

## National ABC Template for International Affairs

The National ABC Code Templates have been developed for two reasons. First, they are to help FWS employees code similar work consistently across the Service. Secondly, the Templates are built to give employees an easier way to find their work without always having to refer to the Activity Dictionary.

### Most common ABC work activities:

If you are generally engaged in the International Affairs work, the codes below should represent most of what you do on a daily basis. **This Template is provided only as a guide, as such, you may still choose any ABC work activity code that matches your work.** The activities listed here are intended to help you quickly find activities that relate to your work. The majority of International Affairs employees should find themselves in the activities listed below. If the activities here do not describe your work, please feel free to visit the online ABC dictionary to find your work ([http://www.fws.gov/planning/ABC/activities\\_and\\_definitions.html](http://www.fws.gov/planning/ABC/activities_and_definitions.html)). You can also request help on selecting activities through the Service’s online helpdesk (<http://www.fws.gov/planning/Help/helpdesk.html>).

<b>SCIENTIFIC AUTHORITY (Listings/Findings)</b>
<b>B5: Provide Litigation Support for Listing of US/Domestic Species</b>
<b>F5: Process and Monitor Recovery Permits for T&amp;E Species</b>
<b>F6: Provide Litigation Support for Permitting Actions of T&amp;E Species</b>
<b>N2: Prevent, Manage and Control Non-Native, Invasive, Terrestrial Plants</b>
<b>P4: Process Refuge Special Use Permits</b>
<b>R2: Implement Provisions of the Western Hemisphere Convention</b>
<b>R4: Implement CITES Treaty, Directives, and Related International Obligations and Develop Related Policies</b>
<b>4D: Process Litigation for Recreation</b>
<b>5C: Manage Volunteers and Community Partnerships</b>
<b>7C: Administer Migratory Bird Grants</b>
<b>7D: Administer Multinational Species Conservation Fund Grants</b>
<b>9T: Collect and Analyze Activity Based Costing Information</b>
<b>9W: Manage Purchases, Contracts and Acquisitions</b>
<b>9Z: Process Information Quality, FOIA, Privacy Act and Liability Requests/Claims</b>
<b>PERMITS</b>
<b>F6: Provide Litigation Support for Permitting Actions of T&amp;E Species</b>

<b>G2: Conduct and Assist with Law Enforcement Investigations for T&amp;E and CITES Listed Species</b>
<b>L5: Manage Marine Mammal Harvest and Take</b>
<b>P5: Process International Trade Permits, Domestic Permits and Special Use Permits</b>
<b>R3: Participate in Activities for the Trilateral Committee</b>
<b>R4: Implement CITES Treaty, Directives, and Related International Obligations and Develop Related Policies</b>
<b>5B: Develop and Provide Information and Educational Materials and Activities</b>
<b>5E: Consult and Coordinate with Native American Tribes</b>
<b>GRANTS</b>
<b>R2: Implement Provisions of the Western Hemisphere Convention</b>
<b>R5: Implement Provisions of Other Bilateral and Multinational Agreements, Treaties, Accords and Orders</b>
<b>5B: Develop and Provide Information and Educational Materials and Activities</b>
<b>7D: Administer Multinational Species Conservation Fund Grants</b>
<b>7E: Administer Other Domestic and International Grants and Co-operative Agreements</b>
<b>9U: Conduct Competitive Sourcing Initiatives</b>
<b>ADMIN</b>
<b>9Q: Develop and Allocate Budgets</b>
<b>9R: Perform Financial Management Operations</b>
<b>9Y: Manage Records, Files, Mailrooms and Libraries/Info. Services</b>
<b>9Z: Process Information Quality, FOIA, Privacy Act and Liability Requests/Claims</b>
<b>ACTIVITIES COMMON TO MANY INTERNATIONAL AFFAIRS EMPLOYEES</b>
<b>R3: Participate in Activities for the Trilateral Committee</b>
<b>5A: Conduct External Relations – Media, Congressional, and Other</b>
<b>5D: Develop and Manage Partnerships</b>
<b>9U: Conduct Competitive Sourcing Initiatives</b>
<b>92: Develop and Deliver Training</b>
<b>93: Attend Training</b>