

February 24, 2011 2011-WBG-09

To:

All USAID/ West Bank and Gaza Contractors, Grantees, and Recipients

Subject:

Contact during USAID Mission Retreat, February 28 – March 2, 2011

Dear Implementing Partners,

USAID/West Bank and Gaza Mission staff will attend an off-site retreat from February 28 to March 2, 2011. During that time, there will be limited personnel at the Mission. If you have a true emergency, you may contact your COTR/AOTR via mobile phone. Please keep in mind that phones will be turned off during retreat sessions so there will likely be a delay before your call is returned. The Mission will re-open on Thursday, March 3, 2011.

In case of emergencies related to the movement of personnel or goods across checkpoints on Monday, February 28<sup>th</sup>, please leave a message for Mr. Fouad Salman at 050-526-7728. In case of problems related to movement on Tuesday or Wednesday, March 1<sup>st</sup> or 2<sup>nd</sup>, Ms. Maya Dadush will be available to take your call at 03-511-4867

Sincerely,

Bruce Gelhand

Director, Office of Contracts USAID West Bank and Gaza

cc: USAID/West Bank and Gaza COTRs/AOTRs