

2.1 STARTING OFF ON ROUNDS

Most of the parameters of your upcoming move have now been defined: Medical examinations have been successfully completed; your Posting Confirmation has finally been issued; many of the essential questions that you were asking yourself only a few weeks ago have now been answered, at least in general terms. Now you are ready to absorb the details needed to make your Pre-Posting Countdown and early days at the new place of assignment proceed smoothly.

As soon as they have a copy of your Posting Confirmation, APOB will invite you and your spouse to attend an interview with their Posting Arrangements Counsellor. Because there are hundreds of other employees all preparing to leave Headquarters within the next two months, this interview is the key event which will coordinate your upcoming visits to various Sections responsible for the administration of the Foreign Service Directives and Personnel Policy. At the time of your interview you will be presented with a Pre-Posting Kit containing a booklet entitled "Posting Arrangement", some of the forms you will shortly have to submit and other important information. The Counsellor will arrange personal appointments for you and your spouse and record the details on a special Schedule in your Posting Arrangement booklet. (As you proceed on your Rounds, have each of the Sections initial the Schedule and return it to APOB when all appointments have been completed). Before concluding the interview, check any points which are not clear with the Counsellor. For example, if you need help in completing a form, the Counsellor will be only too pleased to assist.

The remainder of Chapter Two is devoted to the most important topics which will be discussed during your Rounds. Read it over very carefully making constant reference to the applicable FSDs. Use the "Notes" section in the back of your Posting Arrangement booklet to jot down points you wish to cover in greater detail. Be on time for your appointments and do not feel reluctant to ask a lot of questions. Remember that there have been significant changes in the FSDs and the knowledge you acquire now will make things easier to understand during your posting.