



USAID | WEST BANK/GAZA

FROM THE AMERICAN PEOPLE

March 17, 2014
2014-WBG-02

To: All USAID/West Bank and Gaza Contractors, Grantees and Recipients
Subject: Restrictions Partner Issued ID Cards
Ref.: USAID West Bank and Gaza Mission Order 20: Identification Cards

Dear Implementing Partners,

The purpose of this notice is to clarify the applicability of Mission Order 20: Identification (ID) Cards and to state USAID's restrictions on partner issued ID cards.

Per Mission Order 20, Section IV.A.1 stipulates that "ID Cards are intended to facilitate USAID personnel, both direct hire and contractor/grantee, crossing internal and Palestinian checkpoints." Section IV.A.5 clarifies that while "ID cards are not available for local sub-contractors, sub-grantees, or non-USAID funded partner individuals or organizations", exceptions to this rule may be granted on a case-by-case basis provided that a full justification is included with the request. Such requests should be sent to your respective A/COR with a copy to the Office of Contracts Management, Program Support Unit using the following e-mail address: wbgidcards@usaid.gov. For your reference, attached please find Mission Order 20.

Additionally, please note that any partner issued ID cards for your respective staff, including sub-contractors, shall not have USAID's name or logo on it. If any partner has issued and disseminated ID cards with USAID's name or logo on it, kindly please collect the cards and destroy them before issuing new cards.

If you have any questions please contact Program Support Assistant, Chehade Khouny at ckhouny@usaid.gov.

Sincerely,

Chitahka Floore, Acting Director
Office of Contracts Management
USAID West Bank and Gaza

Attachment: Mission Order No. 20