

From: [REDACTED] CIV, OSD-POLICY
Sent: Thursday, March 20, 2003 7:13 PM
To: 'Austin-Ferguson, Kathleen T'
Cc: Hudson, William J; Whiteside, Ruth A
Subject: RE: first step
 Kathleen -

We'll figure out how to process these people in and reach out to them. We'll keep you posted.

[REDACTED]

[REDACTED]

Special Assistant to the Director
 Office of Reconstruction and Humanitarian Assistance
 Office of the Secretary of Defense
 The Pentagon Room [REDACTED]
 Washington, DC 20301
 Tel: [REDACTED]
 Fax: [REDACTED]
 Pager: [REDACTED]
 E-mail: [REDACTED]

-----Original Message-----

From: Austin-Ferguson, Kathleen T [mailto:AustinKT2@state.gov]
Sent: Thursday, March 20, 2003 5:58 PM
To: [REDACTED] CIV, OSD-POLICY'
Cc: Hudson, William J; Whiteside, Ruth A
Subject: RE: first step

[REDACTED]

Thank you for sending this to the democracy/governance group. This is very helpful. Are you planning to send anything similar to the other folks who are waiting for word of their deployment? Their e-mail addresses are:

- [REDACTED]
- Robert Gifford giffordrb@state.gov
- Andrew Morrison morrisona@state.gov
- [REDACTED]
- Conny Arvis arviscc@state.gov
- Katy Coster costerkm@state.gov

Thanks, Kathleen

-----Original Message-----

From: [REDACTED]
Sent: Thursday, March 20, 2003 3:43 PM
To: [REDACTED]
 'Denehyd2@state.gov'; 'joanne.dickow@hq.doe.gov';
 'hodgkinsondb@state.gov'; [REDACTED]
 [REDACTED] jvanrest@peacecorps.gov'
Cc: [REDACTED] CIV, OSD-POLICY; 'CarpenterJS@state.gov'; [REDACTED]
 [REDACTED] DTFDV; DuBois, Ray, Mr, OSD-ATL; 'AustinKT2@state.gov'
Subject: RE: first step

All -

We are continuing to work the process of getting you on board for the project discussed earlier this week. The first thing that is changing, however, is the timing. You will NOT be asked to go through training starting this Sunday for travel to the region immediately afterwards. The folks who would be receiving you don't seem to have the physical space to do so effectively, and given these constraints, we believe the first one to four weeks may be better used if you remain in Washington to plan, organize, strategize, and meet with whichever of your foreign counterparts are available here or in other US/European locations.

We are going to plan to send you to training at Ft. Benning, GA, next Sunday, 30 March. The training will include medical processing, including vaccinations; training in chemical/biological protective gear, and the issuance of such gear; information on your Geneva Convention status; weapons familiarization training (though you will not be required to carry a weapon); and issuance of any DOD-related ID cards you will require. We will give you travel orders to enable you to make plane reservations; flights usually go to Columbus, GA, via Atlanta, or you can skip the puddle jumper by renting a car and driving directly from Atlanta.

When the training concludes on Thursday 3 April, you will either fly directly from Ft. Benning to the region (if Garner can receive you by then) or return to Washington to begin work here. Depending on Garner's logistical constraints, you may need to work out of Washington for as much as several weeks before traveling to the region. We will try to get office space in the Pentagon or Crystal City so you can all be co-located. As soon as Jay Garner's office in-theater can receive you and help you make an effective contribution from the region, we will put you on a plane to the region.

Finally, though I have received some information from most of you, I have yet to receive a firm commitment that individuals among you will participate. Please indicate whether you are definitely participating, not interested at this point in time, or interested but need more information (i.e. on contracting details). Please send this information to [REDACTED] (contact info below) and cc me. For [REDACTED] Please also include your current salary, as I have yet to get that from you.

In the meantime, we will do the following:

1. Prepare letters to State, DOE, and Peace Corps to get those of you who work for those agencies detailed to the Defense Department. In this case, your home agency would pay your salary and benefits (including allowances and differentials, like danger pay) and continue to handle all administrative matters (promotions, etc.). DOD would pay out of pocket expenses, including travel and required training.
2. Put those of you who do not work for the US government in touch with someone who can answer your questions about contracting - salary, benefits, other. You would become an employee of SAIC and be entitled to a package of benefits that would come from them. I already have information on salary from those of you who sent it to me; everyone should please send right away any other requirements you might have that would need to be added into a contract. Your point of contact for all issues related to contracting is my colleague [REDACTED]

(b)(6) (b) who also works in Jay Garner's Pentagon office. His cell phone number is (b)(6) (b)(7)(C) and his e-mail address is (b)(2)

3. Arrangements regarding your status with your home organization - such as continuation of benefits, continuation of employment, keeping your job open for you when you return, etc. -- are between you and your organization. If you have trouble making the arrangements you require and feel that a letter from the Defense Department can help you, please let us know.

From this point forward, please make (b)(6) (b)(7)(C) your primary point of contact on contracting-related issues and on logistical questions, such as getting travel orders. Your primary point of contact on all other issues should my colleague (b)(6) (b)(7)(C). He can be reached at (b)(2). Please keep him informed of your inquiries related to contracts as well.

We are looking forward to working with you on this important initiative.

Best regards,

(b)(6) (b)(7)(C)

Special Assistant to the Director
Office of Reconstruction and Humanitarian Assistance
Office of the Secretary of Defense
The Pentagon Room (b)(2)
Washington, DC 20301
Tel: (b)(2)
Fax: (b)(2)
Pager: (b)(2)
E-mail: (b)(2)

-----Original Message-----

From: (b)(6) (b)(7)(C) CIV, OSD-POLICY

Sent: Monday, March 17, 2003 7:18 PM

To: (b)(6) (b)(7)(C) 'ddenehy@state.gov';
'joanne.dickow@hq.doe.gov'; 'hodgkinsonb@state.gov'; (b)(6) (b)(7)(C)
(b)(6) (b)(7)(C)

'jvanrest@peacecorps.gov'

Subject: first step

All -

As the first step to getting you on board in the effort we discussed earlier this afternoon, please send me a CV or bio, along with your current salary, ASAP. We will need this information to begin developing contracts to hire the non-USG employees and to get USG employees detailed to us. Please send this to me by e-mail FIRST THING TUESDAY MORNING at (b)(2)

(b)(6) (b)(7)(C) You did not provide me earlier today with your nationality, social security number, date and place of birth, security clearance level if you have one, or contact phone numbers (work and cell). Please include this information in your e-mail to me.

We are still trying to determine if you will need to go through a brief training program in the Washington area before traveling overseas, or if

you can be provided with the required training and equipment upon arrival. I hope to have an answer on Tuesday. In the meantime, please be prepared to leave as soon as the end of the week.

Best regards,

(b)(6) (b)(7)(C)

Special Assistant to the Director
Office of Reconstruction and Humanitarian Assistance
Office of the Secretary of Defense
The Pentagon Room (b)(2)

Washington, DC 20301

Tel: (b)(2)

Fax

Pager: (b)(2)

E-mail