

## Subchapter 3. Detail and Transfer of Federal Employees to International Organizations

### 3-1. GENERAL

#### h. Control of Details.

(1) Any detail or transfer of a Departmental employee to an international organization for one year or less must receive the prior approval of the Assistant Secretary for Administration. Details or transfer in excess of one year require the prior approval of the Secretary. Requests for approval must be signed by the Head of the Operating Administration.

(2) Any official agreement(s) or correspondence with the Department of State or an international organization in connection with such a detail or transfer should be prepared for the signature of the Secretary or the Assistant Secretary for Administration, as appropriate under the circumstances discussed in Section a., above. Such agreements or correspondence must be routed through the Director of Personnel and Training, OST.

(3) Operating Administrations are responsible for the execution of all other documentation and/or procedures required in connection with such a detail or transfer.