



USAID | WEST BANK/GAZA

FROM THE AMERICAN PEOPLE

January 29, 2009
2009-WBG-08

TO: All USAID/West Bank and Gaza Contractors, Grantees and Recipients

Subject: Revisions to Cognizant Technical Officer (CTO) Policy

Dear Implementing Partners,

Per Agency Notice dated January 23, 2009, the United States Agency for International Development (USAID) is revising its Cognizant Technical Officer (CTO) Policy to foster interagency coordination, comply with Federal requirements, and ensure that those who manage USAID programs build the necessary skill sets.

Effective immediately, all Agency individuals authorized, in writing, by a Contracting Officer (CO) or Agreement Officer (AO) to perform prescribed technical functions previously referred to as "CTO" must now officially be referred to as Contracting Officer's Technical Representative (COTR) or Agreement Officer's Technical Representative (AOTR).

Implementing Partners are hereby requested to use the terms COTR and AOTR, as appropriate, in all forthcoming communications. However, this policy is not retroactive. Therefore, resubmission is not required for requests previously submitted to USAID.

Sincerely,

Roy Plucknett
Director, Office of Contracts Management
USAID West Bank & Gaza