

United States Department of State

Washington, D.C. 20520

October 27, 2014

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MEMORANDUM FOR ALL DEPARTMENT AND AGENCY
EXECUTIVE SECRETARIES

SUBJECT: Data Call for Report to Congress on Gifts to Foreign Individuals
by the U.S. Government in Fiscal Year 2014

BACKGROUND: 22 U.S.C. § 2694 requires the Secretary of State to report annually to Congress all gifts given by the U.S. government to foreign individuals of more than minimal value purchased with appropriated funds and any gifts given that were not obtained with appropriated funds but have a fair market value of more than minimal value. Between October 1, 2013 and December 31, 2013 the minimal value for the FY14 reporting period, as defined by the General Services Administration, was a retail value of less than \$350. As of January 1, 2014, the General Services Administration defines the minimal value at less than \$375. The report for FY14 is now due to Congress and must comprise relevant data from all executive branch departments and agencies.

ACTION REQUEST: Pursuant to 22 U.S.C. § 2694, all agencies are requested to report applicable gifts given by their agencies' officials during FY14 to the Department of State by November 7, 2014, to enable the Department of State to compile the data and meet this reporting requirement in a timely manner. In the event your agency has no reportable gifts for FY14, provide a negative reply at your earliest opportunity, and no later than November 7, 2014.

COORDINATING DETAILS: Send all replies to Jennifer Wham at the Department of State at ProtocolGiftOfficer@state.gov. Any questions pertaining to this reporting requirement may be addressed to the same. Agency reports must comprise all data reflected in 22 U.S.C. § 2694, and be submitted in the format stated in the example.


TIMELINESS: Latitude extended to agencies requesting extensions for reporting in recent years has unfortunately resulted in the Department of State's inability to produce a timely report to Congress. Please note the Department of State is committed to timely reporting for FY14, and will therefore consider providing an interim report to Congress comprising data by all agencies meeting

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the reporting deadline of November 7, 2014. Such an interim report, should one become necessary, would also annotate any agency which has yet to make its FY14 information available, thereby precluding the Department of State's ability to report fully for FY14 pending receipt of such information. The Department of State therefore urges your assistance in enabling us to report both fully and timely to Congress this year.



Joseph E. Macmanus
Executive Secretary

Attachments:

1. Example of Reporting Sheet
2. 22 U.S.C. § 2694

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Please submit to the Office of the Chief of Protocol, ATTN: Gifts Officer, no later than Friday, November 7, 2014.

E-mail: ProtocolGiftOfficer@state.gov

REPORT OF GIFTS TO A FOREIGN INDIVIDUAL OF MORE THAN MINIMAL VALUE (\$350 - 10/1-12/31/2013 or \$375 - 1/1-9/30/2014)

___ PURCHASED WITH APPROPRIATED FUNDS (describe Congressional approval), or
___ ACQUIRED FROM OTHER SOURCES (describe below)

GIVEN DURING FISCAL YEAR 2014

AGENCY: _____ DATE SUBMITTED: _____

Donor Name/Title (Alphabetized by Last Name)	Country of Recipient (Alphabetized by Country Name)	Recipient Honorific/Name/Titl e	Description of Gift	Quantity	Retail Value in the US	Date Given	Purchased -- Appropriated Funds or Other Sources
EXAMPLE: The Honorable John F. Kerry Secretary of State	EXAMPLE: Canada	EXAMPLE: His Excellency John Baird, Minister of Foreign Affairs of Canada	EXAMPLE: Tiffany and Company Sterling Silver Bowl	1	\$360.00	EXAMPLE: 11/20/2013	EXAMPLE: Appropriated Funds
EXAMPLE: The Honorable John F. Kerry Secretary of State	EXAMPLE: France	EXAMPLE: His Excellency Laurent Fabius, Minister of Foreign Affairs of the French Republic	EXAMPLE: Tiffany and Company Sterling Silver Tray with Engraving	1	\$400.00	EXAMPLE: 6/15/2014	EXAMPLE: Appropriated Funds

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TITLE 22 > CHAPTER 38 > § 2694

**§ 2694. Limitation on purchase of gifts for foreign individuals;
report to Speaker of the House and chairman of the Committee on
Foreign Relations of the Senate**

(1) After September 30, 1977, no appropriated funds, other than funds from the "Emergencies in the Diplomatic and Consular Service" account of the Department of State, may be used to purchase any tangible gift of more than minimal value (as defined in section 7342 (a)(5) of title 5) for any foreign individual unless such gift has been approved by the Congress.

(2) Beginning October 1, 1977, the Secretary of State shall annually transmit to the Speaker of the House of Representatives and the chairman of the Committee on Foreign Relations of the Senate a report containing details on (1) any gifts of more than minimal value purchased with appropriated funds which were given to a foreign individual during the previous fiscal year, and (2) any other gifts of more than minimal value given by the United States Government to a foreign individual which were not obtained using appropriated funds.

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NRCExecSec Resource

From: Garcia, Indira G <GarciaIG@state.gov>
Sent: Monday, October 27, 2014 6:02 PM
To: Acosta, Marcel; AID.ES Tasker Mail List (USAID); Andrade, Catherine F.; NRCExecSec Resource; Atwood, Marcelyn; Babb-Brott, Deerin; Baenig, Brian T.; Baenig, Brian T. (Agriculture); Berenbach, Ms. Shari; Beyland, Timothy A.; Beyland, Timothy A. (Air Force); Bloomfield, Sara J.; Boi, Kathy A.; Bolson, Richard; Bonnie Miranda (bonnie.miranda@va.gov); Boots, Michael J.; Boright, John P.; Bradley, Kim; Bradley, Kim (SBA); Brooks, Elizabeth R.; Bruhn, Michael L.; Bruhn, Michael L. (Defense); Bucher, Fred; Bucher, Fred (FCC); Burks, Vorrice; Burks, Vorrice (Navy); Cannistra, Jennifer (HHS and FDA); Carns, Fred S.; Carroll, Suzie; Cleland, Max; Clunie, David G.; Cohen, George H.; Cokley, Rebecca A.; Cole, Dolores W.; Conde, Bobbi L.; Cooks, Davita Vance; Cottingham-Streater, Paige; Cristin Dorgelo (cdorgelo@ostp.eop.gov); Cuffe, James F.; Darling Jr., Ray H.; Darr, Carol C.; De Vos, Erica; Donahoe, Patrick R.; Elberti, Sophia L.; Elberti, Sophia L.; Farrell, John; Farrow, Jeffrey L.; Fisher, Robert M.; Fowler, John; Frierson, Robert; Garland, Teresa A.; Gatlin, Todd; George, Suzanne; Gotbaum, Joshua; Griffin, Michael; Hanratty, Dennis M.; Hanratty, Dennis M. (LOC); Hawkins, Jennifer; Hawkins, Jennifer (American Red Cross); Hill Vern W.; Hoffman, Stacey; Hoffman, William J.; Iudicello, Fay; Iudicello, Fay (Interior); Jefferson, Mary; Jozetta R. Robinson (OPM); Kalbaugh, David; Kaplan, Robert N.; Kaye, Elliot F.; Kilgore, Karena L.; Kim, Elizabeth O.; Kosiak, Steve M.; Kosiak, Steve M. (OMB); Kristen Bakotic (ovpnsa@ovp.eop.ic.gov); Labell, Regina M.; Labell, Regina M. (Office of National Drug Control Policy); Lent, Rebecca; Leonhart, Michele M.; Leonhart, Michele M. (DEA); Littlefield, Elizabeth L.; Lock, Judith; Long, Letitia; LoRé, Angela M.; Luebke, Thomas; Mamish, Nader; Marrett, Cora B.; Marshall, Jim; Matthews, Myekca M.; McLaughlin, Stephen M.; Meyers, Leo; Miranda, Bonnie J.; Mishra, Asim; Montoya, Elisa D. (Homeland Security and FEMA); Mulhauser, Scott H.; Muñoz, Cecilia; Nelson, Gregory S.; O'Brien, Michael F.; O'Keefe, Gerald B.; O'Keefe, Gerald B. (Army); Osburn, Stephanie R.; Paige, Dana; Paige, Dana (Justice); Palmer, D. Alec; Quickle, Kelly; Rainey, Daniel; Records Unit Mailbox; Rich, Andrew; Riner, Carla D.; Sallo, Marlene; Schumer, Jessica E.; Shaub Jr., Walter M.; Shimabukuro, Jorge; Shinnars, Gary W.; Suzanne George (eWASH-WHSR@nsc.eop.gov); Thompson, Anthony C.; Thompson, Anthony C. (Commodity Futures Trading Commission); Trigeiro-Pabst, Linda; Tritell, Randolph W.; Tritell, Randolph W. (Federal Trade Commission); Valverde, Madhura C.; Wachter, Eric E.; Watson, Carole M.; Weaver, Kim A.; Wilson, Bernadette B.; Yager, Loren; Yerxa, Gavin; Zak, Leocadia I.

Subject: Memo from Department of State Exec Sec Joseph E. Macmanus: Data Call For Report to Congress on Gifts to Foreign Individuals by the U.S. Government in FY 2014 - SES No. 201415881 UNCLASSIFIED

Attachments: 201415881-FD.pdf

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MEMORANDUM TO: SEE ATTACHMENT

SUBJECT: Data Call For Report to Congress on Gifts to Foreign Individuals by the U.S. Government in FY 2014

Indira Garcia

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Technical Information Specialist
Executive Secretariat Staff
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