

CHAPTER 20-15  
DEPARTMENT WORKING AGREEMENT WITH  
AGENCY FOR INTERNATIONAL DEVELOPMENT

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20-15-00 PURPOSE AND SCOPE

The Department and the Agency for International Development concluded a joint general agreement, effective, March 3, 1966, that establishes a framework for cooperative relationships in carrying out the provision of Section 632(b) of the Foreign Assistance Act of 1961, as amended. The full text of this agreement and the several supplements have been distributed to the executive officers of the operating agencies. The salient features are summarized below.

20-15-10 POLICY

The Department in concluding this agreement recognizes its responsibilities to contribute toward United States Foreign policy by participation in foreign assistance programs designed to build and strengthen human and institutional resources essential to sustained national development of the less developed societies.

20-15-20 PLANNING, COORDINATION, AND CONSULTATION

The agreement establishes an administrative framework to effect close planning, coordination, and consultation between Agency for International Development and the Department. The Deputy Assistant Secretary for International Affairs is the Department's senior officer responsible for coordinating basic negotiations and matters of general policy. Joint Agency for International Development-Department of Health, Education, and Welfare arrangements may extend to examining total country development plans, reviewing actual or proposed Department activities and surveys, and evaluating the effectiveness of current and completed Department activities.

20-15-30 SERVICE AGREEMENTS AND TYPES OF ASSISTANCE

A. **Services** rendered by the Department either in the United States or overseas will be governed by individual Participating Agency Service Agreements (PASA's). The Department agrees to provide to Agency For International Development a variety of services:

1. Project services - Those which can be defined specifically in terms of planned end results, estimated costs, and locations of implementation, and duration. The project may be short or long-range, and may be performed in the United States or overseas. The project will be accomplished with the Department assuming the operating responsibility for it.
2. Technical consultation and support services - Those services other than a project service or a staff service that normally are performed in the United States.
3. Staff services - The detail or assignment of an individual officer in the uniformed service to fill an Agency for International Development staff position overseas.

20-15-40 PROFESSIONAL DEVELOPMENT

The Department considers foreign service for its employees of such importance that it will assure that such service will be fully recognized in their career development and promotion within the Department.

20-15-50 OPERATING RELATIONSHIPS

The Department will carry out general, technical, and project services in the United States in accordance with its established procedures. Department personnel assigned overseas as members of an Agency for International Development mission will receive support, benefits, and privileges as do Agency for International Development direct-hire personnel. such Department personnel will be administratively responsible to the United States Agency for International Development Director, or his designee, on matters of personal conduct, public relations, and general program and policy direction. Official communications on technical, professional, and personnel matters related to project services may be direct or through Agency for International Development at the option of the Department, provided that copies of communications sent directly will be simultaneously provided to Agency for International Development mission and Agency for International Development/Washington headquarters. Official communications dealing with Agency for International Development program and policy matters will be transmitted through Agency for International Development. With respect to staff services, all communications except personnel matters are through Agency for International Development.

20-15-60 REPORTING AND EVALUATION

The Department will provide Agency for International Development with **project** progress and administrative reports as required.

20-15-70 FINANCING

Agency for International Development will provide the Department with timely forecasts of **general requirements for guidance in planning** and will provide **financial support** for its **project** or staff **services**.

20-15-80 TERMINATION OR AMENDMENT OF AGREEMENT AND APPENDICES

The **Agreement and Appendices** will continue in force until **termination** notice by either party. **Subsequent amendments normally will be** executed for **DHEW** by the Assistant Secretary (Health and Scientific Affairs). Within three **years** from the effective date of the agreement, the Department and Agency for International Development will conduct a **Joint review** to **determine** if the Agreement **will remain** in force, be modified, or **cancelled**.

20-15-90 SUPPLEMENTARY AGREEMENTS

Detailed arrangements between the Department and the Agency for International Development are specified in supplementary agreements as follows:

- Appendix I - Participating agency **service agreements**.
- Appendix IS - personnel **arrangements**.
- Appendix III - Technical **consultation and support services**.
- Appendix IV - **Procurement** of commodities incidental to the functioning of services.
- Appendix V - **Training** of foreign nationals.