



**AGENCY FOR  
INTERNATIONAL  
DEVELOPMENT**

# **ANNUAL BUDGET SUBMISSION**

**FY 1980**

**MEXICO**

**DEPARTMENT  
OF  
STATE**



MAY 1978

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UNITED STATES GOVERNMENT

# Memorandum

TO : Office of Development Planning  
LA/Bureau

DATE: May 19, 1978

FROM : Thomas R. Donnelly *TRD*  
Population Officer

SUBJECT: 1980 Operating Expense Budget  
(Annual Budget Submission)

— Attached is original and one copy Tables for FY 1980  
Operating Expenses Budget for Mexico.

Attachments (5)



## COMMENTARY ON OPERATING EXPENSE AND WORKFORCE

While there is no bilateral AID assistance program to Mexico, there are two types of AID activities on-going which require staffing. As a service to AID/W and to USAIDs, there is an AID Mexican national within the Embassy who handles third country training, making necessary arrangements with Mexican institutions and processing documentation with USAIDs, and another Mexican national to handle the fiscal aspects of both activities. The second area, and only area of assistance to Mexico, consists of one American, one Mexican professional assistant and a Mexican Administrative Assistant.

AID/W through DS/POP maintains many centrally funded AID contractors / grantees arrangements. Through these organizations budget is available for assistance to the public and private sector family planning programs in Mexico. This mechanism, the only one acceptable to the GOM, nonetheless requires AID involvement at all phases. The American and Mexican professionals work with the GOM on programming needs, determine budget level support required and desired, discuss and obtain necessary approvals with DS/POP and subsequently funding is made available through the centrally-funded PVO mechanism. Monitoring and supervision is carried out much the same as in a bilateral situation. Funding for Mexico through the PVO mechanism totals to date \$8,900,000.00.

The Local Mexican professional was hired under a personal services contract beginning September 1977. A local position was requested and approved (STATE 006161) to convert the incumbent to direct hire beginning FY 79. The creation of this position has the strong support of the Ambassador and is essential to carrying out the basic functions of program support in Mexico. This one position represents an absolute minimum bare-bones operation. The American and Mexican professionals are supported by a Mexican Secretary from State.

Because of decisions of the wage board, an increase in salaries of 20% became effective as of February 1978. The Embassy calculates a 20% inflation factor for salary projections for FY 1980.

The FAAS figures for all years are those received from AID/W.

In 79 and 80 15.7 has been requested for use in purchase of pamphlets, books, films and other similar items needed to support our family planning assistance activities. Since there is no bilateral funding, and because of the constraints of the PVO project approach, occasional funds are needed to provide key support where no PVO project exists.

Included under "Contract Personnel" is \$1,800 for 79 for a temporary replacement (local) of the Mexican local training specialist who will be absent for three months because of pregnancy.

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Since in the case of Mexico there is no ABS submission, only Tables No III, "Mission Operating Expense Funded Personnel Requirements" and "Operating Expense Budget" were completed. Also no "Mark" received for Mexico, therefore the "Proposed" column was used for FY 1980 and a separate sheet is attached with the breakdown.

**TABLE III - SUMMARY OF RESOURCES - BY ACTIVITY**  
 (FUNDING IN \$ 000 AND OPERATING EXPENSES-FUNDED PERSONNEL IN WORKYEARS (XX,X))

DECISION UNIT

523

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PAGE 1 OF 1

ACTIVITY	PY: 1978			CY: 1979			BY: 1980													
	FUNDING	PERSONNEL		FUNDING	PERSONNEL		MARK			MINIMUM			EXPANSION			PROPOSED				
		US	FN		US	FN	FUNDING	US	FN	FUNDING	US	FN	FUNDING	US	FN	FUNDING	US	FN		
OPERATING EXPENSES	(104.9)			(146.3)														(160.0)		
PERSONNEL	65.3			87.1														96.3		
HOUSING	7.0			7.4														7.4		
OFFICE OPERATIONS	32.6			51.8														56.3		

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MISSION OPERATING EXPENSE FUNDED PERSONNEL REQUIREMENTS  
(in work years xx.x)

MEXICO

MISSION SPECIFIC PERSONNEL	FY 78			FY 79			FY 80			FY 80			FY 80		
	Estimated Actual			Estimated			Mark			Minimum			Proposed		
	USDH	FNDH	CONT	USDH	FNDH	CONT	USDH	FNDH	CONT	USDH	FNDH	CONT	USDH	FNDH	CONT
Directly Related to Activities*															
Policy, Direction & Management	1	1	1	1	2								1	2	
Financial Management		1			1									1	
Mission Support															
IDI's															
OTHER (Specify) THIRD COUNTRY TRAINING		1			1									1	
<b>TOTAL</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>4</b>								<b>1</b>	<b>4</b>	
END OF YEAR CEILING	1	3	Total 4	1	4	Total 5			Total			Total	1	4	Total 5

NON-MISSION SPECIFIC PERSONNEL

Auditor General & IIS															
Other (Specify):															
<b>TOTAL</b>															
END OF YEAR CEILING			Total												

\*From Table V.

OPERATING EXPENSE BUDGET

MEXICO

EXPENSE CATEGORY	LINE NO.	OBJECT CLASS	EXPENSE RELATED TO	FY 1978		FY 1979		FY 1980						
				UNITS	\$	UNITS	\$	MARK	C	MINIMUM		PROPOSED		
										UNITS	\$	UNITS	\$	
PERSONNEL	01				65.3		87.1							96.3
U.S. Direct Hire	02		USDH Workyears	1	33.9	1	35.3						1	34.0
U.S. Citizens Basic Pay	03	110	USDH Workyears	1	31.3	1	31.3							
Part-time, Temp. U.S. Basic Pay	04	112	USDH Workyears											
Differential Pay	05	116	USDH Workyears											
Living Allowances	06	118	USDH Workyears											
Other Pay	07	119												
Education Allowances	08	126	No. of Dependents											
Retirement	09	120	USDH Workyears	1	2.2	1	2.2							
Transportation/Travel	10													
Post Assignment - Travel	11	212	No. of Movements											
Home Leave	12	212	No. of Movements			1	1.2							
Post Assignment/Home Leave Freight	13	22					0.3							
R & R	14	215	No. of Movements											
Education Travel	15	215	No. of Movements											
Medical Travel	16	215												
Other Travel	17	215												
Other Personnel Benefits	18				0.4		0.3							
Local Employees	19		FNDH Workyears	3	31.4	4	50.0							62.3
Basic Pay	20	114	FNDH Workyears	3	27.8	4	45.7							
Overtime, Holiday Pay	21	115	FNDH Workyears		1.6	.05	1.0							
Other Pay	22	119												
Personnel Benefits	23	129	FNDH Workyears	3	2.0	4	3.3							
Benefits for Former Personnel	24	13												
Contract Personnel	25		Workyears				1.8							
PASA Technicians	26	258	Workyears											
Other Reimbursable Details	27	111	Workyears											
Experts and Consultants	28	113	Workyears				1.8							
Other Technicians	29	255	Workyears											
HOUSING	30				7.0		7.4							7.4
Acquisition of Land and Structures	31	320	Nb. of Residential Units											

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OPERATING EXPENSE BUDGET

EXPENSE CATEGORY	LINE NO.	OBJECT CLASS	EXPENSE RELATED TO	FY 1978		FY 1979		FY 1980						
				UNITS	\$	UNITS	\$	MARK		MINIMUM		PROPOSED		
								UNITS	\$	UNITS	\$	UNITS	\$	
<b>HOUSING Continued</b>														
Rent	32	235	Nb. of Residential Units											
Utilities	33	235	Nb. of Residential Units											
Renovation	34	259	Nb. of Residential Units											
Maintenance	35	259	Total Square Feet											
Residential Furnishings and Equipment	36													
Additions to Inventory	37	311	Nb. of Residential Units											
Replacement	38	311												
Transportation	39	22												
Quarters Allowance	40	172 127	Nb. of Residential Units	1	7.0	1	7.4							
Mission Director	41													
Rent	42	235												
Utilities	43	235												
Renovation of Residence	44	259												
Maintenance of Residence	45	259												
Supplies and Materials	46	26												
Furniture Procurement	47	311												
Official Residence Allowance	48	254												
Representation Allowance	49	252												
Vehicles	50													
Acquisition	51	312												
Operation/Maintenance	52	259												
Portion of Lines 31-52 for Program Funded People	53													
<b>OFFICE OPERATIONS</b>	54				32.6		51.8							56.3
Acquisition of Land and Structures	55	320												
Rent	56	234												
Utilities	57	234												
Renovations	58	259												
Building Maintenance	59	259												
Office Furnishings and Equipment	60													
Additions to Inventory	61	310												
Replacement	62	310												

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**OPERATING EXPENSE BUDGET**

EXPENSE CATEGORY	LINE NO.	OBJECT CLASS	EXPENSE RELATED TO	FY 1978		FY 1979		FY 1980					
				UNITS	\$	UNITS	\$	MARK		MINIMUM		PROPOSED	
								UNITS	\$	UNITS	\$	UNITS	\$
<b>OFFICE OPERATIONS Continued</b>													8000000
Other Equipment	63	319											
Transportation (Freight)	64	22			0.3	0.2							
Communications	65	230			2.1	1.9							
Security (Guard Services)	66	259											
Printing and Reproduction	67	24											
Operational Travel	68												
International	69	210			8.0	5.8							
Domestic	70	210			5.0	9.3							
Charter/Contract Transportation	71	259											
Vehicles	72												
Addition	73	312	No. of Vehicles										
Replacement	74	312	No. of Vehicles										
Maintenance	75	259	No. of Vehicles										
Automotive Supplies and Materials	76	26	No. of Vehicles										
Other Supplies and Materials	77	26			0.8	15.7							
FAAS	78	257			15.7	18.1							
Other U.S. Government Reimbursements	79	258											
Other	80	259			0.7	0.8							
Portion of Lines 55-80 for Program Funded People	81												

MEXICO HAS NO USAID MISSION AS SUCH AND THERE IS NO PROGRAM BUDGET. NO "MARK" WAS ESTABLISHED FOR MEXICO. THEREFORE USING "PROPOSED" COLUMN FOR FY 1980. SEE ATTACHED BREAKDOWN

**OPERATING EXPENSE BUDGET**

EXPENSE CATEGORY	LINE NO.	FY 1978	FY 1979	FY 1980		
				MARK	MINIMUM	PROPOSED
<b>TOTAL OPERATING EXPENSE BUDGET</b>	<b>82</b>	104.9	146.3			160.0
<b>Reconciliation</b>						
Deduct from item 82 items not funded from Mission's allotment:						
Object Class 11	83	31.3	31.3			
Object Class 12	84	2.6	2.5			
Object Class 13	85					
Net FAAS (from line 78)	86	15.7	18.1			
Other - Explain on Attachment	87					
<b>Net Allotment Requirements</b>	<b>88</b>	<b>55.3</b>	<b>94.3</b>			
<b>Operational Year Allotment Requirement by Quarter</b>						
First Quarter	89		24.4			
Second Quarter	90		22.4			
Third Quarter	91		23.8			
Fourth Quarter	92		23.7			

ADDITIONAL SCHEDULES AND ANALYSES	Attached	
	Yes	No
Use of Trust Funds		X
ADP Equipment		
Budget Line 31 Detail		
Budget Line 55 Detail		
Budget Line 80 Detail		

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OPERATING EXPENSE BUDGET  
BREAKDOWN FOR "PROPOSED" FISCAL YEAR 1980

MEXICO

EXPENSE CATEGORY	LINE NO.	OBJECT CLASS.	EXPENSE RELATED TO
PERSONNEL	01		
U.S. Direct Hire	02		USDH Workyears
U.S. Citizens Basic Pay	03	110	USDH Workyears
Part-time, Temp. U.S. Basic Pay	04	112	USDH Workyears
Differential Pay	05	116	USDH Workyears
Living Allowances	06	118	USDH Workyears
Other Pay	07	119	-
Education Allowances	08	126	No. of Dependents
Retirement	09	120	USDH Workyears
Transportation/Travel	10		
Post Assignment - Travel	11	212	No. of Movements
Home Leave	12	212	No. of Movements
Post Assignment/Home Leave Freight	13	22	
R & R	14	215	No. of Movements
Education Travel	15	215	No. of Movements
Medical Travel	16	215	
Other Travel	17	215	
Other Personnel Benefits	18		
Local Employees	19		FNDH Workyears
Basic Pay	20	114	FNDH Workyears
Overtime, Holiday Pay	21	115	FNDH Workyears
Other Pay	22	119	
Personnel Benefits	23	129	FNDH Workyears
Benefits for Former Personnel	24	13	
Contract Personnel	25		Workyears
PASA Technicians	26	258	Workyears
Other Reimbursable Details	27	111	Workyears
Experts and Consultants	28	113	Workyears
Other Technicians	29	255	Workyears
HOUSING	30		
Acquisition of Land and Structures	31	320	No. of Residential Units

FY 1980	
UNITS	\$
1	34.0
1	31.4
1	2.2
	0.4
4	62.3
4	56.7
	1.0
4	4.6
1	7.4

OPERATING EXPENSE BUDGET  
 BREAKDOWN FOR "PROPOSED" FISCAL YEAR 1980

MEXICO

EXPENSE CATEGORY	LINE NO.	OBJECT CLASS	EXPENSE RELATED TO	1980	
				UNITS	\$
<u>HOUSING Continued</u>					
Rent	32	235	No. of Residential Units		
Utilities	33	235	No. of Residential Units		
Renovation	34	259	No. of Residential Units		
Maintenance	35	259	Total Square Feet		
Residential Furnishings and Equipment	36				
Additions to Inventory	37	311	No. of Residential Units		
Replacement	38	311			
Transportation	39	22			
Quarters Allowance	40	172	No. of Residential Units		
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Representation Allowance	49	252			
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Portion of Lines 31-52 for Program Funded People	53				
<u>OFFICE OPERATIONS</u>	54				56.3
Acquisition of Land and Structures	55	320			
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Building Maintenance	59	259			
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Additions to Inventory	61	310			
Replacement	62	310			

**OPERATING EXPENSE BUDGET**  
**BREAKDOWN FOR "PROPOSED" FISCAL YEAR 1980**

MEXICO

EXPENSE CATEGORY	LINE NO.	OBJECT CLASS	EXPENSE RELATED TO	1980	
				UNITS	\$
<b>OFFICE OPERATIONS Continued</b>					
Other Equipment	63	319			
Transportation (Freight)	64	22			0.2
Communications	65	230			2.1
Security (Guard Services)	66	259			
Printing and Reproduction	67	24			
Operational Travel	68				
International	69	210			6.4
Domestic	70	210			10.2
Charter/Contract Transportation	71	259			
Vehicles	72				
Addition	73	312	No. of Vehicles		
Replacement	74	312	No. of Vehicles		
Maintenance	75	259	No. of Vehicles		
Automotive Supplies and Materials	76	26	No. of Vehicles		
Other Supplies and Materials	77	26			15.7
FAAS	78	257			20.8
Other U.S. Government Reimbursements	79	258			
Other	80	259			0.9
Portion of Lines 55-80 for Program Funded People	81				

**OPERATING EXPENSE BUDGET**                      **MEXICO**  
**BREAKDOWN FOR "PROPOSED" FISCAL YEAR 1980**

EXPENSE CATEGORY	LINE NO.
<b>TOTAL OPERATING EXPENSE BUDGET</b>	<b>82</b>
Reconciliation	
Deduct from item 82 items not funded from Mission's allotment:	
Object Class 11	83
Object Class 12	84
Object Class 13	85
Net FAAS (from line 78)	86
Other - Explain on Attachment	87
<b>Net Allotment Requirements</b>	<b>88</b>
Operational Year Allotment Requirement by Quarter	
First Quarter	89
Second Quarter	90
Third Quarter	91
Fourth Quarter	92

FY <del>1979</del> 1980
160.0
31.4
2.6
20.8
105.2

ADDITIONAL SCHEDULES AND ANALYSES	Attached	
	Yes	No
Use of Trust Funds		
ADP Equipment		
Budget Line 31 Detail		
Budget Line 55 Detail		
Budget Line 80 Detail		