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RUEHPU/AMEMBASSY PORT AU PRINCE 6262  
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UNCLAS STATE 006374

E.O. 13526: N/A

TAGS: APER

SUBJECT: COMPENSATION RELATED TO ATTENDING REPRESENTATIONAL EVENTS

1. The following text conveys the Department's policy on American, direct-hire, Foreign Service employees attending official representational events abroad (excluding those paid under the local compensation plan). The policy authorized by 5 U.S.C. 5541-5550, 5 U.S.C. 5926, Section 412 of the Foreign Service Act of 1980 (as amended), Chapter 8 of Title 29, United States Code, 5 CFR Parts 550 and 551, and 3 FAM 3130.

2. If management orders or requires an employee to attend or work at a representational event, such hours constitute work and are subject to ordinary regulations and policies regarding compensation, including those regarding premium pay for eligible employees (e.g., Foreign Service Specialists, untenured Foreign Service Generalists, and Civil Service employees).

3. What is the difference between being ordered and invited to attend a representational event?

To be "ordered" to attend an event means the employee's attendance at the event is directed or required by management. An employee's failure to attend the event could result in official sanction or penalty. Such attendance constitutes work and is subject to ordinary regulations and policies regarding compensation. That an employee's attendance is encouraged does not render his or her attendance ordered, directed, or required.

To be "invited" to an event means the employee's attendance is optional, at the employee's discretion, and that failure to attend the event will not result in official penalty or sanction. Such attendance does not constitute work and is not compensable.

4. Questions may be referred to your Human Resources Officer at post. Further inquiries may be addressed to April Hartman in HR/RMA at hartmanas@state.gov.

5. Minimize considered.

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