

## 15 FAM 720 RESIDENCES

*(CT:OBO-9; 06-26-2006)*  
*(Office of Origin: OBO)*

### 15 FAM 721 POLICY

*(CT:OBO-9; 06-26-2006)*  
*(Uniform State/USAID/Commerce/Agriculture/DIA)*

The U.S. Government will supply furniture, furnishings, appliances, and equipment (FFA&E) *as determined by the post, from the approved lists of FFA&E in 15 FAM Exhibit 723A*, for U.S. Government-held residences of U.S. citizen employees (direct-hire or personal services contractors) hired in the United States.

### 15 FAM 722 FUNDING

*(CT:OBO-9; 06-26-2006)*  
*(Uniform State/USAID/Commerce/Agriculture/DIA)*

- a. The Bureau of Overseas Buildings Operations (OBO) funds furniture, furnishings, appliances, and equipment (FFA&E) for *representational residences*. *These consist of the* permanent residences of the ambassador, deputy chief of mission (DCM), consul general (CG) when principal officer (PO), chief of the liaison office, U.S. interest section PO, and U.S. representative to an international organization abroad. *This includes* residences *that* are U.S. Government-owned (GO), long-term leased (LTL), or short-term leased (STL). Posts may use maintenance and repair funds for emergency repairs or refurbishments not exceeding \$1,000 per residence per year.
- b. Funding of FFA&E *for* capital construction projects is subject to agreement between the Department of State and affected agencies.
- c. Regional bureaus fund FFA&E for Department of State program positions *(including the DCM FFA&E at posts that have less than 35 U.S.-based employees)* either directly *through their diplomatic and consular programs (DCP) allotment* or indirectly through an International Cooperative Administrative Support Services (ICASS) furniture pool. *OBO, however, will continue to fund DCM FFA&E at all posts that were receiving it prior to the termination of the Special Embassy Program (SEP) in May 2005, including some which have less than 35 U.S.-based*

*employees. If an embassy grows to more than 35 U.S.-based employees the post may, with the concurrence of their regional bureau, submit a request to OBO for DCM FFA&E that will be provided if/when funding becomes available.* The Bureau of Diplomatic Security (DS), with U.S. Marine Corps *reimbursement*, funds FFA&E for Marine security guard quarters. ICASS funds FFA&E for ICASS personnel.

- d. The Office of the Under Secretary for Public Diplomacy and Public Affairs (R) *funds* items particular to *its* needs (e.g., information resource centers are considered unique to public diplomacy).
- e. Each individual agency funds FFA&E for its own personnel either directly or indirectly through an ICASS furniture pool.

## **15 FAM 723 BASIC FURNITURE, FURNISHINGS, APPLIANCES, AND EQUIPMENT (FFA&E), SUPPLEMENTAL FFA&E, AND OTHER ITEMS**

*(CT:OBO-9; 06-26-2006)*

*(Uniform State/USAID/Commerce/Agriculture/DIA)*

- a. Each agency may provide for its employees the basic (standard) items of furniture, furnishings, appliances, and equipment (FFA&E) listed in 15 FAM Exhibit 723A. *They may also provide* supplemental FFA&E listed in 15 FAM Exhibit 723B and other *unlisted* items. *This is* subject to funds availability by each agency and *agreement of the* post housing *board*.
- b. *The issuance of* special media and other technical equipment required for performance of job-related functions, *e.g.*, monitoring the local or international media, may continue on a long- or short-term basis. *For State employees*, the *public affairs officer (PAO) must authorize* multisystem or host-country compatible televisions and VCRs, satellite dishes, etc., and related services for those individuals *with* a specific need. If provided, *posts must use the public diplomacy field allotment for this* equipment.

## 15 FAM 724 CONDITIONS AND RESTRICTIONS

### 15 FAM 724.1 Quarters for Household Staff

*(CT:OBO-9; 06-26-2006)*

*(Uniform State/USAID/Commerce/Agriculture/DIA)*

The Department of State and USAID do not routinely provide funds for furniture, furnishings, appliances, and equipment (FFA&E) for household staff. As the sole exception to this restriction, *the Bureau of Overseas Buildings Operations (OBO) funds* large appliances and floor covering costs with project funds if a kitchen for household staff is part of the construction of a new representational residence.

### 15 FAM 724.2 Living Quarters Allowance (LQA) Residences

*(CT:OBO-9; 06-26-2006)*

*(Uniform State/USAID/Commerce/Agriculture/DIA)*

- a. Posts with living quarters allowance (LQA) residences may authorize the post interagency housing board (IAHB) and the single real property manager (SRPM) to establish a policy and guidelines for the use and provision of furniture, furnishings, appliances, and equipment (FFA&E) in *them*. Each agency funds these items for its personnel.
- b. The post's policy and guidelines for *providing* U.S. Government-owned FFA&E in LQA should *contain*:
  - (1) Procedures for requests;
  - (2) Number and type of items provided; and
  - (3) Responsibility for installation, maintenance, and removal of items.

### 15 FAM 724.3 Individual Requests

*(CT:OBO-9; 06-26-2006)*

*(Uniform State/USAID/Commerce/Agriculture/DIA)*

*Posts may approve individual occupant requests that further long-range objectives and* items needed for handicapped and limited mobility employees and family members.

## **15 FAM 725 MARINE *SECURITY GUARD* QUARTERS**

### **15 FAM 725.1 Consolidated Quarters**

*(CT:OBO-9; 06-26-2006)*

*(Uniform State/USAID/Commerce/Agriculture/DIA)*

The Memorandum of Understanding between the Department of State and the U.S. Marine Corps *provides for complete furnishings of consolidated quarters for marine security guard (MSG) watch standers*. The Interiors and Furnishings Division in the Project Execution Office of the Bureau of Overseas Buildings Operations (OBO/PE/IF) procures china, flatware, and kitchenware. Post provides other appropriate furniture, furnishings, appliances, and equipment (FFA&E). The Bureau of Diplomatic Security (DS) *funds all items* with U.S. Marine Corps (USMC) *reimbursement*.

### **15 FAM 725.2 Separate Quarters**

*(CT:OBO-9; 06-26-2006)*

*(Uniform State/USAID/Commerce/Agriculture/DIA)*

Marine security guard personnel entitled to separate quarters receive *the same type of* furniture, furnishings, appliances, and equipment (FFA&E) as State Department program employees at post.

## **15 FAM 726 THROUGH 729 UNASSIGNED**

# **15 FAM EXHIBIT 723A BASIC FURNITURE, FURNISHINGS, APPLIANCES, AND EQUIPMENT (FFA&E) FOR U.S. GOVERNMENT-FURNISHED RESIDENCES**

*(CT:OBO-1; 04-29-2005)*

## **BASIC FFA&E**

### **STANDARD ITEMS FOR U.S. GOVERNMENT-FURNISHED RESIDENCES**

Furniture as provided in State Department-contracted packages, including:

- Sofas
- Chairs
- Dining and kitchen tables
- Desks
- Buffets
- Coffee and end tables
- Bookcases
- China cabinets
- Mirrors
- Beds (including mattresses, box springs and frames)
- Wardrobes (as needed)
- Bureaus
- Side tables
- Dressers

#### **Also:**

- Rugs, carpets, and carpet pads
- Table and floor lamps, and normal lighting fixtures
- Draperies, curtains, blinds, or shades
- Cooking range (gas or electric)
- Refrigerator
- Washing machine and dryer, or shared laundry facilities

Smoke detectors

Fire extinguishers

Initial set of electric light bulbs

Electrical regulators, such as transformers and adaptor plugs, as necessary for U.S. Government-furnished equipment

# **15 FAM EXHIBIT 723B SUPPLEMENTAL FURNITURE, FURNISHINGS, APPLIANCES, AND EQUIPMENT (FFA&E) FOR U.S. GOVERNMENT-FURNISHED RESIDENCES**

*(CT:OBO-9; 06-26-2006)*

## **SUPPLEMENTAL FFA&E**

Water filters

Air-conditioners and evaporative coolers

Window, floor, and table fans

Humidifiers and dehumidifiers

Air cleaning devices

Portable heating appliances

Food freezers

Snow shovels, ladders, garden hoses, and other garden and maintenance equipment

Chandeliers, decorative lighting fixtures, and sconces in appropriate representational residences

Commercial cooking equipment (including exhaust hoods and ducts, suppression systems, and control devices) in appropriate representational residences

Garden, patio, porch, and terrace furniture

Window awnings, window screens, and mosquito netting

Vacuum cleaners

Floor polishers

Fireplace equipment

### **Additional items of basic FFA&E, such as:**

Refrigerators

Ranges

Washing machines

Clothes dryers

## **Guidelines on the Provision of Supplemental FFA&E and Other Items**

- a. The U.S. Government may provide supplemental FFA&E upon recommendation of the post interagency housing board (IAHB), with approval of the single real property manager (SRPM) and principal representative of each agency. Provision is subject to the availability of post-held funds. The IAHB should establish a joint country policy, *specifying* the kinds and number of items for each residence, *and* provisions for varying needs and special conditions. The *post housing guidelines must contain the* approved IAHB *supplemental FFA&E policy*.
- b. The U.S. Government may furnish other items in addition to basic and supplemental FFA&E. *These* items will be furnished routinely *if the post IAHB and the SRPM establish a joint policy among agencies utilizing the housing*. The parent agency and regional bureau *must also approve*. In addition, Departmental furniture packages *and* replacement items must be used to the fullest extent possible.
- c. Food freezers may be provided for residences when the IAHB determines that conditions warrant. *Post must determine* the adequacy of the local electricity supply *and give consideration to* the following conditions: isolated post location; lack of commissary services; long distance from shopping facilities; restricted seasonal availability of meat, seafood, etc., on the local market; and the need to import large quantities of food to supplement the local diet.