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# Acquisition & Assistance Policy Directive (AAPD)

From the Director, Office of Acquisition & Assistance Issued: December 11, 2014

## AAPD 14-05

### Foreign Service National (FSN) Warrant Program: Class Deviation to AIDAR

Subject Category: Acquisition Management  
Type: POLICY

AAPDs provide information of significance to all agency personnel and partners involved in the Acquisition and Assistance process. Information includes (but is not limited to): advance notification of changes in acquisition or assistance regulations; reminders; procedures; and general information. Also, AAPDs may be used to implement new requirements on short-notice, pending formal amendment of acquisition or assistance regulations.

AAPDs are EFFECTIVE AS OF THE ISSUED DATE unless otherwise noted in the guidance below; the directives remain in effect until this office issues a notice of cancellation.

This AAPD:  Is New  Replaces/  Amends CIB/AAPD

Applicable to:

- Existing awards;  Modification required  
 No later than  
 As noted in guidance below\*
- RFPs/RFAs issued on or after the effective date of this AAPD; all other Pending Awards, i.e., 8(a), sole source, IQC
- Other

Precedes change to:

- AIDAR Part(s) Appendix  
 USAID Automated Directives System (ADS) Chapter  
 Code of Federal Regulations  
 Federal Acquisition Regulations  
 No change to regulations

New Provision/Clause Provided Herein: If checked, scheduled update to GLAAS:

/s/

Aman S. Djahanbani

## **Purpose:**

The purpose of this AAPD is to inform the Agency of the establishment of the permanent Warrant Program for Foreign Service National Personal Services Contractors (FSNPSCs) (also known as Cooperating Country National Personal Services Contractors (CCNPSC) and provide the revised AIDAR language as authorized by a class deviation to the AIDAR.

Required Action: FSNPSCs must submit applications for warrants to [FSNWarrants@usaid.gov](mailto:FSNWarrants@usaid.gov).

## **Background:**

The Bureau for Management, Office of Acquisition and Assistance (M/OAA) has launched a permanent Warrant Program to provide an opportunity for FSN PSCs to qualify for and obtain a certificate of appointment, more commonly referred to as a “warrant”, for acquisition and assistance (A&A) authority. This permanent FSN Warrant Program will contribute to meeting Objective 4 “Use USG resources more efficiently and effectively” and Objective 6 “Rebuild USAID’s internal technical capacity and rebalancing the workforce” of the Local Solutions (previously named Implementation and Procurement Reform) component of “USAID Forward.” The changes under the program will broaden FSNPSC staff participation in the A&A process, empower FSNPSC decision-making and career enhancement, and will bolster the Agency to succeed in terms of building long-term, host country technical capacity to materially assist the Missions with their procurement function.

## **Guidance:**

In order to establish this program, the Agency approved Class Deviation OAA-DEV-14-02(c) dated September 16, 2014 in accordance with AIDAR 701.601(a) (2) (ii) and an exception in accordance with AIDAR Appendix J, Section 4. Policy for the following sections:

### 1. USAID Acquisition Regulation (AIDAR) Section 701.603-70

"In order to insure proper accountability, and to preclude possible security, conflict of interest, or jurisdiction problems, it is USAID policy that USAID contracting officers must be U.S. citizen direct-hire employees of the U.S. Government."

The class deviation allows the designation of Foreign Service National Personal Services Contractors (FSNPSCs) as Contracting Officers through the Agency’s FSN Warrant Program; and

### 2. AIDAR Appendix J "Direct USAID Contracts With a Cooperating Country National and With a Third Country National for Personal Services Abroad" Section 4.b(3)(b) Limitations on Personal Services Contracts states that PSCs may not be designated as a Contracting Officer or delegated authority to sign obligating or sub-obligating documents.

The approved exception allows FSNPSCs to be designated as a Contracting Officer or delegated authority to sign obligating or sub-obligating documents through the Agency's FSN Warrant Program.

Unless otherwise rescinded by M/OAA, the authority under the class deviation shall remain in effect until September 15, 2016, unless prior to that time, the AIDAR is formally amended.

**4. POINT OF CONTACT:**

USAID Contracting Officers may direct their questions about this AAPD to [FSNWarrants@usaid.gov](mailto:FSNWarrants@usaid.gov).