



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
ACQUISITION LOGISTICS AND TECHNOLOGY
103 ARMY PENTAGON
WASHINGTON DC 20310-0103

2 May 2006

SAAL-NC

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Engineer and Scientist Exchange Program (ESEP) Announcement – Group 3

References:

a. Army Regulation (AR) 70-41, International Cooperative Research, Development and Acquisition (ICRDA)

b. DODD 5230.20, Visits, Assignments, and Exchanges of Foreign Nationals

The ESEP is a professional development exchange program that provides career-broadening work assignments for foreign personnel in U.S. defense establishments, and for U.S. personnel in foreign defense establishments. These exchanges also promote ICRDA activity between the participating countries -- providing a basis for further cooperation, and cementing the Army's relationship with our foreign partners. Exchanges are conducted under the auspices of international bilateral Memorandums of Agreement/Understanding (MOAs/MOUs) -- DoD currently has 13 such agreements with various countries (list at Enclosure 1). The Office of the Deputy Assistant Secretary of the Army for Defense, Exports and Cooperation (ODASA [DEC]) is the Managing Agent for all U.S. and foreign ESEP placements within the Army.

To encourage participation, central funding will be available to assist organizations in covering the costs (i.e., PCS/TDY, language training, salary, etc.) to place U.S. Army participants abroad. The typical assignment duration is one year, with extensions possible. For those candidates requiring language training, please factor in an additional 3-6 months to the term of assignment.

Nominees in the target grades (GS 12-14, DB/NH 3-4, O 3-5) will be considered/selected based on education (BS/BA degree minimum), technical experience (four years minimum), and the overall merit of their proposal. The proposal should reflect an assignment that will help the Army meet key ICRDA program objectives related to Research, Development, Test and Evaluation (RDT&E), Science and Technology [S&T] - Army Technology Objectives (ATOs), and other areas that contribute to the war-fighter and coalition interoperability.

Interested parties must provide applications (using the format documents/instructions in Enclosure 2, and sending via Email w/Adobe PDF attachment) to this office by 8 September, 2006. All applications must be endorsed by MACOM/MSC commanders and/or technical directors, or they will not be considered. Applicants must also consult their organization's international programs office during application development to ensure that the proposal has been pre-coordinated with the potential host country, and is consistent with your organization

and the Army's international strategy. If your organization does not have an international office, please call the POC listed below for assistance.

This is the selection, placement and deployment schedule:

8 September 2006: Applications due
2 October 2006: Panel review and selection/notification of finalists
1 November 2006 – January 2008: Final placement negotiations w/host countries
2 January – July 2007: Language training (if required; and may require TDY)
Summer 2007: Start assignments

My point of contact for applications is Mr. Brian Edwards, phone 703-588-8241, DSN 425-8241, email brian.edwards@hqda.army.mil.

Craig Hunter
Deputy Assistant Secretary of the Army
for Defense Exports and Cooperation

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PROGRAM EXECUTIVE OFFICERS:

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Enterprise Information Systems
Ground Combat Systems
Intelligence, Electronics Warfare, and Sensors
Soldier
Tactical Missiles
Simulation, Training and instrumentation Command

List of Potential ESEP Countries

The U.S. has ESEP agreements (which allow for placement of U.S. and foreign ESEPs) with the following countries: (Note: Deployments to non-English speaking countries will require proficiency in the host country's foreign language.)

Australia
Canada
Egypt
France
Germany
Israel
Japan
Korea
Netherlands
Norway
Singapore (Note: Official language is English)
Sweden
United Kingdom

ENCLOSURE 1

FORMAT - U.S. ESEP Participant Application (on your org's letterhead)

(Organizational office symbol)

MEMORANDUM THRU *(Insert your organizational/command Technical Director, PEO or SES/GO equivalent – and obtain his/her initialed/dated endorsement here)*

TO Mr. Craig Hunter, Deputy Assistant Secretary of the Army for Defense Exports and Cooperation, ATTN: SAAL-NC (Mr. Brian Edwards), 1777 N. Kent St., Suite 8200, Arlington, VA 22209

SUBJECT: Application for U.S. Army Engineer and Scientist Exchange Program (ESEP)

1. I, *(Title, Name/Last, First, MI)*, apply for the ESEP, Group-3.
2. Current assignment:
 - a. Job title/series/grade:
 - b. Address, phone, fax, and email address:
 - c. Supervisor's name, mailing address, phone, fax, and email address:
3. Highest applicable college degree and date: *(Include more detailed information in your resume)*:
4. Years of professional work experience:
5. Foreign language proficiency *(Brief description, ex: Spanish, advanced reading, basic writing and speaking. Include more detailed supporting information in your resume)*:
6. Proposed assignment *(1 Primary, 1 Alternate)*:
 - a. Technical area(s) of interest:
 - b. Country(s) of interest:
 - c. Length of assignment:

(Applicant Signature Block)

Attachments:

1. Professional Background/Résumé
2. Career Broadening Objectives
3. Proposed Position Description(s)
4. Last two Performance Evaluations

Copy Furnished:

Organization International Point of Contact (IPOC)

ENCLOSURE 2

FORMAT - Attachment 1: Professional Background / Résumé

1. Personal Data

- a. Name:
- b. Job Title/Series/Grade:
- c. Scientific or Technical Specialty:
- d. Date of Birth:
- e. Place of Birth:
- f. Marital Status and number of dependants:
- g. Passport Number (U.S. Govt Issued):
- h. Security Clearance (level and date):
- i. Organizational Address (include full zip code):
- j. Telephone (commercial and DSN), Fax, and E-Mail Address:
- k. Home Address and Telephone:

2. Education

- a. Name and address of college or university (including graduate, post-graduate, and special studies):
- b. Dates attended:
- c. Degrees received (including subject and date):
- d. Honor societies and special awards:

3. Professional Experience

- a. All military and civilian employment, in reverse chronological order (including a brief summary of responsibilities and achievements for civilian employment and the nature of military assignments (for example, whether technical or administrative, type of research or engineering, nature of projects, results and recognition, and so forth)):
- b. Publications and Patents:
- c. Membership in professional organizations:

4. Language Proficiency

- a. Academic language training or experience in language of government applying for, including technical vocabulary:
- b. Recent aptitude and/or proficiency scores (if applicable):
- c. Plans to acquire or improve proficiency (if applicable):

5. Other Information

- a. International experience (travel, work, or study abroad):
- b. Previous associations with foreign nationals:
- c. Knowledge of culture of proposed host government:
- d. Family members (including age and gender) who would accompany candidate:

FORMAT - Attachment 2: Career Broadening Objectives

1. Areas of Interest. Career-broadening activities in (name of host government, if known) will cover the following areas:

- a.
 - (1)
 - (2)
- b.
 - (1)
 - (2)

2. Goals and Objectives

- a. Long-range, professional and personal:
- b. Explain how your proposed participation in the ESEP will help you achieve your professional and personal goals, and also contribute to the foreign host-government, and U.S. Army's international program objectives.

FORMAT - Attachment 3: Proposed Position Description(s)

(NOTE: Completion of this document requires coordination between applicant's international office/POC and the proposed foreign host country's international office). The proposed PD should reflect an assignment that will help the Army meet key ICRDA program objectives related to Research, Development, Test and Evaluation (RDT&E), Science and Technology [S&T] - Army Technology Objectives (ATOs), and other areas that contribute to the war-fighter and coalition interoperability. After the ESEP nomination/selection process is final, this document will be submitted by DASA(DEC) with the official placement request to the potential host country government for consideration.

POSITION DESCRIPTION
for
Candidate Name (Last, First, MI)

1. Title of Position:

2. Position Location:

3. Qualifications/Skills Required for the Position:

(TBD by host. However, you should list the minimum ESEP requirements: BA/BS Degree, 4 years professional work experience, and any other qualifications you would deem important.

4. Description of Specific Duties:

5. General Categories of Information to Which Access Will be Required:

6. Level of Security Clearance Required: Host government equivalent to U.S. DoD Secret

7. Supervisor:

a. Primary:

Name:
Title/Grade:
Address:
Phone/Fax/Email:

b. Alternate:

Name:
Title/Grade:
Address:
Phone/Fax/Email:

FORMAT - Attachment 4: Last two Civilian Performance Evaluations