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ACTION MEMO FOR THE ACTING CHIEF HUMAN CAPITAL OFFICER PETER MALNAK

Date: **April 20, 2022**

From: **DDI/A-AA, Karl Fickenscher** */s/ Karl Fickenscher*

Subject: Request a Non-Reimbursable Detail of Rebecca Webb to DDI/DRG from the Department of State's (DoS) Global Engagement Center (GEC)

Recommendation: Approve the four (4) month non-reimbursable detail request for Rebecca Webb to USAID/DDI/DRG from the DoS/GEC

Approve_____/s/_____ Disapprove_____

BACKGROUND:

USAID developed the attached MOU with the Department of State's GEC to temporarily detail Ms. Rebecca Webb to DDI's DRG Center. A senior adviser at GEC, Ms. Webb would support the DRG Center in its work to deter and combat mis/dis/malinformation (MDM) and incorporate these efforts into the Summit for Democracy Year of Action activities. She will leverage her extensive experience working across the interagency on these issues to enhance our coordination with the National Security Council, DoS, and other USG agencies. She will also support the DRG Center in developing strategic approaches and tools regarding MDM and digital technology. Ms. Webb recently completed a detail in PPL where she supported USAID in interagency processes related to the People's Republic of China (PRC), disinformation and other related topics. DDI/DRG seeks to build on this important work and her skills in developing its programming approach and interagency coordination on these critical issues.

The Memorandum of Understanding documenting the partnership between USAID and DoS is attached at (Tab 1) for reference.

AUTHORITIES:

Pursuant to the Automated Directives System Chapter 103.3.10, the Administrator has delegated to the AtA HCTM primary responsibility for all aspects of human resources management. As the Acting CHCO, you may approve details out of the Agency through your alter ego authority with the AtA HCTM.

RESOURCE IMPLICATIONS:

The DoS will continue to pay her salary and benefits. USAID resources would be limited to provision of a laptop and relevant work products during her detail.

Attachments:

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Tab 1 - Memorandum of Understanding between DoS and USAID for Rebecca Webb detail assignment
Tab 2 - Detailed Resume

Tab 3 - Scope of Work (of the position in which the Detailee will work)

Tab 4 - Standard Form (SF-52)

Drafter: DDI/DRG/DRI: Meral Karan mkaran@usaid.gov
Approved: A-AA KFickenscher *OK d/s/ KWF 4/20/2022*

Bureau Level Clearances	**Clearance Status**	**Date**
DDI/DRG/PROG: DRoziewski	Clear	03/23/2022
DDI/DRG/Director: RTucci	Clear	03/23/2022
DDI/DRG/HR: CGilmer	Clear	03/23/2022
DDI/PO: TDalton	Clear with comment	03/29/2022
DDI/PO/BE: DWilliams	Clear (w/edits)	03/29/2022
DDI/AMS: MWalker	Clear	04/06/2022
DDI/DAA: LSchulz	Clear	04/20/2022
HCTM/HCSC:TByrd	Clear	05/04/2022
HCTM/HCSC: KContreras	Clear	05/09/2022
HCTM/HCSC: KGunza	Clear	05/09/2022
HCTM/PPSM/PA: JWatson	Info	05/09/2022
HCTM/PPSM/PA: MoRosier	Info	05/09/2022
HCTM/DCHCO: JAnoka	Clear	05/09/2022