels, October 20-21 held under the auspices of the U.S. Telecommunications Trade Act of 1988. □

International Narcotics Matters

Assistant Secretary MELVYN LEVITSKY, accompanied by program analyst KATHLEEN WILKINSON, attended the October 14-15 major donors conference of the United Nations in Vienna ... He held bilateral discussions with Canadian counternarcotics officials in Ottawa, September 24 ... On October 23 he testified

BUREAU NOTES



SANTIAGO, Chile—*Patricia M. Collins*, the Drug Enforcement Administration's special-agent-in-charge, receives a Certificate of Appreciation from the embassy.

before the legislation and national security subcommittee of the House Committee on Government Operations, on the Government Accounting Office reports on counternarcotics efforts in Colombia and Peru and the inspector general's report in Bolivia ... He spoke at the September 23-28 Montreal conference of the World Federation of Therapeutic Communities, organized in part by THOMAS BROWNE, demand reduction specialist.

DAVID LYON, new director of the Office of Transnational Affairs, undertook an orientation trip to International Narcotics Matters' air wing facilities at Patrick Air Force Base, Fla., and overseas deployment areas in Bolivia, Colombia and Peru, October 29-November 9 ... While in Bolivia, he attended the Andean regional drug abuse conference ... He undertook a similar visit to Belize and Guatemala, September 23-28 ... RAYBURN F. HESSE, senior program analyst, was a principal speaker, October 21-25, at the Asian economic crime workshop in Hong Kong, sponsored by the United Kingdom Commonwealth Secretariat ... He was a member of the U.S. delegation attending the financial action task force meeting in Paris, September 23-26 ... HELENE KAUFMAN, A.I.D. narcotics coordinator and liaison officer in the bureau, was selected to participate in the Harvard University Kennedy School of Government program for senior executives in national and international security.

TIMOTHY E. HENDERSON, chief, Procurement and Technical Services Division, trav-

eled to Fort Worth, Tex., October 15, to meet with representatives of the Office of the Attorney General of Mexico, the Embassy Mexico narcotics affairs section and a helicopter services firm, to review progress on the bureau-financed contract for aviation support ... He and LINDA GOWER traveled to Patrick Air Force Base, Melbourne, Fla., October 28, to participate in a progress review of the International Narcotics Matters contract for operations and maintenance support for the air wing.

New arrival to the bureau: PAMELA R. AULTON, secretary, Office of Transnational Issues. □

International Organization Affairs

Assistant Secretary JOHN R. BOLTON accompanied the Secretary to Paris for the signing ceremony of the 18-nation conference on Cambodia ... Mr. Bolton spoke to a gathering at the Department marking the second annual Refugee Day ... He addressed a group of Cambodian-Americans at a White House briefing on the Cambodian settlement.

Principal deputy assistant secretary JOHN S. WOLF testified on implementation of UN Security Council Resolution 687 and related issues, before the House Foreign Affairs Committee's subcommittees on human rights and international organizations and Europe and the Middle East ... He traveled to New York, where he addressed a joint session of UN agency heads and the committee for program and coordination, on "The Unitary United Nations in Action." ...

INTERNATIONAL ORGANIZATION AFFAIRS—*Steve Blodgett*, left, Office for International Organization Economic Policy, receives Superior Honor Award from principal deputy assistant secretary *John S. Wolf* for his work on economic sanctions against Iraq.



INTERNATIONAL ORGANIZATION AFFAIRS—*Susan Jacobs*, Office for Social and Refugee Affairs, receives Superior Honor Award for her efforts during the Persian Gulf conflict.



INTERNATIONAL ORGANIZATION AFFAIRS—*Robert Mustain*, Office for Social and Refugee Affairs, receives Meritorious Honor Award for his work during the Persian Gulf crisis.

Deputy assistant secretary JACKIE WOLCOTT was the keynote speaker at the session on "International Sport: Beyond the Competition at the First U.S. Olympic Congress," sponsored by the U.S. Olympic Committee in Colorado Springs. She spoke about the Department's role in international athletics.

SUSAN S. JACOBS, director, Office of Social and Refugee Affairs, was a member of the U.S. delegation to the UN high commissioner for

refugees' executive committee meeting in Geneva; the general conference of the UN Educational, Scientific and Cultural Organization in Paris; and the UN Relief and Works Agency in Vienna ... She held consultations in Amman and Tel Aviv, September 23-October 17 ... CHRISTOPHER J. RICHARD served as a member of the U.S. delegation to the refugees meeting ... DANIEL F. KELLER served on the U.S. delegation to the 46th UN General Assembly, during Third Committee discussion of social issues and Special Political Committee discussions on information.

People: KAREN A. HAYMAN entered on duty in the Office of Administrative Services, and REGINA L. JONES in the Office of International Development Assistance ... PETER F. SECOR transferred from Adana to the Office of the Assistant Secretary ... CHARLES C. SMITH entered on duty in the Office of the Deputy Assistant Secretary for International Social and Humanitarian Affairs ... SARAH SOLBERG transferred from the Foreign Service Institute to the Office of Administrative Services, and RUTH W. GODFREY from the Office of the Assistant Secretary to the Foreign Service Institute. □

Legal Adviser's Office

EDWIN D. WILLIAMSON, the legal adviser, traveled to New York for meetings with the "Permanent 5" legal advisers on the International Court of Justice initiative. He was accompanied by BRUCE C. RASHKOW, assistant legal adviser, Office of UN Affairs ... Mr. Williamson traveled to Ottawa for the annual Canadian Council on International Law meeting ... Mr. Williamson, accompanied by JO BROOKS, attorney-adviser, Office of International Claims and Investment Disputes, conducted negotiations with Iranian officials in The Hague ... MICHAEL J. MATHESON, principal deputy legal adviser, traveled to New York to attend the international law panel of the Bar Association of the City of New York, on claims against Iraq arising from the Gulf war ... ALAN J. KRECZKO, deputy legal adviser, was a member of the presidential delegation to Madrid for the Middle East peace conference ... JONATHAN B. SCHWARTZ, assistant legal adviser, Office of Near Eastern and South Asian Affairs, also attended the conference ... MARTHA M. HILL, special assistant to the legal adviser, traveled to Miami to attend hearings in the Noriega case.

JOHN R. BYERLY, assistant legal adviser, Office of African Affairs, lectured on Angola and Namibia at the Air Command and Staff College, Maxwell Air Force Base, Ala ... RONALD J. BETTAUER, assistant legal adviser, Office of International Claims and Investment Disputes, traveled to Geneva for a meeting with UN officials on Iraqi claims issues ... JUDITH COLE, attorney-adviser, and LORETTA PUSKARICH, Defense Contract Audit Administration, met with Air Force officials in Dayton, O., on Iranian claims matters ... DAVID A. JONES JR., attorney-adviser, Office of East Asian and Pacific Affairs, was the legal adviser to the delegation led by the Secretary to the Paris conference on

Cambodia, where agreements on a comprehensive political settlement of the Cambodian conflict were signed ... ROBERT K. HARRIS, attorney-adviser, Office of Economic, Business and Communications Affairs, traveled to New York for a conference sponsored by the American Bar Association on European Community legal issues ... ANDRE M. SURENA, assistant legal adviser, Office of Law Enforcement and Intelligence, and EVAN T. BLOOM, attorney-adviser, same office, traveled to Hong Kong for the second round of extradition treaty negotiations.

PETER H. PFUND, assistant legal adviser, Office of Private International Law, was at an advisory committee meeting attended by law professors from the east coast ... HAROLD S. BURMAN, attorney-adviser, same office, attended the private international law conference in Ottawa and the uniform law commissioner conference in Houston ... DAVID P. STEWART, assistant legal adviser, Office of Human Rights and Refugees, spoke on international human rights law at the University of Virginia, Charlottesville.

People: Joining the bureau were RACHEL KING, attorney-adviser, Office of International Claims and Investment Disputes; ROBERT KUSHEN, attorney-adviser, Office of Law Enforcement and Intelligence; and PAUL WILLIAMS, attorney-adviser, Office of European and Canadian Affairs. □

Medical Services

A new regional medical officer/psychiatrist, Dr. WALTER BARQUIST, was sworn into the Foreign Service on September 12. Following medical consultations at Caron Foundation, Center for Alcohol and Drug Rehabilitation, he proceeded to his first post, Abidjan, at the end of October ... Dr. TERRY FEIR, retired Foreign Service regional medical officer/psychiatrist, will cover Cairo and the Middle East region until next summer ... The executive director of the Office of Medical Services for the last two years, RON DAILEY, has moved to his new position in the Department as budget and fiscal officer in the Bureau of Near Eastern and South Asian Affairs ... Foreign Service officer GARY LEE is acting executive director for the office ... A stopover visit was made October 1 in the office by Foreign Service nurse practitioner SANDRA MOORE, on rest and relaxation from Yaounde ... Completing his Foreign Service career, regional medical officer THOMAS WIEGERT retired in Riyadh, October 4, to move to his home in Mercer Island, Wash ... Following Dr. Wiegert in Riyadh is regional medical officer ELDON BELL, who transferred there in October from his last post, Cairo, after home leave and area studies.

During the first part of October Foreign Service nurse practitioner PAULINE MARTIN visited her family in Washington, while she was on deferred home leave, during her transfer from N'Djamena to Mexico City ... Following the first part of her home leave in New Hampshire, medical technologist PAULINE TURNER worked in the Medical Services laboratory, the first part of October, on a special malaria project ... Dr. DOUG PROOPS, director of environ-

mental health and preventive medicine, collaborated on an air pollution study in Kuwait, October 18-23 ... Regional medical officer/psychiatrist JOHN SMITH consulted in Medical Services the first part of October, during leave in Washington prior to his return to Hong Kong ... Rabat, Cairo and Addis Ababa were visited by Dr. HAL RINIER, director of mental health services, on a regional consultation trip the first part of October ... Regional medical officer/psychiatrist, CHRISTINE BIENIEK, who is beginning her assignment in Medical Services' Mental Health Services, planned to attend the foreign affairs management seminar of the Foreign Service Institute, October 27-November 10, in West Virginia.

With the post evacuation in Kinshasa, medical technologist MARVA GULLINS returned to Medical Services to work in the laboratory ... At the beginning of her home leave the week of October 21, Foreign Service nurse practitioner CHERYL WANGER consulted in Medical Services. Following her visit with her family in Minnesota, she was to return to Manila for a second tour ... Foreign Service nurse practitioner DANA WASSERMAN consulted in Medical Services, October 25, after accompanying a patient to Washington from Ouagadougou ... ED READ, counselor for alcohol and other drug abuse, planned to complete by the end of October his visits to Belize City, Tegucigalpa, Guatemala City, San Salvador, Managua, San Jose and Panama City. He offered individual counseling and, by making presentations and meeting with groups and individuals, familiarized the posts with services available to employees. □

Legislative Affairs

On November 1 deputy assistant secretary RICHARD W. MUELLER addressed the Foreign Service Institute seminar on executive-legislative relations ... Senior policy adviser SCOTT CLELAND addressed the National Congressional Youth Leadership Council, providing an overview of U.S. foreign policy ... Correspondence officer STEVE POWELL spoke to an office management training class at the Foreign Service Institute, on congressional correspondence, November 5. □

Near Eastern and South Asian Affairs

EDWARD P. DJEREJIAN, assistant secretary for Near Eastern and South Asian affairs, was sworn in by SECRETARY BAKER in the Benjamin Franklin Room, October 3. Among the guests was General COLIN POWELL, chairman, Joint Chief of Staff ... On October 30 deputy public affairs adviser SUSAN KEOGH-FISHER spoke to students attending the Congressional Youth Leadership Council ... On October 23 THOMAS MILLER, Office of North African Affairs director, spoke on North Africa, Tunisia and Libya, at the Command and Staff College ... King HASSAN II of Morocco made a state visit to Washington, September 26-27 ... On October



DHAKA, Bangladesh—At award ceremony, left to right: Ambassador William B. Milam, Jeffrey R. Kern, Jesse Coronado, James A. Dunn Jr.

14 Office of Egyptian Affairs director JOHN BARGERON traveled to Youngstown to speak on Middle East issues at a conference sponsored by Youngstown State University. □

Oceans and International Environmental and Scientific Affairs

Assistant Secretary CURTIS BOHLEN and Department of Commerce Under Secretary JOHN KNAUSS traveled to Antarctica, November 4-7, for an inspection and review of scientific research and environmental protection activities on the continent, and the dedication of a new National Science Foundation science laboratory at McMurdo Station. . . . Earlier this year, Mr. Bohlen led the U.S. delegation for negotiations on a recently-signed protocol to the Antarctic treaty, which provides safeguards for protecting the Antarctic environment. . . . Mr. Bohlen and Mr. Knauss traveled, November 8-9, to Wellington, for discussions on bilateral environmental and scientific issues with New Zealand officials.

Principal deputy assistant secretary RICHARD J. SMITH led an interagency U.S. team to Jamaica, October 17-18, and to Chile and Bolivia, October 24-30, which produced *ad referendum* environmental framework agreements under the "Enterprise for the Americas" initiative. After completion of internal procedures by all governments, the agreements are expected to be signed later this year. Mr. Smith was accompanied by CHARLES CECIL, senior adviser for environmental affairs.

R. TUCKER SCULLY, director, Office of Oceans Affairs, attended the concluding session of the 11th special Antarctic treaty consultative meeting, and signed the protocol on environmental protection to the Antarctic treaty, in Madrid, Spain, October 4. . . . After the signing, Mr. Scully led a 10-person delegation to the 16th Antarctic treaty consultative meeting in Bonn, Germany, October 7-18. . . . RAY ARNAUDO, head of the Division of Polar Affairs, headed an eight-person delegation to the 10th annual meeting of the Commission for the Conservation of Antarctic Marine Resources, in Hobart, Australia, October 21-November 1.

ROBERT A. REINSTEIN, deputy assistant secretary for environment, health and natural resources, served as alternate head of the U.S. delegation to the UN Industrial Development Organization ministerial in Copenhagen, October 14-18. . . . He attended a conference on "Environmentally Sound Energy Technologies and their Transfer to Developing Countries," hosted by the Italian government in Milan in October, and he was featured as a speaker in Rome at the Nato Defense College conference on global security and environmental challenges, October 24-25. . . . DANIEL REIFSNYDER, director of the Office of Global Change, and GRANVILLE SEWELL, same office, joined Mr. Reinstein in Geneva, October 28-31, for the sixth plenary of the intergovernmental panel on climate change, and the November 1-2 meeting of the intergovernmental panel working group III, which Mr. Reinstein chaired.

Mr. Reifsnyder traveled to Miami in October to address a conference of the utilities industry on the status of negotiations for a framework convention on climate change. . . . STEPHANIE SMITH KINNEY spoke on the same subject to the annual Coal Congress in Pittsburgh, October 18, and to the American Bar Association working

group on North American trade in energy and the environment, October 29, in San Francisco.

ARNOLD SCHIFFERDECKER, director, Office of Environmental Protection, led a U.S. delegation to Geneva, October 14-18, to finalize the text of the Economic Commission for Europe's convention on protection and use of transboundary watercourses and international lakes. . . . GARY USREY, deputy director of the office, traveled to Paris, October 1-2, to attend an Organization for Economic Cooperation and Development joint meeting of trade and environment experts. . . . Mr. Usrey attended a strategy session of senior environmental advisers of the Economic Commission for Europe, in Montreux, Switzerland, October 3-4.

RICHARD BENEDICK, on detail as senior fellow at the World Wildlife Fund, participated October 21 in the presentation of a world conservation strategy, to the United Nations in New York. . . . On October 22 he addressed the World Affairs Council of Cleveland on environmental challenges for Europe. . . . On October 31 he spoke on global warming before a Washington campus conference of Dow Chemical executives.

JOHN BORIGHT, deputy assistant secretary for science and technology affairs, served as the U.S. delegate to the session of the Organization for Economic Cooperation and Development committee on science and technology policy, in Paris, October 21-24, which is preparing for a March ministerial meeting. . . . He represented the Department at a U.S.-Economic Community meeting on cooperation in science and technology projects, in Brussels, October 6-8, and attended a Nato science committee meeting, October 10-11. . . . He traveled to Tokyo, October 17-18, to represent the Department at the third meeting of the joint high-level committee under the U.S.-Japan science and technology agreement. He was accompanied by LINDA STAHELLI, Office of Cooperative Science and Technology Programs, executive secretary for the agreement. □

Politico-Military Affairs

The bureau welcomed two new staff assistants: LEONARD HILL, from three years in Toronto as the economic officer and two years in Vientiane as a political/economic officer, and CARLOS MEJIA, from El Salvador, where he served as the assistant legal officer and political officer responsible for human rights.

Office of International Security Operations: The office welcomed the return of HEATHER BOMBERGER, who will work with the Department of Defense's humanitarian assistance program and special projects. She had been working in the front office of the bureau. . . . She traveled to Kiev as the State Department representative on a humanitarian assistance mission, under the auspices of the presidential initiative for medical assistance to the Soviet Union. . . . Colonel JOHN PIAZZA, DALE DEAN, Lieutenant Colonel FRANK RAY, Commander HOWARD SIDMAN, Commander STEVE INGALSBIE and Lieutenant Colonel MIKE KING served on the Haiti Task Force.

Office of Arms Control Policy for Com-

pliance and Implementation: The office welcomed JAMES G. DAVIS as deputy director. He most recently was an action officer in the bureau's Office of Weapons Proliferation Policy ... Action officer JAMES P. McANULTY returned from Geneva, Switzerland, after representing the Department for six weeks on the U.S./Soviet Special Verification Commission, discussing implementation issues involving the intermediate-range nuclear forces treaty ... Action officer Lieutenant Colonel GUY D. LUNSFORD participated in two Start treaty mock demonstrations performed by the on-site inspection agency.

Office of Weapons Proliferation Policy: TOM PRASTER, formerly staff assistant in the bureau's front office, has joined the office as an action officer for chemical and biological weapons nonproliferation, replacing the departing JIM DAVIS ... The office welcomed Major TIM WILLIAMS, Air Force, as an action officer for missile proliferation. He was last assigned to the Air Force Space Command in Colorado Springs ... SUSAN BERGER has left the office after a one-year fellowship sponsored by the American Academy for the Advancement of Science.

Office Of Policy Analysis: PETER PETRIHOS accompanied Center for Defense Trade director CHARLES DUELFER and an interagency negotiating team to the five-power talks on arms control for the Middle East. The talks produced agreement on a list of guidelines governing the transfer of conventional arms to the Middle by the United States, United Kingdom, China, France and Soviet Union. The London plenary was the third meeting of the five; another meeting will take place in the United States early next year ... NICK RASMUSSEN traveled with an interagency delegation to Bahrain and Qatar, October 18-28, for discussions on Gulf security issues ... ROGER CRESSEY traveled with a Department delegation to Ottawa, October 10 ... The office welcomed ANDREA GROVE, WALTER DAUTERMAN and ANTHONY KEARNEY as fall interns.

Center for Defense Trade: ROSE BIANCANELLO, Office of Defense Trade Controls, and ROBERT A. MOSHER, Office of Defense Trade Policy, accompanied director CHARLES DUELFER on a September 30-October 3 trip to Warsaw, Budapest and Prague. Department of Defense officials accompanied the group, which exchanged information with host government officials on each other's defense export control systems, and briefing them on changes in U.S. policy on defense trade with their countries. The team also conducted working-level meetings on the same issues with Bulgarian officials in Sofia, September 5.

Workshop on U.S. Strategies for Cooperation with the Soviets on Ocean Science: MARLENE URBINA, Office of Defense Trade Policy, briefed key scientists and government personnel on recent Cocom export control agreements in the area of sensors and marine-related commodities and technologies, at Woods Hole Oceanographic Institution, October 29-31. She disseminated information on U.S. export control requirements.

Special Commission Support Office: Director JOE MARTY and Colonel DAVID UNDERWOOD traveled to New York to consult with ROLF EKEUS, chairman of the UN Special Commission.

Office of Strategic and Theater Policy: PHILIP DOLLIFF has joined the office to work on strategic defense issues and the defense and space negotiations ... PHILIP ELLIS arrived and was working on follow-up strategic arms control discussions ... Deputy office director JERRY STACY and action officer BARBARA BADEN visited Department of Energy facilities in Oak Ridge, Tenn. ... SCOTT DEAN participated in a mock early heavy bomber exhibition at Carswell Air Force Base, Tex., and another exhibition at Hill Air Force Base, Ut. ... Formal exhibitions are held under the strategic arms reduction treaty ... PATRICIA HANSCOM attended a Nato high-level task force meeting in Brussels ... RICHARD MILTON returned from the defense and space talks in Geneva.

Office of Defense Trade Controls: MARY SWEENEY attended a press conference in Philadelphia, held by the U.S. attorney for the Eastern District of Pennsylvania. The U.S. Attorney announced the indictment of 10 American citizens, 7 South African nationals, and 3 South African corporations for alleged violations of the Arms Export Control Act, involving unauthorized exports to South Africa and Iraq ... CLYDE BRYANT, SAM CAPINO, NORA HUNTER, SUE PLANT, ROSE BIANCANELLO, ALLAN SUCHINSKY, MAL ZERDEN, DANIEL COOK, Commander RICHARD HINES, Major MARTIN MAIER, Lieutenant Commander WILLIAM MASSIE, SUE PLANT and Major MIKE VAN ATTA were speakers at a licensing workshop in Alexandria ... Mr. Van Atta discussed commodity jurisdiction procedures and functions at the 3M Co. in St. Paul ... Personnel from the Compliance Analysis and Arms Licensing Divisions attended a technical capability demonstration at the Army's Aberdeen Proving Ground in Maryland ... A.J. LEARY has assumed duties as an intern in the Arms Licensing Division. □

Public Affairs

Office of Public Liaison: On September 10 regional program officer CATHY McDERMOTT traveled to St. Louis and served as conference manager for a regional foreign policy conference cosponsored by State and the World Affairs Council of Saint Louis. The four State Department speakers were MARTHA MAUTNER, Bureau of Intelligence and Research, on U.S.-Soviet relations; LONNIE KENNE, Policy Planning Staff, on the "New World Order"; CAROL E. DORRIS, Bureau of Near East and South Asian Affairs, on U.S. Middle East policy; and PAUL BLAKEBURN, Bureau of Economic and Business Affairs, on trade policy ... Ms. McDermott arranged for deputy assistant secretary PHYLLIS OAKLEY, Bureau of Intelligence and Research, to travel to Omaha, October 10, where she spoke to the World Affairs Council of Omaha and classes at the University of Nebraska-Omaha

on the "New World Order."

DARLENE KIRK arranged for CURTIS KAMMAN, deputy assistant secretary for European and Canadian affairs, to speak in Cleveland before the World Affairs Council on the Soviet Union, September 24 ... He also briefed the Cleveland Plain Dealer editorial board and foreign affairs writers, met with students and faculty at Oberlin College, and was interviewed on WHK radio and WCPN-FM ... Ms. Kirk arranged for RICHARD KAUZLARICH, deputy assistant secretary for European and Canadian affairs, to address a joint luncheon session of the Des Moines Rotary Club and Chamber of Commerce, September 19 ... Regional program officer CHRISTINE MURRAY arranged for PRINCETON LYMAN, Refugee Programs director, to speak at Cornell University in Ithaca, N.Y. ... She arranged for G. ALFRED KENNEDY, deputy assistant secretary for public affairs, to speak at the Thomas Jefferson Center for International/Governmental Studies and the Ethyl Corp. in Richmond, Va. ... She arranged for EUGENE McALLISTER, assistant secretary for economic and business affairs, to address a conference in New York sponsored by the Turkish-U.S. Business Council ... She arranged for RICHARD HECKLINGER, deputy assistant secretary for economic and business affairs, to address the Tulane Business Forum in New Orleans ... As part of the outreach effort for the North American free trade agreement, she arranged for ROBERT GELBARD to travel to Miami, October 31. He spoke to the Global Tomorrow Coalition, addressed a breakfast meeting sponsored by the Business Council for International Understanding and met with Mayor XAVIER SUAREZ.

The Regional Programs Division welcomed MARTINA WRIGHT, division secretary ... Office director CAROL LANCASTER MILANO and staff members YVONNE O'BRIEN and JANA DAVIS traveled to Spain to provide administrative support for the Madrid peace conference ... The Washington Programs Division was involved in numerous outreach activities. JUDY CHRONISTER arranged a special briefing on international economic and Middle East issues for 100 members of the Georgia Chamber of Commerce at the request of Congressman RICHARD RAY (D.-Ga.) ... She arranged for Ms. Mautner to discuss developments in the Soviet Union with members of the San Antonio Chamber of Commerce ... MARY ANN DIXON coordinated arrangements and accompanied Deputy Secretary LAWRENCE EAGLEBURGER for his speech to the Business Week symposium of chief executive officers at the Willard Hotel. Approximately 175 leaders of corporations attended the luncheon address ... Ms. Dixon facilitated a dinner in the Department's Benjamin Franklin Dining Room for members and guests of the Center for Strategic and International Studies. Deputy Secretary Eagleburger hosted the event and gave the keynote dinner address.

Ms. O'Brien arranged special briefings in the Department for the newly-elected commander-in-chief of the Veterans of Foreign Wars ... She arranged meetings with embassy

BUREAU NOTES

officials for the commander, and for other organization representatives during their visits to the Middle East and the Far East ... EILEEN McCORMICK PLACE assisted members of the Citizens Democracy Corps executive committee during their luncheon meeting in the Department ... She coordinated arrangements with the Bureau of European and Canadian Affairs and provided staff support for the 37th general assembly of the Atlantic Treaty Association, in the Department.

ANNETTE AULTON assisted in a special briefing program for participants in the Brookings Institution's Center for Public Policy education seminar. Mid-level executives heard discussions on global policy initiatives and developments in the Soviet Union ... The Public Information Division welcomed a new officer: DEBORAH A. FALTZ, formerly a secretary in Public Liaison's Regional Programs Division; she was selected recently for promotion to a public affairs specialist position.

Office of Press Relations: Media coordinator GLADYS BOGGS and press relations assistant LYNETTE WILLIAMS handled logistics for SECRETARY BAKER's speech to the Organization of American States, on the crisis in Haiti, October 2 ... Ms. Williams arranged for press coverage of the treaty signing ceremony between the United States and the Czech and Slovak Federal Republic, October 22 ... JOE SNYDER, director of the Press Office, briefed a group of 50 journalism students from the Elliott School of Journalism at George Washington University, on the State Department and the media ... PHYLIS YOUNG, policy analyst, Press Office, briefed 20 Foreign Service officers in the Washington tradecraft course and 50 incoming Civil Service employees ... CYNTHIA WHITFLESEY, press officer, briefed journalists and foreign government news officials from 29 countries, and also briefed a group of 82 federal employees ... NANCY BECK, press officer; LONNIE BYRD, press support specialist; Ms. Boggs; and CYNTHIA RUOCCHIO and RICHARD SNELSIRE, press assistants, traveled to Madrid to help with coordination and administration of the peace talks ... SONDR McCARTY, deputy director, coordinated Washington support for journalists accompanying Secretary Baker on the trip.

DAN ROCHMAN, Foreign Service officer, will be assisting the Press Office on a temporary assignment for two months ... FRANCES HESS and JAMES BARBOUR, Press Office, helped to facilitate the interview of Secretary Baker by SAM DONALDSON of "Prime Time Live." ... CHARITY DENNIS and NICOLE PEACOCK, Press Office, assisted in the preparation for the interview of Secretary Baker by RALPH BEGLEITER of C.N.N.

Office of Public Communications: The poster prepared by the office for the October 1990 Conference on Security and Cooperation in Europe ministerials in New York has won first place in the 1991 Blue Pencil competition of the National Association of Government Communicators. The poster features a logo, created by Public Communications team leader STEVE JOHNSON, that shows a stylized liberty torch

against the New York skyline ... Secretary Baker was one of several foreign ministers at the conference who commented on the poster's symbolism during formal remarks at what were the conference's first full ministerial talks. Mr. Johnson will accept the award at the Government Communicators' annual banquet, December 5.

Press kits were prepared for the President's and Secretary's trips to the UN General Assembly in New York, as well as for Mr. Baker's trips to Mexico City, the Soviet Union and the Middle East ... The office has released a publication, "Sub-Saharan Africa and the United States," which was first distributed to the press aboard VICE PRESIDENT QUAYLE's aircraft when he visited Africa, September 7-15. A team effort with the Bureau of African Affairs, it was edited by JUANITA ADAMS, with contributions from GLORIA BEASLEY, ROBERT COE, SUSAN HOLLY, STEPHEN JOHNSON and PETER KNECHT of the Public Communications staff. The publication provides an overview of the history and current situation in sub-Saharan Africa, and emphasizes the U.S. role in the region and possibilities of future cooperation.

The Computerized Information Delivery Service continues to grow and now includes A.I.D. as a "loader." Selected embassy airgram reports on petroleum and natural gas are now being included ... Public affairs specialist MARILYN BREMNER participated in the Foreign Service Institute's foreign affairs interdepartmental seminar, September 9-20. The seminar was on U.S. foreign policy and national security problems, with attention to the foreign policy process, the role of Congress and the effect of emerging regional issues on policy planning ... Public affairs officer Adams attended the Foreign Service Institute's area studies class on Africa, October 14-25 ... Intern ANDREW KNIGHTON joined the staff in September; he is a senior at the University of Minnesota, Minneapolis.

Office of the Historian: GLENN W. LAFANTASIE joined the office in September as deputy historian and general editor of the Department's historical documentary series, "Foreign Relations of the United States." Mr. LAFANTASIE was director of publications at the Woodrow Wilson International Center for Scholars ... He attended the annual meeting of the Association for Documentary Editing, in Chicago, October 18-20 ... The historian, WILLIAMS Z. SLANY, and DAVID H. HERSCHLER, records historian, represented the Department at the annual meeting of the Society of American Archivists, in Philadelphia, September 27-28 ... They participated in a session on documenting the historical foreign policy record in the Foreign Relations series. □

Refugee Programs

PRINCETON N. LYMAN, director, visited refugee camps in Ethiopia and Kenya and met with the president of Ethiopia, other officials and UN agency leaders to discuss refugees and repatriation ... He then attended the UN high commissioner for refugees' executive committee meeting in Geneva ... In Washington, he met

with JAMES N. PURCELL JR., director general, International Organization for Migration, to discuss refugee and migration issues ... Mr. Lyman attended a roundtable discussion with SADAKO OGATA, the high commissioner for refugees, sponsored by the Lawyers Committee for Human Rights, and he reviewed refugee resettlement in New York and Ithaca, N.Y. ... He met with MARTIN KASSELHAUT, the newly-appointed director of the Hebrew Immigration Aid Society ... Mr. Lyman met with CHARLES H. TWINING JR., director, U.S. liaison office in Phnom Penh, to discuss the situation inside Cambodia and the status of the UN-sponsored peace plan. Attending the meeting were JAN DE WILDE, director, Office of Asian Refugee Assistance; JAMES F. LAWRENCE, executive director; and JAMES L. BRUNO, deputy director of the liaison office.

PRISICLLA A. CLAPP, senior deputy assistant secretary, addressed a meeting of the Atlantic Council, on immigration ... She hosted the Department of State visit of immigration officials from the governments of Hungary, Czechoslovakia and Poland ... In conjunction with their visit, she met at Niagara Falls with Canadian officials to discuss migration policy ... She also met with MARGHERITA BONIVER, Italian minister of immigration ... BRUNSON MCKINLEY, deputy assistant secretary for management, met with GENE BUCCIARELLI, internal auditor.

SARAH E. MOTEN, deputy assistant secretary for international refugee assistance, met with RANDY MARTIN, the International Rescue Committee's program director in Pakistan ... ROBERT DEVECCI and SHEPPIE ABRA-MOWITZ accompanied Mr. Martin ... Ms. Moten hosted a luncheon for JEAN-MICHEL MONOD, head of the International Committee of the Red Cross, Asia and Oceania Division, in Geneva ... She met with Burundi Foreign Minister CYPRIEN MBONIMPA, who was accompanied by the Burundi Ambassador to the United States JULIEN KAVAKURE; the director of international organizations, GERARD SABUSHIMIKE; and the first counselor of the Burundi embassy, ATHANASE BUDIGI ... Ms. Moten was the keynote speaker at a seminar sponsored by Johns Hopkins' School of Advanced International Studies.

NORMAN W. RUNKLES, comptroller, and EMILY K. KRANTZ, deputy comptroller, evaluated voluntary agencies loan collection procedures and participated in a loan collection meeting ... At the invitation of TAHIR I. SHAD, director of the international studies program at the Washington College campus in Chestertown, Md., Mr. Lawrence talked to students about the bureau's role at State, the U.S. refugee programs and internship opportunities with the bureau ... DINA M. ESPOSITO and MARY M. LANGE, program officers, Office of African Refugee Assistance, reviewed and evaluated refugee programs in Uganda, Burundi and Tanzania, and consulted with refugee and migration affairs officials in Geneva.

Visiting the bureau were Ambassadors ROBERT A. FLATEN, Rwanda, and THOMAS R. PICKERING, United Nations. ■

Letters to the Editor

—(Continued from Page 1)

on competing with other agencies, and the relative absence of an outward perspective. Mr. Stedman seems to me to feel that State should be looking toward Washington—looking for “market share” in the business of representing the U.S. economic interests. Should we not instead be looking outward, at our host nations, and looking out for our country’s interests?

Each federal agency represents some part of the manifold interests of this nation, and yet the goal of all these agencies must be the enhancement of our national position. Internecine rivalry distracts us from the real job of promoting our country’s interests. Rather than “compete in Washington,” should we not, we from different agencies, “cooperate in Washington” for our common good?

Please understand, Mr. Stedman, that I am not accusing you of shortsightedness. I too have found my attention distracted by interagency and internal politics. However, in this time of global economic change, we must recall the motto of our founders: “United we stand, divided we fall.” In the next decade the United States could easily, especially in the face of the European Economic Community, slip to second rank in global economic power. Together we can prevent that.

Thank you.
CHRIS B. MCKESSON □

Pay for nurses

LA PAZ, BOLIVA

DEAR EDITOR:

I am concerned about the wage scale for locally-hired host-country national nurses. In one of our embassies in South America there is a host-country national nurse who has worked in the health unit for over 15 years. She is licensed in the United States and is extremely competent. There is a Foreign Service nurse practitioner assigned to the post and, in her absence, the local nurse is expected to and does perform all the duties of the nurse practitioner.

The rules and regulations state that the local nurse can be paid only on the same scale as the average nurse working in the community. Nurses working in the community make starvation wages. We ask the nurse working in our health unit to perform many more duties and to assume much more responsibility than any nurse in the local community, and we should pay her appropriately.

If she were from another country we could, under the regulations, pay her \$12 to \$14 an hour. Simply because she is

Anapestic Assignments

By ebp

*There was a person assigned to Beijing
Who said the thought of it was most
pleasing.*

*But having served there years ago,
Before the change of name, you
know,*

It was hard not to think of it as Peking. □

from the host country, we cannot give her a raise and she has been at the pay cap for her job for over seven years. I and the personnel officer and the administrative officer at her post have tried everything to get this nurse paid appropriately, and we have reached a dead end at every turn.

This is an unjust and unfair situation and there must be some way to rectify her situation.

Sincerely,

DAVID L.B. FRINGER, M.D. □

A protest

WASHINGTON

DEAR EDITOR:

I refer to the picture of an embassy staff member in Canberra (“Post of the Month,” October) holding a rifle and a



dead wombat, his “catch of the day.”

I object to this glorification of the use of firearms. I question the good sense of the editor who decided to use this picture. In short, I was disgusted.

Sincerely,

MARY R. CARDOSO
Foreign Service Staff (retired) □

Combined Federal Campaign

TOKYO, JAPAN

DEAR EDITOR:

During the current Combined Federal Campaign, I decided to give 1% of my income (Eagle Award) for the first time. I divided my contribution among four

charities. Now I am wondering whether I, or anyone else, should contribute.

In conversations with people here, a number have told me that ... little of our contributions actually gets to the organizations whom we designate.

One person told me that someone else she knew had investigated how much of the donations actually get to the recipient organizations and discovered the total to be less than 25%!

If, out of every \$100 I give, only \$25 gets to the recipient organizations, you can bet that I will be giving zero next year.

I would be grateful if you would publish the certified correct figures telling us how much of the money we give actually gets to the recipient groups. If it's not much, I (and I'm sure many others) will just give directly to the groups we want to support.

Sincerely,

MICHAEL V. MCCABE

The Combined Federal Campaign replies: It is unfortunate that some U.S. Government employees do not know that they can be proud that only 4% of the funds collected is spent on printing materials, training volunteers and auditing contributions. Since this cost is so extraordinarily low compared with that in other fundraising campaigns, you can see that the budget is really efficiently managed so every dollar possible can be spent on helping others. □

Egalitarianism

ANNAPOLIS, MD.

DEAR EDITOR:

The Foreign Service Act of 1980 created a Senior Foreign Service composed of officers of four classes: counselor, minister-counselor, career minister and career ambassador. I wonder why these classes (or their abbreviations) are rarely used with the names of Senior Foreign Service officers mentioned in STATE magazine.

Sincerely,

JOHN C. FRY

Minister-counselor (retired)

The editor replies: The material provided to the magazine about members of the Foreign Service and Civil Service usually does not include their rank. We do try nonetheless to inquire about rank when it seems germane to the story. ■

State-ing the facts

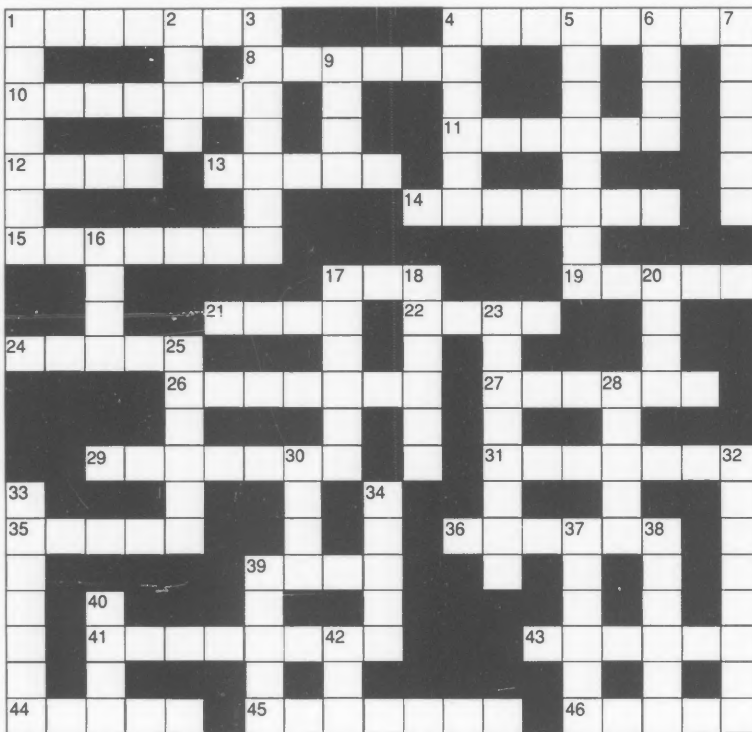
By Barbara Quirk

How many bathrooms are there at Main State? (Answer on Page 55) □

Diplo-Cryptic No. 2

First things first

By EVELYN PUTNAM
Foreign Service officer



ACROSS

1. His wongs in Harrow were riotous, not scholarly (7)
4. She drank the true dreg of Paris (8)
8. What, he relost our horses? (6)
10. Guns lost in poet's frantic evening — no good! (6)
11. Capsized, he tried to dare an' sail (6)
12. I didn't know Neal was so slender (4)
13. The boy ran by, upset (5)
14. This is a road to fame (7)
15. I am & will be famous, the author said (7)
17. O, we are so sad (3)
19. The boy turned into lecherous and avid old king (5)
21. She's neither a horse, nor a sidekick, but his wife (4)

22. We always rave over her dancing (4)
24. She's a great! (5)
26. The memo in re: log confused the old king (7)
27. N.B., read her bylines (6)
29. Even with jet-lag, the Spaniards were at a clan meeting (7)
31. Without a pause, Gunga Din elbowed his way through the market (7)
35. Neither Al nor Ed lives in Scotland anymore (5)
36. On land or sea, he's confused (6)
39. He was sent to prison in CA for his crime (4)
41. A rat & germ are key to sociologist's study (8)
43. How can we rein it back in? It's so small already (6)

44. What, Mort's gone back to South Carolina! (5)
45. I hear this is what movie stars always want to do (7)
46. Sly Al, he's go a crush on her (5)

DOWN

1. Wow, Nil's a subject for a seascape (7)
2. Can you see it? It's a tropical mammal (4)
3. Cure for guitarist with bad elbow (7)
4. Rags on best-dressed cause distress (6)
5. Even when confused, Thor & Doug aid justice (8)
6. The moon goddess needs her elbow repaired (4)
7. Bird therapy got this old man to the sea (6)
9. A rat ran up the staircase after it was sacked (4)
16. This has an odd role in mythology (4)
17. Corrupted he managed to rewarn his friends (6)
18. Ev'n lye's not so caustic as his wit (6)
20. I'd vow this is confusing, even empty (4)
23. N.B., O Ron is marooned (8)
25. Her story shows a hag at home (6)
28. When he dresses backward, does he put his (5)?
30. I saw the dog in the back at Sam's house (4)
32. "Why free frog," strange name for his tales (8)
33. Sly uses of his mind helped him in his adventures (7)
34. An article within the plane is sent to the star (5)
37. At top of Long Island, they need vans to transport these (6)
38. The exotic Nile ad attracts the adventurer (6)
39. A la RCMP tradition, she worked in the hospital (5)
40. He does roam the world, playing bridge (4)
42. I heard you were ovine (3)

Solution in next month's issue

Obituaries

Mary Elizabeth Doswell Abell, 84, a retired administrative assistant at State, died in Falls Church, Va., on September 25.

Ms. Abell began her career at the Department in 1960 as a clerk in the old Bureau of Educational and Cultural Affairs. She was promoted to administrative assistant there in 1965. She retired in 1974.

Ms. Abell was born in Richmond, Va., on December 25, 1906. She received a bachelor's from Mary Baldwin College. Before coming to State, she worked for the Reconstruction Finance Corp. She was a past president of the Washington chapter of the Colonial Dames of the XVII Century, and a member of the Daughters of the American Revolution. She leaves a daughter, Carol Brauning of McLean, Va., and a son, Jackson Abell of Covington, Va. □

Carolina L. Bridgett, 81, widow of retired Foreign Service officer Charles Bridgett, died in Asheville, N.C., on October 15. Beginning in 1942, she accompanied her husband on assignments in Guatemala City, Lima, La Paz and Caracas. She leaves two daughters, Marian Quarnstrom of Seattle and Margaret Bridgett of Asheville, and three grandchildren. □

Dorothy C. Campbell, 77, a retired Foreign Service secretary and interior designer at State, died of cancer in Scottsdale, Ariz., on September 4.

Ms. Campbell joined the Service in 1945 and went to Mexico City as a clerk later that year. After an assignment in Chungking, she went to Hankow in 1947. Next, she was assigned to Nairobi, 1947, and Madras, 1948. After serving in the Passport Office, she went Bangkok in 1950. She served in Taipei, 1953, and Seoul, 1953-56.

In 1956 she became a foreign buildings assistant in Hong Kong. In 1961 she became an interior decorator in the Office of Foreign Buildings. She was promoted to interior designer there in 1964. She served as acting director of the Interior Design Office before retiring in 1974.

Ms. Campbell was born in Richland Center, Ill. She worked for an engineering firm before beginning her career at State. Survivors include two brothers, Stuart Campbell of Redlands, Calif. and Gordon Campbell of Manchester, Conn. □

Morris H. Crawford, 69, a retired Foreign Service officer, died at Alexandria Hospital, Alexandria, Va., on October 12.

Mr. Crawford joined the Service in 1961 as an analyst in the Bureau of Intel-

ligence and Research. After serving as chief of the Sino-Soviet block economy section, he went to Bangkok as economic officer in 1966. He was economic and commercial officer in Kuala Lumpur, 1970-74. In 1974 he became deputy secretary general in Ankara of the Central Treaty Organization. He served as director of the Office of Cooperative Science and Technology before retiring in 1980.

Mr. Crawford was born in Los Angeles on October 15, 1921. He received a bachelor's and master's from the University of Chicago. Before joining the Service, he taught economics at Iowa State and worked for the Central Intelligence Agency. During World War II he served in the Army Signal Corps in New Guinea and the Philippines. After leaving the Department, he worked as an international telecommunications consultant. He leaves his wife, Virginia R. Crawford of Alexandria, two daughters and two sisters. □

Jeanne W. Davis, 71, director of the Executive Secretariat Staff, 1966-69, died of cancer at Fauquier Hospital in Warrenton, Va., on September 17.

Ms. Davis began her career at State as a clerk in 1946. She became a foreign affairs analyst in 1949, and assistant chief of the reports and operations staff in the Executive Secretariat in 1961. In 1969 she left the Department to work on the National Security Council staff, retiring in 1977. She received the Meritorious Service, Superior Honor and Federal Woman's Awards.

Ms. Davis was born in Long Beach, Calif., on September 17, 1920. She earned a bachelor's from Stanford. She became a lieutenant in the Naval Reserves, where she served as an aircraft recognition instructor during World War II. After leaving Government, she was a founder of the Fauquier Temporary Family Shelter and the Literacy Volunteers of Fauquier County in Warrenton, Va. She leaves a daughter, Darragh J. Davis of Oakton, Va. □

Donald F. Ewing, 81, a retired Foreign Service officer, died at Sarasota Memorial Hospital in Sarasota, Fla., on September 27.

Mr. Ewing entered the Service in 1947 and became vice consul in Sofia later that year. He was posted to Athens, 1950-51. He left the Service in 1951, but returned in 1958 as political officer in Tangier. Then he was political officer in Antananarivo, 1960-63. After a final assignment in the Department, he retired in 1969.

Mr. Ewing was born in Milwaukee on

December 18, 1909. He earned a bachelor's from Dartmouth. He served in the Army Air Force during World War II. Before joining the Service, he taught high school in New Hampshire and at the American College in Sofia. After leaving State, he worked as an insurance agent in Virginia before retiring again in 1984. He leaves his wife, Jean Vernon Ewing of Sarasota, a daughter, two sons, a stepson, a brother, seven grandchildren and two great-grandchildren. □

Arnold William (Bill) Fox, 61, husband of retired Foreign Service secretary S. Ellen Fox, died of a heart attack at the Peninsula Medical Center, Ormond Beach, Fla., on September 28.

Beginning in 1977, Mr. Fox accompanied his wife on postings to Santiago, Jerusalem, Seoul, Doha and Rome. He was a native of Illinois. He received a bachelor's from Woodbury College in Los Angeles. He retired from the Marine Corps after serving in the Korean and Vietnam wars, when he earned 18 commendations, including a Bronze Star and Purple Heart.

At the time of his death, he was an instructor at Daytona Beach Community College and a lieutenant with Sun State Security in Daytona Beach, Fla. Besides his wife, he leaves a daughter, Joy Ann Fox. □

William M. Hart, 79, a retired Foreign Service officer, who had emphysema and an abdominal aneurysm, died at Georgetown University Hospital on October 2.

Mr. Hart joined the Service in 1949 and went to Wiesbaden later that year. He became information officer in Brussels in 1951 and public affairs officer in Barcelona in 1953. He served in Leopoldville, 1958-59, and Rabat, 1959-62. After a tour as a personnel officer in Washington, he went to Quito as public affairs officer in 1964. He was posted to Mexico City, 1967-69. After a final assignment in Stuttgart, he retired in 1974.

Mr. Hart was born in Charlotte, N.C., on January 7, 1912. He received a bachelor's from Davidson College and a master's from Duke. He served in the Army Signal Corps in the South Pacific, Alaska and Europe, 1942-47. Before joining the Service, he taught Spanish and French in North Carolina and at Whitman College in Walla Walla, Wash. After leaving the Service, he taught those languages at Tidewater Community College in Virginia Beach, Va. He leaves his wife, Celeste C. Hart of Washington, two sons, a sister and two grandsons. □

James Austin Howell, 75, a retired Foreign Service officer, died of a brain hemorrhage in Falls Church, Va., on September 17.

Mr. Howell joined the Service in 1941 and went to Vichy as a cryptographer later that year. He was assigned to Bern during the Nazi takeover of France, and remained in Bern until the end of World War II. After serving in the Armed Forces, he went to Jidda as administrative officer in 1949. Next, he was posted to Salzburg, 1952-55, and Vienna, 1955-56. He was personnel officer in Belgrade, 1956-57, and Madrid, 1957-60. After assignments in Yaounde and Lome, he went to Kampala in 1963. In 1966 he returned to Washington as a post management officer in the Bureau of African Affairs. He was administrative officer in Lagos, 1970-73, and Khartoum, 1974-76. After a final posting to Tripoli, he retired in 1976.

Mr. Howell was born in Granger, Tex., on August 29, 1916. He leaves his wife, Arlene E. Howell of Falls Church, Va., a stepdaughter, two sisters, four grandchildren and five great-grandchildren. □

Edwin W. Martin, 74, who was an ambassador to Burma and consul general in Hong Kong, died at Georgetown University Hospital in Washington on October 5.



Mr. Martin (1974)

Mr. Martin joined the Foreign Service in 1941 and went to Hamilton as a clerk later that year. After an assignment in Leopoldville, he served in the Army during World War II. After the war, he studied Chinese at Yale before going to Beijing in 1946. Next, he held assignments in Tientsin, Hankow and Taipei. He went to Rangoon as economic officer in 1950. After a tour in Washington, he became political officer in London in 1956. He directed the Office of Chinese Affairs, 1958-61.

Mr. Martin was posted to Honolulu as political adviser to the commander-in-chief of Pacific forces, 1961-64. In 1965 he was named deputy chief of mission in Ankara. He served as consul general in Hong Kong, 1967-70. He became ambassador to Burma in 1971, a position he held until his retirement in 1973.

Mr. Martin was born to missionary parents in Madura, India, on August 31, 1917. He received a bachelor's from

Oberlin and a master's from Tufts. After his tenure at State, he taught for five years at Hiram College in Ohio. He was the author of two books on U.S.-Chinese policy. He leaves his wife, Emma-Rose Martin of Washington, two daughters, two sons, a brother, a sister and seven grandchildren. □

Mary Frances Middleton, 74, a retired Foreign Service employee, died of cancer at Georgetown University Hospital on September 18.



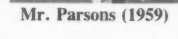
Ms. Middleton

Ms. Middleton joined the Service as a clerk in 1947 and went to Ankara later that year. She was assigned to Frankfurt and Nuremberg, 1950, before becoming administrative assistant in Bremen in 1952. After a tour in New Delhi, she became disbursing officer in Dakar in 1958. She served in Kuala Lumpur, 1961-66. After a final assignment in the Department, she retired in 1970.

Ms. Middleton was born in Caruthersville, Mo., on June 26, 1917. She attended Strayer College. Before joining the Service, she was a research assistant at the Department of the Interior. After leaving State, she served for 22 years as a volunteer at the International Visitors Information Service and the Washington Visitors Center. She leaves a brother, James Middleton of Torrance, Calif., four nieces and four nephews. □

J. Graham Parsons, 83, a former ambassador to Sweden and Laos, died in Old Lyme, Conn., on October 20.

Mr. Parsons joined the Foreign Service in 1936 and was assigned to Havana later that year. After a tour in Mukden, he became political officer in Ottawa in 1940. He was assistant chief of the Division of British Commonwealth Affairs, 1942-46, then State representative on the U.S.-Canadian Joint Board of Defense, 1946-47. After an assignment at the Vatican, he went to New Delhi as political officer in 1948.



Mr. Parsons (1959)

In 1951 Mr. Parsons became deputy

chief of the Office of European Affairs. He became deputy chief of mission in Tokyo in 1953. He served as ambassador to Laos, 1956-58. He was deputy assistant secretary, then assistant secretary, for Far Eastern and South Asian affairs 1958-61. He became chief of mission in Stockholm in 1961. He served as a senior Foreign Service inspector and deputy U.S. representative to the strategic arms limitation talks before retiring in 1970.

Mr. Parsons was born in New York on October 28, 1907. He was graduated with a bachelor's from Yale and attended New York University and the National War College. Before joining the Service, he was a personal secretary to Joseph Grew, a former ambassador to Japan. He leaves two daughters, Margot Hallet of Hamden, Conn., and Jane Lyons of Baltimore, seven grandchildren and a great-grandchild. □

Leonard H. Pomeroy, 86, a retired international economist at State, died of cancer at Doctors Community Hospital, Lanham, Md., on October 28.



Mr. Pomeroy (1970)

Mr. Pomeroy began his 30-year career in 1944 at the Department, where he worked on disarmament, munitions control and reciprocal trade agreements. After serving as a division assistant, he became a foreign affairs officer in 1951. He became a supervisory foreign affairs officer in 1957, and a special assistant in the Office of Munitions Control later that year. In 1965 he became an international economist in the Executive Secretariat. He retired in 1974.

Mr. Pomeroy was born in New York on November 14, 1904. He held a bachelor's and a law degree from New York University and a master's from Columbia. He served in the Coast Guard. Before beginning his career at State, he taught high school economics in New York and worked as an economist at the War Production Board. He was a past president of deacons at Berwyn (Heights) Presbyterian Church, a Boy Scout leader, a member of the board of managers for the eastern branch of the Young Men's Christian Association, and an officer of the Washington chapter of the Sons of the American Revolution. He leaves his wife, Janice Pomeroy of College Park, Md., two daughters, four sons and nine grandchildren. □

John Talbert Sinclair, 82, a retired Foreign Service officer, died in Charlottesville, Va., on October 24.

Mr. Sinclair joined the Service in 1947 and went to Seoul as personnel officer the following year. He became chief of the personnel section there in 1949. In 1953 he became administrative officer in Monrovia. Next, he was personnel officer in Bonn, 1956-59. He served as first secretary in London before retiring in 1962.

Mr. Sinclair was born in Lafayette, Ind., on May 27, 1909. He earned a bachelor's from Michigan State. He served in the Army Air Force during World War II. Before joining the Service, he worked for the Federal Bureau of Investigation, Works Progress Administration, Civilian Conservation Corps and Department of Agriculture.

After leaving State, he was a regional administrative director of the Housing and Home Finance Agency in Philadelphia and an adviser to A.I.D. before retiring a second time in 1973. He leaves his wife, Patricia Sinclair of Charlottesville, two daughters, a son and five grandchildren. □

George L. Warren Jr., 68, a retired Foreign Service officer, died in Washington on October 10.

Mr. Warren began his Government career as an analyst on the Displaced Persons Commission in Austria in 1948. After aiding refugees of the Hungarian revolution, he joined the Foreign Service in 1959, where he was assigned to the White House Conference on Refugees. After a detail at A.I.D., he was assigned to the Bureau of Politico-Military Affairs and the Vietnam working group, 1963-66. He went to Athens as political officer in 1967 and later served as special assistant to the ambassador there. He joined the international negotiations division of the Joint Chiefs of Staff before retiring in 1978.

Mr. Warren was born in Boston on May 7, 1923. He earned a bachelor's in economics from Harvard. He served in the Army in Europe in World War II, receiving a Bronze Star and Purple Heart. He leaves his wife, Lila Warren of Washington, a daughter, a son and a sister. □

Harriet C. Woodworth, 94, a retired visa assistant, died in Holmdell, N.J., on September 27.

Ms. Woodworth joined the Service as a clerk in 1942 and was assigned to London later that year. She served in Nanking, 1947-49. She returned to London for a second tour in 1949. In 1952 she became a visa assistant in Athens. She was a consular

assistant in Hamburg, 1955-57, and Port-of-Spain, 1957-60. After an assignment in Paris, she retired in 1963.

Ms. Woodworth was born in Portland, Ore., on January 10, 1897. Before joining the Service, she worked as a secretary and office manager in Chicago and New York. She leaves a son, William W. Brockie of Keyport, N.Y. ■

Civil Service ombudsman

—(Continued from Page 21)
implemented.

"The Department needs a more employee-oriented approach to reorganizations. Since the last report, Civil Service employees have expressed concerns regarding the failure of bureau managers to discuss the reasons for reorganizations with them before a final decision was taken and to examine the effects of reorganizations on their positions and advancement opportunities. The resulting anxiety, poor morale and reduced productivity hurt the Department."

Conversions to Civil Service

"1. As a general rule, bureau managers should use Merit Promotion rather than noncompetitive conversion to fill Civil Service positions for which a Foreign Service employee is expected to be given serious consideration. This general rule should be applied with particular rigor for positions at higher grades. *Partially implemented.*

"In our meetings with executive directors, we have urged competition at higher grades. Executive offices sometimes open positions for competition and at other times do not. Several pointed out that F.T.E. considerations are weighed in their decision to convert a position to the Civil Service, since no additional F.T.E. is provided. Among the reasons given for conversion of a position for a Foreign Service incumbent were the individual was tired of the Foreign Service, no longer wanted to go overseas, was up for selection-out, or was retiring ... The number of conversions in 1990 (60) is greater than 1988 (47) and 1989 (38). However, the number of conversions at higher grades (GS-12 through 15) changed little from 1989 to 1990 (15 and 14, respectively). The percentage of conversions at higher grades has decreased from 41.6% in 1988 to 25% in 1990, as has the number of conversions to career as opposed to career-conditional appointments (60.5% in 1989 and 47% in 1990). For the first six months of 1991, the majority of conversions have been to career-conditional appointments at the GS-9 grade level and below."

"2. The Bureau of Personnel should

carefully review proposed noncompetitive conversions before giving approval. *Partially implemented.*

"(The director general) responded that, since noncompetitive conversions of eligible Foreign Service or former Foreign Service employees are permissible, it is Department policy to process these conversions without competition unless the bureau chooses to utilize the Merit Promotion program. (He) added, however, that all such conversions are closely reviewed by senior managers for impact on both the Civil Service and Foreign Service before implementation."

Conclusion

The ombudsman concluded his report with these observations: "Two years ago, when Secretary Baker appointed me as the first Civil Service ombudsman, many employees were skeptical of the Department's willingness to take a hard look at Civil Service concerns and do something about them. Many Civil Service employees expressed frustration at limited career horizons, although the vast majority liked working at State, were committed to the Department's mission and respected their Foreign Service colleagues. What they sought were careers that would afford them the chance to grow personally and advance professionally if their talents and industry merited.

"Throughout my tenure, I have had the support of Department principals, bureau managers and many individual employees. As this year's annual report makes clear, (this office) can claim some concrete achievements, but much more remains to be done. If one accomplishment stands out, it is our success in bringing Civil Service concerns to the fore, examining the premises implicit in the Department's treatment of employees in two different personnel systems and encouraging honest and open discussion. 'Consciousness raising' of this sort is not an end in itself, but it is an essential first step toward constructive change." ■

Here are the facts

(See Page 10)

Melissa Wells, ambassador to Zaire.

(See Page 17)

Eugene Aaron, general services officer in Asuncion, is first. John Zylman, a foreign affairs officer in the Office of the Legal Adviser, is last.

(See Page 51)

173. 73 are for men, 70 for women and 30 are private bathrooms. □

Library Booklist

Forecasting

Books in 4 categories

Economic and political forecasting

- BLECHMAN, BARRY. *U.S. Security in the Twenty-First Century*. Boulder, Westview Press, 1987. 173p. UA23.B544
- BLOCK, FRED. *Postindustrial Possibilities: A Critique of Economic Discourse*. Berkeley, University of California Press, 1990. 227p. ON ORDER
- BUENO DE MESQUITA, BRUCE. *Forecasting Political Events: The Future of Hong Kong*. New Haven, Yale University Press, 1989. ON ORDER
- DE BEUS, J.G. *Shall We Make the Year 2000? The Decisive Challenge to Western Civilization*. London, Sidgwick & Jackson, 1985. 199p. CB161.B4913
- FALLENBUCHL, ZBIGNIEW. *The Polish Economy in the Year 2000: Need and Outlook for Systematic Reforms, Recovery, and Growth Strategy*. Pittsburgh, University of Pittsburgh Center for Russian and East European Studies, 1988. 49p. HC340.3.F338
- GOLDSTEIN, JOSHUA. *Long Cycles: Prosperity and War in the Modern Age*. New Haven, Yale University Press, 1988. 433p. HB3729.G64
- HALBERTSTAM, DAVID. *The Next Century*. New York, Morrow, 1990. 126p. D860.H35
- HASSNER, PIERRE. *Europe and America Beyond 2000*. New York, Council on Foreign Relations Press, 1990. 157p. D1058.E866
- Journal of Forecasting*. Chichester, NY, Wiley, Monthly
- KOTKIN, JOEL. *The Third Century: America's Resurgence in the Asia Era*. New York, Crown, 1988. 286p. HC106.8.K68
- KRUGMAN, PAUL. *The Age of Diminished Expectations: U.S. Economic Policy in the 1990s*. Cambridge, MA, MIT Press, 1990. 204p. HC106.8.K78
- LAMM, RICHARD. *Megatraumas: America at the Year 2000*. Boston, Houghton Mifflin, 1985. 290p. HC106.8.L35
- LAMPTON, DAVID, ed. *China's Global Presence: Economics, Politics, and Security*. Washington, American Enterprise Institute for Public Policy Research, 1988. 237p. DS779.215.C48
- LAXER, JAMES. *Decline of the Superpowers: Winners and Losers in Today's Global Economy*. New York, Paragon House, 1988. 186p. HC59.L375
- SIMPKIN, RICHARD. *Race to the Swift: Thoughts on Twenty-First Century Warfare*. London, Washington, Brassey's Defence, 1985. 345p. U21.2.S55
- SMITH, JAMES. *The Idea Brokers: Think Tanks and the Rise of the New Policy Elite*. New York, Free Press, 1991. ON ORDER
- TAYLOR, CHARLES. *Alternative World Scenarios for Strategic Planning*. Carlisle Barracks, PA, Strategic Studies Institute, U.S. Army War College, 1988. 105p. CB158.T39
- UNITED NATIONS. *Modelling of World Economic Development*. New York, United Nations,

1988. 56p. JX1977ST/ESA/195
- UNITED NATIONS. *Overall Socio-Economic Perspective of the World Economy to the Year 2000*. New York, United Nations, 1990. 251p. JX1977ST/ESA/215
- UNITED STATES. Congress. Budget Office. *The Economic and Budget Outlook: Fiscal Years 1992-1996: A Report to the Senate and House Committees on the Budget, January, 1991*. Washington, Budget Office, 1991. 180p. HC106.8.E268 1992-1996
- WATTENBERG, BEN. *The First Universal Nation: Leading Indicators and Ideas about the Surge of America in the 1990s*. New York, Free Press, 1991. HB3505.W28
- World Economic Outlook: May 1991*. Washington, International Monetary Fund. Annual. REF HC59.I537 1991
- World Outlook 1991*. London, Economist Intelligence Unit. Annual. REF HB3730.E27 1991
- WOLF, CHARLES. *Long-Term Economic and Military Trends, 1950-2010*. Santa Monica, Rand, 1989. 51p. Q180.A1 no. 2757

Business, social, environmental forecasting

- HARRINGTON, MICHAEL. *Socialism: Past and Future*. New York, Arcade, 1989. 320p. HX44.H37
- HUNTLEY, BRIAN. *South African Environments into the 21st Century*. Tafelberg, Human & Rousseau, 1989. 127p. GF758.H86
- RIFKIN, JEREMY. *Biosphere Politics: A New Consciousness for a New Century*. New York, Crown, 1991. 388p. GF21.R52
- SIMON, JULIAN. *Population Matters: People, Resources, Environment, and Immigration*. New Brunswick, NJ, Transaction Publishers, 1990. 577p. HB3505.S52
- UNITED NATIONS. *Global Outlook 2000: An Economic, Social, and Environmental Perspective*. New York, United Nations, 1990. 340p. CB161.G56

Risk assessment

- FREI, DANIEL. *Handbook of Foreign Policy Analysis: Methods for Practical Application in Foreign Policy Planning, Strategic Planning, and Business Risk Assessment*. Boston, M. Nijhoff, Norwell, MA, sold and distributed in the USA by Kluwer Academic Publishers, 1989. 392p. JX1291.F73313
- Global Risk Assessments: Issues, Concepts, and Applications in Business Environment Risk Assessment, Country, Investment, and Trade Risk Analysis, Political Risk Assessment and Management*. Vol. 3 (1988). Riverside, CA, Global Risk Assessments, Inc., 1983—HG4538.G55
- HEFFERNAN, SHELAGH. *Sovereign Risk Analysis*. London, Boston, Allen & Unwin, 1986. 181p. HG3891.5.H44
- JODICE, DAVID. *Political Risk Assessment:*

An Annotated Bibliography. Westport, Greenwood Press, 1985. 279p. REF Z7164.E17363

- The Political Risk Yearbook. Asia and the Pacific*. New York, Frost and Sullivan, 1988. REF JQ21.AIP64 1988
- The Political Risk Yearbook. Eastern Europe*. New York, Frost and Sullivan, 1988. REF JN96.AIP64 1988
- The Political Risk Yearbook. Middle East and North Africa*. New York, Frost and Sullivan, 1988. REF JQ1758.AIP64 1988
- The Political Risk Yearbook. North and Central America*. New York, Frost and Sullivan, 1988. REF JL1416.AIP64 1988
- The Political Risk Yearbook. South America*. New York, Frost and Sullivan, 1988. REF JL1866.AIP64 1988
- The Political Risk Yearbook. Sub-Saharan Africa*. New York, Frost and Sullivan, 1988. REF JQ1871.AIP64 1988
- The Political Risk Yearbook. Western Europe*. New York, Frost and Sullivan, 1988. REF JN94.AIP64 1988

Futurology

- THE FUTURIST. Washington, World Future Society. Bimonthly. Y F995
- HUGHES, BARRY. *World Futures: A Critical Analysis of Alternatives*. Baltimore, Johns Hopkins Press, 1985. 243p. H61.4.H83
- NAISBETT, JOHN. *Megatrends 2000: Ten New Directions for the 1990s*. New York, Morrow, 1990. 384p. HN59.2.N343
- REICH, ROBERT. *The Work of Nations: Preparing Ourselves for 21st-Century Capitalism*. New York, Knopf, 1991. 331p. HB501.R36
- TOFFLER, ALVIN. *Powershift: Knowledge, Wealth, and Violence at the Edge of the 21st Century*. New York, Bantam Books, 1990. 585p. HN17.5.T6417 ■

Money quiz

Q—How safe are my U.S. savings bonds?

A—They're backed by the full faith and credit of the U.S. Government. If lost, stolen, mutilated or destroyed, they will be replaced free on request—and will bear the original issue dates.

Q—How can I replace U.S. savings bonds that I've lost?

A—Write to the Bond Consultant Branch, Bureau of the Public Debt, Parkersburg, WV 26106-1328, for help. Provide as much information as possible about the missing bonds, including the inscription on the bonds, the denominations, the approximate dates of purchase and the serial numbers if available. It is always wise to keep a record of this information in a safe place, separate from the bonds. □

The Super Bureaucrat
SUPERCRAAT

BY
**CHIP
BECK**

**OPERATION
DESERT STAPLER**

**IT'S THE NIGHT BEFORE
CHRISTMAS. ACROSS THE
BARREN LANDSCAPE THAT IS THE
RATAN-CAMELOT BORDER
SUPERCRAAT'S BUREAUCRATIC
EXPEDITIONARY FORCES (BEEF)
AWAIT THEIR FATE AND LOOK
FOR A SIGN...**

THERE'S GOT
TO BE A SIGN
AROUND HERE
SOMEWHERE...

LOST
AGAIN.



Chip Beck © 1991

IN ANTICIPATION OF BATTLES TO COME, THE "BEEFIES"
SHARPEN THEIR PENCILS, HONE THEIR MEMOS TO RAZOR-
SHARP DETAIL, AND CHECK THEIR DESK DRAWERS...

ANYONE NEED
AN EXTRA ERASER?

TRADE YA FOR
3 PACKETS OF SOY
SAUCE AND A BOX OF
PAPER CLIPS...

THEN... AT MIDNIGHT, A WONDEROUS SIGHT APPEARS IN THE EAST...

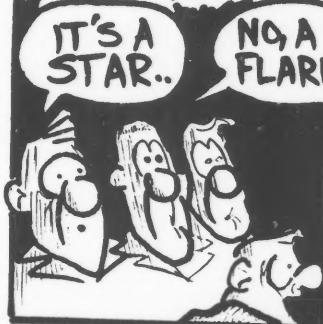
IT'S A
STAR..

NO, A
FLARE..

A
SATELLITE?

NO! IT'S SANTA'S
CARRY-OUT
PIZZA SLED!

SUPERCRAAT
ORDERED
10,000
ANCHOVY
PIZZAS...
HAPPY
HOLIDAYS!



(TO BE CONT.)

**Department of State, U.S.A.
Bureau of Personnel
Washington, D.C. 20520**

OFFICIAL BUSINESS

Penalty for private use, \$300

If address is incorrect
please indicate change.
Do not cover or destroy
this address label.
Mail change of address to:
PA/OAP
Room 5815A

**Second Class Mail
Postage and Fees Paid
Department of State
USPS 0278-1859**

