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Detail and Transfer of Federal Employees to International Organizations

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Detail and Transfer of Federal Employees to International Organizations

An agency may **detail** or **transfer** an employee to any organization which the Office of Personnel Management has designated as an international organization. A detail or transfer may not exceed 5 years but may be extended 3 additional years upon the approval of the head of the agency. A transferred employee is entitled to be reemployed in his or her former position or one of like status and pay within 30 days of his or her application for reemployment.

- **List of International Organizations**
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List of International Organizations*

***Within the Meaning of the Federal Employees International Organization Service Act**, this list designates the international organizations to which Federal employees may be detailed or transferred with reemployment rights, as provided in 5 CFR 352.304. It will be updated periodically as new organizations are added/deleted. This list does not determine whether an entity is an international organization for the purpose of other statutes or regulations.

- **United Nations Organizations**
- **Specialized Agencies of the United Nations**
- **International Financial Institutions**
- **Inter-American Organizations**
- **Other Regional Organizations**
- **Other International Organizations**

United Nations (UN Secretariat, Organs and Their Subsidiary Bodies and Special Programs)

- United Nations Secretariat
- UN Capital Development Fund
- UN Center for Human Settlements (UNCHS)
- UN Children's Fund (UNICEF)
- UN Development Fund for Women
- UN Development Program (UNDP)
- UN Environmental Program (UNEP)

- UN High Commissioner for Refugees (UNHCR)
- UN Office of Drug Control & Crime Prevention (UNODCCP)
- UN International Training and Research Center (UNITAR)
- UN Relief and Works Agency for Palestine Refugees in the Near East (UNRWA)
- UN University
- UN Volunteers
- International Court of Justice (ICJ)
- International Civil Service Commission (ICSC)
- International Criminal Tribunal for the Former Yugoslavia
- International Criminal Tribunal for Rwanda
- International Research and Training Institute for the Advancement of Women (INSTRAW)
- World Food Program (WFP)

Note:

Because the UN qualifies as an international organization in which the United States Government participates within the meaning of Public Law 89-554 as amended, organs and special programs of the UN usually also qualify under the statute as well. The above list, therefore, is meant to be illustrative, not exhaustive. Questions as to whether other organs or special programs of the UN not on the above list qualify under the statute should be addressed to the Office of Personnel Management, which will make the necessary determination after consultation with the Department of State.

Specialized Agencies of the United Nations

- Food and Agriculture Organization (FAO)
- International Atomic Energy Agency (IAEA)
- International Civil Aviation Organization (ICAO)
- International Fund for Agriculture Development (IFAD)
- International Labor Organization (ILO)
- International Maritime Organization (IMO)
- International Telecommunications Union (ITU)
- UN Educational, Scientific and Cultural Organization (UNESCO)
- Universal Postal Union (UPU)
- World Health Organization (WHO)
- International Agency for Research in Cancer (IARC)
- World Intellectual Property Organization (WIPO)
- World Meteorological Organization (WMO)

International Financial Institutions

- Bank for International Settlements (BIS)
- International Monetary Fund (IMF)
- North American Development Bank (NADB)
- UN Regional Development Banks
 - African Development Bank
 - Asian Development Bank
 - European Bank for Reconstruction and Development (EBRD)
 - Inter-American Development Bank (IDB)
- World Bank Group
 - International Bank for Reconstruction & Development (IBRD)

- International Finance Corporation (IFC)
- Multilateral Investment Guarantee Agency (MIGA)

Inter-American Organizations

- Border Environment Cooperation Commission (BECC)
- Inter-American Center of Tax Administrators (CIAT)
- Inter-American Indian Institute (IAII)
- Inter-American Institute for Cooperation in Agriculture (IICA)
- Inter-American Institute for Global Change Research
- Inter-American Tropical Tuna Commission
- Organization of American States (OAS)
- Pan American Health Organization (PAHO)
- Pan American Institute of Geography and History
- Pan American Railway Congress Association
- Postal Union of the Americas, Spain and Portugal (PUASP)

Other Regional Organizations

- Asia Pacific Energy Research Center (APEREC)
- Colombo Plan Council
- Great Lakes Fisheries Commission
- International Energy Agency (IEA)
- North Atlantic Assembly
- North Atlantic Treaty Organization (NATO)
- Nuclear Energy Agency (NEA)
- Organization for Economic Cooperation & Development (OECD)
- South Pacific Commission

Other International Organizations

- Center for International Forestry Research (CIFOR)
- Commission For Labor Cooperation
- Commission for the Conservation of Antarctic Marine Living Resources
- Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES)
- Fund for the Protection of the World Cultural and Natural Heritage (World Heritage Fund)
- Global Biodiversity Information Facility (GBIF)
- International Agreement on the Maintenance of Certain Lights in the Red Sea
- International Bureau of Weights and Measures
- International Bureau for the Permanent Court of Arbitration
- International Bureau for the Protection of Industrial Property
- International Bureau for the Publication of Custom Tariffs
- International Center for Agricultural Research in the Dry Areas (ICARDA)
- International Center for the Study of the Preservation and Restoration of Cultural Property (ICCROM)
- International Coffee Organization
- International Committee of the Red Cross
- International Cotton Advisory Committee
- International Council for the Exploration of the Sea (ICES)
- International Council of Scientific Unions and Associate Unions
- International Criminal Police Organization (INTERPOL)
- International Crops Research Institute for the Semi-Arid Tropics (ICRISAT)

- International Development Law Institute (IDLI)
- International Fertilizer Development Center
- International Grains Council (formerly Int'l Wheat Council)
- International Human Frontier Science Program Organization (HFSP)
- International Hydrographic Organization
- International Institute for Cotton
- International Institute for the Unification of Private Law
- International Mobile Satellite Organization (IMSO)
- International North Pacific Fisheries Commission
- International Organization for Legal Metrology
- International Organization for Migration (IOM)
- International Organization of Supreme Audit Institutions
- International Plant Genetics Resources Institute (IPGRI)
- International Rubber Study Group
- International Science and Technology Center (ISTC)
- International Seed Testing Association
- International Service for National Agriculture Research (ISNAR)
- International Sugar Council
- International Tropical Timber Organization (ITTO)
- International Union of Credit and Investment Insurers (Berne Union)
- International Whaling Commission
- Interparliamentary Union
- Iran-United States Claims Tribunal
- Korean Peninsula Energy Development Organization (KEDO)
- Multinational Force and Observers (MFO)
- Organization for the Prohibition of Chemical Weapons (OPCW) (formerly the Preparatory Commission to OPCW)
- Permanent International Association of Navigation Congresses
- Preparatory Commission for the Comprehensive Nuclear Test-Ban Treaty (PC/CTBT)
- Regional Environmental Center for Central and Eastern Europe
- The Hague Conference on Private International Law
- Science and Technology Center in Ukraine (STCU)
- Sierra Leone Special Court
- The World Heritage Fund
- World Customs Organization (WCC) {formerly the Customs Cooperation Council (CCC)}
- World Trade Organization (WTO) {formerly the General Agreement on Tariffs and Trade (GATT)}

NOTES:

The preceding list contains the names of a number of small and highly specialized international bodies which do not maintain normal secretariats and are not expected to require the full-time services of Federal personnel. They have been included on the list because they may request the short-term detail of a Federal employee and they do qualify as international organizations under Public Law 85-795.

While the U.S. Government participates in other international organizations not listed here, the degree of participation may not be enough to meet the statutory standard. Therefore, if a detail or transfer is contemplated, the status of these organizations must be considered on a case-by-case basis.

This list does not include the Southeast Asia Treaty Organization (SEATO). Although it qualifies as an international organization, assignments of Federal personnel are coordinated by the Department of State and are made under statutory authority other than Public Law 85-795.

Request as to whether an organization not on the present list may qualify should be addressed to OPM, which will consult with the Department of State on that determination.

Important Notice: Some of the information in this citation may contain references to the Federal Personnel Manual (FPM). The FPM, abolished in 1994, is no longer valid. As regulations are revised and updated, we will delete references to the FPM accordingly.

Code of Federal Regulations

Title 5, Volume 1, Parts 1 to 699 - Revised as of January 1, 1997 CITE: 5 CFR 352

TITLE 5--ADMINISTRATIVE PERSONNEL
CHAPTER I--OFFICE OF PERSONNEL MANAGEMENT
PART 352--REEMPLOYMENT RIGHTS

Subpart C--Detail and Transfer of Federal Employees to International Organizations

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Source: 33 FR 12433, Sept. 4, 1968, unless otherwise noted

Subpart C--Detail and Transfer of Federal Employees to International Organizations Authority: 5 U.S.C. 3584, E.O. 11552, 3 CFR 1966-1970 Comp., p. 954; Section 352.313 also issued under 5 U.S.C. 7701, et seq

Source: 35 FR 16525, Oct. 23, 1970, unless otherwise noted

Sec. 352.301 Purpose.

The purpose of this subpart is to encourage details and transfers of employees for service with international organizations as authorized by sections 3343 and 3581-3584 of title 5, United States Code, and to provide procedures for participation in the program

Sec. 352.302 Definitions.

In this subpart:

(a) Agency, employee, international organization, and transfer have the meaning given them by section 3581 of title 5, United States Code; (b) Detail has the meaning given it by section 3343 of title 5, United States Code; and (c) Term of employment means not more than (1) 5 consecutive years of employment, except that when the Secretary of State determines it to be in the national interest, the detail or transfer may be extended up to an additional 3 years, or (2) the period of less than 5 years specified at the time of consent to transfer or detail, beginning with entrance on duty in the international organization

Sec. 352.303 Effective date of equalization allowance.

Section 352.310 applies to employment with an international organization that occurs after December 29, 1969

Sec. 352.304 International organizations covered.

Without prior approval of OPM, an agency may detail or transfer an employee under this subpart to any organization which OPM has designated in the Federal Personnel Manual as an international organization. An agency may detail or transfer an employee under this subpart to any other public international organization or international organization preparatory commission, only when OPM, after consultation with the Department of State, agrees that the organization concerned could be designated in the Federal Personnel Manual as an international organization covered by sections 3343 and 3581 of title 5, United States Code

Sec. 352.305 Eligibility for detail.

An employee, including a person serving under a career appointment in the Senior Executive Service (SES), is eligible to be detailed to an international organization with the rights provided for in, and in accordance with, section 3343 of title 5, United States Code, and this subpart

[51 FR 25188, July 11, 1986]

Sec. 352.306 Length of details.

A detail or series of details shall not exceed 5 consecutive years, except that when the Secretary of State, on the recommendation of the head of the agency, determines it to be in the national interest, the 5- year detail may be extended for up to an additional 3 years. A detail or series of details or combination of details and transfers shall not exceed 8 years in the aggregate

Sec. 352.307 Eligibility for transfer.

An employee is eligible for transfer to an international organization with the rights provided for in, and in accordance with, sections 3581-3584 of title 5, United States Code, and this subpart, except the following: (a) A Presidential appointee (other than a postmaster, a Foreign Service officer or a Foreign Service information officer), regardless of whether his appointment was made by and with the advice and consent of the Senate

(b) A person serving in the executive branch in a confidential or policy-determining position excepted from the competitive service under Schedule C of part 213 of this chapter

(c) A person serving under a noncareer, limited emergency, or limited term appointment in the SES

(d) A person serving under a temporary appointment pending establishment of a register

(e) A person serving under an appointment specifically limited to 1 year or less

(f) A person serving on a seasonal, intermittent, or part-time basis

[35 FR 16525, Oct. 23, 1970, as amended at 51 FR 25188, July 11, 1986; 57 FR 10124, Mar. 24, 1992]

Sec. 352.308 Effecting employment by transfer.

(a) Authority to approve transfers. On written request by an international organization for the services of an employee, the agency may authorize the transfer of the employee to the organization for any period not to exceed 5 years, except that when the Secretary of State determines it to be in the national interest, a period of employment by transfer may be extended, subject to the approval of the head of the agency, for up to an additional 3 years. A transfer or series of transfers or combination of details and transfers shall not exceed 8 years in the aggregate. Refusal by the head of the agency to authorize the transfer or the extension of the transfer is not reviewable by or appealable to OPM

(b) Letter of consent. When an agency consents to the transfer of an employee, the agency shall give its consent in writing to the international organization and shall furnish the employee with a copy of the consent

(c) Effective date. The agency and the international organization shall establish the effective date of transfer by mutual agreement

(d) Recording requirement. The agency shall furnish the employee with a statement of his leave account when he is separated for transfer

In addition, the agency shall include on the personnel action form effecting the employee's separation for transfer, (1) identification of the international organization to which he transfers, (2) a clear statement of the period during which he has reemployment rights in the agency under section 3582 of title 5, United States Code, and this subpart, and of the legal and regulatory conditions of his reemployment

Sec. 352.309 Retirement, health benefits, and group life insurance.

(a) Agency and employee action. At the time of consent to the transfer of an employee, the agency shall notify the employee in writing that it will make agency contributions and he will retain coverage with resulting rights and benefits under the retirement, health benefits, and group life insurance systems or any of them if employee payments are currently deposited in the respective funds. The employee shall acknowledge, in writing, receipt of the notice and state whether or not he wishes to retain his coverage under the retirement, health benefits, and group life insurance systems or any of them by continuing required employee payments

(b) Agency responsibility. A transferred employee is deemed to remain an employee of the agency from which transferred for retirement, health benefits, and group life insurance purposes. For retirement and group life insurance purposes, the agency is responsible for determining the applicable rate of pay in accordance with the provisions of section 3583 of title 5, United States Code. The agency is also responsible for collecting, accounting for, and depositing in the respective funds all retirement, health benefits, and group life insurance employee payments required to be made for the purpose of protecting the rights of the employee so transferred; and for accounting for and depositing in the respective funds all agency contributions. The agency shall furnish the employee with specific information as to how, when, and where the payments are to be submitted

(c) Coverage. Employee payments are currently deposited if received by the agency before, during, or within 3 months after the end of the pay period covered thereby. Failure to deposit the payment currently terminates a transferred employee's retirement, health benefits, and group life insurance coverage on the last day of the pay period for which payments were currently deposited, subject to a 31-day extension of group life insurance and health benefits coverage as provided in parts 870 and 890 of this chapter and to the conversion benefits provided in parts 870 and 890 of this chapter. Coverage so terminated may not attach again before the employee actually enters on duty on his first day in a pay status in an agency. However, terminated civil service retirement, health benefits, and group life insurance coverage shall be reinstated retroactively when, in the judgment of OPM, the failure to make the required current deposit

was due to circumstances beyond the control of the employee and the required payments were deposited at the first opportunity. Coverage under a system other than the civil service retirement system shall be reinstated retroactively if the agency which administers the retirement system determines that the failure to make the required current deposit was due to circumstances beyond the control of the employee and the required payments were deposited at the first opportunity

Sec. 352.310 Equalization allowance.

(a) An employee transferred to an international organization is entitled to be paid in accordance with paragraphs (a)(1) through (4) of this section, an amount equal to the difference between the pay, allowances, post differential, and other monetary benefits paid by the international organizations and the pay, allowances, post differential, and other monetary benefits that would have been paid by the agency had he been detailed to the international organization under section 3343 of title 5, United States Code, (i) on reemployment; or (ii) on his death which occurs during the period of transfer or during the period after separation from an international organization when he is exercising or could exercise his reemployment rights

(1) To determine the difference, the Department of State defines pay (i) for the Federal Government, as the amount paid an employee before the deduction of State and local taxes, but after the deduction of hypothetical U.S. Federal tax using the standard deduction considering the number of exemptions and appropriate tax table prescribed by the Department; (ii) for international organizations following the Common System of Salaries and Allowances of the United Nations and Specialized Agencies, as the amount actually paid to the employee after the deduction of the Staff Assessment; (iii) for other international organizations, as the amount actually paid to the employee. In cases where pay is subject to State and local taxes, this shall be the pay before the deduction of the taxes

(2) Allowances, post differential, and other monetary benefits are defined by the Secretary of State as follows: (i) Federal Government: The amount that would have been paid under sections 5921-5925 of title 5, United States Code, applicable provisions of chapters 100, 200, and 500 of the Standardized Regulations (Government Civilians Foreign Areas) and implementing agency regulations had the employee been detailed to the international organization under section 3343 of title 5, United States Code; (ii) International organizations following the Common System of Salaries and Allowances of the United Nations and Specialized Agencies: The amount paid under pertinent provisions of the Staff Regulations and Rules of the United Nations and the Specialized Agencies; (iii) Other international organizations not under the Common System of Salaries and Allowances of the United Nations and Specialized Agencies: The amount paid under pertinent conditions of service applied by the organizations as determined to be appropriate by the releasing agency with the concurrence of the Secretary of State

(3) Travel and subsistence expenses, transportation of effects, and leave are not considered monetary benefits for purposes of this section

(4) In exceptional circumstances where a hardship or an inequity would otherwise occur the Secretary of State, on the recommendation of the head of the agency, may specify allowances or other monetary benefits in lieu of or in addition to those specified above

(b) Authoritative information on pay, allowances, post differential, and other monetary benefits as defined in paragraph (a) of this section for the Federal Government and the international organizations is maintained currently by the Department of State and is made available on request to any Federal department, agency, or employee concerned

(c) Agency and employee responsibilities for reporting and documenting payments received from international organizations are specified in the Federal Personnel Manual

[35 FR 16525, Oct. 23, 1970, as amended at 40 FR 1223, Jan. 7, 1975]

Sec. 352.311 Reemployment.

(a) A transferred employee is entitled to be reemployed in his or her former position or one of like seniority, status, and pay within 30 days of his or her application for reemployment if he or she meets the following conditions:

(1) He or she is separated, either voluntarily or involuntarily, within his or her term of employment with an international organization; and (2) He or she applies for reemployment to his or her former agency or its successor no later than 90 days after his or her separation

(b) When an employee's right is to a position in the SES, reemployment or return may be to any position in the SES for which the employee is qualified. The employee shall be returned at not less than the SES pay level at which the employee was being paid immediately before his or her transfer, or if pay has been adjusted under Sec. 352.314(c), at not less than the adjusted pay level

[51 FR 25188, July 11, 1986, as amended at 58 FR 58261, Nov. 1, 1993]

Sec. 352.312 When to apply.

An employee may apply for reemployment either before or after separation by the international organization. If he applies before separation, the 30-day period prescribed in Sec. 352.311 begins either within the date of the application or 30 days before the employee's date of separation, whichever is later

Sec. 352.313 Failure to reemploy and right of appeal.

(a) When an agency fails to reemploy an employee within 30 days of his/her application, it shall notify him/her in writing of the reasons and of his/her right to appeal to the Merit Systems Protection Board under the provisions of the Board's regulations. The agency shall comply with the provisions of Sec. 1201.21 of this title

(b) If the agency fails to reach and issue a decision to the employee within 30 days from his/her application for reemployment, the employee is entitled to appeal the failure of the agency to the Merit Systems Protection Board under the provisions of the Board's regulations

(c) An appeal alleging that the agency has failed to comply with any of the other provisions of sections 3343 and 3581-3584 of title 5, United States Code, or of this part may be submitted to the Merit Systems Protection Board under the provisions of the Board's regulations

[44 FR 48952, Aug. 21, 1979] Sec. 352.314 Consideration for promotion and pay increases.

(a) Each agency shall consider each employee detailed or transferred to an international organization for all promotions for which he would be considered were he not absent. A promotion based on this consideration is effective on the date it would have been made if the employee were not absent

(b) When the position of an employee absent on detail or transfer to an international organization is regraded upward during his absence, his agency shall place him in the regraded position

(c) Each agency shall consider each employee detailed or transferred to an international organization from an ungraded pay system for all pay increases for which the employee would be considered were the employee not absent. An increase is effective on the date it would have been made if the employee were not absent

[35 FR 16525, Oct. 23, 1970, as amended at 58 FR 58261, Nov. 1, 1993]