

**Functional Series 500
Management Services**

INTERIM UPDATE 04-12

SUBJECT: Revision of ADS 522, Performance of Temporary Duty Travel in the U.S. and Abroad

NEW MATERIAL: This notice announces revisions to ADS 522 - section 522.5.12, Invitational Travel, and section 522.5.14, Exceptions to Temporary Duty (TDY) Travel. In accordance with Homeland Security regulations, there are additional requirements for non-training development travel.

EFFECTIVE DATE: 06/18/2004

POLICY

USAID/General Notice
EGAT/ED/M/AS/TT
09/24/2004

SUBJECT: Revision of ADS 522, Performance of Temporary Duty Travel in the U.S. and Abroad, sections 522.5.12 and 522.5.14

This notice announces revisions to ADS 522 - section 522.5.12, Invitational Travel, and section 522.5.14, Exceptions to Temporary Duty (TDY) Travel.

Section 522.5.12c, Restrictions for Foreign Nationals, is revised as follows:

c) Restrictions for Foreign Nationals

Invitational Travel authorizations are not issued for foreign nationals traveling for purposes of training in any of the categories included in the Agency's Participant Training Program set forth in ADS Chapter 253, Training for Development. Travel for the purposes of training requires the use of a J-1 visa.

Sections 522.5.14c, Participant Training Travel, and d, Non-Training Development Travel, have been revised as follows:

c) Participant Training Travel

Travel for participant training must only be approved in accordance with the policies and procedures stated in ADS 253 developed by the Bureau of Economic Growth, Agriculture and Trade, Office of Education (EGAT/ED).

d) Non-Training Development Travel

Invitational Travel authorizations issued for host country nationals traveling to the U.S. for purposes other than participant training (see ADS 253.1) are subject to the conditions indicated below.

The Sponsoring Mission and the traveler must complete an AID Form 522-5, Conditions of Sponsorship, and agree to the conditions contained in the form. The Sponsoring Mission must retain a copy of the Conditions of Sponsorship form.

The Sponsoring Mission must ensure that: a) the requirements of the Security Risk Inquiry have been met; and b) required information about the traveler is entered into TraiNet.

The Sponsoring Mission is responsible for tracking the traveler's whereabouts at all times while he or she is in the U.S. and for the traveler's timely return to his or her country.

In consultation with the consular officer, the Sponsoring Mission must secure an appropriate visa for the individual's travel.

Point of Contact: Any questions concerning this Notice may be directed to Ethel Brooks, EGAT/ED, (202) 712-0496.

Notice 0961

File Name	Notice Date	Effective Date	Editorial Revision Date	ADS CD No.	Remarks
IU5_0412_092804_cd37	09/24/04	06/18/2004	N/A	CD 37	This IU will be cancelled once the information in it is incorporated into ADS 522.

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