

Additional Help: 504 and 501  
 File Name: 504sad\_070204\_cd36  
 New Reference: 07/02/2004  
 Effective Date: 07/01/2004

## Sample Interim Update (IU)

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**Functional Series 100**  
**Agency Organization and Legal Affairs**

**INTERIM UPDATE 03-01**

**SUBJECT:** Issuance of Revised ADS Chapter 102, Agency Organization

**NEW MATERIAL:** This Notice issued a revision of [ADS 102](#).

**EFFECTIVE DATE: 01/26/2003**

POLICY

USAID/General Notice  
 M/HR/PPIM  
 02/03/2003

Subject: Issuance of Revised ADS Chapter 102, Agency Organization

This notice announces the revision of ADS 102, Agency Organization. ADS Chapter 102 establishes the policy for USAID organizational structures. It defines the nomenclature used to identify USAID organization structures and levels and defines the policies for establishing and changing these structures.

This revision has been made to clarify the guidance on teams and team leaders; add new information related to the Administrator's decision to return to the use of Office of the USAID Representative and its principal officers, USAID Representatives; and to change the organizational size requirements. A variety of editorial and other non-substantive changes have also been made.

The revised chapter is attached.

Point of Contact: Any questions concerning this Notice may be directed to Deborah Lewis, M/HR/PPIM/PP, 202-712-0936.

Notice 0201

File name	Notice Date	Effective Date	Editorial Revision Date	ADS CD No.	Remarks
iu1_0301_020503_nocd	02/03/2003	01/26/2003	N/A	N/A	This IU will be N/A when the next CD (31) is revised.

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