



DEPARTMENT OF THE AIR FORCE
WASHINGTON D.C. 20330-1080

Office Of The Under Secretary

04 JAN 2000

MEMORANDUM FOR SEE DISTRIBUTION

FROM: SAF/IAX
1080 Air Force Pentagon
Washington DC 20330-1080

SUBJECT: Registration Fees for Foreign Military Sales (FMS) (IAX 00001)

The attached SAF/FMBM memorandum providing guidance to AFI 65-601, Vol 1, paragraph 4.42.2 is forwarded for your information and appropriate action. There may be situations when it will be necessary to charge U.S. and contractor personnel a conference or registration fee for attending FMS meetings and conferences to preclude improperly charging FMS case funds or FMS Admin funds. However, the use of conference or registration fees simply to avoid expending FMS Admin funds would violate the intent of paragraph 4.42.2.

We recognize that the FMS program has funding characteristics not shared by the standard funding relationships between and among Air Force organizations. However, no waiver or exception to paragraph 4.42.2. is required.

If you have any questions or require additional information, please contact SAF/IAX, Carlyne Tapscott, DSN 425-8982.

A handwritten signature in black ink that reads "Terry Bates".

TERRY BATES
Chief, Policy Division
Deputy Under Secretary, Int'l Affairs

Attachment:
SAF/FMBM Memo

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DEPARTMENT OF THE AIR FORCE
WASHINGTON, DC



Office of the Assistant Secretary

15 JUL 99

MEMORANDUM FOR SAF/IA

FROM: SAF/FMBM
1130 Air Force Pentagon
Washington, DC 20330-1130

SUBJECT: Registration Fees for Foreign Military Sales (FMS) Conference (Your xx Mar 99 Memo)

The purpose of the policy in AFI 65-601, Vol. 1, paragraph 4.42.2 is to preclude Air Force organizations from convening conferences and meetings and requiring the attendees to bear the overhead costs of the conference or meeting. For example, if HQ USAF, a MAJCOM, or a base level organization directs or invites attendance at a conference or meeting, the organization sponsoring it must fund speakers fees, honorariums, off-base facility costs (excluding lodging) and other related costs. Such costs are not to be recouped by the convening organization through registration or conference fees.

Because of the unique relationships in the FMS area between the Air Force, foreign customers, and contractor personnel, we recognize that the FMS program has funding characteristics not shared by the standard funding relationships between and among Air Force organizations. No exception or waiver to paragraph 4.42.2. is required. This direction would not be applicable in most instances where attendance by Air Force and contractor personnel and foreign national representatives is required at a meeting or conference. We recognize that there will be instances, such as Program Management Reviews, where overhead costs are properly charged to an FMS case. Additionally, there will be situations when it will necessary to charge U.S. and contractor personnel a conference or registration fee for attending FMS meetings and conferences to preclude improperly charging FMS case funds or FMS Admin funds. However, the use of conference or registration fees simply to avoid expending FMS Admin funds would violate the intent of paragraph 4.42.2. In those instances when the SAF/IA convenes a conference or a meeting of his or her subordinate Air Force organizations pursuant to the management and oversight function, the provisions in paragraph 4.42.2. would be applicable.

POC is Joe Farrell, SAF/FMBMM, Ext. 697-8250 or 697-6904 (Fax).

for *Martha Maus*
ROBERT W. ZOOK
Director of Budget Management & Execution
Deputy Assistant Secretary (Budget)

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