



USAID
FROM THE AMERICAN PEOPLE

WEST BANK/GAZA

June 9, 2010
2010-WBG-10

Contractor and Grantee Notice

To: All USAID/West Bank and Gaza Contractors, Grantees and Recipients.

Subject: Reminder of Compliance Policies and Procedures.

Dear Implementing Partners:

The purpose of this Contractor and Grantee Notice is to reaffirm existing Anti-Terrorism Policy and Procedures as prescribed in Mission Order No. 21 and to emphasize the need for Partners to adhere with all aspects of compliance in this regard on vetting; Anti Terrorism Certification (as applicable) and inclusion of all required special provisions under each sub-award.

Implementing partners and their staff are encouraged to refer to Mission Order No. 21 before executing any sub-award. In those cases where vetting is required, partners must ensure that no award is made to any organization or individual until the prime partner has been notified by the COTR/AOTR in writing that vetting approval has been obtained. Additionally, prior to the execution of each sub-award, you must ensure that award document incorporates the required Mandatory Provisions and the referencing as prescribed in Mission Order No. 21 and Contractor Grantees Notice No. 2009-WBG-11 and that the ATC is obtained as applicable.

Partners are requested to pay closer attention to the vetting requirement. Failure to vet prior to award may result in disallowance of costs or worse could inadvertently lead to funding going to prohibited individuals or organizations.

Any questions or requests for clarifications related to vetting may be addressed to wbgvetting@usaid.gov. Similarly, any questions or requests for clarifications related to the sub-award reporting, may be addressed to wbgsubdocs@usaid.gov.

Should you have any questions related to this Notice, please contact your COTR/AOTR or Ms. Reine Joubbran, Acquisition Supervisor, at rjoubbran@usaid.gov.

Sincerely,

Roy Plucknett
Director, Office of Contracts Management
USAID/West Bank & Gaza

cc: USAID/West Bank and Gaza COTRs/AOTRs.