

Department of the Interior Departmental Manual

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Part 142: U.S. Fish and Wildlife Service

Chapter 7: Assistant Director - International Affairs

Originating Office: U.S. Fish and Wildlife Service

This chapter has been given a new release number.* No text changes were made.

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7.1 Assistant Director - International Affairs develops policy, advises the Director on a daily basis, and other members of the Directorate as necessary, and is the Service representative in all areas of international relations, including policies and programs, treaties, negotiations, and foreign travel of Service employees. Directs the conduct of international programs and oversees permitting activities. Coordinates all international programs and activities of the Service including those of the Migratory Bird Management Office and the North American Waterfowl and Wetlands Office. The Assistant Director supervises the following offices:

A. The Office of International Affairs is responsible for maintaining a general overview of all Service international programs, and for recommending courses of action to the Assistant Director - International Affairs. Coordinates formulates, and implements international policy and programs. Serves as a secretariat for treaties, conventions, and agreements under which the Service has implemented responsibilities; the Service's representative to the International Union for the Conservation of Nature and Natural Resources; and point of contact with foreign governments, the State Department, and international conservation organizations.

B. The Office of Management Authority provides staff support to the Assistant Director on activities associated with: representing the United States at meetings of the parties of the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) and issuing or denying permits concerning native or foreign species listed under CITES or the Endangered Species Act that are the responsibility of the Washington Office. Carries out activities necessary for the Assistant Director to meet staff responsibilities to the Director. Operational areas requiring staff support include: support to the Assistant Director and Director for CITES meetings; maintenance of diplomatic wildlife contacts with foreign countries; foreign species CITES listing proposals; certain wildlife permits; conference and trade reports; and administration of the African Elephant Act.

C. The Office of Scientific Authority provides staff support to the Assistant Director

on activities related to the U.S. Scientific Authority for the Convention on International Trade and Endangered Species of Wild Fauna and Flora (CITES). Responsible for the formulation of non-detriment/detriment advice on imports and exports of species listed in the Convention=s appendices; review of U.S. and foreign proposals to amend the appendices; preparation of listing, delisting, and reclassification actions on foreign species under the Endangered Species Act; development of biological opinions; review of African elephant conservation programs to ensure that the best biological information is being used in management of the species and review of projects being considered for funding under the African Elephant Act; and advising the Office of Management Authority on the qualifications of scientific institutions as to whether or not such institutions can participate in exchange programs.

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