



USAID
FROM THE AMERICAN PEOPLE

CONDITIONS OF EMPLOYMENT FOR FOREIGN SERVICE CAREER EMPLOYEES

In accepting an appointment as a career employee in the Foreign Service of the U.S. Agency for International Development (USAID), I certify that I understand and agree to the following terms and conditions:

1. That I will be responsible for repayment of costs for travel and transportation to post for myself, eligible family members, household and personal effects, and privately-owned vehicle(s), if, for personal reasons not acceptable to the USAID, I do not complete one full year at the post of assignment.
2. That I will be responsible for travel and transportation costs for myself, eligible family members, household and personal effects, and privately-owned vehicle(s) from my assigned duty post to my separation residence, if, for personal reasons not acceptable to the Agency, I resign before completion of my prescribed overseas tour of duty.
3. That I will be responsible for repayment of Rest and Recuperation (R&R) travel costs for myself and eligible family members if I do not complete a full tour of duty at the post to which I am assigned due to personal reasons not acceptable to the Agency.
4. That I will be responsible for reimbursement of the costs of Government-sponsored training if I do not complete the required terms of service (three times the length of the training period). These costs of training include fees such as tuition, travel and other special expenses (excluding salary).
5. That quarters and post allowances, where applicable, may be payable in local currency and are subject to change without advance notice.
6. That post differential and other additional compensation, where payable, are subject to change without advance notice.
7. That I will be available for assignment on a worldwide basis for the duration of my appointment.
8. That I will maintain an active Top Secret Security Clearance and medical clearance (or obtain a waiver of the medical clearance requirement if applicable).

Printed Name:

Signature:

Date: