

U.S. Department of State

FY16 Report on Conferences as Required by Office of Management and Budget Memorandum M-12-12 and M- 17-08

This report fulfils the U.S. Department of State's reporting requirements pertaining to conference related expenditures contained within the Office of Management and Budget's Memorandum M-12-12 (OMB M-12-12, issued May, 2012, and OMB M-17-08, issued November 25, 2016) for fiscal year 2016.

Department of State FY16 Reporting per OMB Memorandum M-12-12 and M-17-08

| <i>Name of Conference</i> | Diplomatic Security Executive Leadership Forum |
|--|--|
| <i>Location</i> | Washington D.C. |
| <i>Total Expenses</i> | \$1,022,192 |
| <i>Start Date</i> | 5/10/2016 |
| <i>End Date</i> | 5/11/2016 |
| <i>Purpose and Contribution to Mission</i> | Senior DS security personnel from overseas and domestic offices participate in training and discussions of current DS initiatives to combat and/or mitigate terrorist threats to the Department. |
| <i>Total Department Funded Attendees*</i> | 261 |

| <i>Name of Conference</i> | 2016 Global Chiefs of Mission Conference |
|--|--|
| <i>Location</i> | Washington D.C. |
| <i>Total Expenses *</i> | \$616,626.91 |
| <i>Start Date</i> | 3/14/2016 |
| <i>End Date</i> | 3/15/2016 |
| <i>Purpose and Contribution to Mission</i> | The COM Conference brings together all serving U.S. Chief of Mission and nominees with the Secretary, Deputy Secretaries, Under Secretaries, Assistant Secretaries, other key Department officials, and special guests. The conference agenda addressed topics relevant to this critical point in time for America's global leadership and options for implementing U.S. foreign policy. |
| <i>Total Department Funded Attendees*</i> | 200 |

| <i>Name of Conference</i> | African Affairs Budget Workshop |
|--|--|
| <i>Location</i> | Bangkok |
| <i>Total Expenses *</i> | \$494,299.70 |
| <i>Start Date</i> | 11/16/2015 |
| <i>End Date</i> | 11/20/2015 |
| <i>Purpose and Contribution to Mission</i> | Workshop allows valuable interaction between Financial Management Officers and senior Locally Employees staff while providing essential training opportunities, discussions of new policies and procedures, best practices, shared-services consolidation, regionalization of services, overseas cost containment initiatives, and financial systems upgrades. |
| <i>Total Department Funded Attendees*</i> | 136 |

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| Near Eastern Affairs-South and Central Asian Affairs Human Resources Workshop | |
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| <i>Name of Conference</i> | |
| <i>Location</i> | Colombo |
| <i>Total Expenses *</i> | \$363,800.54 |
| <i>Start Date</i> | 3/1/2016 |
| <i>End Date</i> | 3/4/2016 |
| <i>Purpose and Contribution to Mission</i> | Human Resources (HR) workshop brings overseas-based and Washington-based professionals together to review recent policy changes and current challenges to maintaining the staffing levels critical to regional mission performance. |
| <i>Total Department Funded Attendees*</i> | 100 |

| FY 2016 Near Eastern Affairs-South and Central Asian Affairs Budget Workshop | |
|---|--|
| <i>Name of Conference</i> | |
| <i>Location</i> | Colombo |
| <i>Total Expenses *</i> | \$354,250.00 |
| <i>Start Date</i> | 10/25/2015 |
| <i>End Date</i> | 10/30/2015 |
| <i>Purpose and Contribution to Mission</i> | Workshop allows valuable interaction between Financial Management Officers and senior Locally Employees staff while providing essential training opportunities, discussions of new policies and procedures, best practices, shared-services consolidation, regionalization of services, overseas cost containment initiatives, and financial systems upgrades. |
| <i>Total Department Funded Attendees*</i> | 113 |

| Bureau of European Eurasian and International Organization Management Workshop 2016 | |
|--|---|
| <i>Name of Conference</i> | |
| <i>Location</i> | Garmisch |
| <i>Total Expenses *</i> | \$364,408.30 |
| <i>Start Date</i> | 11/1/2015 |
| <i>End Date</i> | 11/7/2015 |
| <i>Purpose and Contribution to Mission</i> | Management workshop with a focus on improving the ability of Embassy management teams to work together, with better cooperation across sections. The workshop addresses priority management issues and provides a discussion forum for recommendations as to how bureaus might best direct financial and human resources over the next several years. Post participants share best practices and customer-focused solutions that can be standardized and propagated across the two bureaus. |
| <i>Total Department Funded Attendees*</i> | 144 |

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|--|---|
| <i>Name of Conference</i> | Assistant Regional Security Officers - Western Hemisphere Affairs Regional Training Session 2015 |
| <i>Location</i> | Guadalajara |
| <i>Total Expenses *</i> | \$292,670.62 |
| <i>Start Date</i> | 2/23/2016 |
| <i>End Date</i> | 2/25/2016 |
| <i>Purpose and Contribution to Mission</i> | Training sessions provide all regional ARSO's and their staff an opportunity to learn about case studies, successful prosecutions, advanced interviewing techniques, joint investigations, advanced database training, global visa fraud trends, liaison strategies for host country law enforcement cooperation, and legal issues. |
| <i>Total Department Funded Attendees*</i> | 117 |

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| <i>Name of Conference</i> | East Asian and Pacific Affairs ICASS/Budget Workshop |
| <i>Location</i> | Bangkok |
| <i>Total Expenses *</i> | \$307,330.00 |
| <i>Start Date</i> | 11/9/2015 |
| <i>End Date</i> | 11/13/2015 |
| <i>Purpose and Contribution to Mission</i> | Workshop allows valuable interaction between Financial Management Officers and senior Locally Employees staff while providing essential training opportunities, discussions of new policies and procedures, best practices, shared-services consolidation, regionalization of services, overseas cost containment initiatives, and financial systems upgrades. |
| <i>Total Department Funded Attendees*</i> | 80 |

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|--|---|
| <i>Name of Conference</i> | 2015 African Affairs Management Officer Workshop |
| <i>Location</i> | Washington D.C. |
| <i>Total Expenses *</i> | \$265,025 |
| <i>Start Date</i> | 12/14/2015 |
| <i>End Date</i> | 12/18/2015 |
| <i>Purpose and Contribution to Mission</i> | African Affairs Bureau Management Officer Workshop 2015 - African Affairs will hold an overlapping workshop with Near Eastern Affairs/South and Central Asian Affairs, East Asian and Pacific African Affairs, and WHA introducing Management Officers to senior level department staff. Three days of the workshop will be African Affairs specific focusing on management controls, |
| <i>Total Department Funded Attendees*</i> | 50 |

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| <i>Name of Conference</i> | FY16 U.S. REFUGEE ADMISSIONS WORKSHOP |
| <i>Location</i> | Washington D.C. |
| <i>Total Expenses</i> | \$229,644.91 |
| <i>Start Date</i> | 12/7/2015 |
| <i>End Date</i> | 12/11/2015 |
| <i>Purpose and Contribution to Mission</i> | The workshop stemmed from a need to coordinate and harmonize processing practices and convey information to Refugee Coordinators. To convene all partners involved in administering the U.S. Refugee Admissions Program and identify key challenges to achieving the Presidentially mandated ceiling of 85,000 refugees. |
| <i>Total Department Funded Attendees*</i> | 79 |

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|--|---|
| <i>Name of Conference</i> | Association of Bi-National Centers of Latin America (ABLA) Conference |
| <i>Location</i> | Houston |
| <i>Total Expenses *</i> | \$198,736.34 |
| <i>Start Date</i> | 8/16/2016 |
| <i>End Date</i> | 8/19/2016 |
| <i>Purpose and Contribution to Mission</i> | As Department-recognized "American Spaces," Binational Centers engage more than 17 million youth yearly through English classes, public libraries, education advising, and cultural programs, all of which support WHA's policy priorities in the region. The ABLA conference is the principal regional forum for coordinating BNC policies in the Western Hemisphere region. |
| <i>Total Department Funded Attendees*</i> | 87 |

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|--|---|
| <i>Name of Conference</i> | 2015 Near Eastern Affairs-South and Central Asian Affairs Management Officers Workshop |
| <i>Location</i> | Washington D.C. |
| <i>Total Expenses *</i> | \$158,360.00 |
| <i>Start Date</i> | 12/14/2015 |
| <i>End Date</i> | 12/17/2015 |
| <i>Purpose and Contribution to Mission</i> | A platform to introduce the Department's latest initiatives in technology, resource management, strategic planning and employee wellness. By bringing together Management Officers from four Bureaus, it is an opportunity to reward creativity, promote innovation and strengthen collaboration through the first-hand sharing of best practices and cost-saving strategies from across our regions. |
| <i>Total Department Funded Attendees*</i> | 60 |

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| <i>Name of Conference</i> | Environment Science Technology and Health Officers Conference: |
| <i>Location</i> | Tallinn |
| <i>Total Expenses *</i> | \$143,213.00 |
| <i>Start Date</i> | 10/21/2015 |
| <i>End Date</i> | 10/23/2015 |
| <i>Purpose and Contribution to Mission</i> | A conference for Foreign Service Officers who focus on environment, science and technology, and health (ESTH) issues in European and Eurasian Affairs is beneficial for the Department as these issues are a priority for the Department and the Administration. |
| <i>Total Department Funded Attendees*</i> | 60 |

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|--|--|
| <i>Name of Conference</i> | 2015 East Asian and Pacific, African Affairs Overseas Management Officer Workshop |
| <i>Location</i> | Washington D.C. |
| <i>Total Expenses *</i> | \$137,515.00 |
| <i>Start Date</i> | 12/13/2015 |
| <i>End Date</i> | 12/18/2015 |
| <i>Purpose and Contribution to Mission</i> | Annual workshop provides an invaluable opportunity for management officers to come together from disparate posts and countries to share best practices, to provide training and consultations, and to learn first hand of the managerial challenges ahead. |
| <i>Total Department Funded Attendees*</i> | 40 |

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|--|--|
| <i>Name of Conference</i> | European and Eurasian African Affairs, Commission and Post Conference |
| <i>Location</i> | Helsinki |
| <i>Total Expenses *</i> | \$142,742.44 |
| <i>Start Date</i> | 6/13/2016 |
| <i>End Date</i> | 6/18/2016 |
| <i>Purpose and Contribution to Mission</i> | The European and Eurasian African Affairs and European and Eurasian Affairs region of the Fulbright program to host first gathering of all of its commission directors (23 -- more than any other geographic region) with non-commission post-run country programs since 2002. |
| <i>Total Department Funded Attendees*</i> | 77 |

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| <i>Name of Conference</i> | Libya Regional Strategic Initiative (RSI) |
|--|--|
| <i>Location</i> | Rabat |
| <i>Total Expenses *</i> | \$105,204.86 |
| <i>Start Date</i> | 6/9/2016 |
| <i>End Date</i> | 6/10/2016 |
| <i>Purpose and Contribution to Mission</i> | Strong regional coordination and collaboration is critical to achieve our goals in Libya and promote regional stability. Countries in the region, particularly those who share borders with Libya, have a critical stake in countering terrorism in Libya. |
| <i>Total Department Funded Attendees*</i> | 26 |

* Total Expenses based on best data available at reporting deadline.