



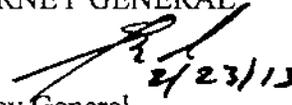
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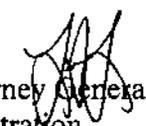
Washington, D.C. 20530

FEB - 6 2013

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MEMORANDUM FOR THE ATTORNEY GENERAL

THROUGH: James M. Cole   
Deputy Attorney General

FROM: Lee J. Lofthus   
Assistant Attorney General  
for Administration

SUBJECT: DEA00060, Drug Enforcement Administration's 2013 International Drug Enforcement Conference (IDEC) in Moscow, Russia

PURPOSE: To obtain the Attorney General's waiver to incur net expenses not to exceed \$800,000 for the DEA International Drug Enforcement Conference

TIMETABLE: As soon as practicable.

SYNOPSIS: The DEA is requesting official approval to sponsor the 30th International Drug Enforcement Conference (IDEC) in Moscow, Russia, from June 4-6, 2013, and seeks approval from the Attorney General to spend up to \$800,000. The total estimated DOJ conference cost is \$796,285, with the remaining conference expenditures to be funded by the Government of the Russian Federation, co-hosts for IDEC. The DEA Administrator has certified that this event is compliant with all of the Departmental guidelines and controls on conferences and restrictions on non-essential spending. DEA indicates that the conference is essential to accomplishing the Department's core mission requirements.

Exceptional circumstances exist that justify this conference as the most cost-effective option to build international capacity, cooperation, and partnerships in support of the President's National Drug Control Strategy, DOJ's strategic goals and objectives, and the DEA's Strategic Plan. By building cooperative platforms and networks incrementally, the United States will generate greater collective action, joint cases, and common

strategic approaches with our international partners to combat transnational criminal threats.

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The annual DEA-led IDEC, which has been held annually for the past 29 years, is a major contributor to international cooperation and capacity building. The IDEC brings the top drug law enforcement leaders and senior investigators from over 100 nations to a single venue where yearly agendas are set for cooperation, intelligence sharing, and case prioritization. IDEC—the world's largest international drug law enforcement conference—has produced concrete results year after year. During the conferences, DEA and partner nations jointly develop plans to build greater law enforcement and investigatory capacity. In addition, host nation personnel and U.S. law enforcement exchange information on priority investigatory targets.

DEA will send 2 HQ staff to advance the trip (2 travel days plus 3 working days) at a cost of \$7,074. Sixteen HQ staff will attend, as well as 71 DEA staff stationed overseas. DEA will also pay for travel and lodging for 112 foreign delegates.

DEA's costs for 2013 IDEC can be summarized as follows:

Lodging, airfare and meals for 87 DEA agent staff	\$338,816
Travel for foreign attendees	\$429,095
Conference meeting space	\$21,300
<u>Advance trip</u>	<u>\$7,074</u>
Estimated Total	\$796,285

DEA seeks approval from the Attorney General to spend up to \$800,000. It is expected that the host country will bear a similar or larger cost for the remainder of the conference expenses.

The Justice Management Division (JMD) has reviewed the request for approval of this conference and determined that the conference costs are within the Department's policy guidelines.

In accordance with the Office of Management and Budget's Memorandum, M-12-12, Promoting Efficient Spending to Support Agency Operations, dated May 11, 2012, an agency shall not incur net expenses greater than \$500,000 from its own funds on a single conference, including conferences that are sponsored or hosted by the agency (or by other Federal or non-Federal entities). The agency head may provide a waiver from this policy if he or she determines that exceptional

circumstances exist whereby spending in excess of \$500,000 on a single conference is the most cost-effective option to achieve a compelling purpose. The grounds for any such waiver must be documented in writing by the agency head. The DEA Administrator requests an Attorney General waiver for Department expenditures over \$500,000 for this event.

RECOMMENDATION: JMD recommends that the Attorney General approve the waiver for the conference with signature for approval on the attachment.

Attachment

**DEPARTMENT OF JUSTICE  
REQUEST FOR APPROVAL OF CONFERENCE**

**REQUESTER INFORMATION**

<b>Component:</b>	DEA - Drug Enforcement Administration	<b>JMD Tracking #:</b>	DEA00060
<b>Name of Requester:</b>	Candace Fleming	<b>Date of Request:</b>	1/31/2013
<b>Component Head Certification:</b>	Michele M. Leonhart	<b>Certification Date:</b>	1/24/2013
<b>Component Point of Contact:</b>	Stephanie R. Gilbert	<b>POC Phone #:</b>	202-252-7351

**OVERVIEW OF CONFERENCE**

<b>Title:</b> International Drug Enforcement Conference			
<b>Start Date:</b>	6/4/2013	<b>End Date:</b>	6/6/2013
		<b># of Conference Days:</b>	3
<b>Facility Name:</b>	Crowne Plaza Moscow and World Trade Center	<b>X Non-Federal Facility</b>	<b>Federal Facility</b>
<b>City:</b>	Moscow	<b>State:</b>	N/A - Outside US
		<b>Country:</b>	Russia

**NUMBER OF ATTENDEES**

<b>Total:</b>	363	199 *	<b>DOJ:</b>	87	<b>Other Federal:</b>	14	<b>Other Non-Federal:</b>	262
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\* Travel costs paid for by DOJ

<b>REQUIREMENT FOR APPROVAL</b>	<b>Requested</b>	<b>Within Threshold</b>	<b>Exceeds Threshold</b>
<b>Total Conference Cost</b>	\$796,285.00		
<b>Predominantly Internal Conference Held in Non-Federal Facility</b>			
<b>Refreshments</b>			
<b>Cost of Meals Provided at Conference</b>			
<b>Space and Audio-visual Equipment and Services</b>	<b>X</b>		<b>X **</b>
<b>Logistical Conference Planner</b>			
<b>Programmatic Conference Planner</b>			

\*\* Amount is within the per person threshold, but exceeds the overall policy cap.

**COMPONENT PURPOSE / JUSTIFICATION FOR APPROVAL**

The annual DEA-led International Drug Enforcement Conference (IDEC), which has been held annually for the past 29 years, is a major contributor to international cooperation and capacity building. The principal purpose of the conference is to share drug-related intelligence and to develop an operational strategy that can be used against international drug traffickers. The IDEC brings the top drug law enforcement leaders and senior investigators from over 100 nations to a single venue where yearly agendas are set for cooperation, intelligence sharing, and case prioritization. IDEC- the world's largest international drug law enforcement conference- has produced concrete results year after year. During the conferences, DEA and partner nations jointly develop plans to build greater law enforcement investigatory capacity. In addition, host nation personnel and U.S. law enforcement exchange information on priority investigatory targets. (See January 24th memorandum from DEA Administrator for additional information.)

**ADDITIONAL EXPLANATORY NOTES / INSTRUCTIONS**

Costs exceed threshold caps, however they are within the per person policy cap and have a large number of attendees at the conference.

DEA is requesting approval for up to \$800,000 and will ensure that net conference costs to DOJ/DEA do not exceed \$800,000.

**APPROVALS**

JMD recommends that the Attorney General approve the conference. Costs exceed threshold caps, however they are within the per person policy cap. The conference costs are reasonable and within DOJ policy guidelines.

CA 2/14/13

SIGNATURE:   
Lee Lofthus  
Assistant Attorney General for Administration

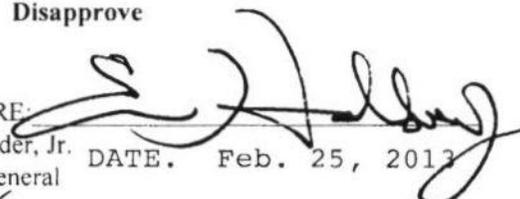
Concurring Component:  
DEA

SIGNATURE:   
James M. Cole  
Deputy Attorney General

2/25/13

Concurring Component:  
none

- Approve
- Disapprove

SIGNATURE:   
Eric H. Holder, Jr.  
Attorney General

DATE. Feb. 25, 2013

Concurring Component:  
none

- Approve
- Disapprove