AUTHENTICATED
U.S. GOVERNMENT
INFORMATION
GPO

DEPARTMENT OF STATE

2201 C Street NW., Washington, DC 20520
Phone, 202–647–4000. Internet, www.state.gov.

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Assistant Secretary for Legislative Affairs	BARBARA LARKIN
Chairman, Foreign Service Grievance Board	EDWARD REIDY
Chief of Protocol	MARY MEL FRENCH
Chief of Staff	ELAINE K. SHOCAS
Civil Service Ombudsman	TED A. BOREK
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Assistant Secretary for Nonproliferation	ROBERT J. EINHORN
Assistant Secretary for Political-Military Affairs	ERIC NEWSOM
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Assistant Secretary for Economic and Business Affairs	EARL ANTHONY WAYNE
Under Secretary for Global Affairs	FRANK E. LOY
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Assistant Secretary for International Narcotics and Law Enforcement Affairs	RAND BEERS
Assistant Secretary for Oceans and International Environmental and Scientific Affairs	DAVID B. SANDALOW
Assistant Secretary for Population, Refugee, and Migration Affairs	JULIA V. TAFT
Under Secretary for Management	BONNIE R. COHEN
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Assistant Secretary for Consular Affairs	MARY A. RYAN

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Assistant Secretary for Near East Affairs	EDWARD S. WALKER
Assistant Secretary for South Asian Affairs	KARL F. INDERFURTH
Assistant Secretary for International Organization Affairs	C. DAVID WELCH
Under Secretary for Public Diplomacy and Public Affairs	EVELYN S. LIEBERMAN
Assistant Secretary for Public Affairs and Spokesman for the Department of State	JAMES RUBIN
U.S. Coordinator, International Communications and Information Policy	RICHARD BEAIRD, *Acting*
Permanent Representative of the United States of America to the Organization of American States	VICTOR MARRERO

United States Mission to the United Nations [1]

799 United Nations Plaza, New York, NY 10017

United States Permanent Representative to the United Nations and Representative in the Security Council	RICHARD C. HOLBROOKE
Deputy United States Representative to the United Nations	JAMES CUNNINGHAM
United States Representative for Special Political Affairs in the United Nations	NANCY E. SODERBERG
United States Representative on the Economic and Social Council	BETTY E. KING
United States Representative for U.N. Management and Reform	DONALD S. HAYES

[For the Department of State statement of organization, see the *Code of Federal Regulations,* Title 22, Part 5]

The Department of State advises the President in the formulation and execution of foreign policy and promotes the long-range security and well-being of the United

[1] A description of the organization and functions of the United Nations can be found under *Selected Multilateral Organizations* in this book.

States. The Department determines and analyzes the facts relating to American overseas interests, makes recommendations on policy and future action, and takes the necessary steps to carry out established policy. In so doing, the Department engages in continuous consultations with the American public, the Congress, other U.S. departments and agencies, and foreign governments; negotiates treaties and agreements with foreign nations; speaks for the United States in the United Nations and other international organizations in which the United States participates; and represents the United States at international conferences.

The Department of State was established by act of July 27, 1789, as the Department of Foreign Affairs and was renamed Department of State by act of September 15, 1789 (22 U.S.C. 2651 note).

Secretary of State The Secretary of State is responsible for the overall direction, coordination, and supervision of U.S. foreign relations and for the interdepartmental activities of the U.S. Government abroad. The Secretary is the first-ranking member of the Cabinet, is a member of the National Security Council, and is in charge of the operations of the Department, including the Foreign Service.

Regional Bureaus Foreign affairs activities worldwide are handled by the geographic bureaus, which include the Bureaus of African Affairs, European Affairs, East Asian and Pacific Affairs, Near East Affairs, South Asian Affairs, and Western Hemisphere Affairs.

Arms Control The mission of the Arms Control Bureau is to strengthen national security by formulating, advocating, negotiating, and implementing effective arms control and disarmament policies, strategies, and agreements. The Bureau directs U.S. participation in multilateral arms control negotiations and the Organization for the Prohibition of Chemical Weapons and is also responsible for monitoring technology developments as they relate to arms control and weapons developments.

For further information, contact the Bureau of Arms Control at 202–647–8478. Fax, 202–736–4472.

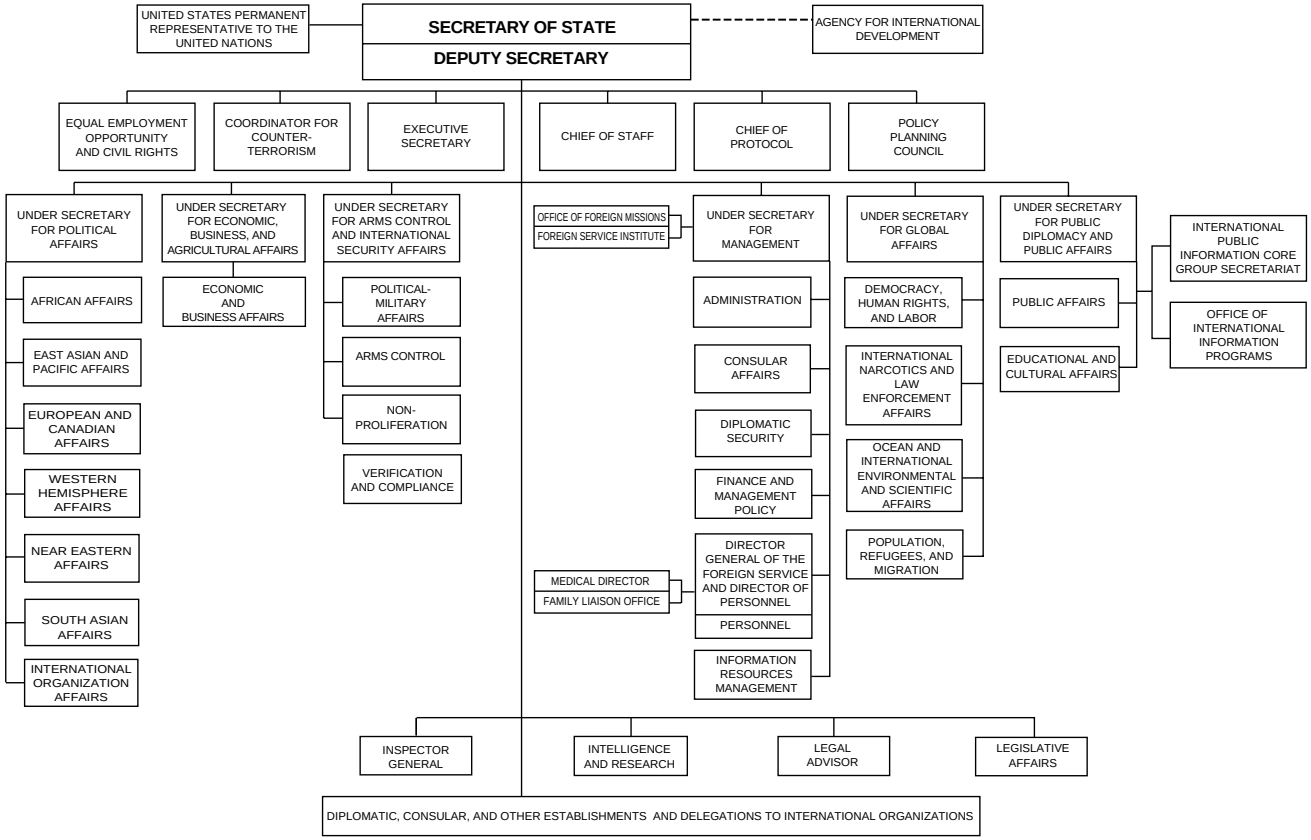
Consular Affairs The Bureau of Consular Affairs is responsible for the protection and welfare of American citizens and interests abroad; the administration and enforcement of the provisions of the immigration and nationality laws insofar as they concern the Department and Foreign Service; and the issuance of passports and visas and related services. Approximately 7 million passports a year are issued by the Office of Passport Services of the Bureau at the processing centers in Portsmouth, NH, and Charleson, SC, and the regional agencies in Boston, MA; Chicago, IL; Honolulu, HI; Houston, TX; Los Angeles, CA; Miami, FL; New Orleans, LA; New York, NY; Philadelphia, PA; San Francisco, CA; Seattle, WA; Stamford, CT; and Washington, DC.

For further information, visit the Bureau of Consular Affairs website at travel.state.gov.

Democracy, Human Rights, and Labor The Bureau of Democracy, Human Rights, and Labor (DRL) is responsible for developing and implementing U.S. policy on democracy, human rights, labor, and religious freedom. The Bureau undertakes dialog with foreign governments and builds partnerships in multilateral organizations in order to build global consensus in support of democratic rule and universal human rights principles. It is responsible for preparing the annual *Country Reports on Human Rights Practices* which are regarded as the most comprehensive and objective assessment of human rights conditions around the world. Through the Human Rights and Democracy Fund, DRL provides comprehensive technical and financial support for democracy and human rights, which helps prosecute war criminals, promote religious freedom, monitor free and fair elections, support workers' rights, encourage the establishment of the rule of law, and facilitate the growth of civil society.

Diplomatic Security The Bureau of Diplomatic Security provides a secure environment for conducting American

DEPARTMENT OF STATE



diplomacy and promoting American interests worldwide. Overseas, the Bureau develops and maintains effective security programs for every U.S. Embassy and consulate abroad; protects U.S. diplomatic personnel and missions from physical and electronic attack as well as technical espionage; and advises U.S. Ambassadors on all security matters. In the United States, the Bureau investigates passport and visa fraud, conducts personnel security investigations, and issues security clearances. It protects the Secretary of State, the U.S. Ambassador to the United Nations, and many cabinet-level foreign dignitaries and other foreign officials who visit the United States. The Bureau also assists foreign Embassies and consulates in the United States in the protection of their diplomats and facilities, and arranges for training in the United States for foreign civilian police who then return to their own countries better able to fight terrorism. The Diplomatic Courier Service supervises the worldwide transportation of classified documents and equipment contained in diplomatic pouches.

For further information, contact the Bureau of Diplomatic Security. Phone, 202–663–0067. Fax, 202–663–0100. Internet, www.heroes.net.

Economic and Business Affairs The Bureau of Economic and Business Affairs has overall responsibility for formulating and implementing policy regarding foreign economic matters, including resource and food policy, international communications and information policy, international energy issues, trade, economic sanctions, international finance and development, and aviation and maritime affairs.

For further information, contact the Bureau of Economic and Business Affairs. Phone, 202–647–7971. Fax, 202–647–5713.

Foreign Service Institute The Foreign Service Institute of the Department of State is the Federal Government's primary training institution for officers and support personnel of the foreign affairs community. In addition to the Department of State, the Institute provides training for more than 40 other governmental agencies. The Institute's more than 350 courses, including 60 foreign language courses, range in length from one day to 2 years. The courses are designed to promote successful performance in each professional assignment, to ease the adjustment to other countries and cultures, and to enhance the leadership and management capabilities of the foreign affairs community.

For further information, contact the Foreign Service Institute. Phone, 703–302–6729. Fax, 703–302–7227.

Intelligence and Research The Bureau coordinates the activities of U.S. intelligence agencies to ensure that their overseas activities are consistent with U.S. foreign policy objectives and interests. It organizes seminars on topics of high interest to policymakers and the intelligence community and monitors and analyzes foreign public and media opinion on key issues.

For further information, call 202–647–1080.

International Narcotics and Law Enforcement The Bureau of International Narcotics and Law Enforcement Affairs is responsible for developing, coordinating, and implementing international narcotics control and anticrime assistance activities of the Department of State. It provides advice on international narcotics control matters for the Office of Management and Budget, the National Security Council, and the White House Office of National Drug Control Policy and ensures implementation of U.S. policy in international narcotics matters. The Bureau also provides guidance on narcotics control and anticrime matters to chiefs of missions and directs narcotics control coordinators at posts abroad. It communicates or authorizes communication, as appropriate, with foreign governments on drug control and anticrime matters including negotiating, concluding, and terminating agreements

relating to international narcotics control and anticrime programs.

For further information, contact the Bureau of International Narcotics and Law Enforcement Affairs. Phone, 202–776–8750. Fax, 202–776–8775.

International Organizations The Bureau of International Organization Affairs provides guidance and support for U.S. participation in international organizations and conferences and formulates and implements U.S. policy toward international organizations, with particular emphasis on those organizations which make up the United Nations system. It provides direction in the development, coordination, and implementation of U.S. multilateral policy.

For further information, call 202–647–1663.

Medical Services The Office of Medical Services develops, manages, and staffs a worldwide primary health care system for U.S. citizen employees and their eligible dependents residing overseas. In support of its overseas operations, the Office approves and monitors the medical evacuation of patients, conducts pre-employment and in-service physical examinations, and provides clinical referral and advisory services. The Office also provides for emergency medical response in the event of a crisis at an overseas post.

For further information, call 202–663–1748.

Nonproliferation The Nonproliferation Bureau leads the U.S. Government's efforts to prevent the proliferation of weapons of mass destruction, their delivery systems, and advanced conventional arms. The Bureau is responsible for nuclear nonproliferation through support of the International Atomic Energy Agency, implementing the Nuclear Non-Proliferation Treaty, securing nuclear materials in the New Independent States of the former Soviet Union, disposing of stockpiles of fissile materials, advancing civil nuclear cooperation under safe and sound conditions, and promoting nuclear safety and effective protection, control, and accounting of nuclear material worldwide. The Bureau is also responsible for developing and implementing all policies to curb the proliferation of chemical and biological weapons and missiles, and promoting restraint in transfers of conventional arms. It also pursues regional and bilateral initiatives and negotiations designed to reduce proliferation pressures and destabilizing arms acquisitions, including negotiations with respect to Russia, China, South Asia, the Middle East, and the Korean peninsula.

For further information, contact the Bureau of Nonproliferation. Phone, 202–647–8699. Fax, 202–736–4863.

Oceans, Environment, and Science The Bureau of Oceans, Environment, and Science (OES) serves as the foreign policy focal point for international oceans, environmental, and scientific efforts. OES projects, protects, and promotes U.S. global interests in these areas by articulating U.S. foreign policy, encouraging international cooperation, and negotiating treaties and other instruments of international law. The Bureau serves as the principal adviser to the Secretary of State on international environment, science, and technology matters and takes the lead in coordinating and brokering diverse interests in the interagency process, where the development of international policies or the negotiation and implementation of relevant international agreements are concerned. The Bureau seeks to promote the peaceful exploitation of outer space, protect public health from reemerging infectious diseases, encourage government to government scientific cooperation, and prevent the destruction and degradation of the planet's natural resources and the global environment.

For further information, contact the Bureau of Oceans, Environment, and Science. Phone, 202–647–0978. Fax, 202–647–0217.

Political-Military Affairs The Political Military Affairs Bureau provides analytic support on defense-related policy issues, fosters bilateral and regional political-military relationships, manages security assistance funds, coordinates peacekeeping and other military

operations, plans complex contingency operations, and is responsible for a variety of crisis management activities. The Bureau is responsible for arms transfers policy and defense trade controls, promoting political-military cooperation in critical infrastructure protection, and coordinating U.S. humanitarian demining activities worldwide.

For further information, contact the Bureau of Political-Military Affairs. Phone, 202–647–6968. Fax, 202–736–4434. Internet, www.state.gov/www/global/arms/bureaupm.html.

Population, Refugees, and Migration The Bureau of Population, Refugees, and Migration has primary responsibility for formulating U.S. policies on population, refugees, and migration and for administering U.S. refugee assistance and admissions programs. It administers and monitors U.S. contributions to multilateral organizations and nongovernmental organizations to provide assistance and protection to refugees abroad. The Bureau oversees the annual admissions of refugees to the United States for permanent resettlement, working closely with the Immigration and Naturalization Service, the Department of Health and Human Services, and various State and private voluntary agencies. It coordinates U.S. international population policy and promotes its goals through bilateral and multilateral cooperation. It works closely with the U.S. Agency for International Development, which administers U.S. international population programs. The Bureau also coordinates U.S. international migration policy within the U.S. Government and through bilateral and multilateral diplomacy.

For further information, contact the Bureau of Population, Refugees, and Migration. Phone, 202–663–1071. Fax, 202–663–1061. Internet, www.state.gov/www/global/prm/index.html.

Protocol The Chief of Protocol is the principal adviser to the U.S. Government, the President, the Vice President, and the Secretary of State on matters of diplomatic procedure governed by law or international custom and practice. The Office is responsible for:

—visits of foreign chiefs of state, heads of government, and other high officials to the United States;

—organizing credential presentations of newly arrived Ambassadors to the President and to the Secretary of State.

—operation of the President's guest house, Blair House;

—delegations representing the President at official ceremonies abroad;

—conducting official ceremonial functions and public events;

—official interpretation of the order of precedence;

—conducting an outreach program of cultural enrichment and substantive briefings of the Diplomatic Corps;

—accreditation of over 100,000 Embassy, consular, international organization, and other foreign Government personnel, members of their families, and domestics throughout the United States;

—determining entitlement to diplomatic or consular immunity;

—publication of diplomatic and consular lists;

—resolution of problems arising out of diplomatic or consular immunity such as legal and police matters; and

—approving the opening of Embassy and consular offices in conjunction with the Office of Foreign Missions.

For further information, contact the Office of the Chief of Protocol. Phone, 202–647–2663. Fax, 202–647–1560.

Foreign Service To a great extent the future of our country depends on the relations we have with other countries, and those relations are conducted principally by the U.S. Foreign Service. Trained representatives stationed worldwide provide the President and the Secretary of State with much of the raw material from which foreign policy is made and with the recommendations that help shape it.

Ambassadors are the personal representatives of the President and report to the President through the Secretary of State. Ambassadors have full responsibility for implementation of U.S. foreign policy by any and all U.S. Government personnel within their

country of assignment, except those under military commands. Their responsibilities include negotiating agreements between the United States and the host country, explaining and disseminating official U.S. policy, and maintaining cordial relations with that country's government and people.

A listing of Foreign Service posts, together with addresses and telephone numbers and key personnel, appears in *Key Officers of Foreign Service Posts—Guide for Business Representatives,* which is for sale by the Superintendent of Documents, Government Printing Office, Washington, DC 20402.

United States Diplomatic Offices—Foreign Service

(C: Consular Office; N: No Embassy or Consular Office)

Country/Embassy	Ambassador
Albania/Tirana	Joseph Limprecht
Algeria/Algiers	Cameron R. Hume
Angola/Luanda	Joseph Sullivan
Antigua and Barbuda/St. John's (N).	Jeanette W. Hyde
Argentina/Buenos Aires	(Vacancy)
Armenia/Yerevan	Mike Lemmon
Australia/Canberra	Genta Hawkins Holmes
Austria/Vienna	Kathryn W. Hall
Azerbaijan/Baku	Stanley T. Escudero
Bahamas/Nassau	Sidney Williams
Bahrain/Manama	Johnny Young
Bangladesh/Dhaka	John C. Holzman
Barbados/Bridgetown	Jeanette W. Hyde
Belarus/Minsk	Daniel W. Speckhard
Belgium/Brussels	Paul Cejas
Belize/Belize City	Carolyn Curiel
Benin/Cotonou	Robert C. Felder
Bolivia/La Paz	Donna J. Hrinak
Bosnia and Herzegovina/Sarajevo.	Richard D. Kauzlarich
Botswana/Gaborone	John Lange
Brazil/Brasilia	Melvyn Levitsky
Brunei Darussalam/Bandar Seri Begawan.	Sylvia Stanfield
Bulgaria/Sofia	Richard Miles
Burkina Faso/Ouagadougou	Jimmy Kolker
Burma/Rangoon-CDIA	Priscilla Clapp
Burundi/Bujumbura	Mary Carlin Yates
Cambodia/Phnom Penh	Kent Wiedemann
Cameroon/Yaounde	John M. Yates
Canada/Ottawa	Gordon Giffen
Cape Verde/Prala	Michael Metelitis
Central African Republic/Bangui	Robert C. Perry
Chad/N'Djamena	Christopher Goldthwait
Chile/Santiago	Gabriel Guerra-Mondragon
China/Beijing	Joseph W. Prueher
Colombia/Bogota	Myles R.R. Frechette
Comoros/Moroni (N)	Mark Erwin
Congo, Democratic Republic of the (formerly Zaire)/Kinshasa.	William L. Swing
Congo, Republic of/Brazzaville	David Kaeuper
Costa Rica/San Jose	Thomas J. Dodd
Cote d'Ivoire/Abidjan	George Mu
Croatia/Zagreb	William D. Montgomery
Cuba/Havana (U.S. Interests Section).	Michael G. Kozak

United States Diplomatic Offices—Foreign Service—Continued

(C: Consular Office; N: No Embassy or Consular Office)

Country/Embassy	Ambassador
Cyprus/Nicosia	Kenneth C. Brill
Czech Republic/Prague	John Shattuck
Denmark/Copenhagen	Richard Swett
Djibouti, Republic of/Djibouti	Lange Schermerhorn
Dominica/Roseau (N)	Jeanette W. Hyde
Dominican Republic/Santo Domingo.	(Vacancy)
Ecuador/Quito	Leslie M. Alexander
Egypt/Cairo	Daniel C. Kurtzer
El Salvador/San Salvador	Anne W. Patterson
Equatorial Guinea/Malabo	John Yates
Eritrea/Asmara	William Clarke
Estonia/Tallinn	Melissa Wells
Ethiopia/Addis Ababa	Tibor Nagy
Fiji/Suva	Osman Siddique
Finland/Helsinki	Eric Edelman
France/Paris	Felix Rohatyn
Gabonese Republic/Libreville	James V. Ledesma
Gambia/Banjul	George Haley
Georgia/Tbilisi	Ken Yalowitz
Germany/Berlin	John C. Kornblum
Ghana/Accra	Katharyn D. Robinson
Greece/Athens	R. Nicholas Burns
Grenada/St. George (N)	Jeanette W. Hyde
Guatemala/Guatemala	Donald J. Planty
Guinea/Conakry	Joyce Leader
Guinea-Bissau/Bissau	Harriet Lee Elam
Guyana/Georgetown	James F. Mack
Haiti/Port-au-Prince	Timothy M. Carney
Holy See/Vatican City	Corinne Claiborne Boggs
Honduras/Tegucigalpa	James F. Creagan
Hong Kong/Hong Kong (C)	Michael Klosson
Hungary/Budapest	Peter F. Tufo
Iceland/Reykjavik	Barbara Griffiths
India/New Delhi	Richard F. Celeste
Indonesia/Jakarta	Robert S. Gelbard
Ireland/Dublin	Michael J. Sullivan
Israel/Tel Aviv	Martin S. Indyk
Italy/Rome	Thomas M. Foglietta
Jamaica/Kingston	Jerome G. Cooper
Japan/Tokyo	Thomas S. Foley
Jerusalem	John E. Herbst
Jordan/Amman	William J. Burns
Kazakstan/Almaty	Richard Jones
Kenya/Nairobi	Johnnie Carson
Kiribati/Tarawa (N)	Joan M. Plaisted
Korea/Seoul	Steven W. Bosworth
Kuwait/Kuwait	James A. Larocco
Kyrgyz Republic/Bishkek	Anne Marie Sigmund
Laos/Vientiane	(Vacancy)
Latvia/Riga	James Holmes
Lebanon/Beirut	David Satterfield
Lesotho/Maseru	Katharine Peterson
Liberia/Monrovia	Bismark Myrick
Lithuania/Vilnius	Keith C. Smith
Luxembourg/Luxembourg	James Hormel
Madagascar/Antananarivo	Shirley E. Barnes
Malawi/Lilongwe	Amelia E. Shippy
Malaysia/Kuala Lumpur	Lynn Pascoe
Maldives/Male (N)	Shaun E. Donnelly
Mali/Bamako	Michael Ranneberger
Malta/Valletta	Kathryn L. Haycock-Proffitt
Marshall Islands/Majuro	Joan M. Plaisted
Mauritania/Nouakchott	Timberlake Foster
Mauritius/Port Louis	Mark Erwin
Mexico/Mexico City	(Vacancy)
Micronesia/Kolonia	Diane Watson
Moldova/Chisinau	Rudolph Perina
Mongolia/Ulaanbaatar	Alphonse F. La Porta
Morocco/Rabat	Edward M. Gabriel

United States Diplomatic Offices—Foreign Service—Continued

(C: Consular Office; N: No Embassy or Consular Office)

Country/Embassy	Ambassador
Mozambique/Maputo	Brian D. Curran
Namibia/Windhoek	Jeffrey A. Bader
Nauru/Yaren (N)	(Vacancy)
Nepal/Kathmandu	Ralph Frank
Netherlands/The Hague	Cynthia Schneider
New Zealand/Wellington	Carol Mosely Braun
Nicaragua/Managua	Lino Gutierrez
Niger/Niamey	Barbara Owens-Kirkpatrick
Nigeria/Abuja	William H. Twaddell
Norway/Oslo	(Vacancy)
Oman/Muscat	John B. Craig
Pakistan/Islamabad	William B. Miland
Panama/Panama	William J. Hughes
Papua New Guinea/Port Moresby.	Arma Jane Karaer
Paraguay/Asuncion	Maura Harty
Peru/Lima	Dennis C. Jett
Philippines/Manila	Thomas Hubbard
Poland/Warsaw	Christopher Robert Hill
Portugal/Lisbon	Gerald S. McGowan
Qatar/Doha	Elizabeth McKune
Romania/Bucharest	James C. Rosapepe
Russian Federation/Moscow	James F. Collins
Rwanda/Kigali	George M. Staples
St. Kitts and Nevis (N)	Jeanette W. Hyde
St. Lucia/Castries (N)	Jeanette W. Hyde
St. Vincent and the Grenadines (N).	Jeanette W. Hyde
Sao Tome and Principe/Sao Tome (N).	James V. Ledesma
Saudi Arabia/Riyadh	Wyche Fowler, Jr.
Senegal/Dakar	Harriet Lee Elam
Seychelles/Victoria	Mark Erwin
Sierra Leone/Freetown	Joseph Melrose
Singapore/Singapore	Steven J. Green
Slovak Republic/Bratislava	(Vacancy)
Slovenia/Ljubljana	Nancy Eli-Raphel
Solomon Islands/Honiara	Arma Jane Karaer
South Africa/Pretoria	Delano Lewis
Spain/Madrid	Ed Romero
Sri Lanka/Colombo	Shaun E. Donnelly
Sudan/Khartoum	Donald Teitelbaum
Suriname/Paramaribo	Dennis K. Hays
Swaziland/Mbabane	Greg Johnson
Sweden/Stockholm	Lyndon L. Olson, Jr.
Switzerland/Bern	Richard Fredericks
Syrian Arab Republic/Damascus	Ryan C. Crocker

United States Diplomatic Offices—Foreign Service—Continued

(C: Consular Office; N: No Embassy or Consular Office)

Country/Embassy	Ambassador
Tajikistan/Dushanbe	Robert Finn
Tanzania/Dar es Salaam	Charles R. Stith
Thailand/Bangkok	Richard Hecklinger
Togo/Lome	Brenda Schoonover
Tonga/Nuku'alofa (N)	(Vacancy)
Trinidad and Tobago/Port-of-Spain.	Edward E. Shumaker III
Tunisia/Tunis	Robin L. Raphel
Turkey/Ankara	Mark R. Parris
Turkmenistan/Ashgabat	Steven Mann
Tuvalu/Funafuti (N)	(Vacancy)
Uganda/Kampala	Martin Brennan
Ukraine/Kiev	Steven K. Pifer
United Arab Emirates/Abu Dhabi	Theodore H. Kattouf
United Kingdom/London	Philip Lader
Uruguay/Montevideo	Christopher C. Ashby
Uzbekistan/Tashkent	Joseph A. Presel
Vanuatu/Port Vila (N)	Arma Jane Karaer
Vietnam/Hanoi	Pete Peterson
Venezuela/Caracas	John F. Maisto
Western Samoa/Apia	Carol Mosely Braun
Yemen/Sanaa	Barbara K. Bodine
Zambia/Lusaka	David Dunn
Zimbabwe/Harare	Tom McDonald

United States Permanent Diplomatic Missions to International Organizations

Organization	Ambassador
European Union/Brussels	A. Vernon Weaver
International Civil Aviation Organization.	Edward Stimson
North Atlantic Treaty Organization/Brussels.	Alexander R. Vershbow
Organization of American States/Washington, DC.	Victor Marrero
Organization for Economic Co-operation and Development/Paris.	Amy L. Bondurant
United Nations/Geneva	George E. Moose
United Nations/New York	Richard C. Holbrooke
United Nations/Vienna	John B. Ritch III
U.S. Mission to United Nations Agencies for Food and Agriculture.	George S. McGovern

Sources of Information

Audiovisual Materials The Bureau of Consular Affairs has a 12-minute videotape on the safety of international travel. ''Traveling Abroad More Safely'' provides general practical advice to U.S. citizen travelers on avoiding the hazards of foreign travel. It includes steps to take prior to departure, ways to protect against theft and legal problems, and ways U.S. embassies and consulates can assist U.S. citizens who encounter difficulty abroad. The tape is available for $9 in VHS and $22 in 3/4-inch format, plus a $3 mailing and handling fee from Video Transfer, Inc., 5800 Arundel Avenue, Rockville, MD 20852. Phone, 301–881–0270. Fax, 301–770–9131.

Contracts General inquiries may be directed to the Office of Acquisitions Management (A/LM/AQM), Department of State, P.O. Box 9115, Arlington, VA 22219. Phone, 703–875–6060. Fax, 703–875–6085.

Diplomatic and Official Passports Inquiries regarding diplomatic and official passports should be directed to Passport Services, Special Issuance Agency. Phone, 202–955–0198.

Electronic Access The Department's Bureau of Public Affairs, Office of Public Communication, coordinates the dissemination of public electronic information for the Department. The main website (Internet, www.state.gov) and the Secretary's website (Internet, secretary.state.gov) provide comprehensive, up-to-date information on foreign policy, support for U.S. businesses, careers, the counterterrorism rewards program, and much more.

The Bureau of Consular Affairs website (Internet, travel.state.gov) provides travel warnings and other information designed to help Americans travel safely abroad, as well as information on U.S. passports and visas and downloadable applications. The Bureau of Intelligence and Research has established a geographic learning website (Internet, geography.state.gov/index.html), to assist in teaching geography and foreign affairs to students in grades K–12.

The State Department Electronic Reading Room at foia.state.gov uses new information technologies to enable access to unique historical records of international significance which have been made available to the public under the Freedom of Information Act or as a special collection.

Employment Inquiries about employment in the Foreign Service should be directed to PER/REE/REC, Room H–518, 2401 E Street NW, Washington, DC 20522. Phone, 703–875–7490. Inquiries about civil service positions in the Department of State should be directed to: PER/CSP/S, P.O. Box 58040, Washington, DC 20037–8040. Copies of civil service vacancy announcements can be accessed through the Internet, at www.usajobs.opm.gov. The Department's Civil Service Employment Information Office is located inside the D Street north lobby entrance of the Department of State building in Washington, DC. The Civil Service Personnel Office provides a 24-hour job information line. Phone, 202–647–7284.

Freedom of Information Act and Privacy Act Requests Requests from the public for Department of State records should be addressed to the Director, Office of IRM Programs and Services, Department of State, SA–2, 515 Twenty-second Street NW., Washington, DC 20522–6001. Phone, 202–261–8300. Individuals are requested to indicate on the outside of the envelope the statute under which they are requesting access: FOIA REQUEST or PRIVACY REQUEST.

A public reading room, where unclassified and declassified documents may be inspected, is located in the Department of State, SA–2, 515 Twenty-second Street NW., Washington, DC 20522–6001. Phone, 202–261–8484. Directions to the reading room may be obtained from receptionists at public entrances to the Department.

Additional information about the Department's FOIA program can be found on the FOIA electronic reading room (Internet, foia.state.gov).

Missing Persons, Emergencies, Deaths of Americans Abroad For information concerning missing persons, emergencies, travel warnings, overseas voting, judicial assistance, and arrests or deaths of Americans abroad, contact the Office of American Citizens Services and Crisis Management, Department of State. Phone, 202–647–5225. Fax, 202–647–3732. Internet, travel.state.gov. Correspondence should be directed to: Overseas Citizens Services, Bureau of Consular Affairs, Department of State, Washington, DC 20520.

Inquiries regarding international parental child abduction or adoption of foreign children by private U.S. citizens should be directed to the Office of Children's Issues, CA/OCS/CI, SA–1, Room H–120, Department of State, Washington, DC 20520. Phone, 202–736–7000. Fax, 202–647–2835. Internet, travel.state.gov.

Passports Passport information is available through the Internet, at travel.state.gov. For recorded general passport information, contact any of the Regional Passport Agencies at the telephone numbers listed in the

following table. For passport assistance and information, you may call the National Passport Information Center (phone, 900–225–5674; TDD, 900–225–7778) and you will be charged 35 cents per minute to listen to automated messages and $1.05 per minute to speak with an operator. You may also call the National Passport Information Center using a major credit card at a flat rate of $4.95 (phone, 888–362–8668; TDD, 888–498–3648). These rates are subject to change. Correspondence should be directed to the appropriate Regional Agency or the Correspondence Branch, Passport Services, Room 510, 1111 Nineteenth Street NW., Washington, DC 20524.

Regional Passport Agencies

City	Address	Telephone
Boston, MA	10 Causeway St., 02222	617–565–6990
Charleston, SC	Bldg. 646A, 1969 Dyess Ave., 29405	843–308–5501
Chicago, IL	230 S. Dearborn St., 60604	312–341–6020
Honolulu, HI	1132 Bishop St., 96850	808–522–8283
Houston, TX	Suite 1400, 1919 Smith St., 77002	713–751–0294
Los Angeles, CA	Suite 1000, 11000 Wilshire Blvd., 90024–3615	310–575–5700
Miami, FL	3d Fl., 51 SW. 1st Ave., 33130	305–539–3600
New Orleans, LA	305 Canal St., 70130	504–412–2600
New York, NY	10th Fl., 376 Hudson St., 10014	212–206–3500
Philadelphia, PA	Rm. 103, 200 Chestnut St., 19106	215–418–5937
Portsmouth, NH	National Passport Center, 31 Rochester Ave., 03801–2900	603–334–0500
San Francisco, CA	5th Fl., 95 Hawthorne St., 94105–3901	415–538–2700
Seattle, WA	Suite 992, 915 2d Ave., 98174	206–808–5700
Stamford, CT	1 Landmark Sq., Broad & Atlantic Sts., 06901	203–969–9000
Washington, DC	1111 19th St. NW., 20524	202–647–0518

Public Affairs For information about the goals, development, and implementation of U.S. foreign policy, contact the Bureau of Public Affairs. Phone, 202–647–6575.

Publications Single copies of *U.S. Foreign Affairs on CD–ROM*—which provides a wealth of foreign policy information such as *Dispatch* magazine (the monthly foreign policy magazine issued by the Department of State), *Background Notes*, speeches and testimonies by senior State Department officials, reports to Congress, miscellaneous policy publications, and daily press briefings in a searchable format—are available from the Superintendent of Documents, U.S. Government Printing Office, P.O. Box 371954, Pittsburgh, PA 15250–7954. Phone, 202–512–1800. Fax, 202–512–2233.

Small Business Information Information about doing business with the Department of State is available from the Office of Small and Disadvantaged Business Utilization. Phone, 703–875–6822. Internet, www.statebuy.gov/home.htm.

Telephone Directory The Department's telephone directory is available for sale by the Superintendent of Documents, Government Printing Office, Washington, DC 20402.

Tips for U.S. Travelers Abroad The following pamphlets from the Bureau of Consular Affairs are posted on the Internet at travel.state.gov and are for sale for $1 (except where noted) by the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402:

Travel Warning on Drugs Abroad contains important facts on the potential dangers of being arrested for illegal drugs abroad and the type of assistance that U.S. consular officers can and cannot provide. This booklet is free from the Department of State, Consular Affairs/Public Affairs Staff, Room 6831, Washington, DC 20520.

Travel Tips for Older Americans contains basic information on passports, currency, health, aid for serious problems, and other useful travel tips for senior citizens.

Your Trip Abroad ($1.25) contains basic information on passports, vaccinations, unusual travel requirements, dual nationality, drugs, modes of travel, customs, legal requirements, and many other topics for

the American tourist, business representative, or student traveling overseas.

A Safe Trip Abroad contains helpful precautions to minimize one's chances of becoming a victim of terrorism and also provides other safety tips.

Tips for Americans Residing Abroad contains advice for almost 4 million Americans living in foreign countries.

Regional *Tips for Travelers* cover customs, currency regulations, dual nationality, and other local conditions. Currently available are: *Tips for Travelers to Canada; Tips for Travelers to the Caribbean; Tips for Travelers to Mexico; Tips for Travelers to the Middle East and North Africa* ($1.50); *Tips for Travelers to the People's Republic of China; Tips for Travelers to Russia and the Newly Independent States; Tips for Travelers to South Asia; Tips for Travelers to Central and South America;* and *Tips for Travelers to Sub-Saharan Africa* ($1.50).

Foreign Entry Requirements contains visa and other entry requirements of foreign countries. *Passports: Applying for Them the Easy Way* contains information on where, how, and when to apply for passports. Order these from the Consumer Information Center, Pueblo, CO 81009 (50 cents each).

Visas To obtain information on visas for foreigners wishing to enter the United States, call 202–663–1225. Internet, travel.state.gov.

For further information, contact the Office of Public Communication, Public Information Service, Bureau of Public Affairs, Department of State, Washington, DC 20520. Phone, 202–647–6575. Fax, 202–647–7120. Internet, www.state.gov.