

VOLUME 11A, CHAPTER 7: “INTERNATIONAL NARCOTICS CONTROL PROGRAM”

SUMMARY OF MAJOR CHANGES

All changes are denoted by *blue font*.

Substantive revisions are denoted by an * symbol preceding the section, paragraph, table, or figure that includes the revision.

Unless otherwise noted, chapters referenced are contained in this volume.

Hyperlinks are denoted by ***bold, italic, blue and underlined font***.

The previous version dated March 1997 is archived.

PARAGRAPH	EXPLANATION OF CHANGE/REVISION	PURPOSE
<i>Various</i>	<i>Updates references, hyperlinks, and terminology.</i>	<i>Update</i>

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CHAPTER 7

INTERNATIONAL NARCOTICS CONTROL PROGRAM

0701 OVERVIEW

070101. Purpose

This chapter provides pricing guidance for International Narcotics Control Program (INCP) transactions and identifies procedures for disposition of proceeds from such transactions.

0702 SUPPORT OF THE INTERNATIONAL NARCOTICS CONTROL PROGRAM

070201. General

Section 632(c) of the "Foreign Assistance Act" (FAA) provides for special pricing requirements when services, including training, are provided by the Department of Defense to the Department of State in support of the INCP. Billing shall be within 30 calendar days after the month in which performance occurred. The payment due date shall not be more than 30 calendar days from the date of the invoice. Bills rendered shall not be subject to audit by the customer.

070202. Pricing

The following rules shall be followed by DoD Components when determining amounts to be collected as reimbursements for orders from the Department of State that cite INCP financing.

A. INCP Training. The tuition rate for DoD training provided to support INCP is an incremental rate comparable to the International Military Education and Training (IMET) rate. The cost elements to include in the pricing follow:

1. Civilian Instructors and School Support Staff. It is anticipated that the additional cost charged to the INCP for civilian instructors shall be minimal for courses or groupings of courses when either the ratios of students to instructors or U.S. students to international students is high. Courses shall be reviewed to determine the additional cost incurred as a result of attendance by international students. Classroom or technical courses that are similar, or that utilize instructors who teach more than one course, may be grouped for computation purposes.

a. For groups of courses, an estimate shall be made of the number of U.S. students in each course and the number of civilian instructors and civilian staff required. A second projection shall be made of the total number of students to be enrolled in applicable courses, both U.S. and international, and the number of civilian instructors and civilian staff required. Both projections shall be based on the maximum number of students who can be taught by civilian instructors or civilian staff rather than on optimum class size. The difference in the number of civilian instructors and civilian staff between the two projections

represents the additional civilian instructors and/or civilian staff required. Applicable additional civilian instructors and civilian staff then shall be priced in accordance with Volume 11A Chapter 1. This value, divided by the total number of INCP students, represents the additional cost per INCP student for the course (or courses).

b. When there is a one-for-one or one-for-two relationship of civilian instructors to students, the instructor in all cases shall be considered additional. If the entire class is composed of INCP students, the instructor and staff always shall be considered additional.

2. Military Instructors and Military School Support Staff. There shall be no charges to the INCP program for military personnel conducting training courses.

3. Equipment Overhaul and Maintenance. The overhaul and maintenance of major items of equipment, when computed on an hourly use basis, shall be additional to a course based on estimated utilization hours.

4. Simulators. Simulator hours shall be charged as an additional cost. Simulator costs shall include pay of the operators, supplies and equipment maintenance. Simulator costs shall be allocated to the course in the same ratio as hours used bear to the total hours available.

5. Supplies, Materiel, Training Aids, Ammunition. Also, charge as additional cost the replacement cost of items that are not returned or reusable (including petroleum, oil and lubricants) expended in the conduct of training.

6. Lost or Damaged Equipment. If equipment was lost or damaged during training and it was found to be the result of an international student's negligence, the additional cost to be charged shall be the actual costs of the repairs or replacement cost of the equipment.

7. Base Support (That Is, Indirect Student Costs). A standard weekly rate shall be charged for INCP training conducted on DoD installations. The fixed weekly amount shall be the same as used for billing DoD appropriations that finance the International Military Education and Training (IMET) program. See Volume 15, Chapter 7, subparagraph 071206, for additional details.

8. Food Preparation. Meal operating/food preparation costs are additive to other food costs. The weekly meal operating and food preparation costs for INCP students shall be the same as that used in billing DoD appropriations that finance IMET training when courses are conducted on DoD installations and students use DoD appropriated dining facilities.

9. Instructor Training. The training of U.S. instructors or other personnel for special courses normally not conducted for U.S. personnel shall be considered additional costs. When the required training is conducted at a U.S. training facility, the INCP program (i.e., the Department of State) shall be charged the normal course cost. When the

special course is conducted by a Management Service Team (MST) away from the normal training institution, the services of the MST will be treated as a dedicated service and the full cost billed to the INCP program.

10. Facilities and Equipment. The costs of any facilities or equipment acquired primarily for the support of [international](#) students enrolled in the INCP program shall be considered additional costs.

11. Field Studies Program (FSP). The full cost of the [FSP](#) to the U.S. Government is an additional cost.

12. Shipment of Instructional Materials

a. The shipment of instructional materials to students shall be included in the tuition rate [applicable to INCP students](#). The shipping charge shall be the same as that used in billing DoD appropriations that finance IMET training. See Volume 15, Chapter 7, subparagraph 071105, for additional details.

b. Instructional material is to be packed and labeled at the training installation and shipped via the most expeditious means to the Security [Cooperation Office](#) of the respective country for delivery to the trainee. A copy of the student's invitational travel order shall be placed inside the package.

c. The training installation shall ensure that no personal baggage or other unauthorized matter is shipped with instructional material.

13. Travel and Per Diem. Instructor and student travel and per diem associated with the provision of training shall be considered additional costs, to include transportation, living allowances, and medical expenses.

B. Other DoD Services

1. DoD Services Provided Incident to Normal Mission Accomplishment. When support of the INCP is accomplished incidental to performance of a DoD mission requirement, there are no additional costs incurred. However, if a mission was extended or the cost was otherwise increased, the cost over and above the scheduled mission cost shall be reimbursed.

2. Scheduled DoD Transportation. Air and ocean transportation services performed by the U.S. Transportation Command on scheduled movements shall be priced, where applicable, at current tariff rates for DoD Components.

3. Detailed Personnel. All costs incurred in connection with the detail of DoD personnel to the Department of State to support the INCP--both civilian and military--are considered additional expenses and, as such, shall be priced at the normal rate charged to other Federal Agencies.

C. Supplies and Equipment. Section 482 of the FAA prohibits the procurement of weapons or ammunition from funds authorized for this program. Thus, any specific order for a weapon or ammunition that cites the appropriations provided to finance INCP either must be rejected or returned for a new fund citation. Supplies and equipment that can be provided shall be priced in accordance with Volume 11A, Chapter 1. Pricing policy for excess and non-excess material also is set forth in Volume 11A, Chapter 1.

070203. Disposition of Proceeds

Section 632(c) of the FAA provides that applicable collections from the Department of State shall be [reimbursed](#) to the financing DoD appropriation account.