

2 FAM 1900 ARRANGEMENTS FOR PRESIDENTIAL APPOINTEES

2 FAM 1910 INTRODUCTION

(TL:GEN-1008; 09-07-1965)

This chapter provides general guides for the appointments and briefings of presidential appointees and envoys.

2 FAM 1911 PROCESSING OF PRESIDENTIAL APPOINTMENTS

(TL:GEN-1008; 09-07-1965)

Recommendations for Presidential nominations and appointments under the jurisdiction of the Department of State are made by memorandum from the Secretary of State to the President. These nominations and appointments include not only ambassadors and principal officers of the Department, but also top level positions in the United Nations, the Inter-American system, and other international commissions, organizations, and conferences where membership requires Presidential appointment.

2 FAM 1912 RESPONSIBILITY

(TL:GEN-1008; 09-07-1965)

The Deputy Under Secretary of State for Administration has responsibility for assuring the Secretary and the Under Secretary that:

- a. Appropriate consultation has been completed and the proposed recommendations are in order;
- b. There is an appropriate security clearance; and
- c. Bureau concurrences have been obtained.

2 FAM 1913 PROCEDURES FOR APPOINTMENTS

(TL:GEN-1008; 09-07-1965)

The Director General prescribes procedures for appointment and should be consulted by personnel who require details.

2 FAM 1914 MEETINGS WITH THE PRESIDENT

(TL:GEN-1008; 09-07-1965)

The Chief of Protocol is responsible for arranging meetings with the President for new United States envoys and their wives.

- a. The Chief of Protocol, or his designee, is responsible for making such arrangements and coordinating the timing with the respective bureau, the Executive Secretary, and the Director General.
- b. The Director General informs the Chief of Protocol promptly of new envoy assignments and the approximate time of departure to post of assignment so that Protocol has maximum leeway in arranging for meetings with the President.
- c. Procedures to be followed in arranging meetings of U.S. envoys with the President are furnished to all assistant secretaries and bureau staff assistants by a standing memorandum from the Executive Secretary, SUBJECT: Appointments of Foreign and U.S. Ambassadors with the President.

2 FAM 1915 THROUGH 1919 UNASSIGNED