

1 FAM 330

BUREAU OF INTERNATIONAL ORGANIZATION AFFAIRS (IO)

(CT:ORG-203; 12-08-2008)
(Office of Origin: IO)

1 FAM 331 ASSISTANT SECRETARY FOR INTERNATIONAL ORGANIZATION AFFAIRS

1 FAM 331.1 Assistant Secretary Responsibilities

(CT:ORG-167; 04-24-2007)

The Assistant Secretary for International Organization Affairs:

- (1) Reports directly to the Under Secretary of State for Political Affairs (P);
- (2) Provides guidance and support for U.S. participation in international organizations, peacekeeping and humanitarian operations, human rights, economic and social affairs, technical agencies, international development, U.S. citizen employment in international organizations, and international conferences. The Assistant Secretary leads in the development, coordination, and implementation of U.S. multilateral policy and formulates and implements U.S. policy toward international organizations, with particular emphasis on those organizations which make up the United Nations (UN) system;
- (3) Has responsibility for Department of State functions with respect to details and transfers of Federal employees to international organizations and accreditation of delegations to international organizations and conferences; and
- (4) Has substantive and coordinating responsibility for 1 FAM 330, Bureau of International Organization Affairs (IO).

1 FAM 331.2 Organization

(CT:ORG-189; 07-15-2008)

An organization chart of the Bureau of International Organization Affairs (IO) is found at 1 FAM Exhibit 331.2.

1 FAM 331.3 Authorities

(CT:ORG-167; 04-24-2007)

Authorities are as follows:

- (1) 22 U.S.C. 2651a and 2656, general authorities of the Secretary of State for the conduct of foreign relations and management of the Department;
- (2) United Nations Participation Act of 1945 (Public Law 79-264), as amended;
- (3) International Organizations Immunities Act (Public Law 79-291), as amended (22 U.S.C. 288 et seq.);
- (4) United Nations Environment Program Participation Act of 1973 (Public Law 93-188);
- (5) United Nations Peacekeeping Forces in the Middle East (Public Law 94-37), as amended;
- (6) National Defense Authorization Act, FY 1994 (Public Law 103-160);
- (7) Foreign Relations Authorization Act, FY 1994-95 (Public Law 102-236);
- (8) E.O. 10206 of January 19, 1951, concerning peaceful settlement of disputes;
- (9) Presidential Delegation of Authority to the Secretary of State, June 10, 1948, redelegated March 6, 1953, concerning authority to approve attendance at international conferences;
- (10) Foreign Assistance Act of 1961; sections 301, 621, and 636, as amended (22 U.S.C. 2221, 2381, and 2396); and
- (11) Other authorities, as appropriate.

1 FAM 332 OFFICES REPORTING TO THE ASSISTANT SECRETARY

1 FAM 332.1 Principal Deputy Assistant Secretary

(CT:ORG-167; 04-24-2007)

- a. The principal deputy assistant secretary performs the duties of the Assistant Secretary in the latter's absence, has responsibility for the Office of the Executive Director and such other duties as may be assigned by the Assistant Secretary.
- b. See 1 FAM 113, Deputy Assistant Secretary.

1 FAM 332.2 Deputy Assistant Secretaries

(CT:ORG-167; 04-24-2007)

See 1 FAM 113, Deputy Assistant Secretary.

1 FAM 332.3 Special Assistant

(CT:ORG-167; 04-24-2007)

- a. The special assistant assists the Assistant Secretary with policy coordination, paper flow, and travel, as directed.
- b. See 1 FAM 110, Statements of Common Responsibilities of Regional Bureaus.

1 FAM 332.4 Staff Assistant

(CT:ORG-167; 04-24-2007)

- a. The staff assistant acts as staff aide to the Assistant Secretary and that officer's principal subordinates, directing the flow of action and information documents to and from them, ensuring coordination and completion of action.
- b. See 1 FAM 117, Staff Assistant to the Assistant Secretary.

1 FAM 333 OFFICE DIRECTORS

1 FAM 333.1 Executive Director, Joint Executive Office (EUR-IO/EX)

(CT:ORG-161; 09-11-2006)

The Executive Director of the Joint Executive Office (EUR-IO/EX) supports the Bureau of International Organization Affairs (IO) and the Bureau of European and Eurasian Affairs (EUR). See 1 FAM 116, Executive Director.

1 FAM 333.2 Office of Economic and Development Affairs (IO/EDA)

(CT:ORG-167; 04-24-2007)

- a. The Office of Economic and Development Affairs (IO/EDA) formulates and implements U.S. policy on international economic and development issues within international organizations and the UN system, including the UN General Assembly, the Economic and Social Council, the UN Conference on Trade and Development (UNCTAD), the UN regional economic commissions, the UN Development Program, UNICEF, the Food and Agriculture Organization (FAO), and the World Food Program.
- b. IO/EDA evaluates programs and budgets for these and other organizations, prepares position papers, and participates on U.S. delegations to governing bodies and other meetings.
- c. The office coordinates with other U.S. departments and agencies, including USAID, Treasury, Office of the U.S. Trade Representative (USTR), Commerce, Agriculture, and Health and Human Services.

1 FAM 333.3 Office of Management Policy and Resources (IO/MPR)

(CT:ORG-167; 04-24-2007)

- a. The Office of Management Policy and Resources (IO/MPR) is responsible for the formulation and implementation of U.S. policies regarding the broad range of administrative and/or management issues in operations of UN system agencies and, to a lesser extent, of other international organizations. The responsibility entails the monitoring of, and

participation in, both the activities of international organizations and the internal U.S. Government budget and/or legislative process.

- b. IO/MPR is divided into three units responsible for:
- (1) Dealing with U.S. delegations on the budgets and finances of international organizations, as well as dealing with EUR-IO/EX, Bureau of Resource Management (RM), Office of Management and Budget (OMB), and Congress on justifying U.S. Government funding to these organizations;
 - (2) Dealing with human resources, compensation, oversight, ethics, and other administrative policies in international organizations; and
 - (3) Promoting U.S. citizen employment in international organizations and assisting U.S. citizens in pursuing employment with these organizations.

1 FAM 333.4 Office of International Conferences (IO/C)

(CT:ORG-189; 07-15-2008)

- a. The Office of International Conferences (IO/C):
- (1) Manages U.S. participation in multilateral conferences, including the selection, accreditation, and instruction of U.S. delegations;
 - (2) Obligates representational funds to certain U.S. delegations in furtherance of U.S. objectives and funds the travel of some delegates; and
 - (3) Manages administrative services and facilities for U.S. delegations to international conferences abroad, and for conferences hosted by the United States.
- b. More detailed information on the subject of international conferences may be found in 2 FAM.

1 FAM 333.5 Office of Policy, Public, and Congressional Affairs (IO/PPC)

(CT:ORG-167; 04-24-2007)

- a. The Office of Policy, Public, and Congressional Affairs (IO/PPC):

- (1) Conducts systematic policy reviews on multilateral issues;
 - (2) Develops and implements program planning for the bureau and its missions regarding U.S. participation in international organizations;
 - (3) Coordinates post reporting plans; monitors and analyzes the performance of UN member states in the UN system;
 - (4) Coordinates preparation of press guidance;
 - (5) Coordinates the Department's involvement in international athletic events;
 - (6) Manages a comprehensive policy outreach effort with the U.S. public, press, and Congress on multilateral policy; and
 - (7) Conducts research of UN documents.
- b. For responsibilities of the Office of Public Diplomacy (IO/PPC/PD), see 1 FAM 114.2-1, Bureau Public Diplomacy Offices.

1 FAM 333.6 Office of Peacekeeping, Sanctions and Counterterrorism (IO/PSC)

(CT:ORG-167; 04-24-2007)

The Office of Peacekeeping, Sanctions and Counterterrorism (IO/PSC):

- (1) Formulates and implements policy toward UN peacekeeping operations, UN sanctions, and UN counterterrorism efforts;
- (2) Manages the U.S. contributions to the budgets of peacekeeping operations;
- (3) Provides guidance to the U.S. Mission to the United Nations (USUN) on introduction, monitoring, and termination of sanctions; and
- (4) Provides guidance to USUN on counterterrorism issues and is responsible for oversight of these operations and policy coordination on these issues with other U.S. Government agencies, other offices within the Department of State, the United Nations and its member governments, and regular reporting to and consultations with Congress.

1 FAM 333.7 Office of Human Rights, Humanitarian and Social Affairs (IO/RHS)

(CT:ORG-167; 04-24-2007)

- a. The Office of Human Rights, Humanitarian and Social Affairs (IO/RHS) coordinates U.S. participation in all of the UN bodies dealing with human rights, social affairs, and selected economic issues in the UN General Assembly Second and Third Committees; the UN Economic and Social Council (ECOSOC); the UN High Commission on Human Rights; the Human Rights Council; the UN Commission on Social Development; the UN Commission on the Status of Women; the UN Commission on Crime Prevention and Criminal Justice; and others. Through these various international bodies, the office promotes U.S. policies in the areas of human rights; crime prevention; humanitarian relief and refugees; and youth, aging, disability, and women's affairs.
- b. IO/RHS takes the lead in promoting reform of the UN's human rights and social institutions, and in developing U.S. policy with regard to nongovernmental organizations (NGOs) in the UN system.

1 FAM 333.8 Office of Technical Specialized Agencies (IO/T)

(CT:ORG-167; 04-24-2007)

- a. The Office of Technical Specialized Agencies (IO/T):
 - (1) Is responsible within the Department for the planning, coordination, and implementation of U.S. policy towards the technical specialized agencies as well as the Joint UN Program on HIV/AIDS;
 - (2) Is responsible for the formulation, coordination and oversight of policy regarding U.S. participation in the Universal Postal Union (IPU);
 - (3) Is the principal point of contact with IO missions in Geneva, Vienna, and Montreal, and represents IO with regard to the following organizations and activities:
 - (a) Geneva: World Health Organization (WHO), Joint UN Program on HIV/AIDS (UNAIDS), International Labour Organization (ILO), International Telecommunications Union (ITU), World Intellectual Property Organization (WIPO), and

World Meteorological Organization (WMO);

- (b) Vienna: International Atomic Energy Agency (IAEA), UN Office on Drugs and Crime (UNODC), Commission on Narcotic Drugs (CND), Commission for Crime Prevention and Criminal Justice (CCPCJ), UN Committee on the Peaceful Use of Outer Space (COPUOS), UN Scientific Committee on Effects of Atomic Energy (UNSCEAR), and the Colombo Plan;
- (c) Montreal: International Civil Aviation Organization (ICAO);
- (d) Paris: International Bureau of Weights and Measures (IBWM) and International Organization of Legal Metrology (IOLM); and
- (e) London: International Maritime Organization (IMO).

b. IO/T works closely with other Department of State bureaus and offices, other U.S. Government departments, private organizations, and Congress, as necessary, and serves on U.S. delegations to meetings of agencies for which it has responsibility.

1 FAM 333.9 Office of United Nations Educational, Scientific and Cultural Organization Affairs (IO/UNESCO)

(CT:ORG-167; 04-24-2007)

The Office of United Nations Educational, Scientific and Cultural Organization Affairs (IO/UNESCO) performs two distinct, but closely coordinated functions, under separate leadership, sharing technical and administrative staff:

- (1) The UNESCO Policy Unit, led by an office director, formulates and implements U.S. policy towards UNESCO and its five areas (sectors): Education, Natural Sciences, Social and Human Sciences, Information and Communications, and Culture; and
- (2) The Executive Secretariat of the U.S. National Commission for UNESCO, led by a Commission Executive Director, is the executive office of the Commission. The National commission is a Federal Advisory Committee to the Department of State, established under the Federal Advisory Committees Act (FACA), which is tasked with issuing expert advice about issues pertaining to UNESCO to the Department. The Executive Secretariat serves as a liaison with civil

society on matters related to UNESCO.

1 FAM 333.10 Office of UN Political Affairs (IO/UNP)

(CT:ORG-167; 04-24-2007)

- a. The Office of UN Political Affairs (IO/UNP) develops and implements U.S. policy on political issues in the UN Security Council and the UN General Assembly.
- b. IO/UNP coordinates policy formulation on thematic issues at the UN, such as cooperation with regional organizations, arms control, international criminal tribunals, civilians in armed conflict, and uses of outer space.
- c. IO/UNP coordinates Department of State participation in the annual meetings of the UN General Assembly.
- d. IO/UNP is responsible for certain UN institutional and reform issues, U.S. responsibilities as the host country, and UN issues involving U.S. dependent areas.

1 FAM 334 THROUGH 339 UNASSIGNED

1 FAM EXHIBIT 331.2 BUREAU OF INTERNATIONAL ORGANIZATION AFFAIRS (IO)

(CT:ORG-203; 12-08-2008)

