



# consultations

To assist and inform the diplomatic community

## w e l c o m e

### TO THE DIPLOMATIC COMMUNITY

It has been a little more than a year since I assumed the position of Deputy Assistant Secretary in the Office of Foreign Missions (OFM). In that time, I have been impressed with the extent and scope of interaction between OFM and the diplomatic and consular communities in the United States. Many of these wide-ranging activities involve OFM providing services of one type or another to our diplomatic and consular "customers."

While use of the business terminology such as "customers" and "service providers" may be somewhat alien in traditional diplomatic discourse, it is gaining increasing currency throughout the U.S. Federal Government. Moreover, it reflects a growing awareness of its significance and importance in guiding the activities of OFM.

*Consultations*, OFM's new quarterly publication, is one result of that trend. It is intended to provide information in a style that is more readable and informative than the traditional method of using diplomatic notes.

Our goal is to serve you in the best way possible. We recognize that keeping you informed is essential to both your success and ours. I hope that you spend a few minutes reading *Consultations* and then pass it on to your colleagues.

We want *Consultations* to reflect your interests and ideas. We welcome your input, encourage your questions, and will use your suggestions to shape the content of subsequent issues. Please provide your feedback by contacting the editor of *Consultations*, Kris Thompson, who is available by telephone at (202) 895-3517 and by e-mail at [consultation@state.gov](mailto:consultation@state.gov). We look forward to hearing from you.

At this special time of year, let me pass on from the entire staff of OFM our best wishes to you and your families for a wonderful and safe holiday season.

Theodore E. Strickler, Deputy Assistant Secretary  
Office of Foreign Missions, U.S. Department of State

## Introduction to OFM

### AN OFFICE WITH A SHORT HISTORY AND LARGE RESPONSIBILITY

In this, our premier issue, we thought readers might be interested in a capsule account of the background and history of OFM.

The most significant fact to know about OFM's creation is that we were established by a specific act of Congress—the Foreign Missions Act (FMA) of 1982. Congress itself prescribed our purposes and duties. The FMA declares that "it is the policy of the United States . . . to facilitate the secure and efficient operation" of both U.S. diplomatic missions abroad and foreign missions here. To accomplish this, OFM is mandated to assist missions here in obtaining appropriate benefits,

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## Faces of OFM



### HUDSON "RUSTY" BYRD

Hudson "Rusty" Byrd is Chief of the Program Support Unit (PSU) within the Office of Foreign Missions. For nearly eight years, he worked in the Tax and Customs Section, where he gained valuable experience in the mission and operation of this organization. In his role as Chief of PSU, Rusty combines the knowledge that he gained in Tax and Customs with the administration of policies of the Diplomatic Motor Vehicle Program. A highly motivated employee, Mr. Byrd is committed to providing the diplomatic and consular community with prompt and quality service.

Originally from Hampton, Virginia, Rusty earned his Bachelor of Science

degree at Virginia Commonwealth University in Richmond, Virginia. In August 1998, he received a Superior Honor Award for his contribution to the Tax and Customs Division and his involvement in negotiating tax exemptions for diplomats in the state of New Mexico. The Department recently recognized Mr. Byrd for his work and management potential by selecting him for an executive leadership training program. He is also participating in the mentoring program for new OFM employees.

Outside of the office, Rusty is very much involved in community activities. He tutors students and serves as a basketball referee. For the past two years,

he has helped his fraternity's graduate chapter organize an annual Celebrity Basketball Tournament to raise scholarship money for disadvantaged youth. He is an active member and currently president of minority recruitment for the Big Brothers/Big Sisters program in Virginia. In his church, Rusty plays an active role in church programs that include helping to feed those less fortunate.

Rusty is a motivated leader, a hard worker, and a well-rounded individual. His coworkers quickly mention his dedication and ambition when asked about him. "Making PSU the PRIDE of OFM" is Rusty's ultimate goal. ●

### REGIONAL DIRECTORS CORNER

In this issue of *Consultations*, we provide a directory of our regional offices and their staffs. In the future, Regional Directors will use this column to highlight key issues of interest to the consular communities.

#### New York Regional Office

Regional Director: Jim Bond  
Deputy Director: Murray Smith  
Phone: (212) 826-4500 Fax: (212) 826-4508  
866 UN Plaza, Suite 265  
New York, NY 10017-1811

Covers Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont

#### Chicago Regional Office

Regional Director: Denise Duclon  
Assistant Regional Director: Catherine Talbot  
Phone: (312) 353-5762 Fax: (312) 353-5768  
77 West Jackson Street, Room 2122  
Chicago, IL 60604-1503

Covers Arkansas, Illinois, Indiana, Iowa, Kansas, Louisiana, Michigan, Minnesota, Missouri, Nebraska, Ohio, Oklahoma, Texas, and Wisconsin

#### Los Angeles Regional Office

Region Director: Evan Press, ext. 122  
Assistant Regional Director: Diana Sutton, ext. 121  
Phone: (310) 235-6292 Fax: (310) 235-6297  
10920 Wilshire Boulevard, Suite 1820  
Los Angeles, CA 90024

Covers Arizona, Colorado, Nevada, New Mexico, Southern California, and Utah

#### San Francisco Regional Office

Regional Director: Leroy Dal Porto  
Phone: (415) 744-2910 Fax: (415) 744-2913  
201 Mission Street, Suite 2220  
San Francisco CA 94105

Covers Alaska, Guam, Idaho, Montana, North Dakota, Northern California, Oregon, South Dakota, Washington, and Wyoming

#### Honolulu Regional Office

Regional Director: Nancy Finn  
Phone: (808) 522-8125 Fax: (808) 522-8243  
c/o Honolulu Passport Agency  
1132 Bishop Street, Suite 500  
Honolulu, HI 96813

Covers only Hawaii

#### Washington, D.C.

See page 4 for contact information.

Covers Alabama, Kentucky, Maryland, Mississippi, North and South Carolina, Tennessee, Virginia, and West Virginia

### reminder

#### CUSTOMS CLEARANCE REQUESTS

Attention, Party Planners!

Get requests for bonded warehouse purchases in as soon as possible to guarantee early delivery. With the holidays fast approaching, OFM will soon be flooded with bonded warehouse purchase requests. Remember to use form DS-1504. All requests are processed by OFM in the order in which they are received. Have a happy and safe holiday!



## PHONEBOOK

### KEY PERSONNEL

#### Duty-Free Customs Entry

(202) 895-3563

Director: Robert Hyams

#### Diplomatic Motor Vehicle Program

(202) 895-3521

Director: Jacqueline Robinson

#### Diplomatic Security

##### Protective Liaison

(202) 647-7277

#### Legal Counsel

(202) 895-3501

Ronald Mlotek

#### Director of Office, Vehicles, Tax and Customs

(202) 895-3500

Richard Jaworski

#### Property

(202) 647-4554

Director: Richard Massey

#### Protocol: Diplomatic and Consular Liaison

(202) 437-1985

#### Tax Exemption

(202) 895-3563

Director: Robert Hyams

#### Travel

(202) 647-4554

Director: Richard Massey

#### Visa Office: Diplomatic Liaison

(202) 663-1213

## consultations

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#### Consultations

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Washington DC 20520

## Tabulations

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U.S. Department of State driver licenses issued in DC, VA, and MD:	6,485
U.S. Department of State driver licenses issued nationwide:	21,603
Vehicles registered by OFM in DC, VA, and MD:	6,477
Personal cars registered by OFM nationwide:	8,295

### An Office With A Short History And Large Responsibility *continued*

privileges, and immunities, while at the same time "requir[ing] their observance of correspond[ing] obligations in accordance with international law." (FMA)

Stated another way, OFM was created to assist foreign missions, when assistance is appropriate, and to regulate when regulation is necessary. As we trust most readers will appreciate, this statutory role over the years has often turned into a delicate, diplomatic balancing act.

OFM began discharging this dual responsibility on October 1, 1982. On that day, our full-time staff comprised three persons: a secretary, an operations officer, and a legal counsel. By contrast, OFM's present staff numbers approximately 100. In 1982, OFM operated out of one small location in the main Department of State building. Today, in addition to our "Main State" offices, we occupy most of the Federal Building located in the middle of the International Chancery Center. We also maintain offices in New York, Chicago, San Francisco, Los Angeles,

and Honolulu, with proposed future regional offices in Houston and Miami.

Our use of technology has grown with our number of employees. Our "computer system" in our first year consisted of a single Wang word processor. Today, OFM has become an information technology leader. We are developers and operators of the Department of State's OFM Information System (OFMIS), a sophisticated, integrated database containing the information necessary to carry out our diverse responsibilities.

During the 17 years of our existence, the staff of OFM has developed a deep esprit de corps toward what we do and those we serve: the U.S. Foreign Service family overseas, the foreign diplomatic community in the United States, and the American public. Readers who might like further information about OFM's history or legal framework are invited to contact OFM's Legal Counsel at (202) 895-3501. ●

### Coming Up *in future issues*

Tax Matters

Compliance Issues

Customs Clearance