

**DEPARTMENT OF THE INTERIOR
HUMAN RESOURCES MANAGEMENT HANDBOOK**

DETAILS AND TRANSFERS TO INTERNATIONAL ORGANIZATIONS

- 1. Who can be detailed or transferred to an International Organization?**

Professional, scientific, technical and other personnel engaged in responsible substantive work of the Department serving under an appointment not limited to one year or less, shall be permitted to be detailed to an international organization with reemployment rights. Reemployment rights will not be granted to clerical or other personnel not engaged in responsible, substantive assignments, or employment resulting from application initiated by the employee without regard to the legitimate interests of the Department. Experience acquired as a result of such assignments will be recognized.

- 2. Who may approve Details and Transfers to International Organizations?**

Heads of bureaus and offices. Details, transfers and reemployment rights may be further delegated at the discretion of the bureau or office head. Bureaus will be responsible for the protection of employee's rights and benefits during a period of detail or transfer to an international organization.

- 3. How much time can an employee serve in a position when detailed to a International Organization?**

Employees can be detailed for 5 years. An additional 3 year period may be granted by the Department of State when required by the exigencies of a particular situation in a bureau. A detail or series of details or combination of details and transfers must not exceed 8 years in total.

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4. **What organizations qualify to be included in the Federal Employees International Organizations Service Act?**

A list of organizations approved by the Office of Personnel Management and the State Department is available from the Office of Personnel.

5. **What if the International Organization is not listed under the Federal Employees International Service Act?**

Requests to the Office of Personnel Management for approval of detail or transfer of an employee to an international organization not listed must be prepared for the signature of the Director of Personnel.

6. **Where can you find the legal authority and regulatory guidance for details and transfers to international organizations?**

5 U.S.C. 3584

5 U.S.C. 7701, et seq.

E.O. 11552

3 CFR 1966-1970 Comp. p. 954; section 352.313

5 CFR 352

Source 35 FR 16525, October 23, 1970, unless otherwise noted.

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