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Defence & Overseas Secretariat

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DAVID MANNING

25 April 2003

#### ORHA: PRACTICAL ARRANGEMENTS FOR UK SECONDEES

Desmond Bowen held a meeting on Friday to discuss the modalities of an enhanced UK contribution to ORHA. There has clearly been a great deal of work around Whitehall to meet the remit to put additional UK staff into ORHA speedily, however this is a complex business, with many details to be resolved. This records the main action points.

- **Tasks.** The scoping visit led by Dominick Chilcott will need to define the posts of greatest value to us in ORHA in so far as possible, as well as to examine our role in an ORHA regional HQ. The 'pathfinders' attached to Iraqi ministries will need a generic statement of principles to follow, including their legal position, and guidance on reporting. The IPU will be responsible for disseminating information reported back to the appropriate departments. **Action IPU;**
- **Costs.** Our assumption is that UK will cover the costs of salaries, additional allowances and transport to and from theatre only. ORHA will pick up the costs of accommodation and all other in-country costs. IPU will need either to obtain a written statement from ORHA that this is the case, or write to ORHA stating that this is our understanding. **Action IPU;**
- **Funding.** Departments sending staff to ORHA will be responsible for paying their salaries. MOD, DFID and FCO will pick up the additional allowance and transport costs of their own staff. A portion of the £60m set-aside by HMT to pay for Iraqi reconstruction and earmarked for DFID will be allocated to the FCO to pay the additional allowance and transport costs of staff from other departments. This can be used to cover the

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whole costs of consultants and staff of "net regime" organisations dependent on income, if appropriate and value for money. HMT and FCO should finalise this agreement, by means of a Chief Secretary letter, next week. **Action HMT and FCO;**

- **Security.** Although ORHA has begun operating there, Baghdad is still a dangerous place. Oral assurances of safety are insufficient. Seconded to ORHA will need to be aware of the risks and given suitable security briefings. As soon as possible, the IPU should arrange for a formal FCO security adviser's visit to Baghdad to assess risk. IPU will also need to gain assurances from ORHA on the provision of medical treatment, evacuation and emergency response. This should be on the same basis as offered to ORHA's US staff. Again, IPU should write to ORHA stating that this is our understanding. **Action IPU.** In due course a similar understanding will be needed between the MOD and other departments concerning the regional HQ in south east Iraq;
- **Terms and Conditions.** FCO, MOD and DFID staff will remain on their normal terms and conditions. Staff of other departments will go on loan to the FCO. They will need equal treatment with FCO staff seconded to ORHA as for allowances, insurance, etc. The Cabinet Office and IPU should liaise. **Action Cabinet Office and IPU.** IPU should discuss with MOD to what extent extra kit will be needed. **Action MOD and IPU;**
- **Methods of Payment.** The FCO will be responsible for paying the additional costs of its loaned ORHA personnel. Limited payments for services may also be necessary. Both will come from the HMT reconstruction fund. **Action FCO;** and
- **Recruitment and Assessment.** FCO, DFID and MOD will be responsible for recruiting their own staff. The Cabinet Office, in liaison with IPU and DFID, will select staff put forward by other departments. The Cabinet Office will seek a suitable female candidate to advise on women's affairs. **Action Cabinet Office.** Seconded will need medical examinations, injections, etc arranged by the FCO. Formal letters of appointment and terms and conditions will issue from the FCO. **Action FCO.**

2. We will meet again should any particular sticking points emerge, but the IPU should indicate if there are any problems in the first instance at the Bowen Group meeting **on Tuesday, 29 April.** Copies to Private Offices of Ministers who sit on the Ad Hoc Group, Desmond Bowen, Jim Drummond, , and to those who attended the meeting.

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