



**ADMINISTRATIVE MEMORANDUM No. 138**

**SUBJECT: SECURITY SERVICES DIRECTIVE**

In accordance with Executive Order No. 08-01 Rev. 7 and other relevant norms, the General Secretariat of the Organization of American States ("GS/OAS"), in its pursuit of ensuring the safety and security of all its human resources, contractors, tenants, diplomatic corps, visitors, and visiting dignitaries, has authorized the Security Unit of the Department of General Services of the Secretariat for Administration and Finance to take the necessary action to protect OAS assets and personnel from any form of disturbance, aggression or physical act that may pose an immediate danger.

The Secretary General, Assistant Secretary General, Chief of Staff of the Secretary General, Secretary for Administration and Finance, Chief of Protocol or officials presiding meetings (e.g. President of the Permanent Council), shall be responsible for instructing OAS security personnel to remove those creating disturbances at official events.

Said actions shall be undertaken pursuant to established protocols and procedures as defined by the GS/OAS. Some circumstances may require the involvement of U.S. law enforcement, to enforce the GS/OAS' right to expel or exclude individuals from its premises, per Article XII, Section 2 of the "Headquarters Agreement between the Organization of American States and the

Government of the United States.” The Security Unit works in close coordination with U.S. federal and local law enforcement authorities in accordance with the relevant provisions outlined in the Headquarters Agreement. See *Article IX, Sections I and II, Subsection B, and Article XII, Section 2.*<sup>1</sup>



Charles H. Grover  
Secretary For Administration and Finance

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<sup>1</sup> Article XII, Section 2 of the Headquarters Agreement provides:

*"The right of the Organization to expel or exclude persons from the Headquarters shall include, but not be limited to, the right to expel or exclude persons for violations of the Internal Law of the Organization and the federal, state, and local criminal laws of the United States. Persons who violate the federal, state, or local criminal laws of the United States may be subject to criminal penalties or to detention under arrest only in accordance with the provisions of applicable federal, state, and local United States laws; this provision shall not be construed, however, to limit the Organization's authority to levy fines or other assessments under its Internal Law for infringements thereof."*