



Foreign Affairs Handbook

5 FAH-3 TAGS/Terms Handbook

Transmittal Letter: TAGS-17

Date: October 1, 1999

TAGS/TERMS UPDATES

MAJOR CHANGES:

1. The Office of IRM Programs and Services, Programs and Policies Division is responsible for the TAGS/Terms Handbook. Please direct all questions concerning the proper usage of TAGS, request for new TAGS, etc. to A/RPS/IPS/PP on (202) 261-8326.
2. The following Subject TAGS were added: OIIP
3. The following K TAGS were added: KIRC, KMDR, KPLS
4. The following terms were added: Advance Documents Service, Article Alert, Book Donations, Book Fairs, Book Translations, Books and Documents List, Business for Russia Program, Citizen Exchanges, College and University Affiliation Program, Community Connections, Cooperative Agreements, Copyright, Cultural Heritage, Cultural Property, Design Services, DVC, EFL Fellows, ETF Fellows, Electronic Journal, Festival Fund, Fulbright Scholar Program, Fulbright Student Program, Fulbright Teachers Exchange, Technology Partnerships, Graphic Design, Humphrey Program, iBucks, IRC, IRO, International Visitor Program, IRC, IRO, Jazz Ambassadors, Listserv, Paper Shows, PDQ, Photo Coverage, Photo Requests, Photo Rights, Public Diplomacy, Student Advising, Study In U.S., Technology Partnerships, Teleconference, Translation Requests, IRC, Voluntary Visitor Program, Washington File, and Websites.
5. Revisions since the last update appear in italics. The italics will be removed the next time the material is updated. Only current changes will appear in italics. Italics provide a historical record of changes.
6. Under the Foreign Affairs Reform and Restructuring Act of 1998, Public Law 105-277, the functions of the U.S. Information Agency related to International Broadcasting are transferred to the Broadcasting Board of Governors. Accordingly, all provisions of the FAM previously applicable to USIA continue in effect with respect to the BBG until further notice.

7. Officers are reminded that Department-issued materials not codified directly or by approved reference in the *Foreign Affairs Manual* or its supplemental *Foreign Affairs Handbook* series generally have no regulatory validity (see 2 FAM 1115.2).

FILING INSTRUCTIONS: (Paper Copy only)

1. Remove and destroy the following: Current TAGS/Program TAGS List, Introduction, Subject TAGS Definitions, Organizations, Program TAGS, and Termdex and replace with the attached material, 261 pages.

2. After inserting the material in the binder, insert this transmittal letter immediately following the TL Checklist, then fill in the entry line for TL:TAGS-17, and initial.

DISTRIBUTION NOTICE

1. The *Foreign Affairs Handbooks* (unclassified) official version can be found on State Department's Intranet site at <http://99.1.1.27>.

2. All posts and offices keeping paper versions of Foreign Affairs Handbooks are responsible for maintaining their FAHs on a current basis (see 2 FAM 1116.5), and for ensuring that all copies (including binders) are either retained or returned to A/RPS/DIR if no longer needed. **When returning excess or unused materials include your office/post symbols and inform PB and your message center if you need to have your distribution reduced** (this generally applies only to time-sensitive paper issuances). A/RPS/MMS/PB, Room 1853, (202) 736-7470, FAX (202) 647-4535, handles all requests for paper copies, including non-Government users (include either fiscal information or payment with request, as appropriate).

3. Use KFAM and AINF TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/RPS/DIR. Direct questions concerning substance and interpretations to A/RPS/IPS/PP/LC, who may be reached at (202) 647-6762.

(A/RPS/IPS/PP)