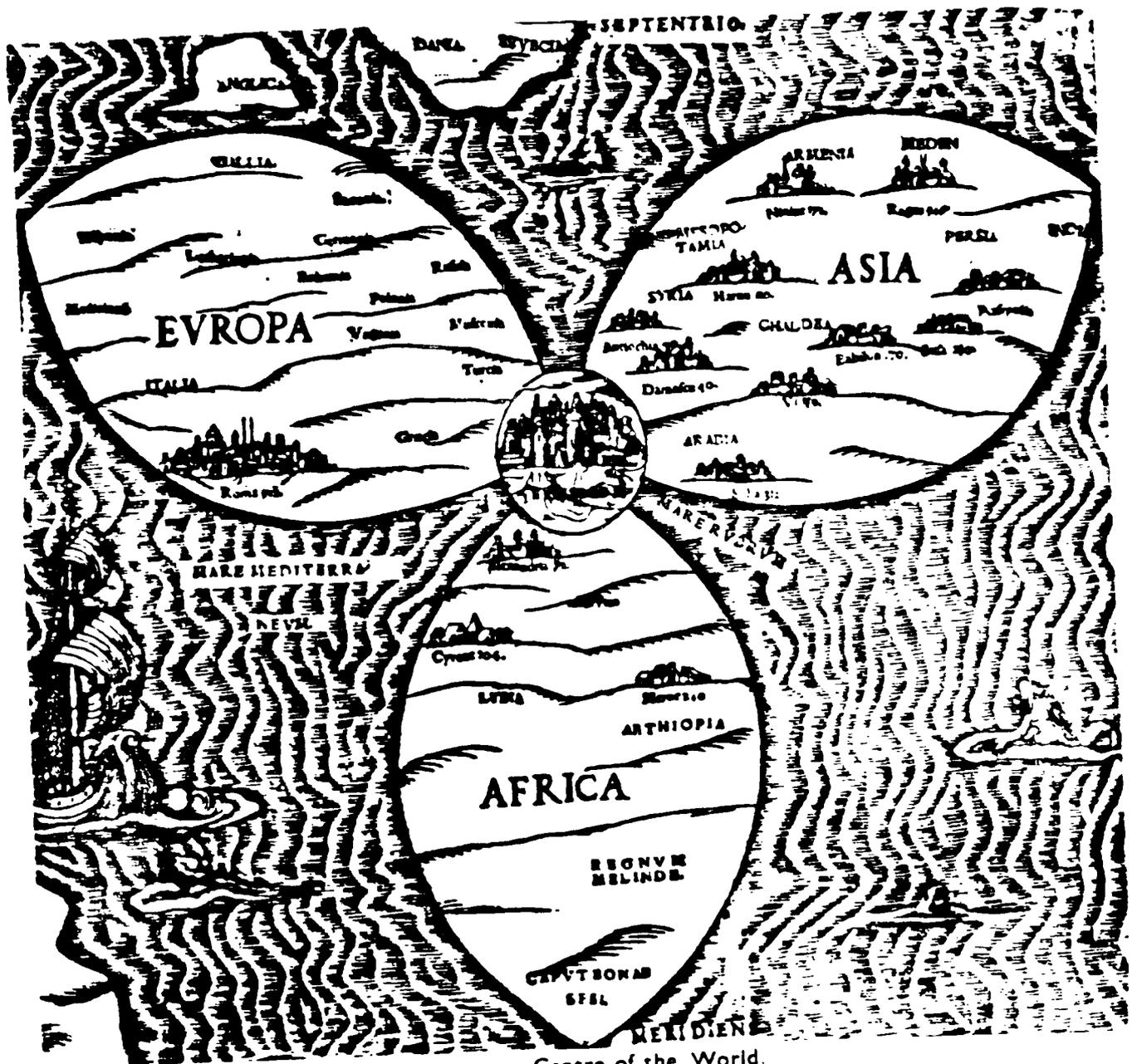


AN AMERICAN EMBASSY FOR JERUSALEM



Jerusalem shown in late 16th century map as Centre of the World.

THESIS PROGRAM
BY
Brian Wiggins
Fall '86

BRIAN WIGGINS
ARCH 4000
THESIS PROGRAMMING
FALL 1986
AN AMERICAN EMBASSY FOR JERUSALEM
SUBMITTED TO PROF. CANTRELL

In partial fulfillment of the requirements
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TABLE OF CONTENTS

| | | |
|-------------|---|-----|
| 1.00 | THESIS STATEMENT ----- | 1 |
| 2.00 | PROJECT STATEMENT WITH BACKGROUND ANALYSIS ----- | 4 |
| 2.10 | ANALYSIS OF EXISTING EMBASSY CONDITIONS ----- | 4 |
| 2.20 | A HISTORY OF U.S. POLICY TOWARDS JERUSELUM ----- | 11 |
| 2.30 | PROJECT GOALS AND REQUIREMENTS ----- | 12 |
| 3.00 | GENERAL SITE ANALYSIS AND HISTORICAL CONTEXT ----- | 15 |
| 3.10 | THE SPECIFIC SITE (INDEPENDENCE PARK) ----- | 18 |
| 3.20 | CLIMATOLOGICAL ANALYSIS ----- | 21 |
| 3.21 | MISCELLANEOUS CLIMATIC DATA ----- | 24 |
| 3.30 | GEOLOGICAL ANALYSIS ----- | 25 |
| 4.00 | ACTIVITY/NEEDS ANALYSIS OF THE CHANCERY OFFICE BUILDING ----- | 27 |
| 4.10 | THE EXECUTIVE SECTION ----- | 28 |
| 4.20 | THE POLITICAL SECTION ----- | 42 |
| 4.30 | THE ECONOMIC SECTION ----- | 52 |
| 4.40 | CONSULAR SECTION ----- | 64 |
| 4.50 | ADMINISTRATIVE SECTION ----- | 100 |
| 4.60 | SPATIAL SUMMARY FOR PRIMARY ACTIVITIES ----- | 105 |
| 4.70 | SPATIAL REQUIREMENTS OF THE EMBASSY'S SUPPORT ACTIVITIES ----- | 110 |
| 5.00 | EMBASSY SECURITY ----- | 123 |
| 5.10 | INTRODUCTION ----- | 123 |
| 5.20 | SECURITY SYSTEMS CLASSIFICATION ----- | 124 |
| 5.30 | SPECIFIC STATE DEPARTMENT DESIGN REQUIREMENTS ----- | 132 |
| 6.00 | COST ANALYSIS ----- | 138 |
| 7.00 | PERTINENT CASE STUDIES ----- | 144 |
| 7.10 | CASE STUDY #1 ----- | 144 |
| 7.20 | CASE STUDY #2 ----- | 148 |
| 7.30 | CASE STUDY #3 ----- | 151 |
| 7.40 | CASE STUDY #4 ----- | 153 |
| 7.50 | CASE STUDY #5 ----- | 156 |

1.00 THESIS STATEMENT

1.00 THESIS STATEMENT

After my years of study of Architecture at Texas Tech University I had hoped to have a firm grip on my idea of just what architecture is. In fact, I started with some pretty set ideas. Thank God I was able to get beyond this. I first began to question my own views while in a second year design studio. Thus, I do not claim that this thesis program is shaped by convictions which will be permanent and final. This will be a great learning experience in itself and not just a showcase of what I have learned thus far. My goal in this project is to test my convictions. Those that prove true will be strengthened. Those that prove fallable will be replaced by new ones. However, I also realize a strong danger here. I believe that to create good architecture a designer must have strong convictions. This is exemplified throughout architectural history. Mediocre architecture is the result of weak convictions. Therefore, I believe that the real problem becomes one of standing firm on my convictions at this point in time while leaving myself open to artistic and intellectual growth facilitated by feedback from current experiences. I hope that this growth will be evidenced by progress made from my general convictions outlined here to my final design proposal. I will start with my

definition of architecture. My purpose for this is two fold. First, to solidify my own convictions at this point in time. Second, to give a basis for understanding both my process and my finished project.

Good architecture is the inter-relationship of form and void, color and texture in the presence of light which communicates noble intentions to people experiencing it which aspires them to a higher level of physical, intellectual and "spiritual" experience. Architecture is part of an endless cycle in which it is a product of its environment and at the same time either for good or bad effects its environment (physical environment as well as social and cultural environments). Architecture is an art, but it is a special art. It is the strongest link between the common man and the arts. It is also in a strict sense communication between the person experiencing it and the designer. There is no architecture without intention. I have chosen to express my thesis in the form of an American Embassy in Israel. This choice was made because the project involves all the issues which architecture needs to address. It will deal with formal design issues . These are the issues which I enjoy dealing with most. However this design has strong influences of other natures which must be addressed. This project, more than any other project that I can think of has multiple purposes, presences, and meanings. The Embassy will be an

"Ambassador". At the same time it will be a home, and a safehaven for Americans travelling overseas. The project will also be a very profound political statement, about which I feel strongly. In short, this project can not stop with just dealing with trendy, and superficial design issues. Moral judgements must be made dealing with crucial real world issues. I believe that these issues put together with the rich context of Israel should be the basis for a strong thesis project and an educational one as well.

**2.00 PROJECT STATEMENT
WITH
BACKGROUND ANALYSIS**

2.0.0 PROJECT STATEMENT WITH BACKGROUND ANALYSIS

2.1.0 ANALYSIS OF EXISTING EMBASSY CONDITIONS IN ISRAEL

Currently, the United States embassy in Israel is located in Tel-Aviv, which is the nation's second largest city with a population of over 450,000 people in a metropolitan area of over one million.¹ Tel-Aviv was founded in 1909 as the Jewish suburb of the Arab town of Yafo. From these small beginnings the city has grown rapidly and is now the financial and commercial center of Israel.²

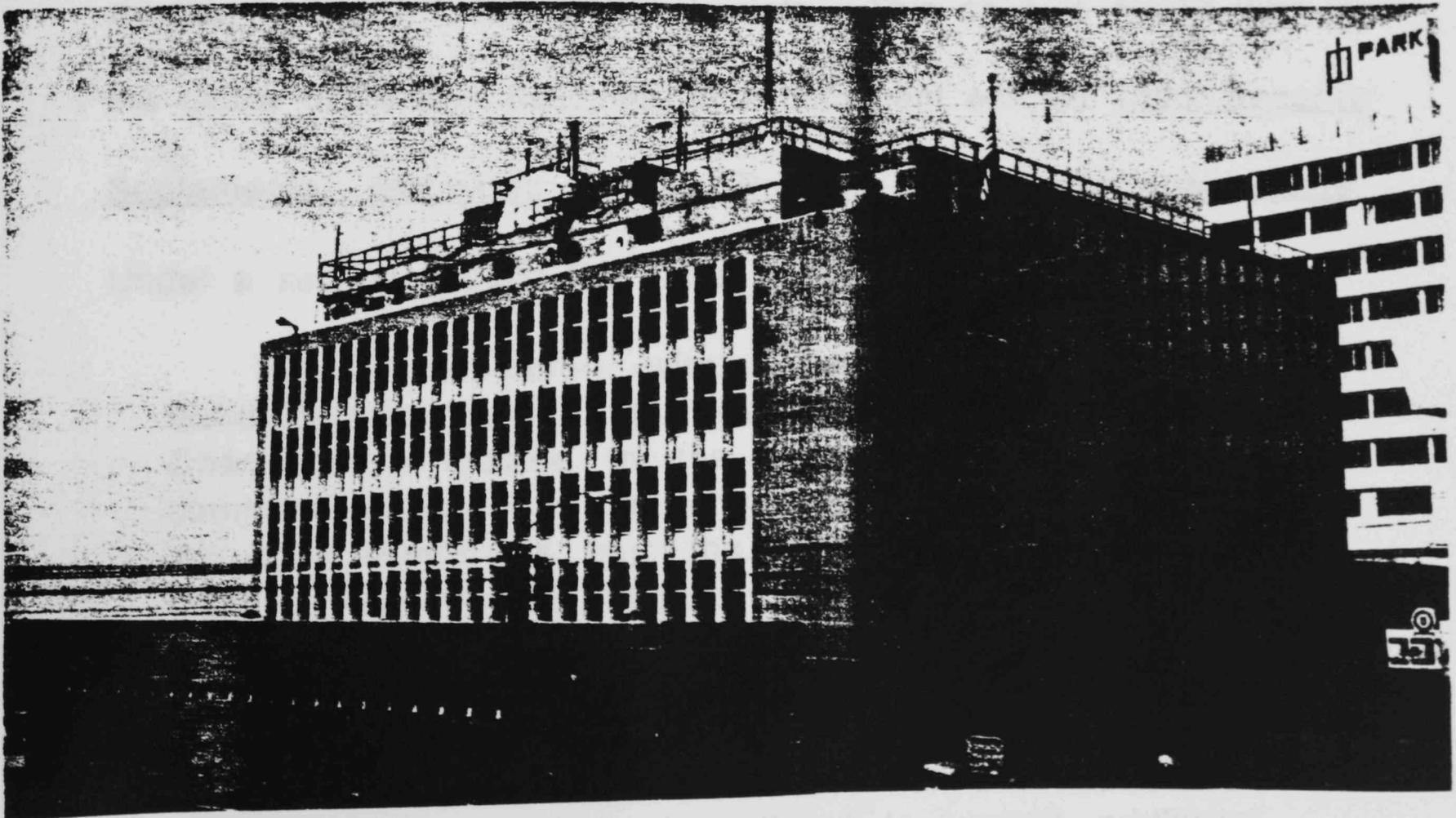


Figure 2.1

The question which one must ask is why is our embassy in Tel-Aviv? The capital of Israel is Jerusalem. This is not a recent phenomenon; Jerusalem has been the heart of the Jewish culture for thousands of years. Our refusal to move our embassy to Jerusalem is a cold slap in the face to the Jewish nation, one of our strongest allies on the face of the globe, the strongest and most important allies by far in a very strategically important region, the Middle East.

There are also other current issues which add to the importance of the immediate resolutions of this dilemma. First, existing embassy facilities are obsolete. This case is stated well by the Office of Foreign Buildings, in a document entitled 1986 Security Supplemental Estimates Capital Project Summary/Outyear Costs, Under a section entitled "Narrative Description." It states,

"Space allocation within the Tel-Aviv Chancery Building has reached maximum capacity. The present Chancery is located in the center of the congested commercial district of the city with non-existent security set back clearances from the surrounding streets. The building, as presently situated, is extremely vulnerable to terrorist or mob violence.

"The chancery does not have adequate space to meet the requirements of all the U.S. government agencies now represented in Israel. As the level of U.S. assistance provided to the government continues to expand, additional space will be required to meet present day and projected

program commitments. To adequately consolidate all U.S. government offices into one chancery compound to meet space program demands, security and structural design objectives, it will be necessary to acquire an alternative site in Tel-Aviv of ten acres for construction of a new 120,000 square foot office building compound. F.B.O. will develop the new project utilizing a master plan concept for construction of a secure office building in Tel-Aviv."³

Figure 2.1 shows the existing chancery facilities located at 71 Hayarkon Street in Tel-Aviv. Even from this photo, it is clear that the current facility is not very secureable. It meets a very busy unrestricted street. Figure 2.2 shows the existing American Ambassador's residence in Tel-Aviv. It is quite far from the embassy. This also poses functional and security problems in that movement of the Ambassador's coming and going to work daily becomes very predictable. If the Ambassador's residence were part of the chancery compound this problem could be solved.

Replacing the embassy facilities in Tel-Aviv is currently very high on the list of priorities of the Office of Foreign Buildings.⁴ It would be a crime to build these new facilities back in Tel-Aviv. Now is the time to move the facilities to Jerusalem. Building new facilities would be a strong statement of a policy which leaves the future of Jerusalem unnegotiable. We must adopt this policy because

it is already the policy of the sovereign government of Israel. This policy must be adopted now since it is long time we replace current unsafe facilities anyway. It is now time to give a strong statement in support of Israel and move our embassy facilities to Jerusalem where they belong.

The capital of Israel is now, has always been, and will continue to be Jerusalem. Since Jerusalem is the capital, the embassy should be there. The reasons why the embassy should be moved are clearly spelled out in a statement by Senator Daniel Moynahan, from New York. He first points out that current U.S. Policy concerning this issue is "unprecedented and bewildering". He went on to say, "It is currently the policy of the United States Government, in its publications to record that there is a country called Israel in which our embassy is located at a post called Tel-Aviv; and another "country" called Jerusalem in which we are represented at a "post" named Jerusalem".⁵ The specific document that Senator Moynahans is referring to is the telephone directory of the United States' Department of State. Senator Moynahan's point is that under current policy, Israel is treated as one entity and Jerusalem is treated as

another. This policy is not in touch with reality. The U.S. State Department publishes a publication called The Manual of Key Officers of Foreign Service Posts: A guide for Business Representatives.

Senator Moynahans points out that in this publication there is no representation listed for a "country" called Jerusalem. This is because Jerusalem is not a sovereign foreign entity as it is treated under U.S. Policy. Mr. Moynahan goes on to point out that this policy is a sharp slap in the face of our close and very important allie, Israel.⁶

On August 20, 1980, the United States refused to exercise its power of veto over a United Nations measure calling for all its members to remove their Israeli Embassies from Jerusalem.

Senator Moynahans says that this action was an example of "vicious anti-Israeli measures which are routinely, and at ever higher levels of hostility and assertion, adopted by the United Nations".⁷

This policy is based on a premise of current U.S. Policy. This policy says that final disposition of Jerusalem and the rest of the "occupied Territories" is not permanently settled. Under this policy the fate of the capital city and physical and spiritual heart of Israel

is left "open to negotiations." In his address to the senate, Senator Moynahan went on to say:

"Mr. Chairman, what is this thing called "Arab Territory" which Israel is alleged to occupy? What is it? Is there a nation named Araby? If so it does not appear in the "Diplomatic" list or any of the other publications which I have mentioned.

"Is this mythic country of Araby once said to be inhabited by the shiek thereof? Perhaps so. But there is surely no sovereign nation named Araby whose territory is capable of being occupied by another sovereignty. I have had more than a few occasions in recent years to remark on the decline in attention to international law in the conduct of American Foreign Policy. But in this matter, we lapse into incoherence. We have allowed the United Nations to adopt as a position of law a view that has no meaning in law.

"More importantly, we have given succor and encouragement to avowed enemies of the State of Israel, with which we have the closest ties of shared interest and conviction.

"Whether we intend it or not, our refusal to locate our embassy in Jerusalem, and our acquiescence in a security council resolution calling on other nations to withdraw theirs, is seen as a statement by the United States that our attachment to the permanence of the state of Israel is tentative and subject to change.

"Jerusalem is and will remain the capital of Israel, and our refusal to acknowledge this causes pain and concern in an embattled and beleaguered democratic friend."⁸

Senator Moynahan introduced Senate Bill S.20231 on February 23, 1984, which called for the resolution of this debacle by

legislating the move of the U.S. Embassy from Tel-Aviv to Jerusalem. This move should be made. This would rectify the problems and injustices created by over three decades of anti-israeli policies by successive American administrations.⁹

Jerusalem is in fact the capital of Israel. "Jerusalem is the embodiment of Jewish history, the heart and soul of the Jewish people." They created Jerusalem and at no point in the centuries of the exile of the Jewish people fail to make Jerusalem the focus of their national and religious yearnings. The city has been populated by a Jewish majority for over 100 years. Our policy is that the final fate of the city is negotiable. Again this policy does not respect reality. Israel has sworn, from the first meeting of the Knesset, After the founding of the Jewish state, to never again give up Jerusalem.

2.20 A HISTORY OF U.S. POLICY TOWARD JERUSALEM

American policy toward Jerusalem can be divided into three stages. The history of the policy dates from 1947. At this time the United States became very involved in United Nations' deliberations over "the Palestinian Mandate." This period ended on June 7, 1967 when Israeli defense forces re-united the city (after an attack by a United Arab Legion).¹⁰ During this period it was the policy of the United States Government to press for an internationalized Jerusalem. Before this period, the city was divided. Jordan controlled East Jerusalem, Israel controlled West Jerusalem, as it had since the re-founding of the Jewish State in 1948.¹¹

The United Jerusalem, under the rule of Israel, has met all of the goals of U.S. Policy under the internationalization plan. People of all faiths are free to worship at their respective Holy places. (Under Arab governing, Jewish Holy places were defiled and Jews were denied access to their Holy places). Why then, with the goals of the U.S. policy met would we still leave the future of Jerusalem open to negotiation?

2.30 PROJECT GOALS AND REQUIREMENTS

It will be my goal for this thesis project to design an American Embassy compound for the true capitol of Israel which will accommodate all the activities of an American embassy in an inspiring environment, which is as safe and secure as possible. The design should be a powerful statement of American support for Israel. The design should communicate permanence. The physical facilities themselves should serve as an Ambassador of American culture. It should communicate a focus on people, and openness. I should speak of American culture in a Jewish vocabulary. The project will require a site in Jerusalem of 12-14 acres. The Office of Foreign Buildings estimates the new Chancery Office building to require a gross floor area of at least 120,000 square feet (compared to 81,000 square feet in the existing facility) and a minimum of 78,000 square feet (compared to 58,000 in the existing facility). There will also be housing for 117 American embassy staff and their families provided in the compound, along with a new ambassador's residence. There

will also be a staff of 182 foreign nationals working at the embassy.
They will be housed off the compound.¹²

PROJECT STATEMENT FOOTNOTES

- 1) The Central Intelligence Agency, The World Fact Book, Published by the C.I. A., 1986. p.122.
- 2) The U.S. State Department, The Israel Post Report, published by U.S. State Department
- 3) The U.S. State Department, Office of Foreign Buildings, 1986 Security Supplemental Estimates Capital Project Summary, Outyear Costs. Not published.
- 4) Phone interview with Mr. Bill Miner, AIA Project Architect with the U.S. State Departments Office of Foreign Buildings.
- 5) The U.S. Government, the Congressional Record, American Embassy in Israel, S 2031, PUBLISHED by: the U.S. Government printing Office, February 23, 1984, p.5.
- 6) Ibid, pg. 6.
- 7) Ibid, pg. 7.
- 8) Ibid, pg. 6.
- 9) Ibid, pg. 52.
- 10) Sher, Hanan, et. all, Facts About Israel, Published by: Covenant Marketing Associates, Jerusalem 1976, p. 66.
- 11) Vilnay, Zev, The New Israel Atlas, published by: McGraw-Hill Book Company. New York, Toronto, pg. 108, 1969.
- 12) Information taken from a letter which was sent to me personally from Mr. Bill Miner, Architect A.I.A. Project, Architect with the State Departments Office of Foreign Buildings.

3.00 GENERAL SITE ANALYSIS

3.00 SITE ANALYSIS

The Embassy project will be located in Jerusalem, Israel. Israel is a narrow strip of land at the east end of the strip of the Mediterranean Sea. It is located between the sea and the Jordan Valley. It is comparable in size to New Jersey.¹ It varies in width (east to west) from ten to forty-one miles wide and is two hundred eighty miles long (north to south). As of 1984, Israel had a population of 4,230,900. This includes 3,497,400 Jews and 733,500 Arabs.

Israel is located in an area of vital interest to the United States, and the rest of the world, the Middle East. Israel is located on the southern most tip of Asia. It is also in a region that is the union of three major continents. These continents are Asia, Europe, and Africa.

It is impossible to exaggerate the importance of Jerusalem in world history. In fact, Israel is the birthplace of mono-theistic religion (the belief in a single God). It is the birthplace of Judaism, Christianity and the Moslem faith as well.

It is also in this area that the earliest remains of human civilization have been found. Many consider it to be the "cradle of human civilization".

In ancient times the two primary powers in the region were Egypt and Assyria-Babylonia. Over the course of its extremely long history, Israel has been the scene of crucial wars between ancient powers.²

Israel is the land of the Bible. It is commonly known as the Holy Land. It was also here in Israel that the successful conquests of Alexander The Great paved the way for his penetration into the Hellenistic world.³

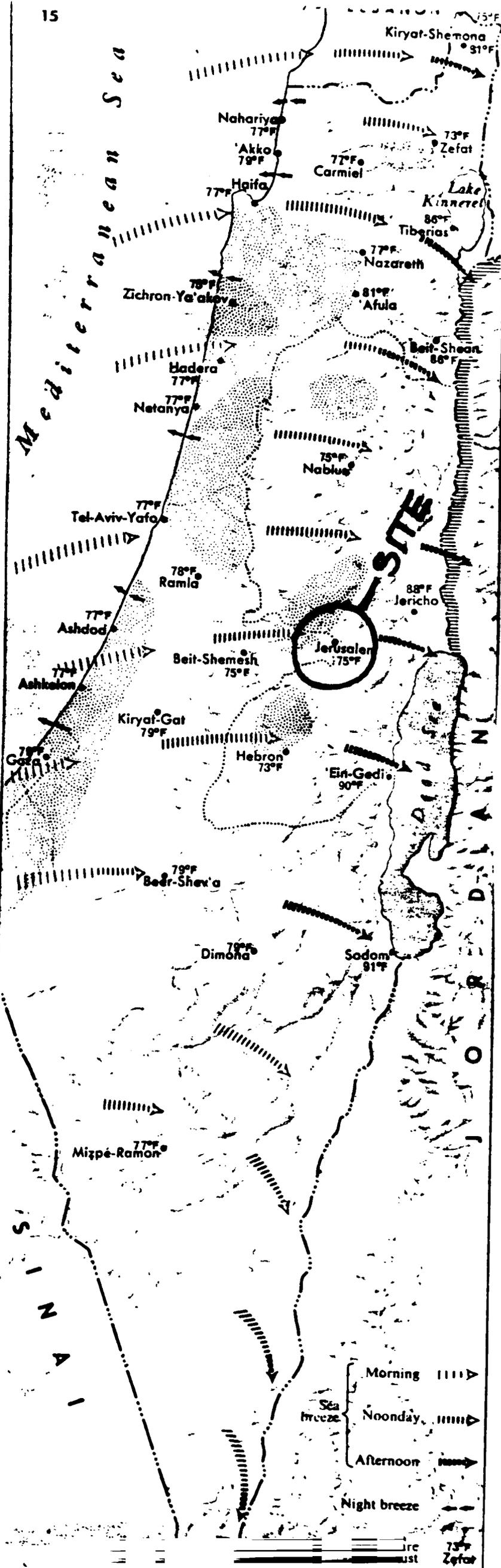
The growth of the Roman Empire brought with it the conquest of Palestine. Rome controlled it until it was taken over by Nomads coming out of the Arabian Desert at the beginning of the seventh century B.C.

During the middle ages Palestine was the scene of intense clashes between Islam and Christianity. This was the result of European Crusaders which came to take the Holy Land back from the Moslems. The fighting between the "crusaders" lasted for over 100 years. This period ended with the Moslems defeating the "Christians", and regaining control of Palestine. At the beginning of the sixteenth century the land was conquered by the Turks. The region became a poverty-stricken province of "The Great Ottoman Empire"³

After the destruction of "The Second Temple", Jews began large scale immigration back to the Holy Land. Primarily they came from what was then known as Babalonia. (Today it is Iraq). Many also came from Egypt.

At the end of the Sixteenth Century, there was a great expulsion of Jews from Spain. These exiles returned in great numbers to Palestine. The Nineteenth Century saw the formation of a movement known as the "Hovevei Zion" (Lovers of Zion) movement. During this movement there was massive immigration of Jews from Russia, Romania, Poland and Lithuania.⁴ These people had strong feelings of Jewish nationalism, even though at that time there was no nation of Israel. The Jewish language which had been dead, essentially for centuries was brought back as the "everyday language" of the new Jewish immigrants to Palestine.⁵

At the end of World War One, the government of Palestine fell into the hands of the British under a mandate from the League of Nations. Immigration slowed down considerably during the years of World War One. However, after the war it picked up stronger than ever.⁶ This immigration of Jews back to the Holy Land intensified all the more as Hitler rose to power in Germany and began persecution of the Jews. In 1948 when the Nation of Israel was officially refounded, Immigration picked up



Morning 
 Noontday 
 Afternoon 
 Night breeze 

100 miles
 100 kilometers

tremendously.⁷ Under this arrangement Jerusalem was divided east from west, but was reclaimed by Israeli defense forces in a miracle defense effort against a greatly numerically superior force of the United Arab Legion.

The Middle East is still in conflict and Israeli possession of Jerusalem is a big part of what the hostilities are over. Nonetheless, Israel rightfully possesses Jerusalem, it's historic capital. For the reasons set forth in the project statement section of this document, it is where the American Embassy belongs.

Jerusalem is composed of two elements. The "Old City" and the "New City". The Old City is the ancient walled portion of the city (see maps). The New City is the new part of the city which has grown outside the walls. Most of this growth has been during the last two centuries.

3.10 THE SPECIFIC SITE CHOSEN FOR THE NEW EMBASSY COMPOUND

The site, which has been tentively selected for the embassy project, is known as Independence Park. The site has many advantages for supporting the functions of an American Embassy. It is located just about exactly midway between the "Old City" and the

new government center (which includes the Hebrew National University). The site currently functions as a playground.

The site is bounded by King George V street to the southwest and Agron Street to the southeast. These are primary streets. To the north it is bounded by Hillel street. Just to the north of the site are existing school facilities. This is an elementary school. There are also other educational facilities adjacent to the site. There is a secondary school classified as having more than eight hundred students. There are two others which are classified as 400-599 students. To the south of the site is a home for underprivileged youth. There is a possibility that some of the facilities could be used for schools for children of embassy staff. It would also allow foreign nationals who work at the embassy to work very close to where their children would go to school.

Medical services are very convenient to the site. There are two tertiary care facilities very close to the site. One is just slightly north of the site the other is directly south. Both are classified as having 100-299 beds.⁸ The site is surrounded by adequate recreational space. There is a museum just to the south of the southwest corner of the site. This is across the intersection of Argon

and David Hamelech Streets. There is also another museum to the southeast across King George V.

* At the far southeast corner the site borders on an ancient cemetery, there is also a large Christian church across King George V to the west.

There are other factors which make this site prime for the activities of an American Embassy. These include:

1) The ministry of social welfare is located across Agron, to the southeast of the site.

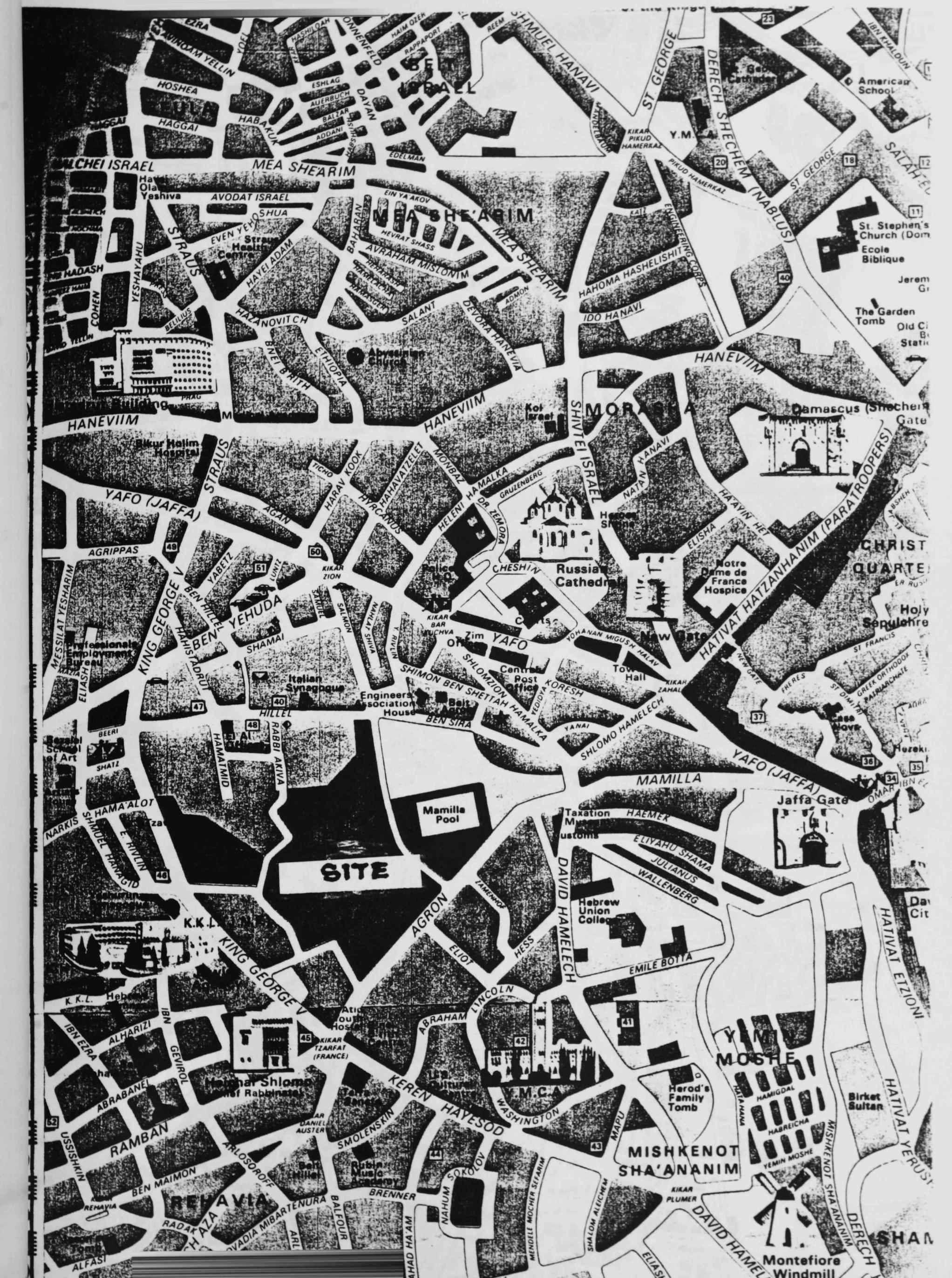
2) The ministry of Commerce and Industry is also in close proximity to the site.

*3) Just to the northeast of the site is the Ministry of Tourism.

4) The Krenet is about 1100 meters to the southwest of the site.

5) Hotel facilities are very convenient to the site.

6) There is a large hotel classified as having more than 100 rooms at the southeast corner of the intersection of King George V and Agron Streets.





Har Hozevim

MAHANAYIM

SHEIKH JAR

KIRYAT

SITE

Givat Ram

JEWISH QUARTER

ARMENIAN QUARTER

CITY OF DAVID

Valley of Hinnom

AREA O - REV

KIRYAT SHMUEL

GIVAT HANANIA

NEVE GRANOT

ENEF REFAIM

GIVAT HAVRADIM

ZEFON

GIVAT MORDECHAI

YEHUDA

Traffic on both Agron and King George V averages 25 - 34.9 kilometers per hour.

The site is located on a sharply defined fringe between primarily Arab and primarily Jewish parts of the city.⁹

As of 1967 all buildings surrounding the site were done in dressed stone. Further out from the site there is a more frequent use of concrete. Immediately to the north of the site are buildings which date from 1841 to the present. To the southeast of the site most of the buildings date from 1926 -1937. To the west most of the buildings date from 1889 -1910. Taller buildings are to the north. Buildings of three stories or less predominate in all other directions.¹⁰

* The site slopes up to a ridge on the west.

3.20 CLIMATOLOGICAL ANALYSIS

The nation of Israel is a relatively small country on the Eastern shores of the Mediterranean. Israel borders Syria on the north, Jordan on the east, and Egypt on the south.

Israel has essentially two climatic zones. The Northern part of the country (including Jerusalem) has a typically Mediterranean climate. It has lots of sunshine, mild and wet winters, and long hot and dry summers. The winter rains are abundant but are usually not evenly distributed. The rains usually fall on relatively few days but can be extremely heavy. This factor should be considered in both site design and in selection of materials and construction methods.

The Summers are hot and sometimes very humid. However, they are moderated by afternoon sea breezes coming out of the East. The benefits of these breezes should be utilized in the design of the Embassy and its site to their fullest extent. Nights are chilly in the winter and fresh and cool in the summer. This would suggest the value of a passive solar design scheme utilizing thermal mass storage.¹¹

Although Jerusalem is considered to be in the northern climatic zone, it is in somewhat of a "fringe area" and does exhibit some characteristics of Israel's other climatic zone, that of the Negev. Snow and frost are possible at times in the Jerusalem winter but are

extremely rare. In the Negev, rainfall is extremely low, in places dropping to as little as two inches annually. Even this doesn't come evenly throughout the year but is concentrated in heavy local showers (which occur in the months of April through September). Because of this, site design should be directed towards collection and conservation of rain when it does fall.

The most unpleasant weather in Jerusalem occurs when hot and dry winds bring in extremely hot air from the Arabian desert. In Israel these are known as the winds of the Sharav. These winds most effect the climate at the beginning and at the end of the hot and dry summer period.

Jerusalem has ample sunshine. It averages six to seven hours of sunshine in the winter and twelve to thirteen hours in the summer. This solar insolation is taken advantage of to a great extent. Hot water solar heaters are very common in both residential, public, and commercial applications.

Jerusalem is located at 31° - $47'$ North latitude, and at 35° - $13'$ east longitude at 1485 feet above sea level.¹²

3.21 MISCELLANEOUS CLIMATIC DATA

A) Jerusalem has an average of 101-125 days per year with a mean daily temperature of less than 10°C.

B) Jerusalem has an average of 51-75 days per year with a mean daily temperature greater than 20°C, it has an average of 1-25 days with a mean daily temperature greater than 25°C.

C) Mean Saturation Debt

August ----- 10-15 milibars

January ----- Less than 3 milibars

Mean annual--- Less than 8 milibars

*D) Evaporation from an open water surface

July (max) ----- 18-20 cm

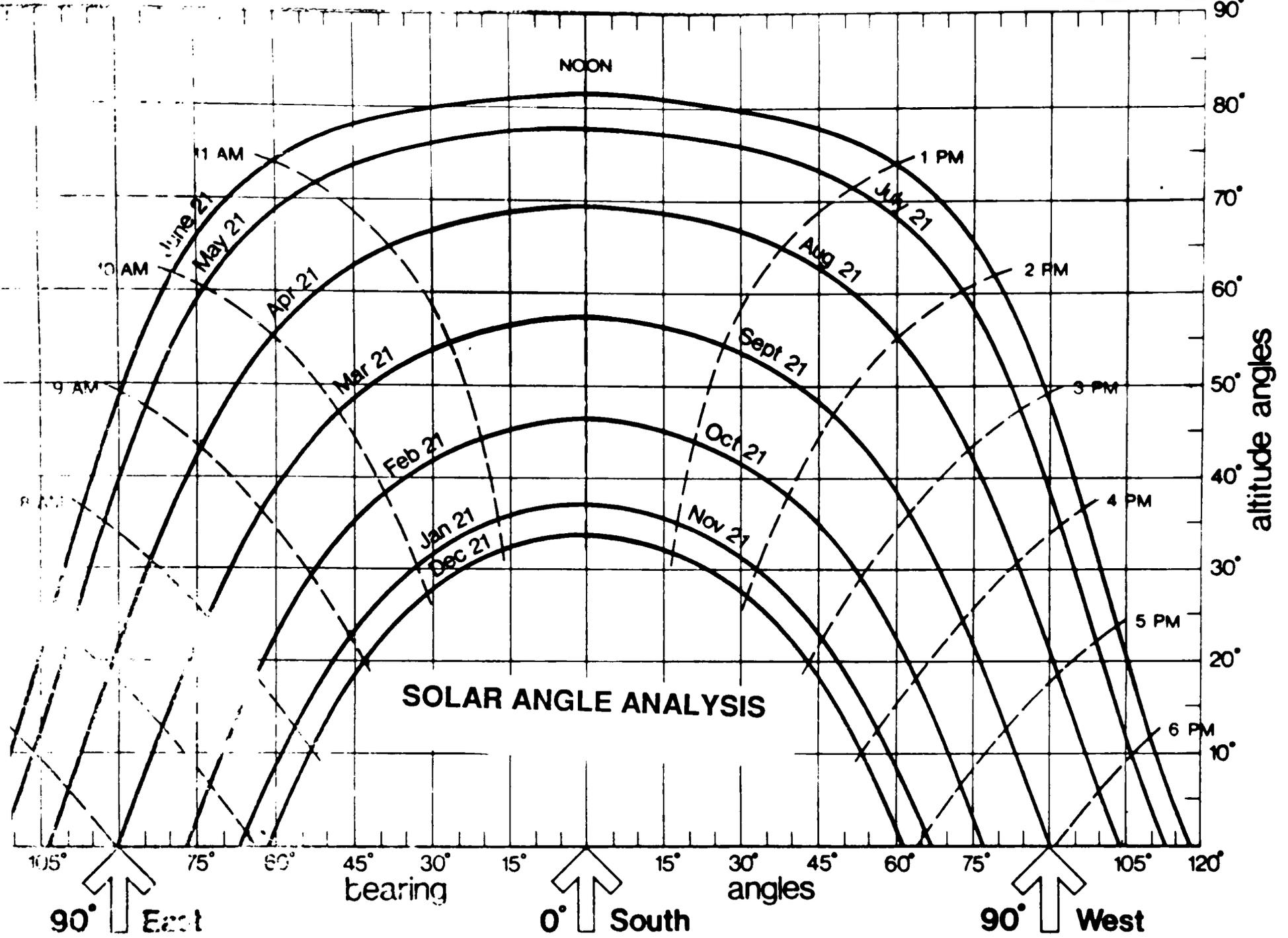
January (min) --- 5-6 cm

Annual total ---- 140-160 cm

E) Indigenous vegetation

The primary forms of indigenous vegetation to Jerusalem are evergreens and maquis, including underdwarf shrub communities and remnants of evergreen Quercus Calliprongs.¹³

32° NL



Jerusalem 1485 ft (557 m) 31°47' N 35°13' E 19 years

ISRAEL

TEMPERATURE DATA

| | Temperature °F | | | Temperature °C | | | Relative humidity | | Precipitation | | | | | |
|----------|------------------|---------------|------|------------------|---------------|------|-------------------|------------|-----------------|----|--|-----|-----|---|
| | Highest recorded | Average daily | | Highest recorded | Average daily | | 0830 hours | 1330 hours | Average monthly | | Average no. days with 0.04 in + (1 mm +) | | | |
| | | max. | min. | | max. | min. | | | in | mm | | | | |
| J | 77 | 55 | 41 | 26 | 25 | 13 | 5 | -3 | 77 | 66 | 5.2 | 132 | 9 | J |
| F | 80 | 56 | 42 | 27 | 27 | 13 | 6 | -3 | 74 | 58 | 5.2 | 132 | 11 | F |
| M | 87 | 65 | 46 | 30 | 31 | 18 | 8 | -1 | 61 | 57 | 2.5 | 64 | 3 | M |
| A | 102 | 73 | 50 | 36 | 39 | 23 | 10 | 2 | 56 | 42 | 1.1 | 28 | 3 | A |
| M | 103 | 81 | 57 | 42 | 39 | 27 | 14 | 6 | 47 | 33 | 0.1 | 3 | 0.6 | M |
| J | 107 | 85 | 60 | 47 | 42 | 29 | 16 | 8 | 48 | 32 | 0 | 0 | 0.1 | J |
| J | 100 | 87 | 63 | 50 | 38 | 31 | 17 | 10 | 52 | 35 | 0 | 0 | 0 | J |
| A | 103 | 87 | 64 | 52 | 39 | 31 | 18 | 11 | 58 | 36 | 0 | 0 | 0 | A |
| S | 103 | 85 | 62 | 50 | 39 | 29 | 17 | 10 | 61 | 36 | 0 | 0 | 0.1 | S |
| O | 97 | 81 | 59 | 47 | 36 | 27 | 15 | 8 | 60 | 36 | 0.5 | 13 | 1 | O |
| N | 88 | 70 | 53 | 39 | 31 | 21 | 12 | 4 | 65 | 50 | 2.8 | 71 | 4 | N |
| D | 79 | 59 | 45 | 27 | 26 | 15 | 7 | -3 | 73 | 60 | 3.4 | 86 | 7 | D |

3.30 GEOLOGICAL ANALYSIS

The majority of soils found in the vicinity of Jerusalem are classified as Terr-Rosa soils. These soils occur throughout the mountainous regions of Salilee, Samaria, and Judea. These soils are derived from hard limestone and Domolite in generally rocky areas. They are red generally redish-brown in color. This surface soil is usually pretty shallow, (usually less than 50 cm). This soil is clay-like in texture, and consists of three "horizons", A, B, and C. The "A" horizon has a stable granular structure, while the "B" horizon is subgranular and blocky. Lime content varies between 0 to 10%. Organic matter content varies between two to eight percent. The P.H. level is usually in the range of 6.9 to 7.8. The exchange capacity is about 30 to 40 M.E.Q. per 100 grams of soil. The dominant clay mineral found in these soils is montmorillonite, another secondary mineral in Kadlin. The deeper Terra-Rosa soils are productive agricultural soils.¹⁴

FOOTNOTES FOR SITE ANALYSIS

- 1) Vilnay, Zev, The New Israel Atlas, Published by: McGraw-Hill Book Company: New York, Toronto, 1969, pg. 18.
- 2) Ibid, pg. 106.
- 3) Ibid, pg. 107.
- 4) Ibid, pg. 11.
- 5) Ibid, pg. 11.
- 6) Ibid, pg. 12.
- 7) Ibid, pg. 13.
- 8) Degruyter, Walter, The Jerusalem Atlas, Published by the Hebrew University Academy of Sciences and Humanities, 1973, Berlin, New York, Sheet 38.
- 9) Ibid, Sheet 36.
- 10) Ibid, sheet 36.
- 11) Pearce, E.A., and C.G. Smith, The Times Book World Weather Guide, Published by Time Books, New York, 1984, p. 248-249.
- 12) Ibid, pg. 248-249.
- 13) Department of Surveys, Israel Atlas of Jerusalem, Published by the Ministry of Labor and the Elsevier Publishing Company, Amsterdam, 1970, Section 111/3.
- 14) Ibid, Section 111/4.

4.0.0 ACTIVITY ANALYSIS OF THE CHANCERY OFFICE BUILDING

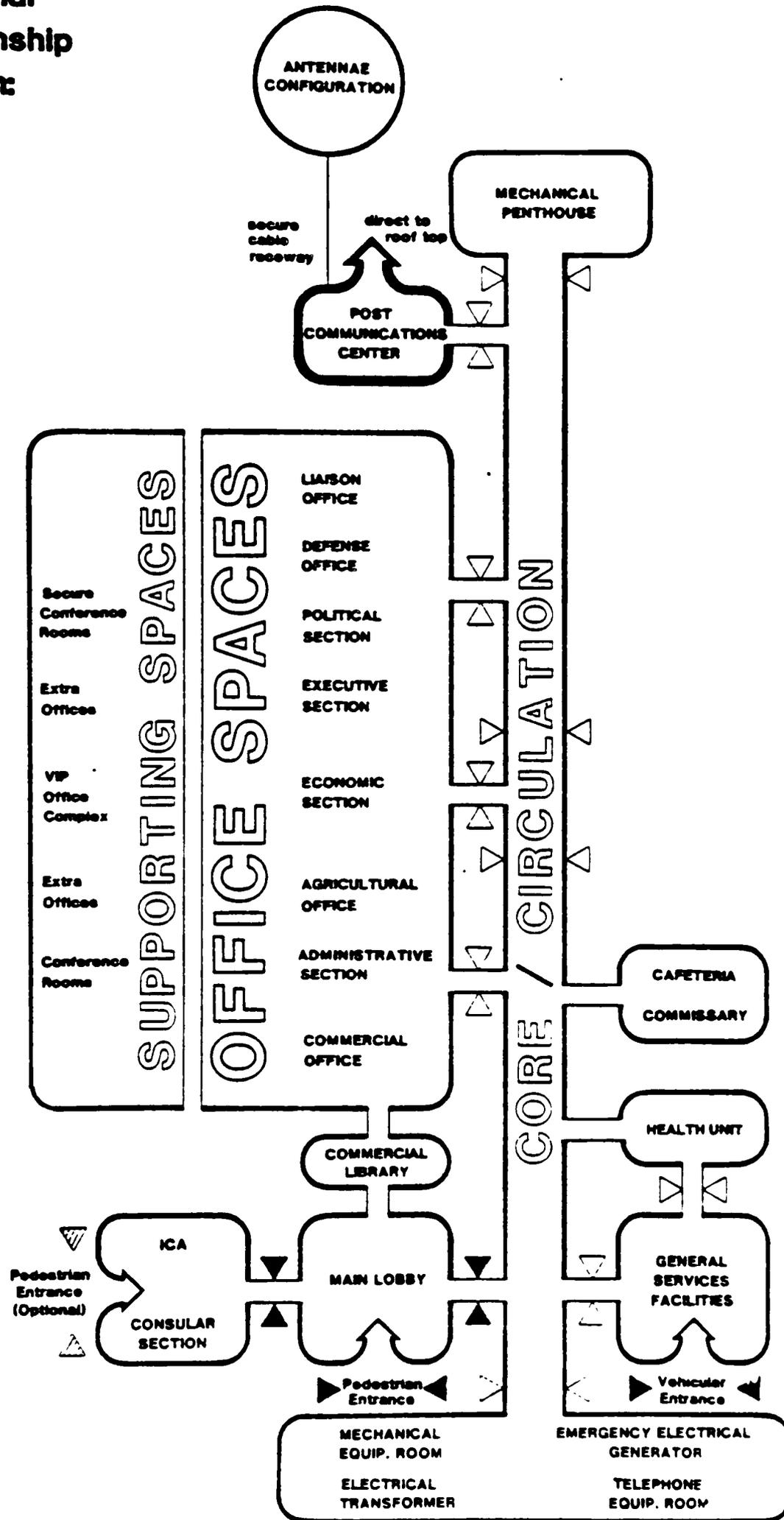
The activities of the chancery office building will be the focus of the compound. The office of foreign buildings has set a number of guidelines for new office building construction. Among them, the office building must have a net to gross ratio of 0.65 or greater. The square footages given in this section are for net useable area.

The functions of an American Chancery Building can be divided into ten primary areas. The functions are:

- I. The Executive Section
- II. The Political Section
- III. The Economic Section
- IV. The Consular Section
- V. The Administrative Section
- VI. The Agricultural Section
- VIII. The Office of Commerce Section
- IX. The Defense or Military Section
- X. The Liason Office Section

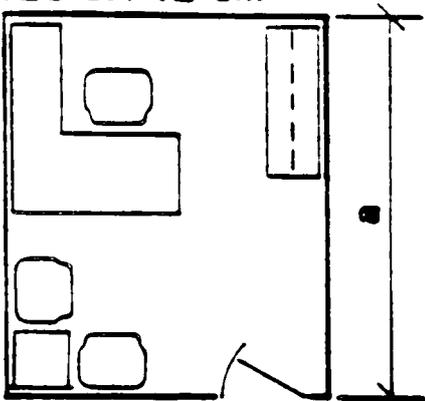
THE CHANCERY OFFICE BUILDING

Functional Relationship Diagram:



BASIC SIZES AND STANDARD FURNISHINGS FOR CHANCERY OFFICES

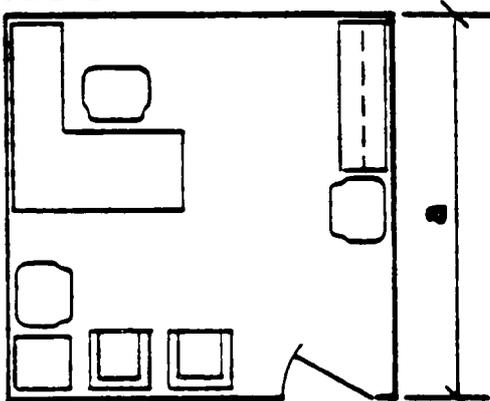
125 SF/12 SM



Staff Officer

Desk, typewriter stand and chair.
Bookshelves over base cabinet.
Two occasional chairs.
Corner table.

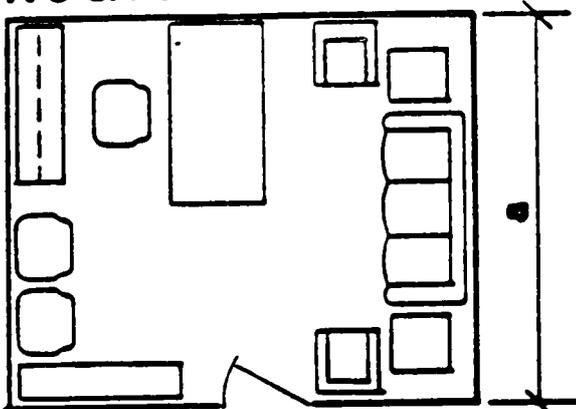
150 SF/14 SM



Junior Officer

Desk, typewriter stand and chair.
Bookshelves over base cabinet.
Two arm chairs.
Two occasional chairs.
Corner table.

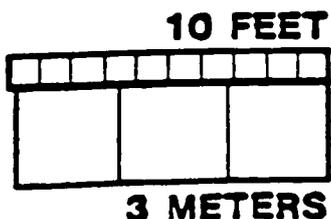
175 SF/16 SM



Senior Officer

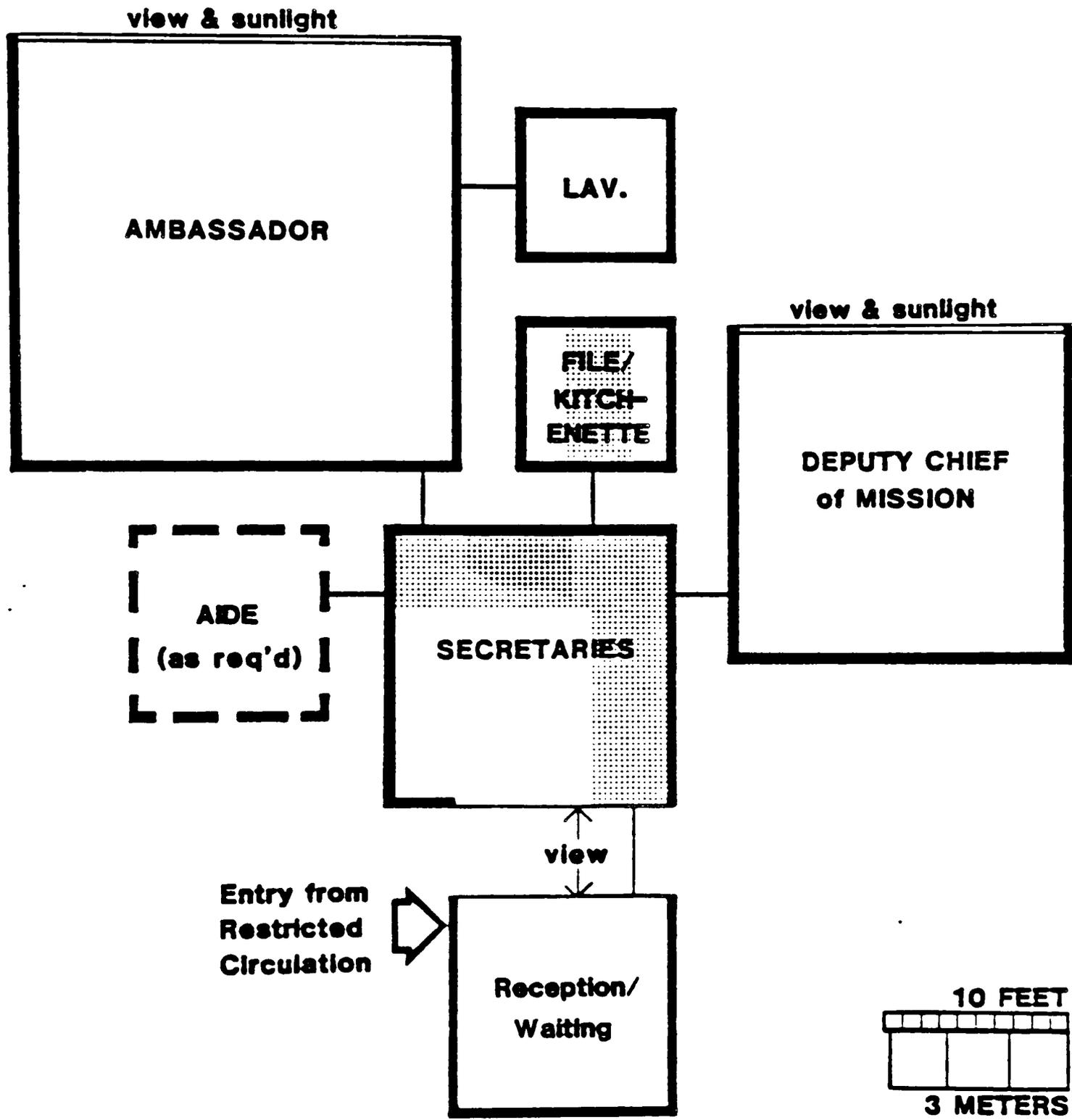
Executive desk and chair.
Bookshelves over base cabinet.
Bookcase.
Sofa and two end tables.
Two arm chairs.
Two occasional chairs.

DIMENSION "a"



This uniform width has been utilized to facilitate comparison of the office sizes and to simulate a linear office arrangement within a structural grid.

Functional Relationship Diagram:



4.1.0 THE EXECUTIVE SECTION

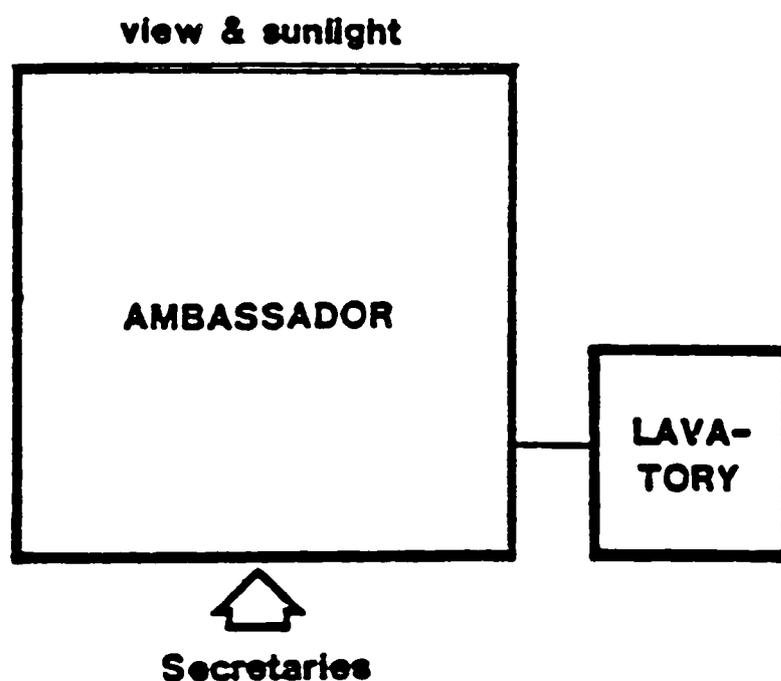
The executive section houses the activities of the Ambassador, who is the personal representative of the President of the United States to the host country, and chief of the American presence there in total. He communicates U.S. foreign policy to the host country and promotes the goals of U.S. foreign policy. The executive section should be designed primarily to support the role of the ambassador. It should be elegant but not pretentious; it should be attractive but not gaudy; it should be spacious but not wasteful; it should give an appearance of quiet efficiency. The Executive Section is a sensitive area and should be remotely located from areas of the building frequented by the public.

For purposes of collaboration and convenience in the use of shared facilities, it should be readily accessible and reached through restricted circulation that also serves the political section, the Defense Office, the Liaison Office and the Post Communications Center. Generally, visitors to this post of the chancery will be escorted by members of the staff (All members of the staff will be United States citizens).

4.1.1 ACTIVITIES OF THE AMBASSADOR'S OFFICE

"Space allotted for the ambassador's office will include 600 square feet for the office proper, and seventy-five square feet for an adjacent lavatory." This office will accommodate an executive work area for the ambassador. Also an area for informal meetings with the staff. Also a reception area for receiving government and business leaders of the foreign country. It should also accommodate presentations. This space must accommodate the ambassador and fifteen seated guests or forty standing guests for special presentations.

The office of foreign Buildings has set some minimum dimensions for this office. The minimum dimension in one direction is 15'-0". The minimum ceiling height is 9'-0".



4.1.1.1 RELATIONSHIPS TO OTHER ACTIVITIES

The ambassador's office should be adjacent to secretarial space, and near the office of the deputy chief of the mission. It should also be convenient to the reception area and near the kitchenette.

Other critical links include:

- 1) The Post Communications Center
- 2) The Political Section
- 3) The Defense Office
- 4) The Liason Office
- 5) Secure conference room(s)

4.1.1.2 FURNISHINGS REQUIRED

- 1) Executive desk, chair and credenza
- 2) Two floor supported flagpoles
- 3) Bookshelves located over base cabinets
- 4) Conference table and chairs to seat six
- 5) Informal seating and related furnishings for 12 to 15 people.
- 6) Ammenities may include lamps, a large wall map, a globe, personal artifacts, paintings and other art works.

4.1.1.3 DESIGN CONSIDERATIONS

- 1) There should be no direct visual contact between the main office and the waiting/reception room.
- 2) Windows should be plentiful to provide light and a view.
- 3) The Adjacent private lavatory will include:
 - 1) Shower facilities
 - 2) A closet large enough to handle a dressing space
 - 3) Cabinets for linens
 - 4) Accommodation of handicapped persons

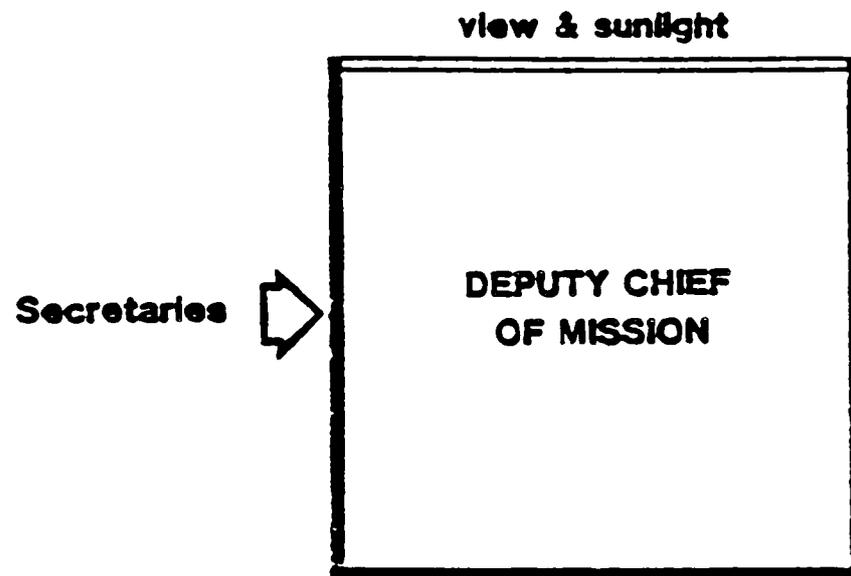
4.1.1.4 SPECIAL SECURITY CONSIDERATIONS OF THE AMBASSADORS OFFICE

- 1) A second means of egress should be provided
- 2) Entrance to the office should be from an area under the visual control of a secretary.
- 3) The office should be lockable

4.1.2 ACTIVITIES OF THE DEPUTY CHIEF OF MISSION

The Deputy Chief of mission is second in command at the embassy. His duties include administrative work (dealing with the staff). He also meets with foreign businessmen and dignitaries like the ambassador. He also will meet with U.S. visitors.

The Deputy Chief of Mission will require an executive office of 400 square feet. The Department of Foreign Buildings has also put some minimum dimensions on this space. As with the Ambassadors office, the minimum dimension in one direction for the space is 15'-0". The minimum ceiling height is 9'-0".



4.1.2.1 RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Must be adjacent to secretarial space
- 2) Must be near the office of the Ambassador
- 3) Must be near the filing space
- 4) Must be adjacent to a waiting area
- 5) Must be readily accessible to:
 - A) The Post Communications Center
 - B) The Political Section
 - C) The Defense Office
 - D) The Liason Office
 - E) A secure conference room

4.1.2.2 REQUIRED FURNISHINGS

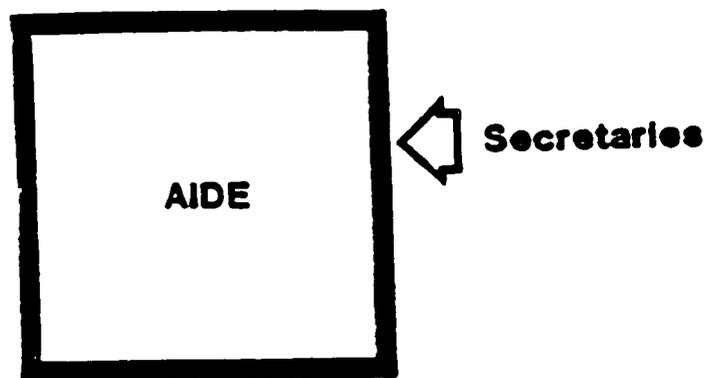
- 1) Executive desk, chair and credenza
- 2) Bookshelves located over base cabinets
- 3) Informal seating and related furnishings for 10 visitors
- 4) Ammenities may include lamps, wall maps, personal memerbalia, paintings, sculptures . . .

4.1.2.3 DESIGN CONSIDERATIONS

- 1) There should be no direct visual contact with the reception/waiting area
- 2) Provide windows for light and view from projected exterior areas for safety
- 3) Office should be sound proof to ensure privacy in conversation

4.1.3 ACTIVITIES OF THE AIDE TO THE AMBASSADOR AND THE AIDE TO THE DEPUTY CHIEF OF MISSION (Similar)

The ambassadors aide is an administrative assistant. This individual supervises the secretarial staff of the executive section.. The office will primarily require 150 square feet and will accommodate the aide and one visitor.



4.1.3.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) The office should be adjacent to both the ambassadors/DCM's office as well as to secretarial spaces
- 2) Near the reception/waiting room
- 3) Readily accessible to the "copy" work station

4.1.3.2 REQUIRED FURNISHINGS

- 1) Desk, typewriter stand and chair
- 2) Book shelves over base cabinets
- 3) Two arm chairs
- 4) Two occasional chairs

- 5) Corner table
- 6) Amenities include - a lamp, artwork, and personal memorabilia

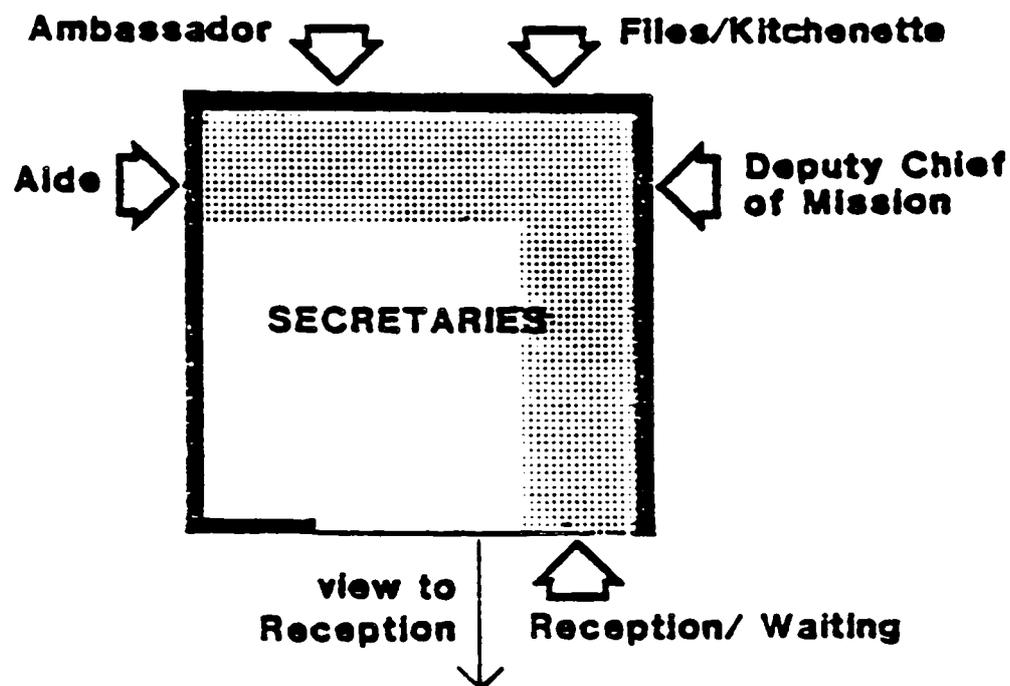
4.1.3.3 DESIGN CONSIDERATIONS

- 1) Should be easily accessible from, and have visual link to secretarial space
- 2) Provide as much light and natural ventilation as possible
- 3) Possible buffer space between semi-public waiting area and ambassadors office.
- 4) Room should be lockable

4.1.4 ACTIVITIES OF THE SECRETARIES OF THE EXECUTIVE SECTION

The secretaries of the executive section will work closely with the Ambassador, the Deputy Chief of mission, and the aides. They will type, take dictation, answer phones (setting appointments for the diplomats . . .). They will also control access to the more secure areas of the diplomatic offices.

The secretarial space of the executive section will accommodate three (3) secretaries, and will require 300 square feet. The office of Foreign Buildings has set a minimum dimension in one direction of 10'-0" and a minimum ceiling height of 9'-0".



4.1.4.1 PRIMARY RELATIONSHIPS TO OTHER SPACES

- 1) Must be adjacent to the ambassador's office
- 2) Must be adjacent to the DCM's and aides' offices
- 3) Must be adjacent to a filing space
- 4) Must be readily accessible to the Posts Communications Center
- 5) Should be near a secure conference room and copy or processing center

4.1.4.2 FURNITURE REQUIRED FOR SECRETARIAL WORK STATIONS

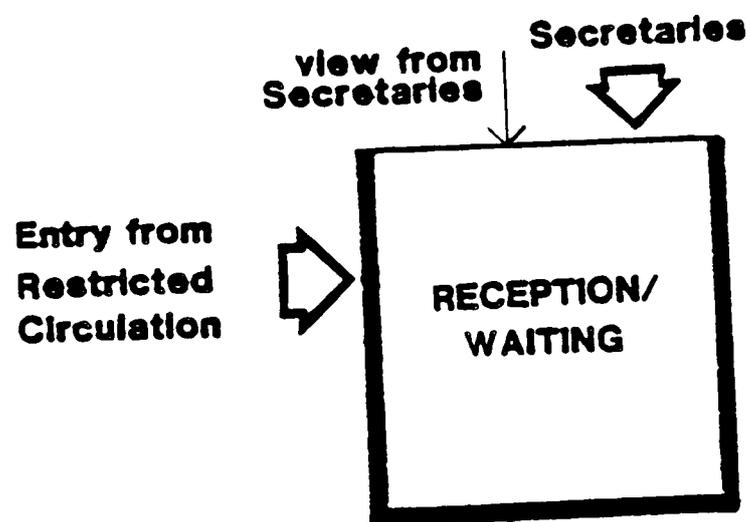
- 1) Desk, chair, word processing computer terminal and stand, and occasional chair
- 2) Two additional chairs
- 3) Typewriter
- 4) Informal seating for waiting visitors
- 5) Amentities may include artwork such as small sculpture and plants

4.1.4.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Provide a 5'-0" coat closet
- 2) Provide sound insulation to accoustically isolate this area from the ambassadors and DCM's office to eliminate noise form typing, conversations . . .
- 3) Provide telephone and electrical outlets to each work station
- 4) Space should include a controlled waiting space
- 5) Each secretarial work station should have visual control of reception/waiting space, the entry doors to the ambassadors office and the DCM's offices.

4.1.5 THE FUNCTIONS OF THE RECEPTION/WAITING AREA

The reception/waiting area will accommodate guests and staff members visiting the ambassador, the DCM or their aides. The space should accommodate up to fifteen people for brief periods of time. The reception area will require 150 square feet.



4.1.5.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Adjacent to and visually controlled by each of the three secretarial spaces
- 2) Near the ambassador's and DCM's office

- 3) Readily accessible to the main lobby and secure conference rooms
- 4) Entrance door should be secure and lockable

4.1.5.2 REQUIRED FURNISHINGS

- 1) Informal seating and related furnishings for up to fifteen people
- 2) Amenities may include lamps, wall maps, art works, and reading materials

4.1.5.3 DESIGN CONSIDERATIONS

- 1) The space should be designed to make visitors feel at ease, while maintaining the dignity of the ambassador's office
- 2) The entrance door should express its function
- 3) This space may be combined with the secretarial space

4.1.6 THE ACTIVITIES OF THE FILES ROOM AND KITCHENETTE

This space will house filing cabinets, and a small food preparation area. The filing cabinets will house both classified and unclassified documents. Standing room for two people should be provided. This space will require 75 square feet. The office of Foreign Buildings has set a minimum ceiling height of 8'-0".

4.1.6.1 PRIMARY RELATIONSHIPS TO OTHER SPACES

- 1) Must be adjacent to secretarial space
- 2) Must be near the ambassador's office, DCM's office, and aides office
- 3) Must be readily accessible to the copy alcove

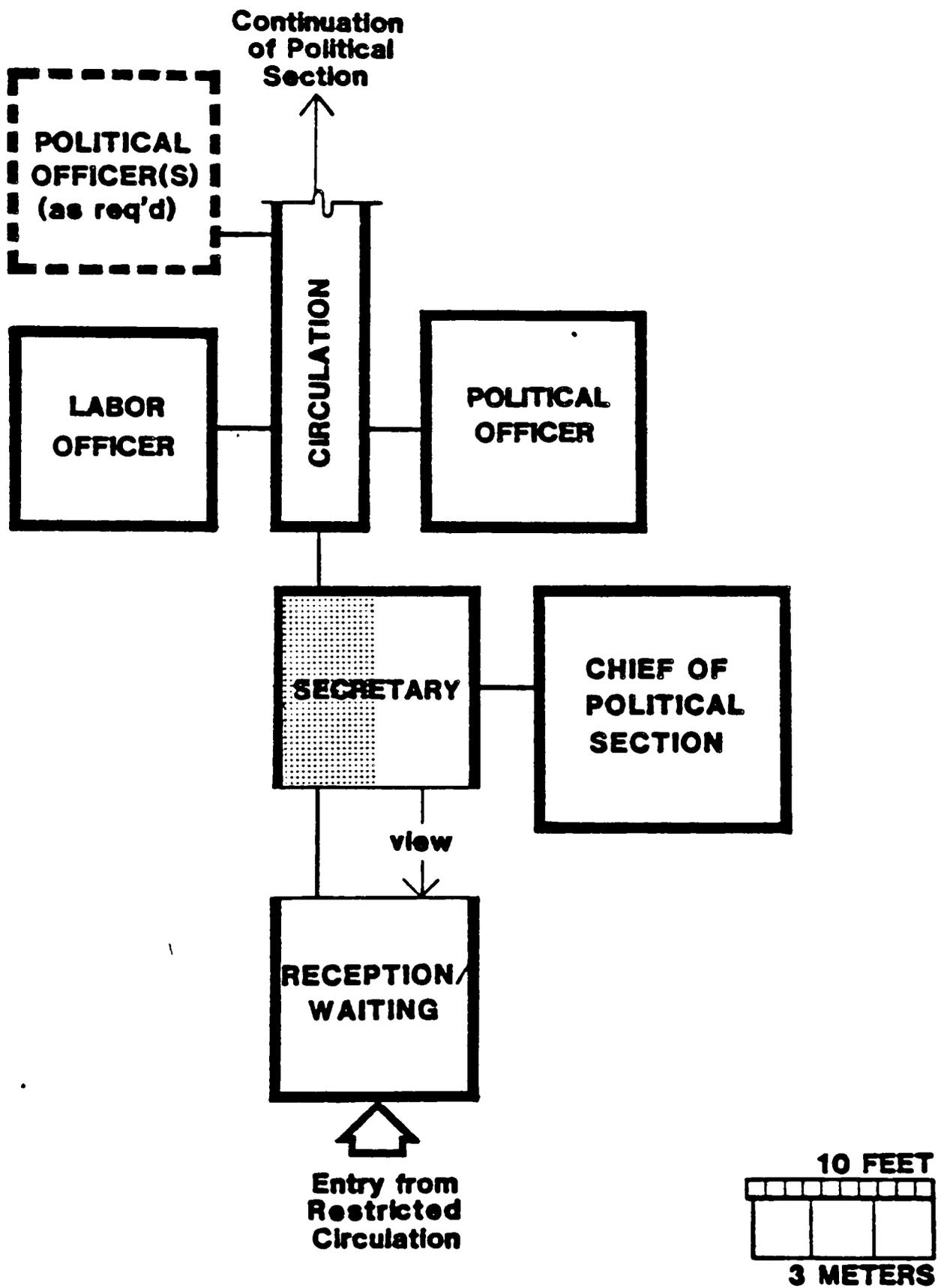
4.1.6.2 REQUIRED FURNISHINGS

- 1) Six, 4-drawer, legal size, fire and "tamper proof" files**
- 2) Wall cabinets for storage or office supplies**
- 3) A five to six foot long package kitchen unit which will include sink, refrigerator, electric hot plate, base and wall cabinets**

4.1.6.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Provide a clear width of 4'-0" as a working space**
- 2) Use easily cleanable floor, counter, wall surfaces**
- 3) Provide adequate electrical outlets for kitchen appliances**
- 4) Classified file cabinets must be within view of secretaries**
- 5) Space should be inconspicuous to visitors (low key)**

Functional Relationship Diagram:



4.2.0 THE ACTIVITIES OF THE POLITICAL SECTION

The primary people in the political section include:

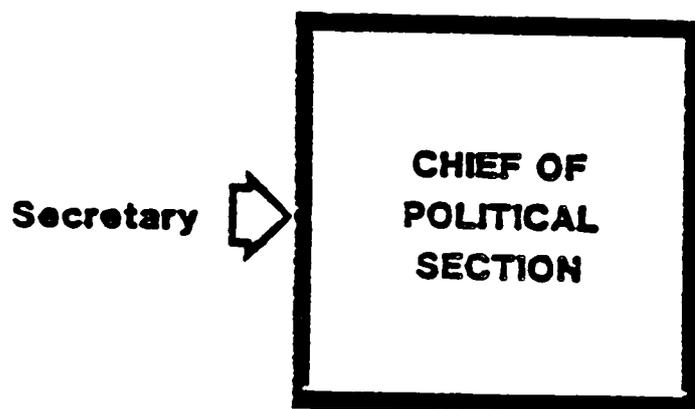
- 1) The Chief of the political section
- 2) The Political Officer
- 3) The Labor Officer
- 4) The secretarial staff

The political section reports directly to the ambassador and to The State Department. This job is to keep the ambassador and the State Department informed on the political activities of their host country. The importance of this section varies with the importance of the role of the host country in the whole scheme of American foreign policy. In the Embassy in Israel this office will be very active and vital. Security here is very important. This section should be located in what the State Department terms a restricted access security zone. Foreign Nationals may assist in this section. However, their work stations must be located outside the perimeter of the restricted access security zone.

4.2.1 THE ACTIVITIES OF THE CHIEF OF THE POLITICAL SECTION

It is the job of the chief of the political section to oversee the

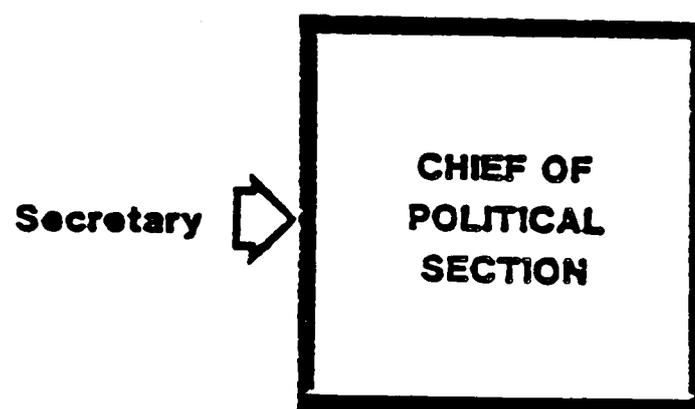
collection of data on the progress of the political situation in the host country. He keeps both the ambassador and the State Department current on these issues. He supervises political officers, receives foreign dignitaries and other guests. The Chief will need an office which will accommodate the chief and up to ten visitors. It will require 300 square feet.



4.2.1.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Must be adjacent to secretarial space
- 2) Near political offices
- 3) Near reception/waiting space
- 4) Readily accessible to the political section
- 5) Readily accessible to the Posts's Communications section

collection of data on the progress of the political situation in the host country. He keeps both the ambassador and the State Department current on these issues. He supervises political officers, receives foreign dignitaries and other guests. The Chief will need an office which will accommodate the chief and up to ten visitors. It will require 300 square feet.



4.2.1.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Must be adjacent to secretarial space
- 2) Near political offices
- 3) Near reception/waiting space
- 4) Readily accessible to the political section
- 5) Readily accessible to the Posts's Communications section

- 6) Adjacent to secure conference room

4.2.1.2 REQUIRED FURNISHINGS

- 1) Executive desk and chair
- 2) Bookshelves over base cabinets
- 3) Book case
- 4) Sofa and two end tables
- 5) Two arm chairs
- 6) Two occasional chairs

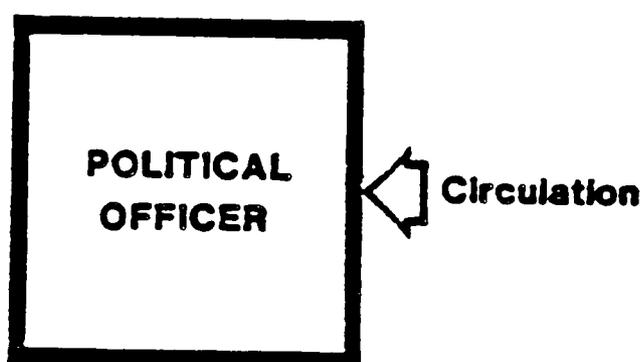
4.2.1.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Inter office privacy should be insured by the use of sound insulating materials
- 2) Office especially important at this post.
- 3) Office should be lockable
- 4) This office should have its entrance under the visual control of the secretary

4.2.2.0 THE ACTIVITY OF THE POLITICAL OFFICER

The political officer will report to the chief of the political

section. He also will work in the host country collecting information on political developments. This office will require 225 square feet and will accommodate the political officer and up to five visitors.



4.2.2.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

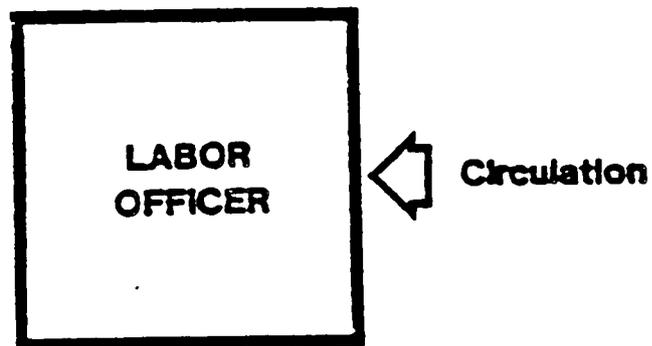
- 1) Adjacent to secretarial space
- 2) Near chief of political section
- 3) Readily accessible to secure conference room

4.2.2.2 REQUIRED FURNISHINGS

- 1) Desk, typewriter stand and chair
- 2) Bookshelves over base cabinets
- 3) Two arm chairs
- 4) Corner table

4.2.2.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Primary relationships are with the waiting area, secretarial space and chief of unit's office
- 2) Office should be lockable



4.2.3.0 THE ACTIVITIES OF THE LABOR OFFICER

The office of the Labor Officer will accommodate the officer and three guests. The office will require 150 square feet.

4.2.3.1 PRIMARY RELATIONSHIPS WITH OTHER ACTIVITIES

- 1) Near the office of the chief of the political section
- 2) Near offices of the other political officers
- 3) Adjacent to secretarial space, waiting/reception space
- 4) Easily accessible to secure conference space

4.2.3.2 REQUIRED FURNISHINGS

- 1) Typewriter, stand, chair
- 2) Bookshelves over base cabinets
- 3) File cabinets

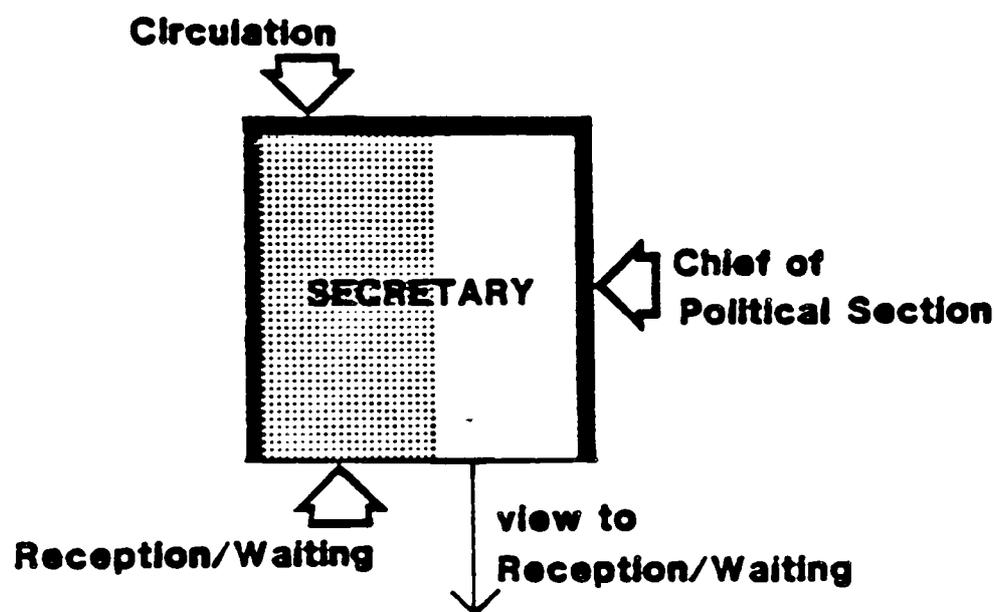
4.2.3.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Should be acoustically isolated
- 2) Office should be lockable

4.2.4.0 THE ACTIVITIES OF THE SECRETARIES

The secretarial space for the political section will have the

work stations for the secretaries. It will also contain a file depository for political section records. This space will also serve as an access control point for the entrances of the chief of the political sections, the political officers, and the labor officers offices. This space will require 125 square feet for the first secretary, plus 100 square feet for each additional secretary.



4.2.4.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Adjacent to the Chief of political section's office and the reception/waiting area
- 2) Near the offices of the political officers

3) Readily accessible to a copy alcove

4.2.4.2 REQUIRED FURNISHINGS

Secretarial work stations will include:

- 1) A desk and typewriter with stand
- 2) Occasional chair

3) File cabinets as needed

4) Word processor

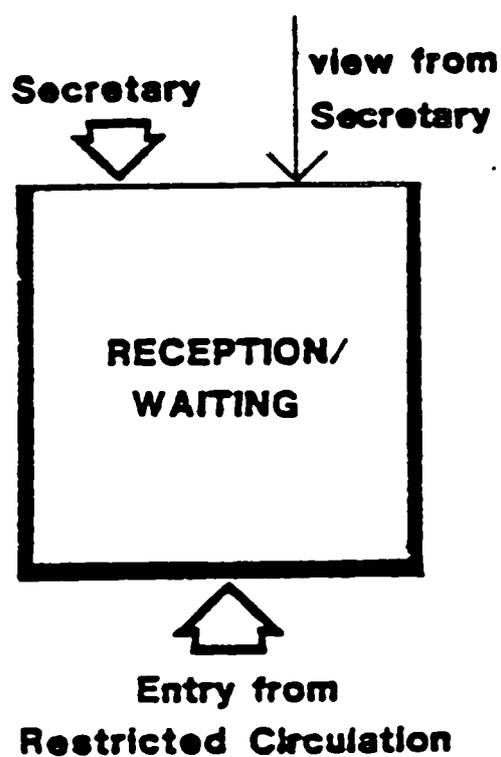
4.2.4.3 SPECIAL DESIGN CONSIDERATIONS

1) Provide sound absorption as required to effectively reduce typing noise

2) Each secretarial space should have visual control of the entrances to each political officers office

4.2.5.0 THE ACTIVITIES OF THE RECEPTION/WAITING AREA

This space will accommodate guests waiting to see the officers of the political section. It will require 125 square feet.



4.2.5.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) adjacent to secretarial space
- 2) Adjacent to offices
- 3) Linked to offices by secretarial space

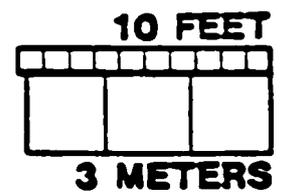
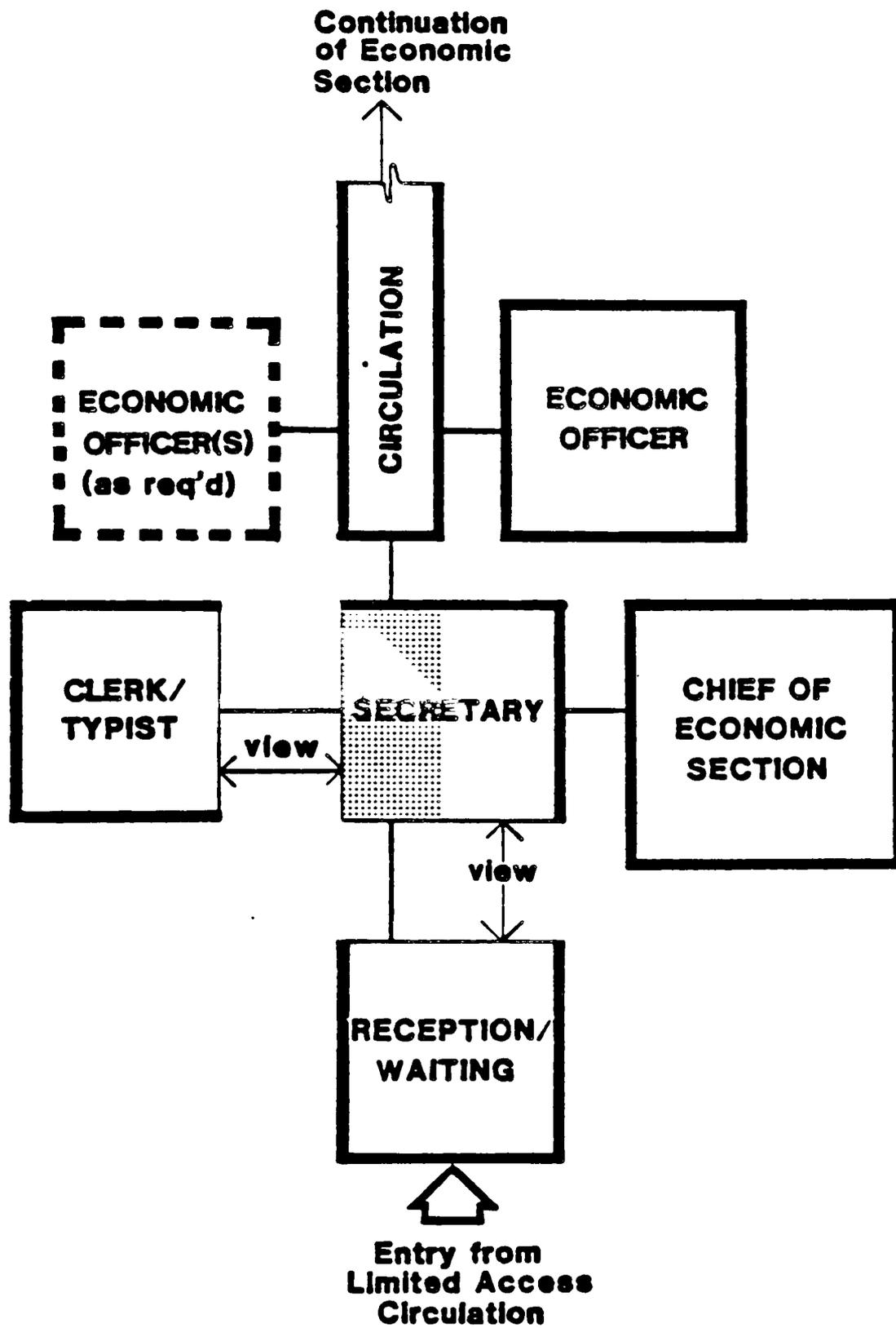
4.2.5.2 REQUIRED FURNISHINGS

Informal seating for five should be provided, including end tables, coat rack and related furnishings.

4.2.5.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Room should be comfortable
- 2) Entrance door should be lockable
- 3) Space should be under visual control of at least one secretary
at all times

Functional Relationship Diagram:



4.3.0 THE ACTIVITIES OF THE ECONOMIC SECTION

It is the function of the economic section to provide information on the economic conditions at the host country and report this to the ambassador and to the U.S. State Department. This requires the collection and analysis of economic data (i.e., balance of payments, debts, assets, credit, etc. . .). The officer of the economic section should be in the limited access security zone. This section will be staffed by Americans and by foreign nationals with security clearances. Security is a primary consideration.

4.3.1.0 THE ACTIVITIES OF THE CHIEF OF THE ECONOMIC SECTION

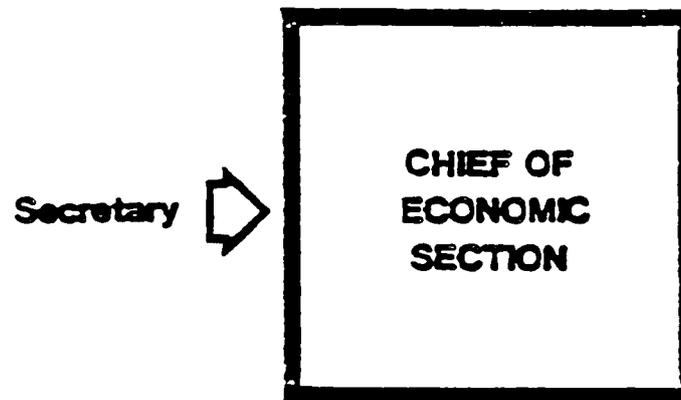
The Chief of the economic section oversees the activities of the economic section. He reports to the ambassador and to the State Department on the economic conditions of the host country which are pertinent to U.S. interests. The chief's office will accommodate the Chief and five other visitors and will require 300 square feet.

4.3.1.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Adjacent to secretarial space
- 2) Must be near the offices of the officers of the economic

section

- 3) Must be near the reception/waiting room
- 4) Must be readily accessible to the Posts Communications Center
- 5) Must be near a secure conference room



4.3.1.2 REQUIRED FURNISHINGS

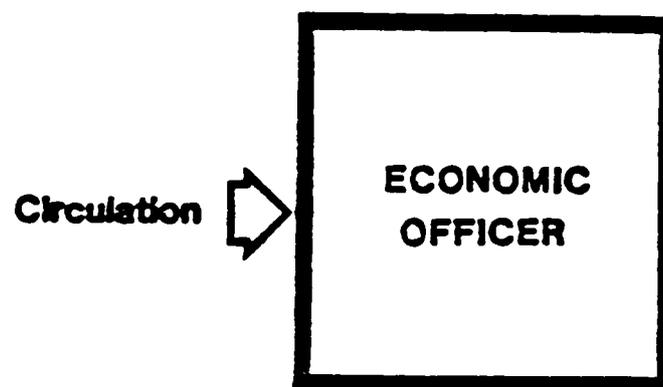
- 1) Executive desk and chair
- 2) Bookshelves over base cabinet
- 3) Bookcase
- 4) Sofa and two end tables
- 5) Two arm chairs

4.3.1.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Privacy of conversations should be ensured by adequate sound insulation in the walls
- 2) Office size is somewhat flexible
- 3) Office should be lockable
- 4) The entrance to this office should be under visual control of a secretary at all times

4.3.2.0 THE ACTIVITIES OF THE ECONOMIC OFFICER

The Economic Officer will report to the Chief of the Economic section. He will collect data concerning economic issues prevalent in the host country. He will meet with government officials, businessmen, and economists of the host country. The office of the Economic Officer will accommodate the officer and up to three seated guests. It will require 225 square feet.



4.3.3.1 PRIMARY RELATIONSHIPS TO OTHER SPACES

- 1) Must be adjacent to the office of the Chief of the economic section
- 2) Must be adjacent to the reception/waiting space
- 3) Must be near the offices of the economic officers and must have visual control of the entrances to the offices of the economic officers
- 4) Must be near a copy alcove

4.3.3.2 REQUIRED FURNISHINGS

Each Secretarial work station will include:

- 1) A desk and chair
- 2) Typewriter stand and occasional chair
- 3) Typewriter and word processor

4.3.3.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Provide acoustic insulation
- 2) The secretary should have full view of the clerk typist
- 3) Adequate telephone and electrical outlets to serve each work station

4.3.2.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Offices must be near the office of the Chief of the economic section**
- 2) Must be near the secretarial space**
- 3) Must be near the reception/waiting area**

4.3.2.2 REQUIRED FURNISHINGS

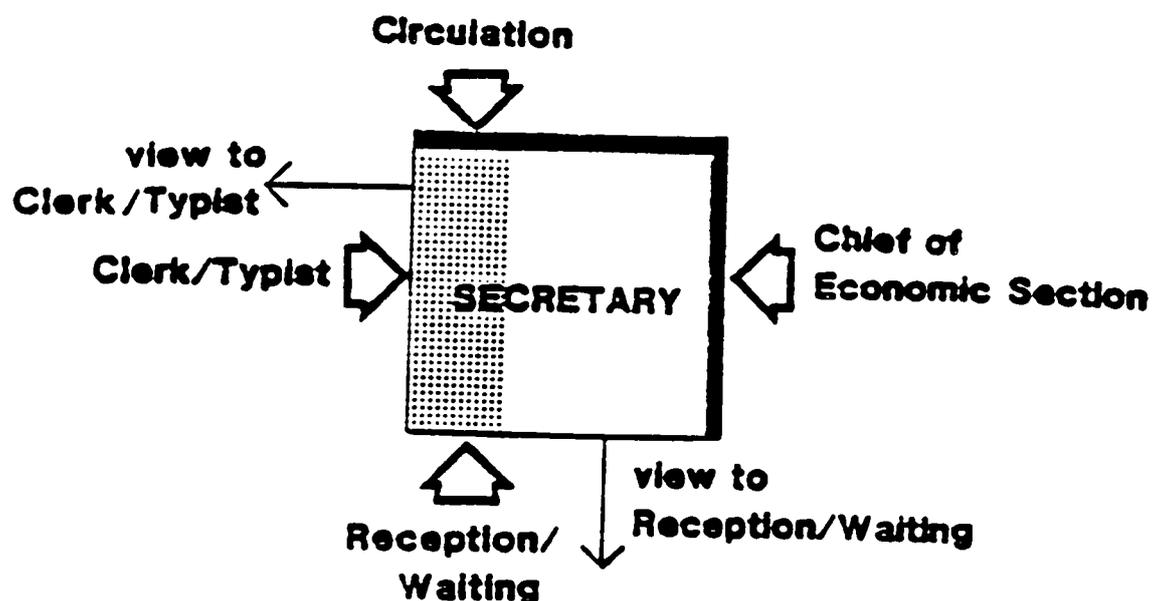
- 1) Desk, typewriter, stand, and chair**
- 2) Bookshelves over base cabinets**
- 3) Two arm chairs**
- 4) Two occasional chairs**
- 5) Corner table**

4.3.2.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Office must be lockable**
- 2) Privacy of conversations should be ensured through the use of sound insulating material**

4.3.3.0 ACTIVITIES OF THE SECRETARIAL SPACE WITH SPATIAL ANALYSIS

The secretarial staff of the economic sections will do typing for and take dictation from the officers of the economic section. They will also control the file depository for the section which will contain documents containing economic data. The secretarial stations should also serve as a control point for access from the reception/waiting area to the offices of the economic officers. The space requirements for the secretarial space will be 125 square feet for the first secretary and 100 square feet for each additional secretary.



4.3.3.1 PRIMARY RELATIONSHIPS TO OTHER SPACES

- 1) Must be adjacent to the office of the Chief of the economic section**
- 2) Must be adjacent to the reception/waiting space**
- 3) Must be near the offices of the economic officers and must have visual control of the entrances to the offices of the economic officers**
- 4) Must be near a copy alcove**

4.3.3.2 REQUIRED FURNISHINGS

Each Secretarial work station will include:

- 1) A desk and chair**
- 2) Typewriter stand and occasional chair**
- 3) Typewriter and word processor**

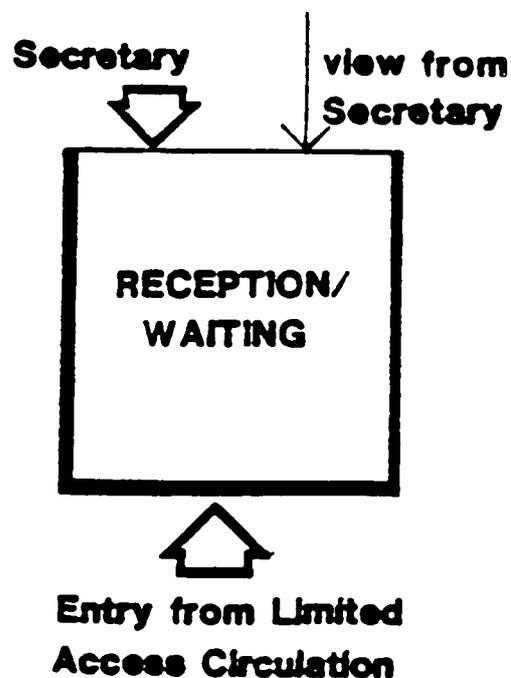
4.3.3.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Provide acoustic insulation**
- 2) The secretary should have full view of the clerk typist**
- 3) Adequate telephone and electrical outlets to serve each work station**

- 4) Each work station should have visual control of the
reception/waiting room

4.3.4.0 THE ACTIVITIES OF THE RECEPTION/WAITING AREA FOR THE ECONOMIC SECTION

This space will serve as a waiting and reception area for the offices of the economic section. It should be a comfortable and informal space. It should be under the visual control of the secretarial staff. It should be lighted to facilitate reading while waiting, and should be close enough to the secretarial work stations to facilitate conversation between the staff and the waiting visitor. This space should accommodate one visitor per every three economic officers. (With a minimum of five visitors).



4.3.4.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Must be adjacent to and under the visual control of the secretarial work stations
- 2) Must be near the officers of the chief of the economic section

4.3.4.2 REQUIRED FURNISHINGS

- 1) Informal seating for visitors
- 2) End tables, coat rack and related furnishings

4.3.4.3 SPECIAL DESIGN CONSIDERATIONS

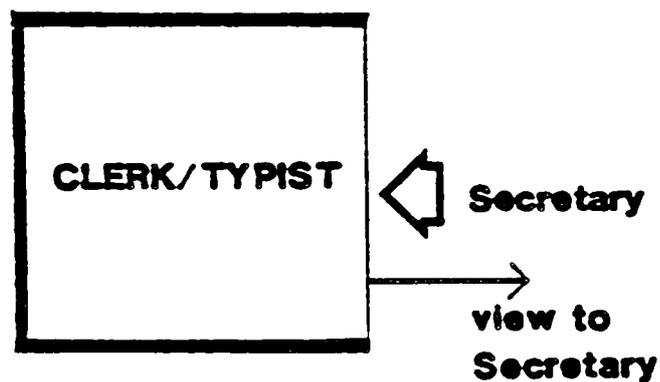
- 1) The entrance door should be lockable
- 2) Space should be relaxing, pleasant, and comfortable
- 3) Space should be under the visual control of at least one secretary at all times

4.3.5.0 THE ACTIVITIES OF THE CLERK TYPIST

The work station of the clerk/typist will be integral with those of the secretaries (they will report to the secretaries). They will

type and carry out other secretarial functions. Their work stations

will require 125 square feet for the first clerk and 75 square feet for each additional clerk.



4.3.5.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Must be adjacent to secretarial work stations
- 2) Must be near the offices of the economic officers

4.3.5.2 REQUIRED FURNISHINGS

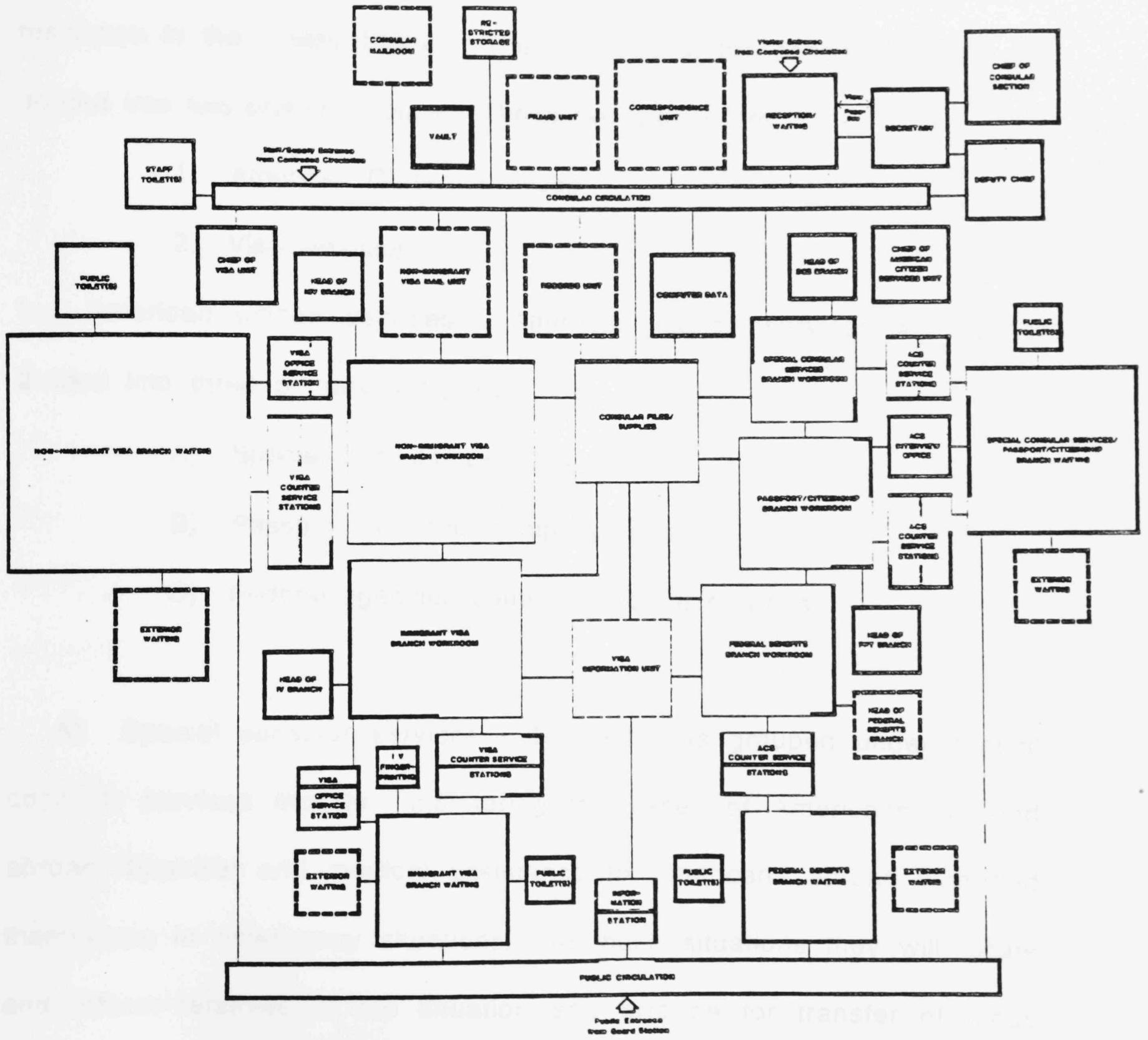
The clerk/typists work stations will include:

- 1) A desk, typewriter stand, and a chair
- 2) File cabinets (as required)
- 3) Word processor

4.3.5.3 SPECIAL CONSIDERATIONS

- 1) Sound absorbing materials should be used around work stations to reduce typing noise.
- 2) All files should be under visual control of a clerk/typist or a secretary at all times.

Functional Relationship Diagram:



4.4.0 THE ACTIVITIES OF THE CONSULAR SECTION

The consular section provides many services to Americans traveling and living abroad and to foreign nationals wanting to travel to, or take up residence in the United States. The activities of the consular section are divided into two primary groups. These two groups are:

1. American Citizen Services
2. Visa services

1. American citizen services - American citizen services are further divided into three primary subgroups:

- A) Special consular services
- B) Passport and citizenship services
- C) Federal agencies benefits program services

A) Special consular services - The activities grouped under special consular services include monitoring the cases of Americans arrested abroad, financial and medical assistance to Americans abroad who find themselves in emergency situations. In these situations they will locate and inform relatives of the situation and arrange for transfer of funds from the relatives back in the United States to the individual in the host country. They will also locate and account for American citizens in the

event of a disaster situation; they are also involved with shipping and seaman assistance (assisting in transfers, in safety certifications for vessels and mediating disputes). They give legal assistance to Americans overseas. They supervise absentee voting. They also provide temporary storage for "convertible assets" of persons who die while overseas until these assets can be sent back to the U.S.

B) Passport and citizenship services - These services include passport assistance (Replacing American passports which have been damaged, lost, stolen or expired.) They also provide registration assistance (which includes the providing of identification cards to certify U.S. citizenship and registration of U.S. citizens so that they can be notified in case of an emergency. They also report and register the birth of children to U.S. citizens while overseas.

C) The Federal agencies benefit programs services - these services include assistance in claims work and distributing benefit checks from all federal agencies such as the veteran administration and the social security administration.

2. Visa Services

The visa services of the American embassy include the evaluation of the visa application of foreign nationals who wish to travel to the United States. They also collect fees with the visa applications. They will then either issue or deny the visa application. Visa applications can be divided in two categories.

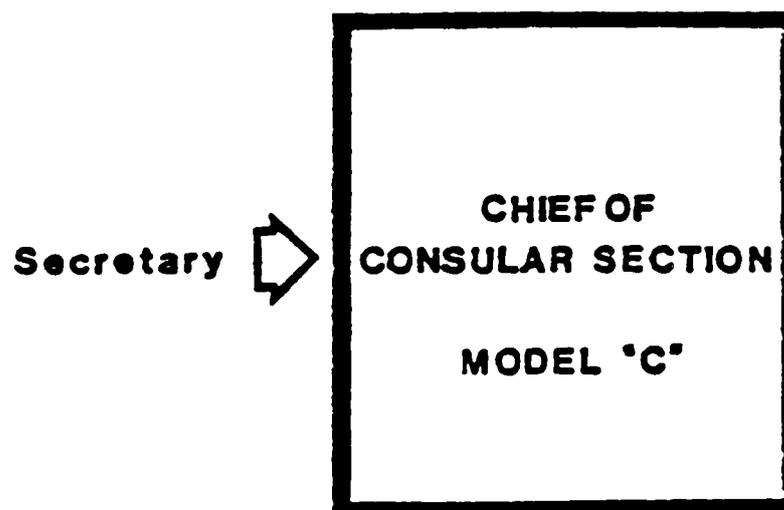
A) Non-immigrant visa applications are filed by foreign nationals not desiring to take up permanent residence in the United States, but rather just desiring a temporary visit.

B) Immigrant visas are issued to those desiring to take up permanent residence in the United States.

The Consular section should also be located in such a way as to provide maximum accessibility to the general public. However, the working sections of the consular sections must be seperated from public areas and located within the controlled access zone of the chancery.

4.4.1 ACTIVITIES OF THE CHIEF OF THE CONSULAR SECTION WITH SPATIAL REQUIREMENTS AND RELATIONSHIPS

The chief of the Consular section is in charge of the operations of the Consular unit. He reports both directly to the Ambassador and to the State Department. The chiefs work space will require working space and room to comfortably accomodate nine visitors for conferences and meetings. The chief's office will require 300 square feet.



The consular section should be designed to enhance the delivery of the services offered. Fees paid for consular services amount to millions of dollars annually. Revenues should be maximized by the efficient design of consular work crews.

Of all the activities of the American Embassy, the consular service will be the most frequently used by both foreign nationals and U.S. citizens abroad.

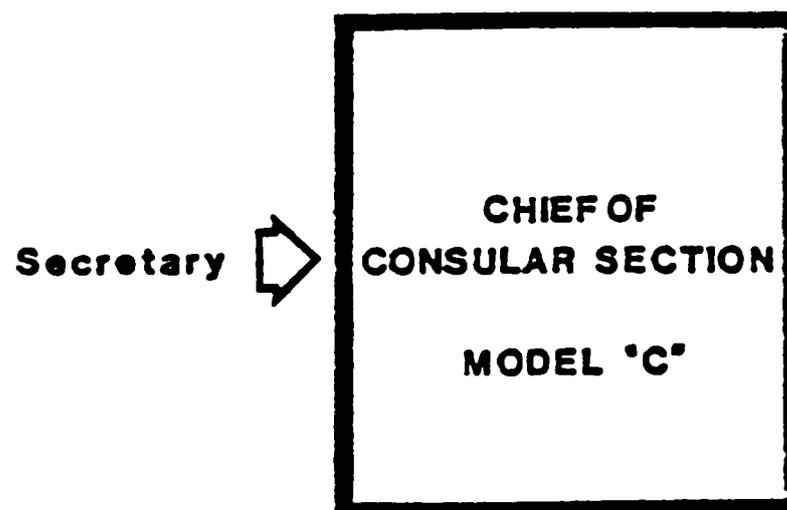
Demand for consular services will vary greatly over the course of the year. Controlled outdoor spaces should be provided to handle overflow crowds. Jerusalem's climate will make this all the more fitting and pleasant. "The Bureau of Consular Affairs advocates the use of open office landscaping and interconnecting work areas to provide staff response to the peaks in this fluctuation."

The representational nature of this section should be emphasized in its design. It should provide a favorable impression of the United States presence in Israel. Security must also be a primary consideration in the design.

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4.4.1.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Must be adjacent to secretarial space
- 2) Near the office of Deputy Chief of Mission
- 3) Near a reception/waiting area

4.4.1.2 REQUIRED FURNISHINGS

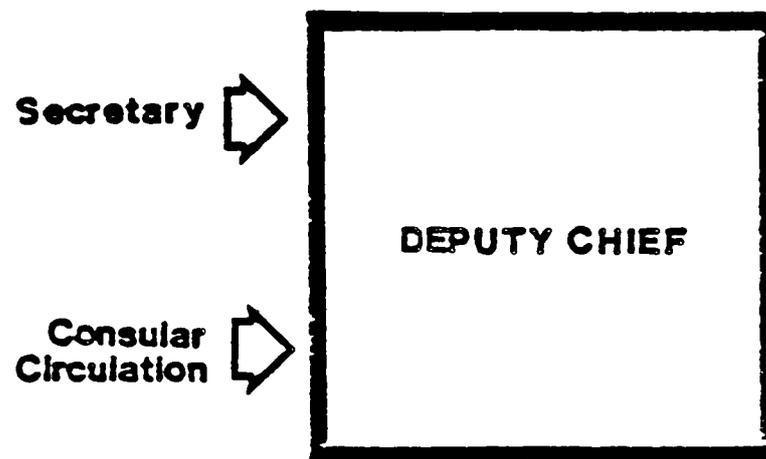
- 1) An executive desk and chair
- 2) Bookshelves over base cabinet
- 3) Bookcase
- 4) Sofa and two end tables
- 5) Two arm chairs
- 6) Occasional chairs
- 7) Safes for visa and passport machines

4.4.1.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Acoustic privacy is extremely important. It should be insured by the use of sound insulating materials.
- 2) The entrance to the chiefs office should be under the visual control of a secretary at all times.

4.4.2 THE ACTIVITIES OF THE DEPUTY CHIEF OF THE CONSULAR SECTION

The deputy chief of the consular section reports to the chief. His work space will accommodate the chief as well as seven official visitors.



4.4.2.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Adjacent to secretarial space
- 2) Must be near American citizen services unit
- 3) Must be near the visa services unit
- 4) Must be near the chiefs office

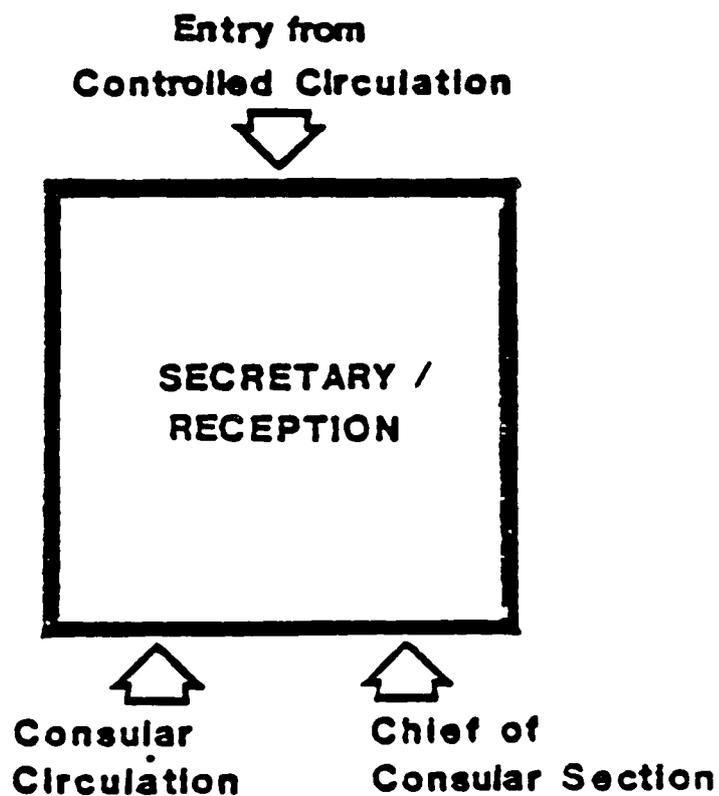
4.4.2.2 REQUIRED FURNISHINGS

- 1) Executive desk and chair
- 2) Bookshelves over a base cabinet

- 3) Bookcase
- 4) Sofa and two endtables
- 5) Two occasional chairs
- 6) CRT on stand

4.4.3 THE SECRETARIAL ACTIVITIES OF THE CONSULAR SECTION

This space will house the file depository for administrative records. This area will also be an access and control point for those visiting the officer of the consular section's officers. There will probably be two secretaries in this embassy. This secretarial work area will require 125 square feet for the first secretary and one hundred square feet for each additional secretary.



4.4.3.1 PRIMARY RELATIONSHIPS TO OTHER SPACES

- 1) Must be adjacent to the chief of the consular section
- 2) Must be near the office of the chief of the consular section
- 3) Must be adjacent to the waiting/reception area

4.4.3.2 REQUIRED FURNISHINGS

Each work station will include:

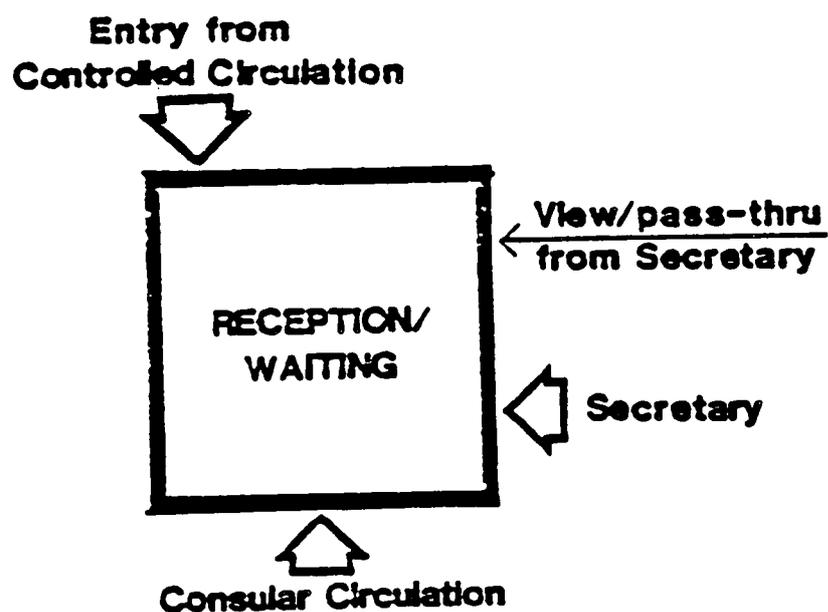
- 1) Unwanted typing noise should be isolated by the use of sound insulating materials
- 2) Telephone and electrical outlets must be provided to each work station
- 3) File cabinets as required

4.4.3.3 SPECIAL DESIGN CONSIDERATIONS

- 1) The secretary should have visual control of the file cabinets and the entrance to the chief's office as well as the deputy chief's
- 2) The secretarial space should also have visual control of the entry way between the circulation area and the reception/waiting area

4.4.4 THE RECEPTION/WAITING AREA

The reception/waiting area will be a place where visitors to the consular section will wait to visit with consulars. This area must accommodate ten people for short periods of time. It will require 125 square feet.

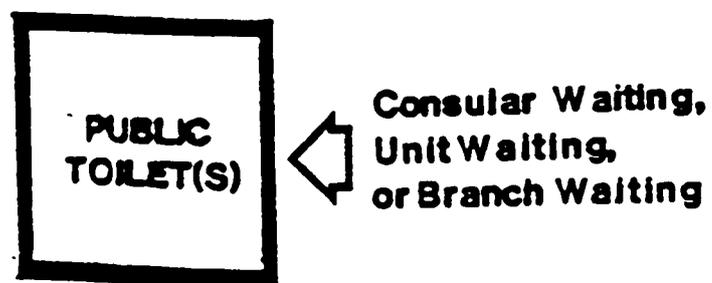


4.4.4.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Must be adjacent to secretarial space
- 2) Chancery controlled access to circulation and consular circulation
- 3) Near chief of consular sections office (and Deputy Chiefs)
- 4) Near American Citizen Services Chief and Visa Chiefs
- 5) Must be accessible to main public entrance lobby

4.4.5 PUBLIC TOILETS

Toilet facilities must be provided for all users of consular services. Capacity will be based upon the capacity of the waiting area. The restrooms will require a minimum of 50 square feet for the women's facility and 75 square feet for the men's facility, but will be considerably bigger in the Jerusalem facility.



4.4.5.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

The public restrooms must be adjacent to the various waiting/reception areas.

4.4.5.2 REQUIRED FURNISHINGS

- 1) Minimum of one lavatory and one water closet
- 2) Urinals will be provided in men's facilities
- 3) Mirrors above lavatories
- 4) Paper towel, tissue, soap dispensers and garbage pails
- 5) A drinking fountain should be provided near the restrooms

4.4.5.3 SPECIAL DESIGN CONSIDERATIONS

- 1) The toilet should be easily cleaned and maintained
- 2) Ventilation should be provided
- 3) The rooms should be lockable
- 4) Since toilets are closed from view, the entrance should be under visual control of security personnel at all times

4.4.6 THE ACTIVITIES OF THE "INFORMATION STATION".

The information station will be an area linking the consular workroom with the public circulation area. It is the place that visa applicants will go for information on the visa process. It is also where preliminary review of applicant documentaion will take place. This station will be manned by six American officers or foreign nationals. The information station will require 85 square feet.

4.4.6.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Must be adjacent to public circulation space
- 2) Readily accessible to unit and branch workrooms
- 3) Must have its own adjacent work area

4.4.6.2 REQUIRED FURNISHINGS

- 1) Full width counter 18" deep at counselor waiting side, and 24" deep at counselor workroom side
- 2) Must provide a document pass through the service counter top
- 3) Typewriter stand perpendicular to counter with pedestal for storage of consular forms, etc.
- 4) Typewriter (or word processor)
- 5) Desk chair at consular workroom only

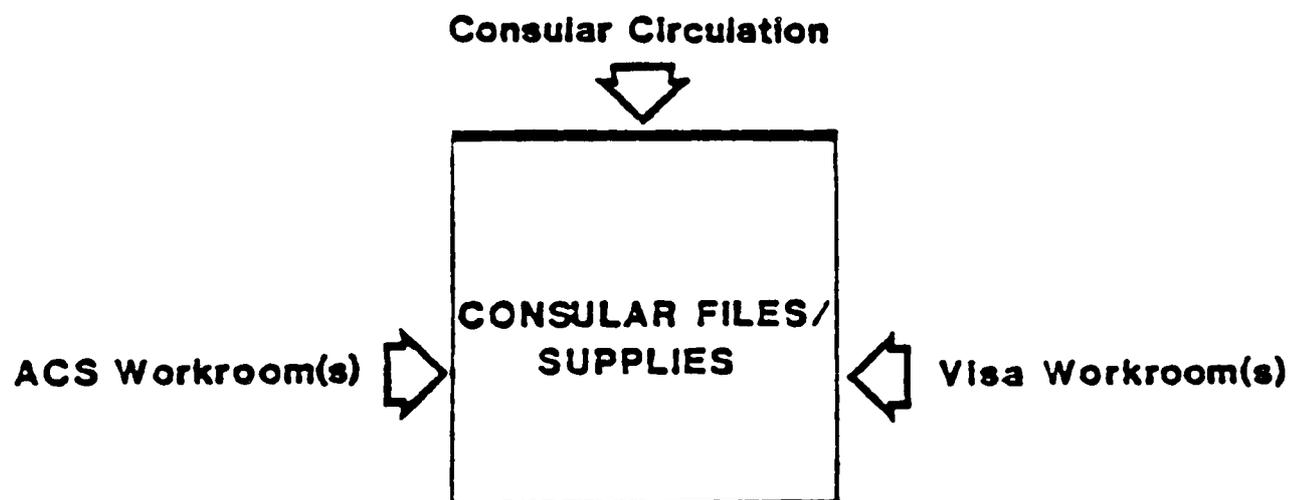
4.4.6.3 SPECIAL DESIGN CONSIDERATIONS

- 1) The partition between the two segments of this station should be of bullet proof construction. It should have a protected opening to allow noise transmission

- 2) Barrier between sides should meet 15 forced entry criteria (see security section of this document for details)

4.4.7 THE CONSULAR FILE/SUPPLY ROOM

The consular files and supply room will be shared by the American Citizen Services Center and the Visa Unit. It will also serve as a storage area for forms and supplies. This space will require 150 square feet (minimum).



4.4.7.1 PRELIMINARY RELATIONSHIPS TO OTHER ACTIVITIES

- * Must be adjacent to A.C.S Branch workroom and Visa workroom.

4.4.7.2 REQUIRED FURNISHINGS

The FSN work station will include:

- 1) A desk and chair
- 2) File cabinets as needed
- 3) Supply and storage cabinet

4.4.7.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Area should be near to, and easily accessible to all consular work areas
- 2) Files should be under the visual control of a secretary or FSN at all times

4.4.8 THE RESTRICTED STORAGE AREA

This area will be a centralized location for storage of controlled consular forms and related suppliers: It will require a minimum of 75 square feet.



Consular Workroom (Model "A")
Consular Circulation (Model "B" and Model "C")

4.4.8.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- * Must be adjacent to the consular circulation areas

4.4.8.2 REQUIRED FURNISHINGS

- 1) Shelving as required
- 2) A wire cage enclosure with lockable door should be included within the space for temporary storage of the effects of deceased Americans
- 3) Room must be very secure

4.4.9 THE CONSULAR MAILROOM

This area will be used to sort and distribute both incoming and outgoing mail. This will be the work station of one person. It will require 150 square feet.



Consular Circulation

4.4.9.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Must be adjacent to consular circulation spaces
- 2) Must be near the controlled access security zone circulation and branch workrooms

4.4.9.2 REQUIRED FURNISHINGS

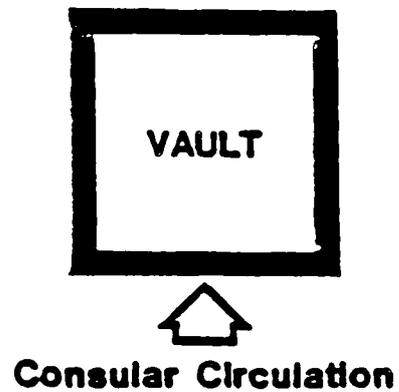
- 1) Storage bins and compartments for the sorting of mail
- 2) Chair and desk for the mailroom attendant
- 3) Work table
- 4) Cart and bag for mail distribution

4.4.9.3 SPECIAL DESIGN CONSIDERATIONS

- * This room should be lockable and meet 15 minute forced entry requirement.

4.4.10 THE VAULT FOR THE CONSULAR SECTION

The vault will hold records of visa category 1 refusals, non-immigrant visa issuances, controlled forms, currency, and visa and passport machines. It will require 200 square feet.



4.4.10.1 PRIMARY RELATIONSHIPS TO OTHER SPACES

- 1) Must be adjacent to consular circulation area
- 2) Must be near branch workrooms
- 3) Must be adjacent to the cashier

4.4.10.2 REQUIRED FURNISHINGS

- 1) Appropriate shelving and files
- 2) Security approved vault door

4.4.10.3 SPECIAL DESIGN CONSIDERATIONS

- 1) The vault should be of a 4 hour rated fireproof construction (as defined by the F.B.O.)

- 2) Provide proper ventilation and temperature/humidity control
- 3) Vault should be protected by an alarm station which is tied into the main guard station

4.4.11 THE CONSULAR STAFF TOILETS

The staff toilets will require 75 square feet each. One facility will be provided for men and one for women.



4.4.11.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- * Must be Easily accessible to all consular offices and work stations.

4.4.11.2 REQUIRED FURNISHINGS

- * Same as public toilet facilities

4.4.11.3 SPECIAL DESIGN CONSIDERATIONS

- * Same as public toilet facilities

4.4.12 THE AMERICAN CITIZEN SERVICE UNIT

Spaces designated for this unit are for the purpose of providing services to American citizens. These services can be divided into three groups:

1. Special consular services
2. Passport and citizenship services
3. Federal agencies benefit program services

Although these services are for American citizens exclusively, foreign nationals will be involved in the performing of these services to some extent. This branch will provide services such as:

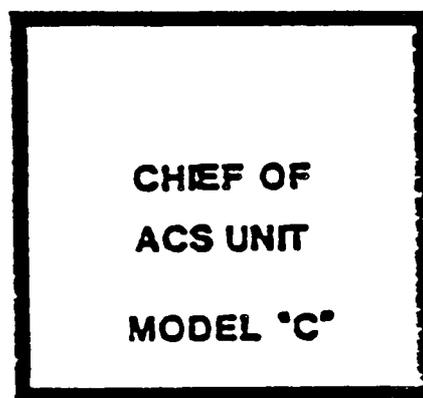
- A) Judicial assistance to Americans in the host country
- B) Citizenship assistance (helping Americans prove their American citizenship)

- C) Helping foreign nationals of now deceased Americans collect due benefits from the social security or veterans administrations
- D) Arrest assistance

4.4.13 THE ACTIVITIES OF THE CHIEF OF A.C.S. UNIT

The executive work space for the chief of A.C.S. will accommodate the chief and up to five visitors. It will require 225 square feet.

Consular Circulation



4.4.13.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Must be adjacent to A.C.S. branch workrooms
- 2) Must be near the offices of the Chief of the Consular Section, and the office of the Deputy Chief

4.4.13.2 REQUIRED FURNISHINGS

- 1) Executive desk and chair
- 2) Bookshelves over base cabinet

- 3) Bookcase
- 4) Sofa and two end tables
- 5) Two occasional chairs
- 6) CRT and table for data processing

4.4.13.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Acoustic privacy should be provided for by the use of sound insulating materials
- 2) Office should be lockable and its entrance should be under the visual control of a secretary

4.4.14 THE ACTIVITIES OF THE HEAD OF THE ACS BRANCH

The head of the A.C.S. branch units will oversee the execution of the activities of his A.C.S. branch. He will report directly to the chief of the whole A.C.S. unit and indirectly to the ambassador. His office space will require 150 square feet and will accommodate the head of the branch and up to three visitors.



ACS Branch
Workroom

4.4.14.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Must be adjacent to a branch workroom
- 2) Must be near the office of the chief of the A.C.S. unit
- 3) Must be near the counter service stations and an interviewing office

4.4.14.2 REQUIRED FURNISHINGS

The office will require:

- 1) Desk, typewriter stand and chair
- 2) Bookshelves over base cabinets
- 3) two arm chairs

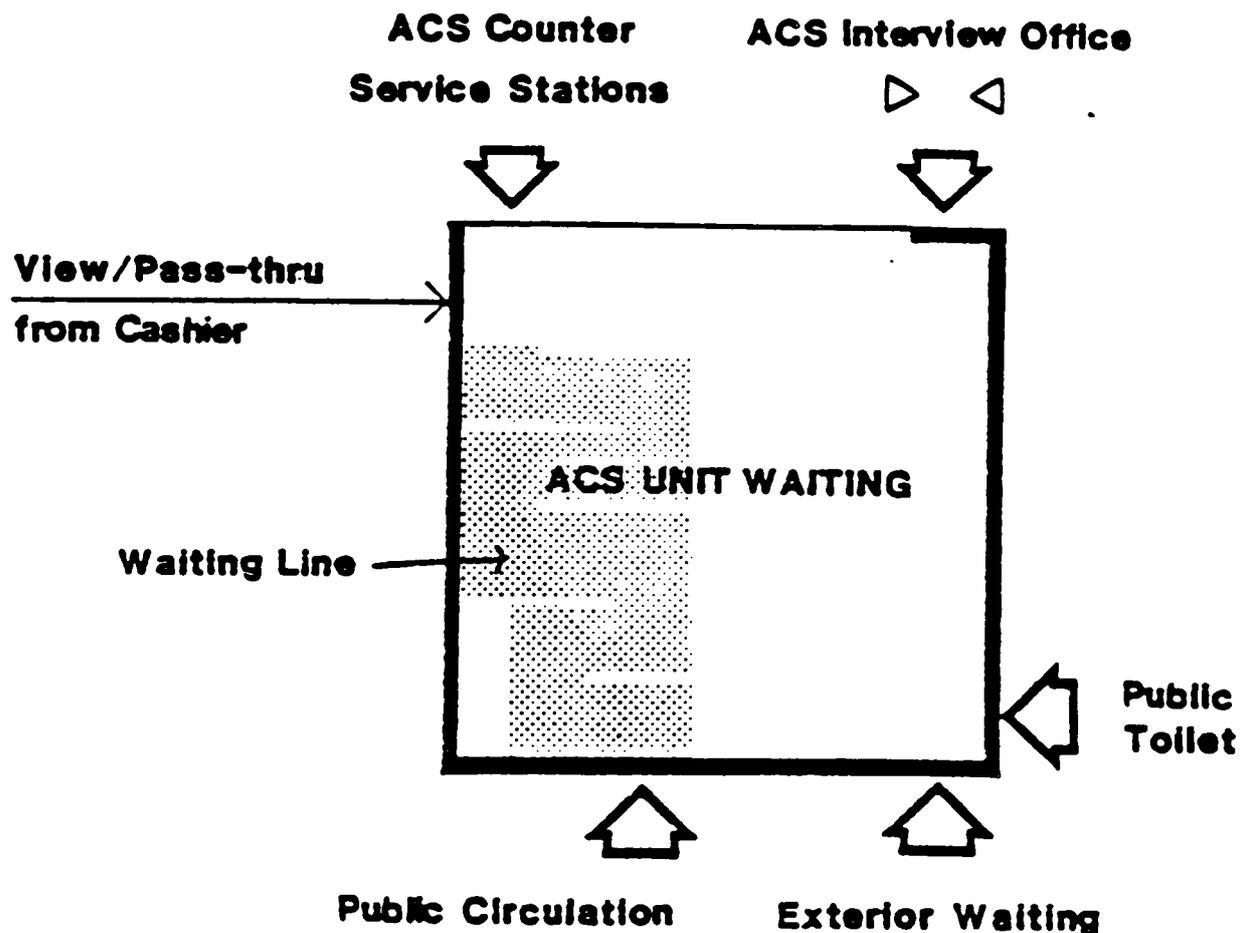
- 4) Two occasional chairs
- 5) One corner table

4.4.14.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Inter-office acoustic privacy should be guaranteed by the use of sound insulation
- 2) Office must be lockable

4.4.15 THE A.C.S. WAITING/RECEPTION AREA

The A.C.S. waiting area will provide a place primarily for U.S. citizens to wait to see A.C.S. officers to receive services rendered by this unit. The waiting area will require a minimum of 450 square feet.



4.4.15.1 PRIMARY RELATIONSHIOPS TO OTHER ACTIVITIES

- 1) Must be adjacent to public circulation
- 2) Must be adjacent to A.C.S. counter service stations and A.C.S. interviewing offices
- 3) Must be near the A.C.S. workroom

4.4.15.2 REQUIRED FURNISHINGS

The waiting area will require:

- 1) Seating for visitors
- 2) Traffic control railing to manage lines
- 3) Counters and shelving for the filing of A.C.S. forms

4.4.15.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Space must be arranged to accomodate as long a line as possible
- 2) Signage should be clear and in both English and Hebrew as well as Arabic
- 3) Provide as much window area as possible
- 4) Design space with possibility of future expansion

- 5) Access to this space should only be available after a weapons and package search by marine security gaurds at the main lobby
- 6) This space should be seperate from A.C.S. work areas

4.4.16 THE ACTIVITIES OF THE AMERICAN CITIZEN SERVICES COUNTER SERVICE STATIONS

In type "C" A.C.S. sections there are usually many counter service stations which deliver specific specialized services. The station will be arranged in the sequence of the services which are performed at each station. These functions, in sequence, are as follows:

- 1) Reception/information - Here visitors to the A.C.s. unit are "sorted and sent to the station which will provide the service for which they have come.

- 2) The pre-screening station - Here A.C.S. applicants are reviewed to determine qualifications for A.C.S. services. From here applicants are sent to the officers stations for interviewing.

- 3) The officer interview station - It is here that A.C.S. applicants will meet with A.C.S. officers and A.C.S. services will be

rendered (see description of A.C.S. functions at the beginning of this section.

4) The Notarial Stations - This is the next station which A.C.S. clients will visit (after the officer interview stations and before the cashiers station(s). At this station the authenticity of documents is checked, and papers notarized.

5) The cashiers section - This is the final station which A.C.S. clients will visit. It is here that they will pay all fees for services rendered by the A.C.S. unit. Security is a major consideration here because a sizeable sum of money is dealt with.

The A.C.S. counter service station will accommodate one consular officer, sometimes a translator, and up to six clients (a large American or Jewish family). The office will require at least 85 square feet.

4.4.16.1 RELATIONSHIPS TO OTHER ACTIVITIES

- * Must be adjacent to A.C.S. waiting and work stations

4.4.16.2 REQUIRED FURNISHINGS

- 1) Full width counter, 18 inches deep at A.C.S. waiting side and 24 inches deep at the workroom side. A document pass-through must be provided in the counter top
- 2) Typewriter stand perpendicular to counter with pedestal for storage of consular forms. . . (May also include word processing equipment)
- 3) The cashiers work stations must be equipped with a safe and a cash register

4.4.16.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Must be open to A.C.S. workroom and waiting areas
- 2) The work room floor elevation must be 14 inches higher than the floor elevation of the waiting side
- 3) Voice amplification must be provided on both sides of the divider between the waiting and working sides. It is

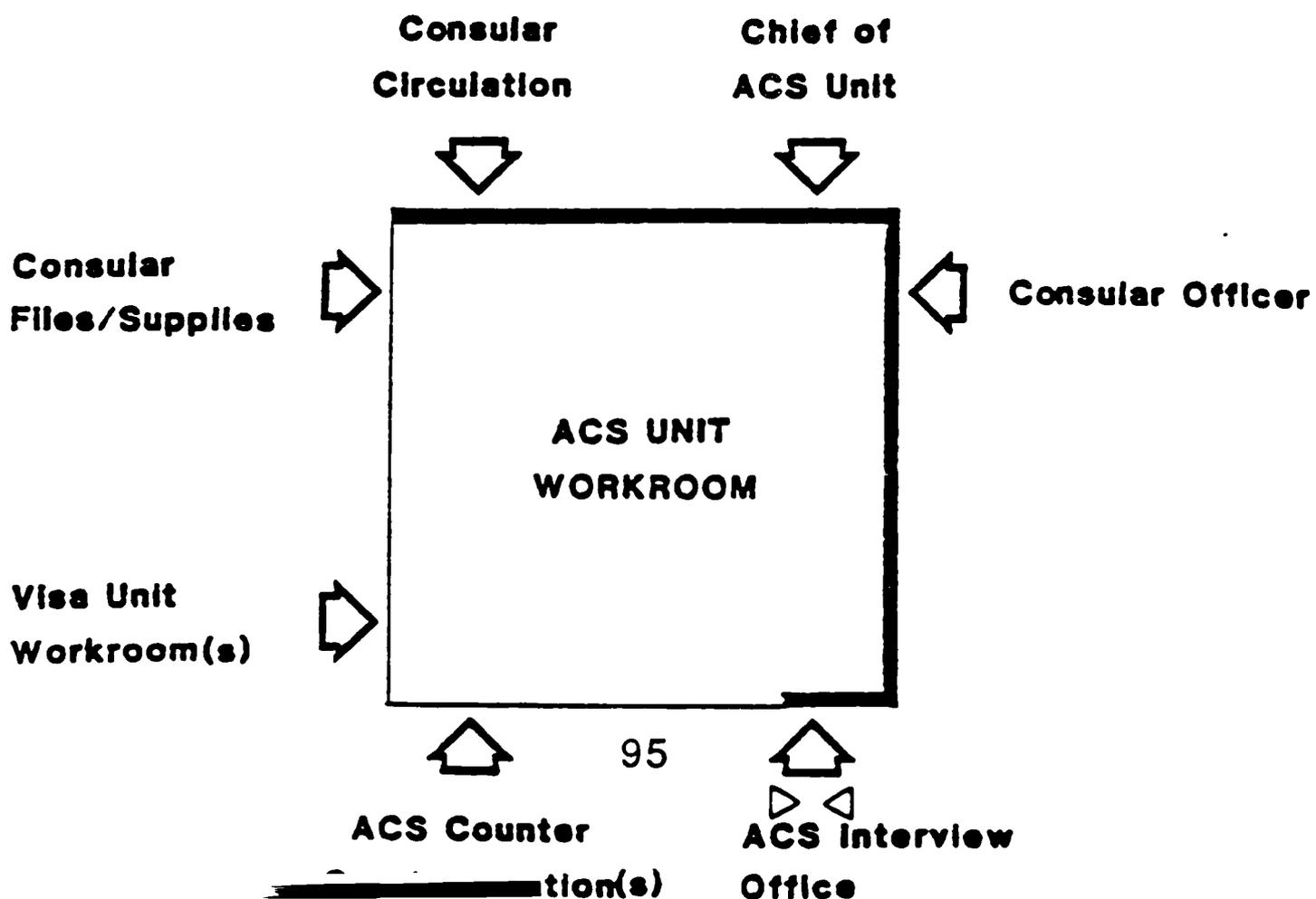
through this amplification system the A.C.S. interviews will be conducted

- 4) The partition between these two areas must be of bullet-proof construction

4.4.17 THE ACTIVITIES OF THE A.C.S. UNIT WORKROOM

The A.C.S. Unit workroom is an area related to A.C.S. work stations described under section 4.16. The unit workroom will require a minimum of 375 square feet, broke down as follows:

1. Work station for consular officer - 125 square feet
2. Work station for F.S.N. supervisor - 100 square feet
3. Work station for F.S.N. Assistant - 75 square feet
4. Work station for F.S.N. clerk - 75 square feet



4.4.17.1 RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Must be adjacent to A.C.S. counter service stations
- 2) Must be adjacent to A.C.S. interview offices
- 3) Must be adjacent to A.C.S. consular files
- 4) Must be near visa unit work room
- 5) Must be near the office of the chief of the A.C.S. unit

4.4.17.2 REQUIRED FURNISHINGS

I. Furnishings for consular office space:

- A) Desk, typewriter, and stand
- B) Chair
- C) Book shelves over base cabinets
- D) Two occasional chairs and a corner table
- E) File cabinets as needed

II. Furnishings for the units supervisor's office

- A) Desk, typewriter, and stand
- B) Chair and two occasional chairs
- C) File cabinets as needed

III. Furnishings for the unit clerk's office

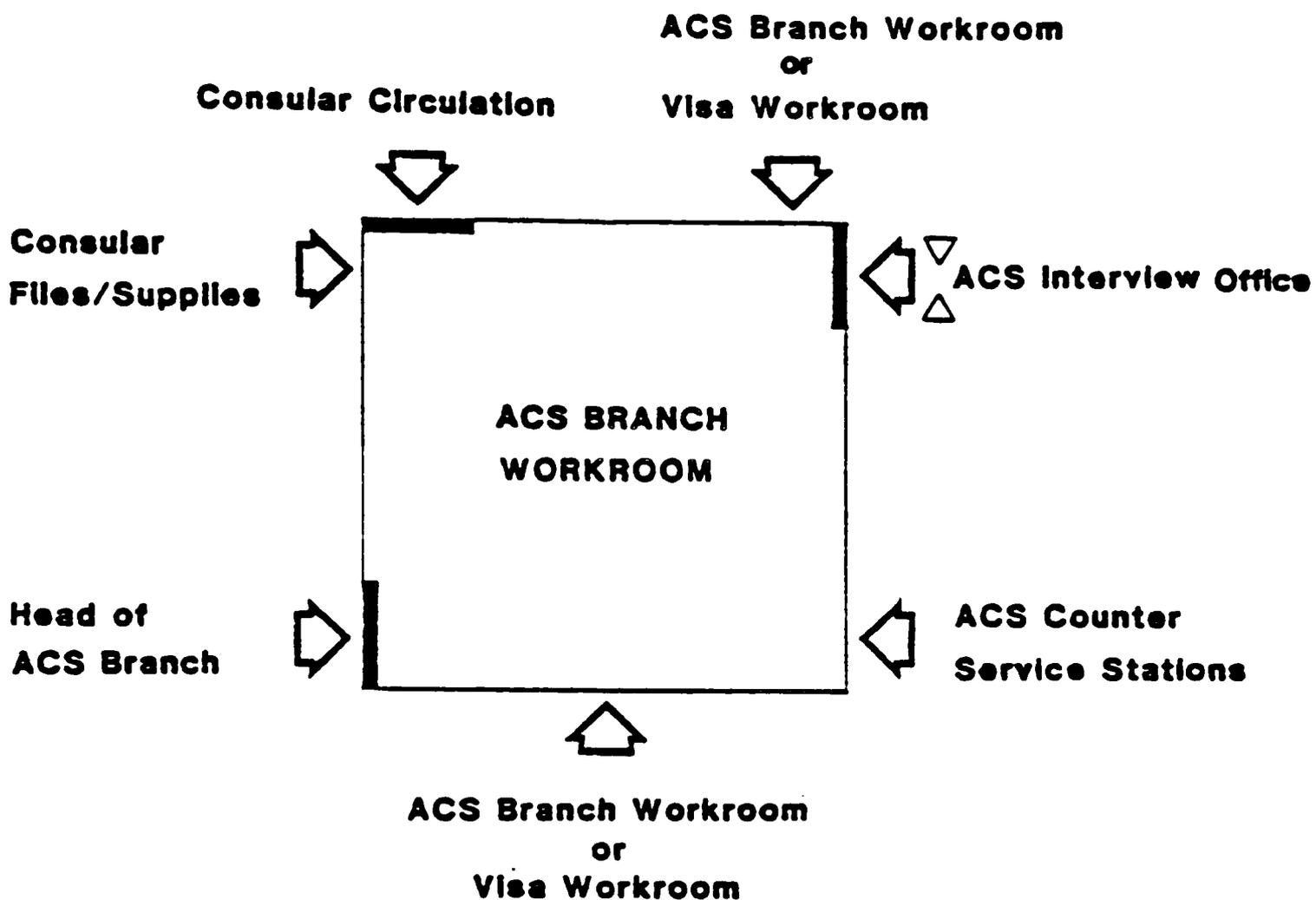
- A) Desk, typewriter stand, chair and occasional chair
- B) File cabinets as needed

4.4.17.3 SPECIAL DESIGN CONSIDERATIONS

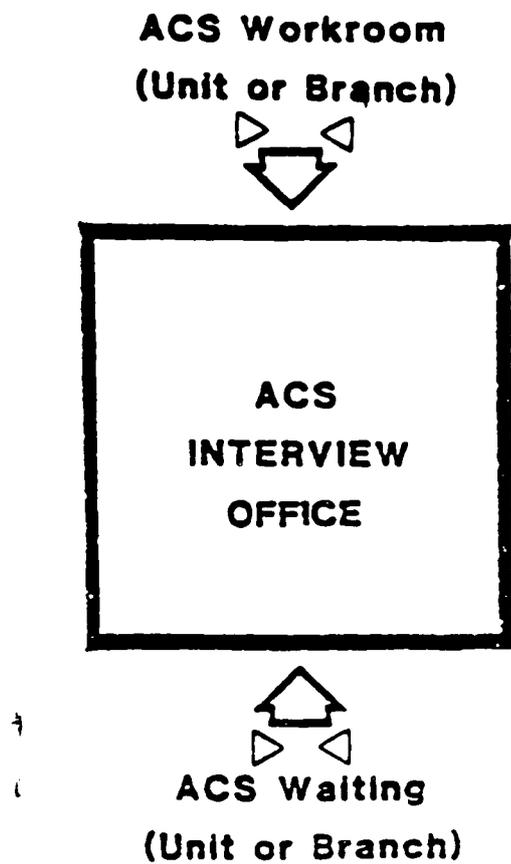
- 1) Provide power and telephone hook-ups to each work station
- 2) Provide acoustical privacy between stations
- 3) Must interconnect with the visa unit workrooms
- 4) Consular staff should be able to exit from this area to reach areas of safe havens through controlled access security zones
- 5) Security is very crucial here

4.4.18 THE A.C.S. INTERVIEW OFFICE

The A.C.S. interview office will be reserved for the private delivery of A.C.S. services in sensitive critical or difficult cases. The office will accommodate one consular officer, on occasion an F.S.N. translator, and six American citizens (primarily) or sometimes foreign nationals. The office will require 175 square feet.



ACS Branch Workrooms are made up of a group of individual work stations divided by acoustical screens. Stations will be organized to handle specialized ACS services such as Arrest Assistance, Financial/Medical Assistance, Welfare/Whereabouts Assistance, Shipping/Seamen Assistance, Judicial Assistance, Death/Property and Estate Assistance, Passport Assistance, Registration Assistance, Citizenship Assistance and Federal Agencies Benefit Assistance. In some instances, more than one work station may be required to provide a particular specialized service, and in other cases one work station may handle two or more specialized services. The number and type of work stations to be included in each Branch Workroom will be established by CA/FBO based on scope, volume and complexity of Consular activity at a given Post.



4.4.18.1 PRIMARY RELATIONSHIPS TO OTHER SPACES

- * Must be adjacent to workrooms and waiting areas

4.4.18.2 REQUIRED FURNISHINGS

- 1) Table and chair for consular officer
- 2) Informal seating for visitors
- *3) A United States Flag

4.4.18.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Provide for acoustical privacy
- 2) Interior design should reflect the dignity of the activities which take place here
- 3) The wall between this office and the waiting area should be bullet-proof

4.4.19.0 SUPPLEMENTARY UNITS OF THE VISA SECTION

The supplementary units of the visa services section include:

- 1) The computer/data processing unit.
- 2) The fraud unit
- 3) The correspondence unit
- 4) The visa information unit
- 5) The records unit
- 6) The non-immigrant visa mail unit
- 7) Exterior waiting area

Space allocation for supplementary units of the visa section:

| | |
|---------------------------------------|-------------------|
| Data Processing Unit ----- | Min. 150 sq. ft. |
| The Fraud Unit ----- | Min 150 sq. ft. |
| The Correspondence Unit ----- | Min. 300 sq. ft. |
| The Visa Information Unit ----- | Min. 255 sq. ft. |
| The Visa Records Unit ----- | Min. 225 sq. ft. |
| The Nonimmigrant Visa Mail Unit ----- | Min. 300 sq. ft. |
| Exterior Waiting area ----- | Min. 375. sq. ft. |

4.5.0 THE ADMINISTRATIVE SECTION

It is the responsibility of the administrative section to manage the everyday activities of the embassy. This section also keeps personal records. It will be staffed by Americans and Foreign Nationals with special clearances.

4.5.1 THE ACTIVITIES OF THE CHIEF OF THE ADMINISTRATIVE SECTION

The Chief of the Administrative section oversees the operation of this section. His job involves close interaction with the Ambassador, the Deputy Chief of the Mission, and the chiefs of all other sections. The office will accommodate the Chief and up to five visitors and will require a minimum of 250 square feet.

4.5.2 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Must be adjacent to the secretarial space and reception/waiting area

- 2) Must be near the office of the assistant administrative officer
- 3) Must be accessible to both the general services unit and the budget/fiscal unit

4.5.3 REQUIRED FURNISHINGS

- 1) An executive desk and chair
- 2) Bookshelves over base cabinets
- 3) Bookcase (lockable)
- 4) Two arm chairs
- 5) Two occasional chairs

4.5.4 SPECIAL DESIGN CONSIDERATIONS

- 1) Acoustic privacy should be provided for by the use of sound absorbing materials
- 2) The office must be lockable
- 3) The entrance to this office should be under the visual control of a secretary at all times

4.5.5 THE ACTIVITIES OF THE PERSONEL OFFICER

The personel officer is the person in charge of selection, training, and placement of personel. His office will accommodate the officer and up to five visitors. It will require a minimum of 175 square feet.

4.5.5.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

- 1) Must be adjacent to secretarial space
- 2) Must be near the office of the Chief of the
Administrative section
- 3) Must be near a waiting/reception area

4.5.5.2 REQUIRED FURNISHINGS

- 1) An executive desk and chair
- 2) Bookshelves over a base cabinet
- 3) A bookcase
- 4) A sofa and two end tables
- 5) two arm chairs
- 6) Two occasional chairs

4.5.5.3 SPECIAL DESIGN CONSIDERATIONS

- 1) Interoffice acoustic privacy should be guaranteed by the use of sound insulating materials
- 2) The entrance to this office should be under the visual control of a secretary at all times
- 3) The office must be lockable

4.5.6 THE ASSISTANT ADMINISTRATIVE OFFICER

Activities involved with this position parallel that of the Chief of the Administrative section. He will report to the Chief. His office will accommodate the officer and up to three visitors and require 150 square feet.

4.5.7 THE ACTIVITIES OF THE SECURITY OFFICER

The security officer will be in charge of security operations for the entire embassy. His office will accommodate up to three visitors, and will also require 150 square feet, design considerations are parallel with those of the Chief of the Administrative section.

4.5.8 THE SECRETARY/RECEPTION SPACE

The administrative section will require 250 square feet.

4.5.8.1 PRIMARY RELATIONSHIPS TO OTHER ACTIVITIES

1) Must be adjacent to the Chief of the Administrative section, the assistant administrative officer, the personnel officer, and the security officer. This area will be a control point for access to these offices.

4.5.8.2 REQUIRED FURNISHINGS

The secretarial work stations will include.

- 1) A desk, chair, typewriter stand and an occasional chair
- 2) File cabinets as needed
- 3) A word processor
- 4) Two chairs or a couch, end tables and a coat rack in the waiting area

4.6.0 SPATIAL SUMMARY FOR PRIMARY ACTIVITIES

I. THE EXECUTIVE SECTION

| | | | | |
|-----------------------------|-------|-----|-----|-----|
| Ambassadors suite | ----- | 600 | sq. | ft. |
| Ambassadors lavatory | ----- | 75 | sq. | ft. |
| DCM | ----- | 400 | sq. | ft. |
| Aid | ----- | 150 | sq. | ft. |
| Secretarial space | ----- | 300 | sq. | ft. |
| Files room with Kitchenette | ----- | 75 | sq. | ft. |

II. THE POLITICAL SECTION

| | | | | |
|----------------------------|-------|-----|-----|-----|
| Chief of Political section | ----- | 250 | Sq. | ft. |
| Political officer (each) | ----- | 150 | sq. | ft. |
| Labor Officer (each) | ----- | 150 | sq. | ft. |
| Secretary | ----- | 125 | sq. | ft. |
| Each additional | ----- | 100 | sq. | ft. |
| Reception/waiting area | ----- | 125 | sq. | ft. |

III. THE ECONOMIC SECTION

| | |
|---------------------------------|-------------|
| Chief of economic section ----- | 300 sq. ft. |
| Economic officer (each) ----- | 200 sq. ft. |
| Secretary ----- | 125 sq. ft. |
| Each additional ----- | 100 sq. ft. |
| Reception/waiting area ----- | 125 sq. ft. |
| Clerk/typist ----- | 125 sq. ft. |
| Each additional ----- | 75 sq. ft. |

IV. AMERICAN CITIZEN SERVICES

| | |
|---|-------------|
| Chief of ACS unit ----- | 225 sq. ft. |
| Head of ACS branch ----- | 150 sq. ft. |
| ACS branch waiting area ----- | 300 sq. ft. |
| ACS unit waiting area ----- | 450 sq. ft. |
| ACS counter service stations (each) ----- | 85 sq. ft. |
| ACS unit workroom ----- | 375 sq. ft. |
| ACS branch workroom ----- | 300 sq. ft. |
| ACS interview offices (each) ----- | 175 sq. ft. |

V. VISA SERVICES

| | |
|---|-----------------|
| Chief of visa unit ----- | 225 sq. ft. |
| Head of visa branch ----- | 150 sq. ft. |
| Visa unit waiting ----- | 450 sq. ft. |
| Visa branch waiting ----- | 300 sq. ft. |
| Visa counter service station (each) ----- | 85 sq. ft. |
| Visa office service station (each) ----- | 175 sq. ft. |
| Visa unit workroom ----- | min. 375 sq.ft. |
| Visa branch workroom ----- | 300 sq. ft. |
| Finger printing office ----- | 85 sq. ft. |

VI. SUPPLEMENTARY UNITS

| | |
|-----------------------------|-------------|
| Data processing ----- | 150 sq. ft. |
| Fraud unit ----- | 150 sq. ft. |
| Correspondence unit ----- | 300 sq. ft. |
| Visa information unit ----- | 225 sq. ft. |
| Records unit ----- | 225 sq. ft. |
| NIV mail unit ----- | 300 sq. ft. |
| Exterior waiting ----- | 375 sq. ft. |

VII. THE ADMINISTRATIVE SECTION

Chief of administrative section ----- 200 sq. ft.
Personel office -----175. sq. ft.
Assistant administrative officer (each) ----- 150 sq. ft.
Security officer ----- 150 sq. ft.
Secretarial reception space ----- 250 sq. ft.

4.7.0 SPATIAL REQUIREMENTS OF THE EMBASSIES SUPPORT ACTIVITIES

The support activities will be allocated space as follows:

4.7.1 THE GENERAL SERVICES UNIT

| | |
|--|-------------|
| The general services officer | 250 sq. ft. |
| The assistant general services officer | 125 sq. ft. |
| Secretarial space | 100 sq. ft. |

4.7.2 THE BUDGET/FISCAL UNIT

| | |
|-------------------------------------|-------------|
| The budget/fiscal officer | 150 sq. ft. |
| The disbursing officer (each) | 125 sq. ft. |
| Time/payroll clerk | 125 sq. ft. |
| Accounting clerk (each) | 125 sq. ft. |
| Cashier/waiting area | 125 sq. ft. |
| The vault | 75 sq. ft. |

4.7.3 THE POSTS COMMUNICATIONS CENTER

The foyer/reading room ----- 250 sq. ft.
 Safehaven storage ----- 125 sq. ft.
 Toilet ----- 2 X 50 sq. ft.
 Disintegrator room -----125 sq. ft.
 Telephone room ----- Min. 25 sq. ft.
 Electronic information handling area ----- 250 sq. ft.
 Central Processing unit ----- 200 sq. ft.
 Data processing unit ----- 175 sq. ft.
 Equipment room #1 ----- Min 650 sq. ft.
 Equipment room #2 ----- Min.100 sq. ft.
 Telecommunications unit ----- 200 sq. ft.
 Telecommunications officer -----175 sq. ft.
 Material/equipment storage ----- Min. 300 sq. ft.

4.7.4 THE UNCLASSIFIED COMMUNICATIONS UNIT

Mail room ----- Min. 400 sq. ft.
 Reproduction room ----- Min. 150 sq. ft.
 Pouch vault ----- Min. 75 sq. ft.

Telephone operator switchboard ----- Min. 100 sq. ft.
Telephone switchgear storage area ----- Min. 100 sq. ft.
Word processing center ----- Min. 100 sq. ft.

4.7.5 THE STATION OF A MARINE SECURITY GUARD

| | | |
|----------------------|-------|-----------------------|
| The NCOIC | ----- | 150 sq. ft. |
| The weapons vault | ----- | Min. 75 sq. ft. |
| Marine lockers | ----- | Min. 100 sq. ft. |
| Marine guard quarter | ----- | Min. 12 x 100 sq. ft. |

4.7.6 THE HEALTH UNIT

| | | |
|--|-------|-------------|
| The reception/waiting area | ----- | 225 sq. ft. |
| The medical officers office | ----- | 150 sq. ft. |
| The doctor examination room | ----- | 125 sq. ft. |
| The nurses examination room | ----- | 175 sq. ft. |
| The treatment room | ----- | 200 sq. ft. |
| Holding bed with toilet | ----- | 225 sq. ft. |
| Medical secretary/receptionist | ----- | 150 sq. ft. |
| Laboratory | ----- | 150 sq. ft. |
| Pharmacy | ----- | 150 sq. ft. |
| X-ray room with developing area and toilet | ----- | 150 sq. ft. |
| Storage | ----- | 250 sq. ft. |

| | | | | |
|---------------------------------|-------|-----|-----|-----|
| Women's toilet | ----- | 50 | sq. | ft. |
| Men's toilet | ----- | 75 | sq. | ft. |
| Circulation space | ----- | 350 | sq. | ft. |
| Psychiatrists office | ----- | 350 | sq. | ft. |
| Psychiatrists secretarial space | ----- | 150 | sq | ft. |

4.7.7 THE SPATIAL REQUIREMENTS OF THE AGRICULTURAL OFFICE

| | | | | |
|--|-------|-----|---------|--------|
| The agricultural attaches office | ----- | 225 | sq. | ft. |
| Assistant agricultural officers office | ----- | 125 | sq. | ft. |
| Each additional | ----- | 75 | sq. | ft. |
| Secretarial office | ----- | 125 | sq. ft. | over 1 |
| Clerk/typists work area | ----- | 125 | sq. | ft. |
| Each additional | ----- | 100 | sq. | ft. |

4.7.8 THE OFFICE OF COMMERCE

| | | | | |
|------------------------------|-------|-----|-----|-----|
| Office of commercial attache | ----- | 225 | sq. | ft. |
| Assistant commercial officer | ----- | 125 | sq. | ft. |
| Each additional | ----- | 100 | sq. | ft. |

| | |
|-----------------------------|-------------|
| Commercial library ----- | 600 sq. ft. |
| Secretary ----- | 125 sq. ft. |
| Each additional ----- | 100 sq. ft. |
| The clerk typist area ----- | 125 sq. ft. |
| Each additional ----- | 75 sq. ft. |

4.7.9 THE DEFENSE OFFICE

| | |
|--|--------------------|
| The office of the defense attache ----- | 300 sq. ft. |
| Officers of the military attaches ----- (Army, Navy, and Air Force) | 225 sq. ft. |
| Assistant military attaches (3) ----- | Each - 150 sq. ft. |
| Secretary ----- | Min. 125 sq. ft. |
| Each additional ----- | 100 sq. ft. |
| The reception/waiting area ----- | 125 sq. ft. |
| The administration coordination office ----- | Min. 300 sq. ft. |
| The communications and files area ----- | Min. 150 sq. ft. |
| Disintegrator room ----- | Min. 75. sq. ft. |
| Vault ----- | Min. 75. sq. ft. |
| Electrical repair shop ----- | Min. 100 sq. ft. |

4.7.10 THE INTERNATIONAL COMMUNICATIONS AGENCY

| | |
|--------------------------------------|--------------|
| I.C.A. Lobby and exhibit space ----- | 1000 sq. ft. |
| Conference/seminar room ----- | 400 sq. ft. |
| Serving pantry ----- | 100 sq. ft. |
| Multi purpose room ----- | 500 sq. ft. |
| Storage room ----- | 500 sq. ft. |
| Audio-visual workroom ----- | 200 sq. ft. |
| ICA Library ----- | 150 sq. ft. |

4.7.11 THE MANAGEMENT FACILITIES

| | |
|--------------------------------|-------------|
| Reception/waiting lounge ----- | 150 sq. ft. |
| Conference room ----- | 400 sq. ft. |

4.7.12 THE PROGRAM DIRECTORS SECTION

| | |
|------------------------------------|-------------|
| The public affairs office ----- | 225 sq. ft. |
| Deputy public affairs office ----- | 200 sq. ft. |
| Secretarial/reception space ----- | 175 sq. ft. |

Each additional ----- 100 sq. ft.

Each additional ----- 100 sq. ft.

4.7.13 THE EXECUTIVE SECTION

| | | |
|--------------------------------|-----|---------|
| I.C.A. Executive section ----- | 175 | sq. ft. |
| Secretary ----- | 125 | sq. ft. |
| Each additional ----- | 100 | sq. ft. |
| Administrative assistant ----- | 150 | sq. ft. |
| D.R.S. computer ----- | 200 | sq. ft. |
| Mailing room ----- | 150 | sq. ft. |

4.7.14 THE INFORMATION SECTION

| | | |
|----------------------------------|-----|---------|
| Information officer ----- | 200 | sq. ft. |
| Secretary ----- | 125 | sq. ft. |
| Each additional ----- | 100 | sq. ft. |
| Information assistant ----- | 150 | sq. ft. |
| Staff photographers office ----- | 125 | sq. ft. |
| Dark room ----- | 100 | sq. ft. |
| Audio visual specialist ----- | 125 | sq. ft. |
| A/V studio ----- | 250 | sq. ft. |
| Audio visual control room ----- | 125 | sq. ft. |

4.7.15 THE CULTURAL AFFAIRS SECTION

| | | |
|--------------------------------------|-----|---------|
| The cultural affairs officer ----- | 200 | sq. ft. |
| Secretary ----- | 125 | sq. ft. |
| Each additional ----- | 75 | sq. ft. |
| The cultural affairs assistant ----- | 150 | sq. ft. |
| Exhibition workroom ----- | 300 | sq. ft. |

4.7.16 THE LIASON OFFICE

| | | |
|----------------------------------|----------|---------|
| The liason attaches office ----- | 200 | sq. ft. |
| Liason officer ----- | 125 | sq. ft. |
| Each additional ----- | 100 | sq. ft. |
| Secretary ----- | 125 | sq. ft. |
| Each additional ----- | 75 | sq. ft. |
| Clerk ----- | 100 | sq. ft. |
| Each additional ----- | 75 | sq. ft. |
| Reception/waiting area ----- | 125 | sq. ft. |
| Vault ----- | Min. 200 | sq. ft. |

4.7.17 SERVICE AND SUPPORT AREAS

| | |
|---------------------------------|------------------|
| Secure conference rooms ----- | 400 sq. ft. |
| Other conference rooms ----- | 400 sq. ft. |
| Copy alcove ----- | Min. 100 sq. ft. |
| Toilet facilities (men) ----- | Min. 75 sq. ft. |
| Toilet facilities (women) ----- | Min. 50 sq. ft. |

4.7.18 THE CAFETERIA

| | |
|---|--------------|
| Main dining room ----- | 2200 sq. ft. |
| Adjacent cashiers area ----- | 75 sq. ft. |
| Serving area ----- | 350 sq. ft. |
| Kitchen ----- | 450 sq. ft. |
| Dishwashing area ----- | 150 sq. ft. |
| Storage room ----- | 150 sq. ft. |
| Garbage room ----- | 75 sq. ft. |
| Chef's office ----- | 125 sq. ft. |
| Receiving area ----- | 100 sq. ft. |
| Employer locker room with showers ----- | 150 sq. ft. |

4.7.19 THE COMMISSARY

| | | | |
|-------------------------------------|-------|------|---------|
| Retailing area | ----- | 1000 | sq. ft. |
| Butcher shop | ----- | 125 | sq. ft. |
| Walk-in freezer | ----- | 100 | sq. ft. |
| Stock room | ----- | 700 | sq. ft. |
| Commissary managers office | ----- | 125 | sq. ft. |
| Assistant commissary mangers office | ----- | 125 | sq. ft. |

4.7.20 GENERAL SERVICE FACILITIES

4.7.21 THE MOTOR POOL

| | | | |
|------------------------|-------|----------|---------|
| Guard station | ----- | 100 | sq. ft. |
| Entry vestibule | ----- | 150 | sq. ft. |
| The dispatchers office | ----- | 125 | sq. ft. |
| Driver's lounge | ----- | 125 | sq. ft. |
| Garage | ----- | 350 | sq. ft. |
| Vehicle repair area | ----- | 400 | sq. ft. |
| Fueling area | ----- | Min. 700 | sq. ft. |

ACKNOWLEDGEMENTS:

All information for this activity analysis section , including square foot requirements were taken from The Chancery Building Program. This is a general Chancery building program which deals with several models. Finding which model fit the activities of the Embassy in Israel was accomplished through phone interviews with staff members of the Office of Foreign Buildings, an office of the State Department. I would like to give special thanks to Mr. Bill Miner, AIA. He is a Project Architect with F.B.O. He was a tremendous help both in the discussions which I had with him over the phone and the valuable documents that he sent me.

| | |
|--------------------------------|-------------|
| Vehicle washing area ----- | 600 sq. ft. |
| Toilet/locker facilities ----- | 300 sq. ft. |

4.7.22 GENERAL SERVICES WORKSHOPS

| | |
|--------------------------------|--------------|
| Carpentry shop ----- | 1000 sq. ft. |
| Storage ----- | 100 sq. ft. |
| Paint shop ----- | 200 sq. ft. |
| Plumbing/HVAC/electrical ----- | 200 sq. ft. |
| Custodial work area ----- | 300 sq. ft. |
| Custodial storage ----- | 100 sq. ft. |

4.7.23 MAIL/FREIGHT RECEIVING

| | |
|-------------------------|-------------|
| Receiving station ----- | 400 sq. ft. |
|-------------------------|-------------|

4.7.24 TRASH HANDLING

| | |
|--------------------------|-------------|
| Incinerator room ----- | 400 sq. ft. |
| Trash pick-up area ----- | 125 sq. ft. |

5.00 EMBASSY SECURITY

5.00 EMBASSY SECURITY

5.10 INTRODUCTION

In considering the design of an American embassy, security is a major concern. It is widely known that Americans are the number one target of terrorists overseas. In fact, Alexander Haig said in a talk to a group of corporate security managers "we are the number one bad guys on almost every international terrorist groups' list." Most experts concur with this view. Analysts figures show that the United States has been the target of over fifty percent of terrorist attacks for several years running.¹ Statistics show that the incidence of terrorism against U.S. interests overseas are on the rise.² Ambassador Parker W. Borg who is the deputy director of the state departments office for counter-terrorism says, "the situation is very bad and for a variety of reasons it will get worse."³ He predicts that international terrorism will continue to be a major problem for the United States for at least the rest of this century. He says that most of the threat of terrorism will be overseas. However, there is the potential for serious problems at home as well. He went on to say that the attacks would continue to become more violent and grotesque and would start to involve a wider spectrum of the citizenry.⁴

The design of buildings and their sites can play a very significant part in deterring acts of terrorism. Security should be addressed in the design from the very beginning of the process. Designers now have an opportunity to improve the quality of experience of people who live with facilities which are reinforced for security in a manner which totally neglects aesthetic experience, which results in the creation of fortress-like environments. The primary goal of this thesis will be that of developing a safe and secure environment which is also an inspiring and aesthetically pleasing environment. This situation creates a basis for meaningful design. The design can derive meaning from relationships created to satisfy the most basic needs required of the built environment, those of security and protection from harm from natural and man made threats.

5.20 SECURITY SYSTEMS CLASSIFICATION

The security system for an American Embassy at a high risk post such as Jerusalem must be maximum security. It is hard to define or categorize levels of security, because there are no universally accepted standards by which security systems are evaluated. For the

purposes of this document, security categories will be defined as follows:

1. LEVEL ONE - MINIMUM SECURITY

"Such a system would be designed to impede some unauthorized external activity. Unauthorized external activity is defined as originating outside the scope of the security system, and could range from simple intrusion to armed attack. By virtue of this definition, a minimum security system would consist of simple physical barriers such as regular doors and windows equipped with ordinary locks. The average American home is the best example of a site protected by a minimum-security system."⁵

2. LEVEL TWO - MEDIUM SECURITY

"A system of this type would be designed to impede, detect, and assess most unauthorized external activity. Such activity could range from simple shoplifting to conspiracy to commit sabotage. When a system is upgraded to the medium level, those minimum and low level measures previously incorporated are augmented with impediment and detection

capability as well as assessment capability. To reach the medium level of security, it is necessary to:

1. Incorporate an advanced intrusion alarm system that annunciates at a manned remote location.
2. Establish a perimeter beyond the confines of the area being protected and provide high security physical barriers such as penetration-resistant fences at least eight feet high and topped with multiple strands of barbed wire or barbed tape at the perimeter, or use guard dogs in lieu of perimeter protection.
3. Use an unarmed watchman (with basic training), equipped with the means for basic communication (e.g., commercial telephone) to off site agencies. Medium security facilities might include bonded warehouses, large industrial manufacturing plants, some larger retail outlets, and national guard armories.⁶

3. HIGH LEVEL SECURITY

A system of this type would be designed to impede, detect, and assess most unauthorized external and internal activity. After those measures

previously mentioned have been incorporated into the system, high level security is realized with the addition of the following.

1. Closed circuit television.
2. A perimeter alarm system, remotely monitored, at or near the high security physical barriers.
3. High security lighting, which at a minimum provides 0.02 foot candles of light around the entire facility.
4. Highly trained armed guards or unarmed watchmen who have been screened for employment and who are equipped with advanced means of communications such as dedicated phone lines, two way radio lines to police, duress alarms . . .
5. Controls designed to restrict access to or within a facility to authorized personnel.
6. Formal plans prepared with the knowledge and cooperation of police dealing with their response and assistance in the event of specific contingencies at the protected site.
7. Varying degrees of coordination with local law authorities.⁷ Some examples of high level security sites could be certain prisons,

defense contractors, pharmaceutical companies, sophisticated electronics manufacturers and the like.

4. MAXIMUM SECURITY

Such a system is designed to impede, detect, assess, and neutralize all unauthorized external and internal activity in addition to those measures already cited, it is characterized by:

1. A sophisticated alarm system with, at a minimum, sufficient redundancy to preclude defeat by a lone individual; remotely monitored in one or more protected locations; tamper-indicating with a back-up source of power.
2. On site response force of highly screened and trained individuals armed 24 hours a day and equipped for contingency operations; and dedicating to neutralizing or containing any threat against the protected facility until the arrival of off-site assistance.

The highest level of physical security protection will be found at nuclear facilities, some prisons, certain military bases and government special research sites, and some foreign embassies.⁸

In their text Security Design For Maximum Protection, Richard

Gigliotti and Ronald Juson, who set forth this system of classification for security systems say that "in order to upgrade a security system to the next highest level, all criteria for that level must be met. It must be remembered that individual criteria from a higher level can be met without the total system being upgraded." They also recommend that security systems be evaluated on a wholistic basis, rather than evaluating individual components.

A. THE PSYCHOLOGY OF MAXIMUM SECURITY

In their text Gigliotti and Jason contend that "the concept of maximum security is as much psychological as it is physical."⁹ In this thesis the security strategy will be to achieve a psychological "sense of security," as well as the highest level of real physical security. This will accomplish the following:

1. Architectural images will help capitalize on the "psychological" aspects of maximum security. This will achieve two things. First, it will project an image that will deter individuals or

groups from targeting this facility. Second, it will reinforce a sense of security on the part of the users of the facility. This will not be a false sense of security because these images will really help to deter terrorists.

2. Real physical protection will then deter those terrorists which are more determined while these concepts of physical and psychological maximum security will deter people who are not up to the challenge. It will not deter the more determined and prepared criminal or terrorist. Gigliotti and Jason go on to say, "Whenever the value of the protected assets exceeds the perceived risk, there will always be takers. For a criminal to act and for that matter, a crime to be committed, there must be desire and opportunity; the criminal must want to commit the act and he must have opportunity. The effectiveness of a security system can be measured in terms of eliminating the opportunity; the psychology of the system can be measured in terms of eliminating the desire."¹⁰ Gigliotti and Jason say that for maximum effect, the capabilities of the system should be made known to the potential criminal or terrorist. However, details of how the system works should be very closely safeguarded. In their

text, Gigliotti and Jason recommend that certain security details such as codes, locks, and combinations be changed when key personnel terminate their employment. They say that it is simpler and more effective, as well as more cost effective to work to eliminate a criminals desire than it is to eliminate his opportunity.

B. PLANNING FOR MAXIMUM SECURITY

The best results are achieved through a plan which is well thought out and detailed. From the onset of planning two very basic questions must be answered.¹¹

1. What is being Protected?

In the case of an embassy there are three basic types of assets, people, sensitive information and facilities (or equipment). Protection should be provided in that sequence of priority. Although some policies knowingly place security personnel in positions defending information and installations with their lives if necessary.¹²

2. How important is it?

In the case of the embassy it is all very important. However, the threat to an embassy is different because the equation of possible gain vs. risk is altered in this case. First the terrorists have proven that they will accept any cost to inflict their terror. And the incentive to the terrorist is not economic. Therefore, it is a lot less predictable. The next step in the process is to assign the functions of 1) impeding, 2) detecting, 3) assessing, and 4) neutralizing to the various systems to be implemented.

5.30 SPECIFIC STATE DEPARTMENT DESIGN REQUIREMENTS

U.S. Embassies abroad are highly visible symbols of the United States government. Thus they are prime targets for both terrorist activities and the activities of hostile intelligence agencies.

The State Department wishes to maintain an image of an open and democratic society. It wants facilities which are as safe as possible but yet do not give the perception of a nation which conducts its business behind forbidding barriers.

SECURITY ZONES

Restricted Access Security Zone:

The Sections of this zone shall be the most secure of the Embassy. This zone shall be restricted to the State Department employees of the sections of this zone, and other employees, and visitors previously cleared and classified for admittance to this restricted zone. Each section within this zone shall have individual security access controls in addition to the restricted zone control. Visitors may require escorts.

Limited Access Security Zone:

Access to this zone shall be more secure than the Controlled Access Security Zone and limited to the State Department employees of the sections of this zone and other employees and visitors previously cleared for admittance to this limited zone. Visitors may require escorts.

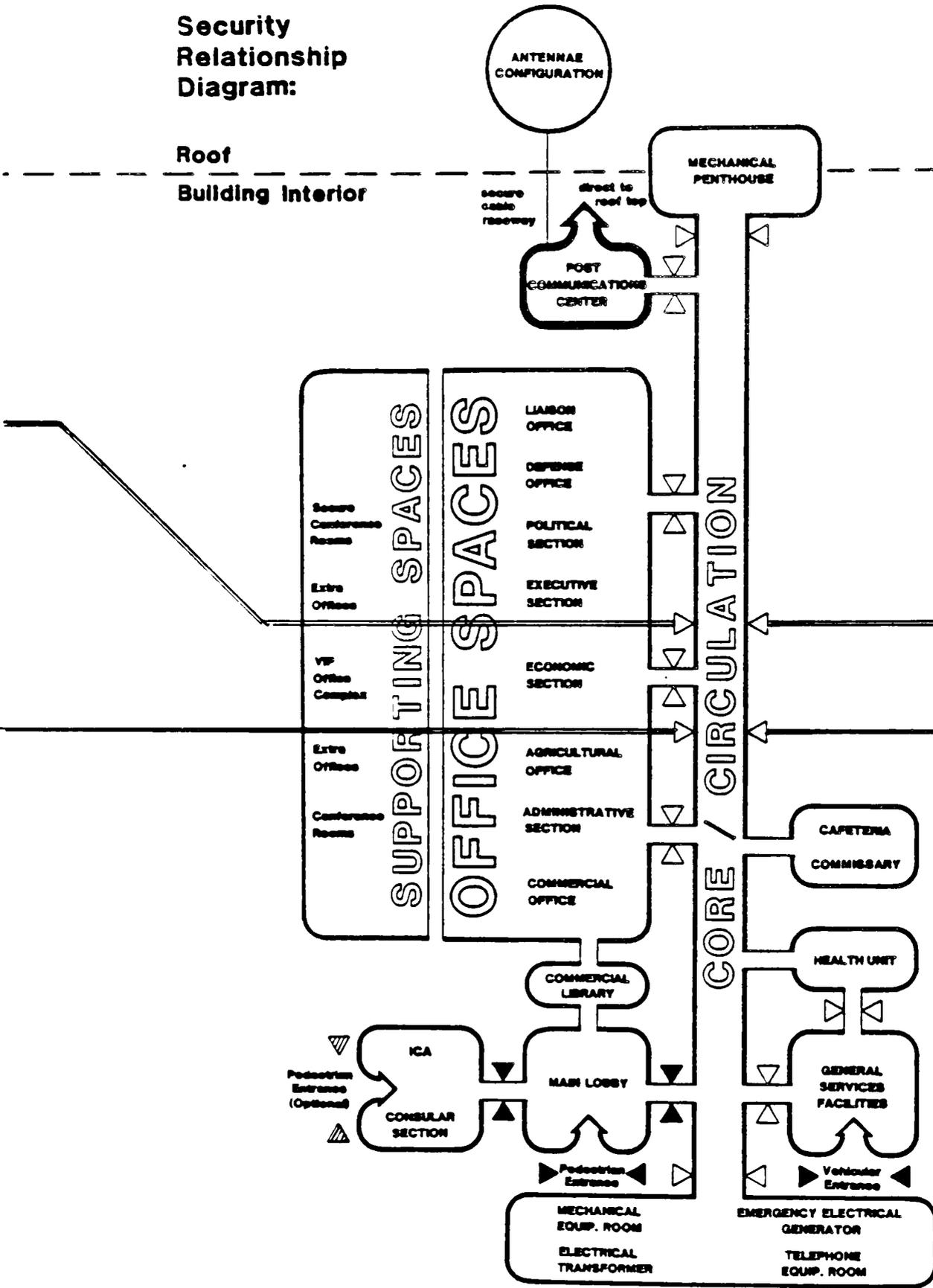
Controlled Access Security Zone:

Pedestrian and vehicular access to this zone shall be from visually monitored public areas, and controlled to allow admittance only to State Department employees, visiting U. S. citizens, and foreigners reviewed and cleared for admittance to designated sections of this controlled zone.

Security checkpoints are indicated between the points of each pair of triangles. The exact type of checkpoint is determined by its location and security zone.

-   Marine Security Guard Station
-   Mechanical Security Control Mechanism
-   Local Guard Station

Security Relationship Diagram:



UNCLASSIFIED

5.31 OUTER PERIMETER SECURITY

All diplomatic institutions shall be constructed off of main thoroughfares to forestall and prevent easy access through forced access of vehicle ramming. Facilities should be separated as far as possible from agencies of Eastern block countries.

1) Construction of a new office building, including primary annexes (consular section, commercial section, U.S.I.S. Library and U.S.A.I.D. and D.O.D. facilities as well as ambassador residences and M.S.G. quarters, shall be undertaken on sites with sufficient depth to provide a minimum distance of 100 feet from the wall and vehicular entrances to any of these facilities.

2) A perimeter boundary (wall and/or fence) must enclose the entire compound. The wall must be constructed a minimum of 100 feet from the N.O.B. and any annexes. the lower 36" of the wall must be constructed in such a manner that it will effectively stop a vehicle with a gross vehicle weight of 1500 pounds traveling at 50 M.P.H., which has an angle of attack of 90°.

3) The outer perimeter bounding can have a maximum of two entry/exit points. One of these entry level points will be considered the main or ceremonial entry/exit points. The other will be the service point. (It will be used by official government and delivery vehicles.) The gates at these entry points shall slide rather than swing and shall have the same penetration resistance as the outer perimeter wall (as described in section 5.31-2).

4) Both entry/exit points must contain a sally port arrangement which will allow incoming vehicles to be stopped and locked in place while they can be searched and inspected, and then allowed to proceed further into the complex. This sally port arrangement must be a minimum of 100 feet from the building walks inside the compound. The sally port must also provide illumination of the underside of vehicles being searched at night. Top lighting must also be abundant. This lighting system must be tied into a back up power generator. This area will also be under the visual scrutiny of a closed circuit television camera.

Adjacent to the sally port will be a Marine guard booth which will be staffed 24 hours a day, seven days a week and 365 days per year. The gatehouse/guard booth will be located on the inner side of the outer perimeter boundary.

The gatehouse will be designed to maximum security standards as set forth at the beginning of this section. The glazing in the guard booth must provide for 360° visibility, and must meet the 15 minute forced entry and high powered rifle ballistic protection as described under security systems classification. (Also the windows must be non-operable). The walls of the guard booths must also meet these maximum security criteria.

The perimeter boundary may be of one of two types:

A) A solid reinforced concrete wall, with a minimum height of 9'-0". This wall must be securely anchored to a continuous reinforced concrete footing. It must be a smooth surface to prevent easy scaling by a person without climbing

aids. The lower 36" of the wall must be designed to stop a 1500 pound gross vehicle weight traveling at 50 M.P.H. The upper 72" of the wall can taper to 8" thick. However, the taper must be on the interior side of the wall.

B) A perimeter wall and fence combination. This will require a wall of 36" high with the same vehicle penetration resistance as in the continuous 9' wall. There will also be a 9' steel fence atop this wall. This will make a perimeter boundary 12'-0" in height.

SECURITY SECTION FOOTNOTES

- 1) "Design with Fear", Progressive Architecture, August 1985, pg. 104.
- 2) Ibid, pg. 104.
- 3) Ibid, pg. 104.
- 4) Ibid, pg. 104.
- 5) Gigliotti, Richard J. and Roland C. Jason, Security Design For Maximum Protection, Butterworths, Boston, London 1984, pg. 3.
- 6) Ibid, pg. 4.
- 7) Ibid, pg. 4.
- 8) Ibid, pg. 5.
- 9) Ibid, pg. 6.
- 10) Ibid, pg. 6.
- 11) Ibid, pg. 7-10.
- 12) Ibid, pg. 7-10.

Credits - Specific State Department design requirements were taken from a non-published book entitled Security Guidelines for New Office Buildings. The data listed in this program is a highlighting of all the requirements contained therein. This book will be very useful in the design process.

* Consulted but not cited:

- 1) Healy Richard J., Design for Security, John Wiley and Sons, New York, 1968.

6.00 COST ANALYSIS

5.0.0 COST ANALYSIS

Although it is impossible at this point in the design process to do a detailed cost analysis, a rough estimate can be arrived at using the total square foot requirements in the spatial summary which is at the end of the activity analysis section.

The Office of Foreign Buildings says that the Chancery Office Building will require a gross floor area of 120,000 square feet.

The compound will also contain an ambassador's residence. Eleven thousand square feet will be allotted. Staff housing will also be provided on the compound. The Office of Foreign Buildings estimates that there will be a 117 American citizen staff at the embassy in Jerusalem. These will be permanent staff. Additional housing for visitors will also be provided. For this ten short term living quarters will also be provided.

5.1.0 COST ANALYSIS FOR THE CHANCERY OFFICE BUILDING

The source which will be used for estimating the construction cost for the Chancery Building will be table 1.0. The chart

categorizes buildings by building type. The table lists a median cost per square foot for office buildings. The cost which will be used here is that for a mid-rise office building. The table gives a median square foot cost of \$57.15/ft². However, this is for a "typical" size example. Larger projects than the "typical" will have a lower per square foot cost, smaller projects will have a higher per square foot cost. Above the table is a chart which is used to arrive at a correction factor which will take this into account.

$$\frac{\text{Proposed Building area}}{\text{Typical size from table}} = \frac{120,000 \text{ sq. ft.}}{52,000 \text{ sq. ft.}} = 2.31$$

Hence, the chart is entered at the top with a "size factor" of 2.31. This chart is followed downward until this point intersects with the cost modifier curve. This yields a horizontal value which is the cost modifier factor.

In this case a value of 0.91 is obtained. Therefore, the cost listed in the table will be multiplied by this factor to give the adjusted cost estimate.

$$\$57.15/\text{ft.}^2 \times 0.91 = \$52.01/\text{ft.}^2$$

However, because of added security needs another 20% will be added to this estimate to yield an estimate of \$59.81 per square foot. This

will yield an estimated total cost for the chancery office building of:

$$\$59.81/\text{ft.}^2 \times 120,000\text{ft.}^2 = \$7,177,380.00$$

Using the same process for estimating the ambassadors residence (using quoted costs for the fraternity house, which seems the closest fit.).

$$\text{Size Factor} = \frac{11,000}{12,000} = 0.91$$

$$\$56,35/\text{ft.}^2 \times 1.02 = \$57.48/\text{ft.}^2$$

Thus the total estimated cost for the ambassador residence would be:

$$\$57.48 \times 11,000 = \$632,247$$

However, because superior materials and workmanship will be required for the embassy (as compared to the fraternity house), an extra 30 percent will be figured in. This will yield a final estimate of \$821,921.00.

For the staff housing cost estimate the figures which will be used will be those for the mid-rise apartments. Here an average of 1,100 square feet per unit will be used.

To obtain a total estimate of square footage multiply:

- 1) For permanent staff: $117 \times 1,200 = 140,400$ square feet
- 2) For visitors : $10 \times 600 = 6,000$ square feet

$$\text{Total} = 140,400 \text{ sq. ft.} + 6,000 \text{ sq.ft.} = 146,400 \text{ sq. ft.}$$

To obtain the size factor, divide:

$$\frac{140,100 \text{ sq. ft.}}{50,000 \text{ sq. ft.}} = 2.80$$

This will yield a cost modification factor of 0.91. The cost modification factor is then multiplied by the cost yielded in the chart of \$49.00 per square foot.

$$\$49.00 \times 0.91 = \$44.59 \text{ per sq. ft.}$$

To obtain a total cost estimate this is then multiplied by the square footage.

$$\$44.59 \times 140,400 \text{ sq. ft.} = \$6,260,436.00$$

The total cost estimate for the project will be the sum of these estimates.

| | |
|--------------------------------------|---------------------|
| Chancery Office Bulding ----- | \$7,177,380.00 |
| Ambassadors Residence ----- | 632,247.00 |
| <u>Staff Housing -----</u> | <u>6,260,436.00</u> |
| Total Projected Construction Cost -- | \$14,070,063.00 |

This cost projection is very, very preliminary, it includes construction costs only and not land acquisition costs. It also does not take into account local building costs and conditions in Jerusalem but rather uses average costs for construction in the United States. A detailed cost analysis will be prepared after completion of the design phase of the project.

COST ANALYSIS FOOTNOTES

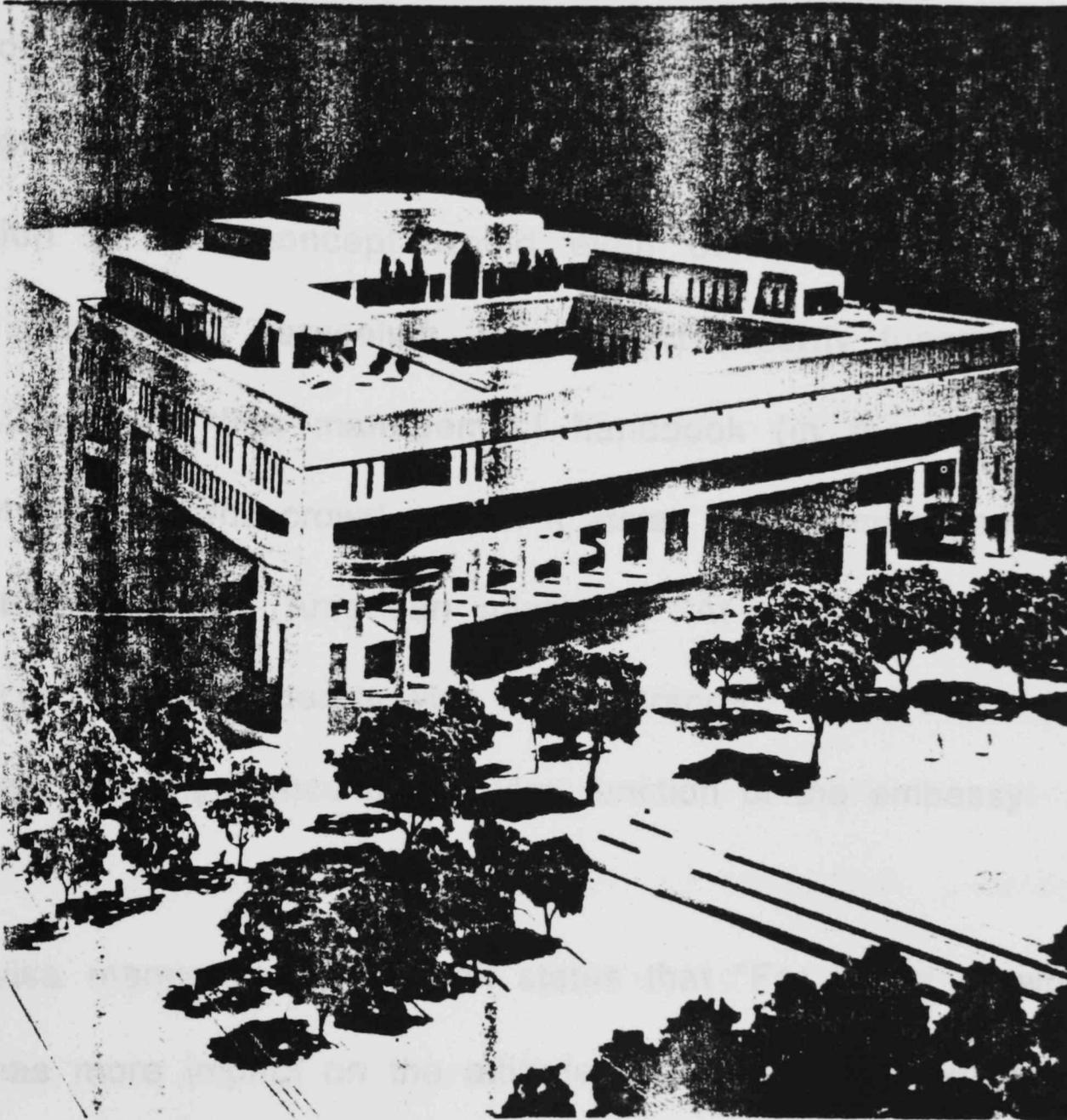
CREDIT - The Cost analysis method taken from:

Mahoney, William D., Buildig Construction Cost Data, R.S. Means Co. Inc.,
1986

7.00 CASE STUDIES

7.1.0 CASE STUDY #1

Arthur Ericson's proposal for the Canadian Chancery in Washington D.C.



Proposed Canadian Chancery at Pennsylvania Ave. and John Marshall Place.

This embassy was chosen as a case study primarily because it seems to cater to the fundamental qualities which our State Department seeks in Embassy Facilities. The primary quality it possesses which I find worth noting is the way it separates Public Embassy functions (Visa granting ...)

from diplomatic functions.

In the Foreign Affairs Manual published by the U.S. State Department, the importance of the visa function of the embassy, and the statement that this function is for the most part separate from other embassy functions. This design seems to resolve this duality in function very well and incorporation of this concept would even be more important in the proposed embassy in Jerusalem, because of security functions. Under section 3.2 of the Visa management handbook (in the Foreign Affairs Manual) which concerns crowd control it states "crowd management begins at the entrance to the American mission. "At high volume posts it is preferable to have a separate visa unit entrance". This same document also stresses the importance of the visa function of the embassy.

The visa management handbook states that "For better or worse, the visa unit has more impact on the attitude of host country nationals toward the U.S. than any other element of the Embassy or Consulate."

The entrance through the rotunda gives the symbolic significance to this embassy function that the Visa Management Handbook seems to call for, as well as functionally accommodating the separate visa function.

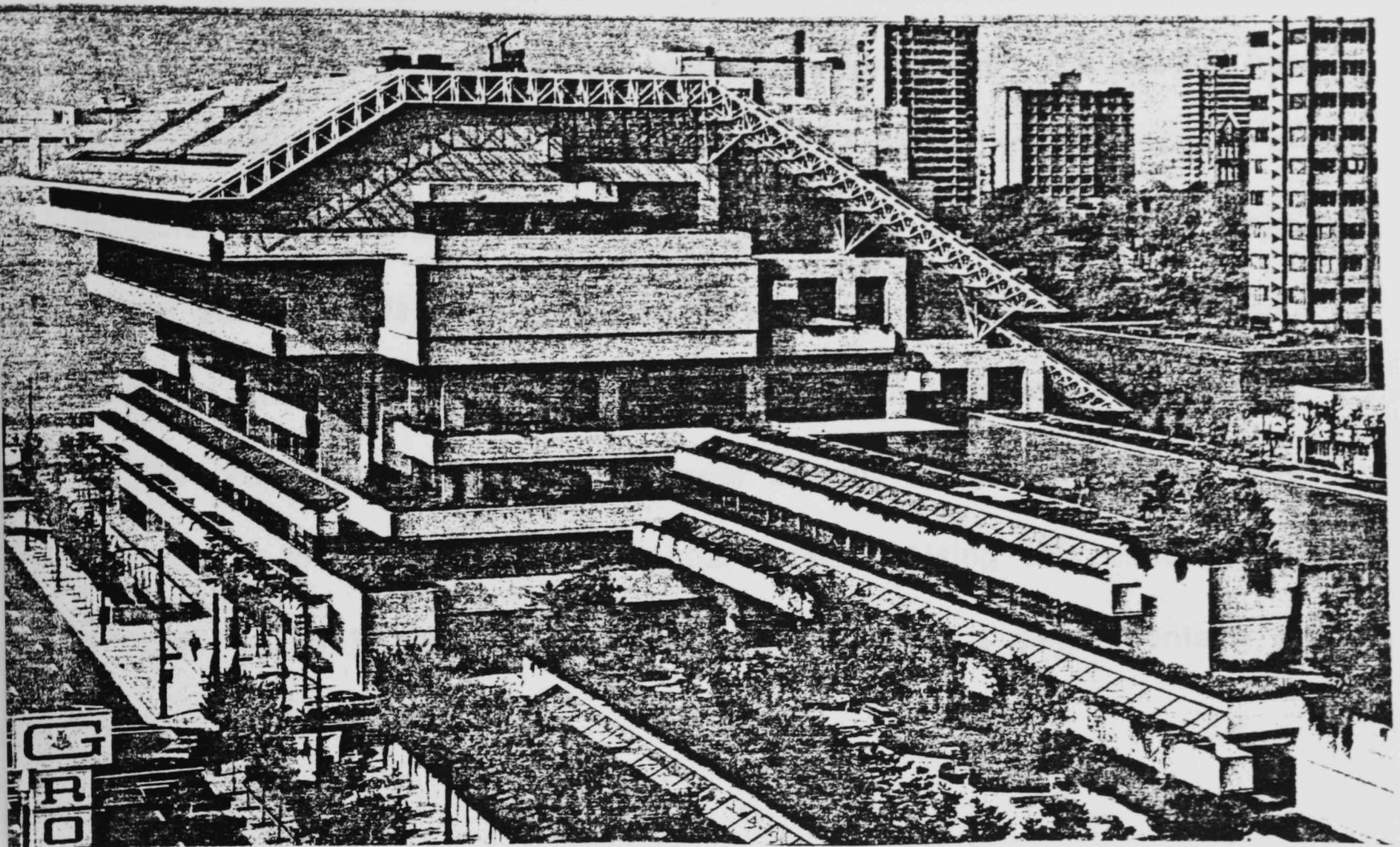
This Rotunda also symbolically represents its country - it has 10 columns which represent the ten provinces of Canada.

The function of the physical activities is in close parallel to that of the ambassador himself. This design proposal seems to function well in this regard. As well as providing diplomatic spaces, this facility provides a potential cultural bridge from Canada to the U.S. in the form of an art gallery. This is a feature which could be used to good advantage in the Jerusalem embassy.

This design scheme also features a penthouse residence at the top for the ambassador. This hierarchy would seem to be appropriate because the ambassador is the top ranking officer at the diplomatic mission. This brings up the issue of embassy staff housing. It would seem that housing the staff on the site of the embassy would seem to have value in protecting the security of diplomatic personnel. For someone intending harm to an American diplomat it seems that it would be easy to track his movements and stalk him, knowing what time he normally goes to work and where he lives and goes to work. If he were to live as well as work in a protected compound his movements would be much less calculatory.

However, this is an assumption which needs to be born out in statistics concerning past attacks on diplomats in on site housig vs. those in off site housing. An article in "Progressive Architecture" critiques this design. It questions the style in which the design was executed. It asks if it is a classy pastiche of Washington Architecture or a meaningful representation of Canada. It says the landscaped courtyard which is the focus of the design and is supposed to signify accessability and openness, is poorly programmed. It points out that no major rooms survey it. It goes on to say "the apparent generosity of the gesture is all too easily construed as hollow pastoral rhetoric, in certain conflict with the aristocratic image of the ambassadorial suite. They are shocked by the big step Ericson has taken in the project from his "Modern" roots in the "Internatinal Style" to this Post Modern work. It concludes that indeed Erikson has taken a new direction but he has not yet mastered it. It feels this departure was forced. Although the design does have its problems, it has much value as a case study for several reasons. Functionally it appears to meet the recommendations for the Embassy Visa functions very well and seems to work extremely well with its site.

7.2.0 Case Study # 2



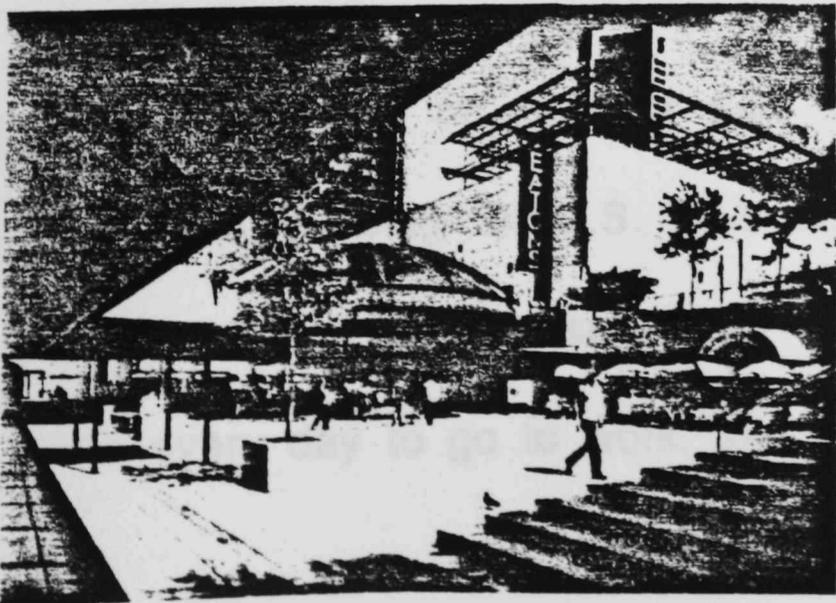
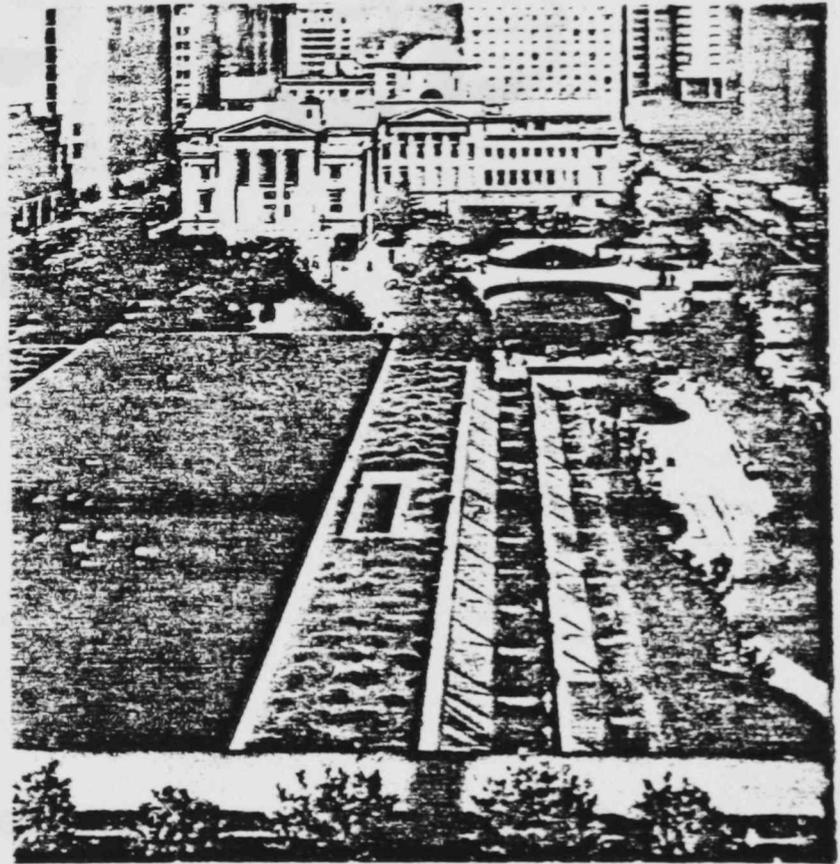
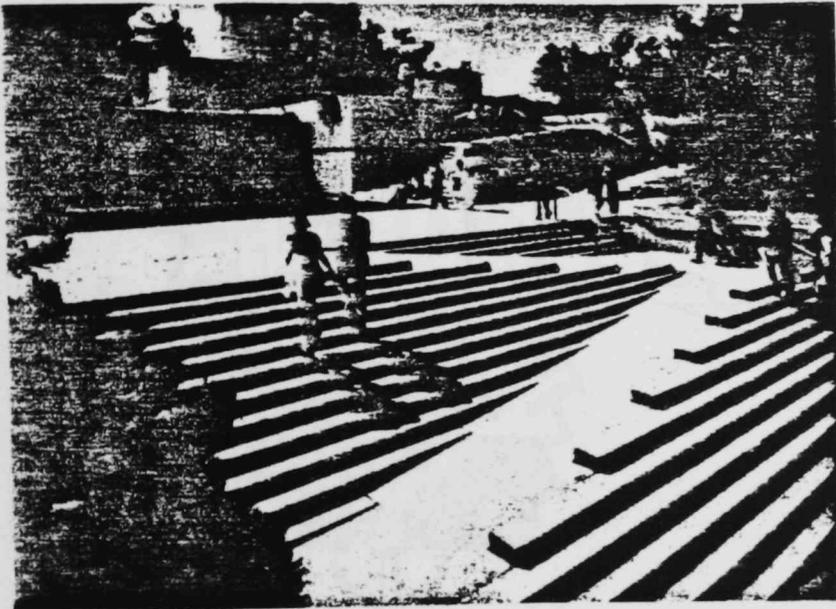
An American Embassy must communicate the values of the American society and the ideals of American government. Chief among these ideals is that of openness. We have an open participatory government. These qualities must be expressed in the American Embassy. However, this need for expression is in contradiction with the security needs of a new embassy in Jerusalem.

The reason that Arthur Erickson's new Government center in Vancouver was chosen as a case study is that it maximizes an expression of openness, while providing a very securable environment. The building has "surmountable" physical barriers in the form of steps through a series of gardens.¹ The process which one must go through to enter sensitive areas of the building is fairly lengthy, yet an enjoyable experience. This would optimize "invisible security" when applied to an embassy. Suspicious visitors could be followed by undercover security officers who would have more time to evaluate their potential threat. Using this concept, an embassy could be secure, while not communicating a siege mentality to it's host country.

The stairs are an integral motif in the design. They are integrated with a tiered roof-terrace system. The roofs are hence made double acting elements which compose gardens that make up a sequence of urban "people spaces". The building is to be experienced not just viewed, just as we in the United States are to participate in our governmental processes. Also very interesting is the way that handicapped access is important in the motif of the stair design and hence in the total design. Ramps zig-zag through wide runs of stairs creating a unique and interesting sculptural

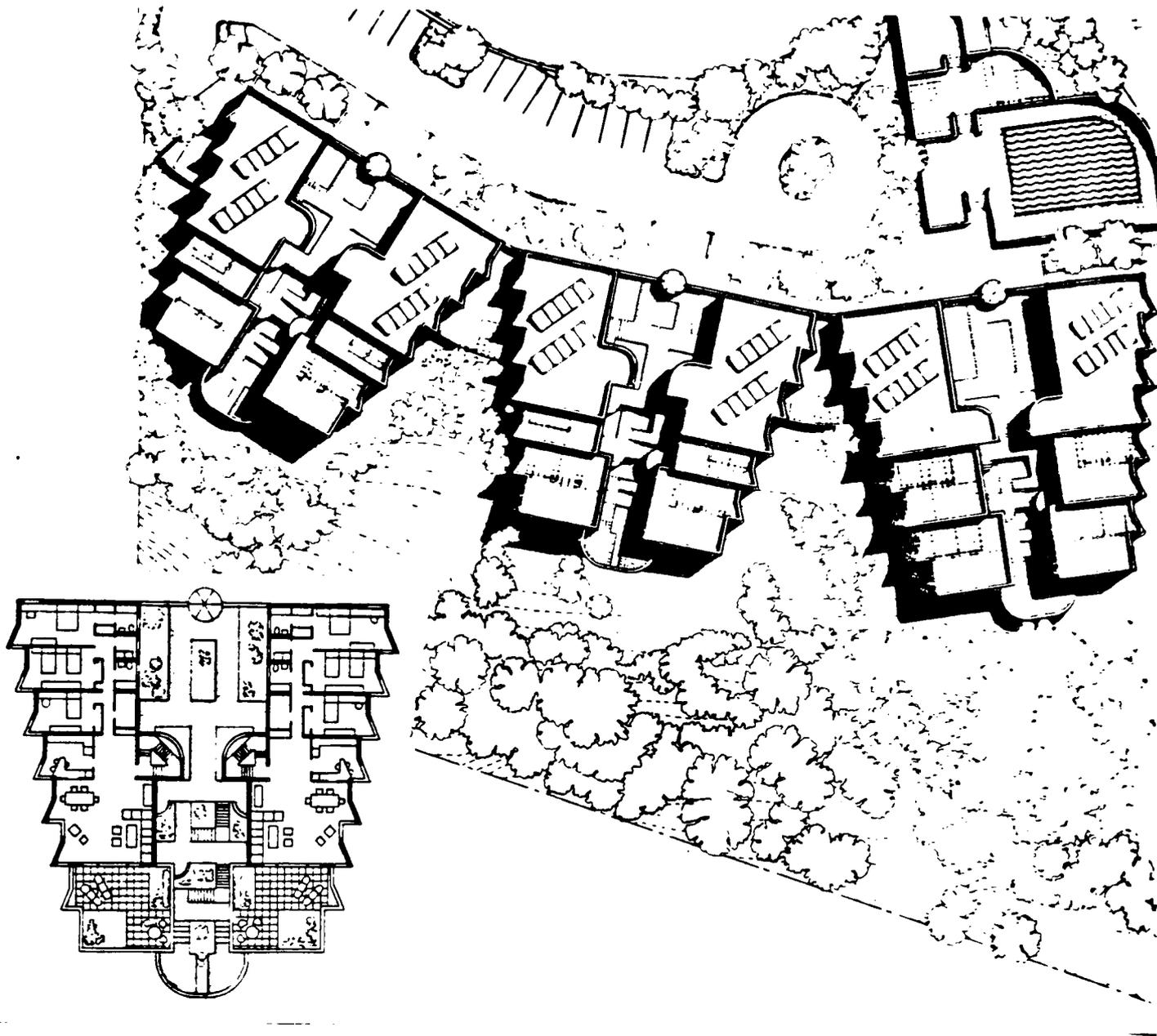
7.3.0 Case Study #3

effect. Water is also integrated well into the design. It follows the downward motion of the stairs. This also could be useful in humidifying the micro-climate in a very dry, arid location such as Jerusalem. The design is also very people oriented as I think an American Embassy should be. I consider this to be a successful piece of Architecture which yields several concepts that could be very significant in the designs of an American Embassy. ²



7.3.0 Case Study #3

U.S. Embassy housing, Kuala Lumpur, Malaysia
By: Hartman-Cox Architects



For reason of security and the creation of a community for U.S. diplomats, housing for U.S. diplomats and embassy staff should be on the compound. If the embassy staff has to leave their home at a predictable time every day to go to work, and return home at a predictable time every

night, it makes it very easy for terrorists to stalk them. Being isolated in a foreign culture is not optimal for socialization.

The embassy housing in Kuala Lumpur, Malaysia is a good example of integration with its site, and response to a harsh equatorial climate. There are three clusters of housing stepped up a hill. Each cluster contains a courtyard for community use. There are also balconies for the use of each living unit setting up a nice hierarchy of scales in community. At the lowest level there is "family" scale outdoor space contained in the balconies. At the next level there is community space provided for the community at the "single cluster" scale. There is also community space provided for socialization at the "compound wide" scale. The primary reason why this project was chosen as a case study was that it provides a nice hierarchy of socialization in a hillside environment much like that of Jerusalem. These concepts can be applied to the Jerusalem Embassy project.

7.4.0 Case Study #4

Housing for the United States Embassy staff in Tokyo Japan
By: Antonin Raymond and L. L. Rado, Architects.



This structure was built in 1954 and was a pioneer in reinforced concrete design in Japan. Because of the poor soil bearing capacity in this area, designers generally opted for structural steel construction because it is lighter in weight. Seismic forces also had to be taken into consideration. The result was an elegant, yet simple solution. Structurally the whole building works as a rigid frame. Under vibration

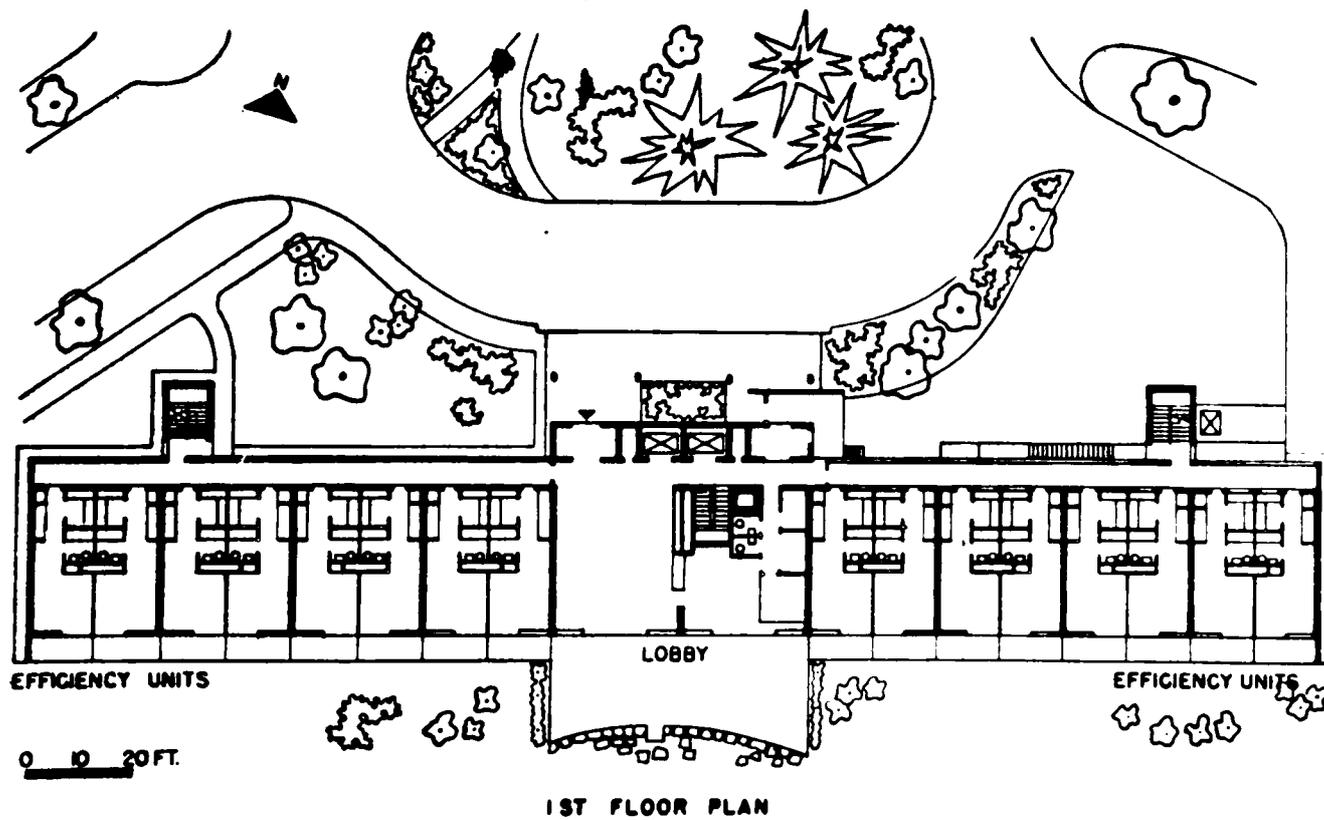
testing, which simulated earthquake conditions, the building exhibited favorable dynamic characteristics.

The building was chosen for a case study because all the floor plans were shown in an article in the Architectural Record. The article shows the breakdown in scale of living quarters. The first floor contains sixteen efficiency units and the public spaces. These units are designated for bachelor occupants. The units contain:

- 1) Living/sleeping quarters
- 2) Kitchen
- 3) Bath
- 4) Outdoor terrace with southern exposure

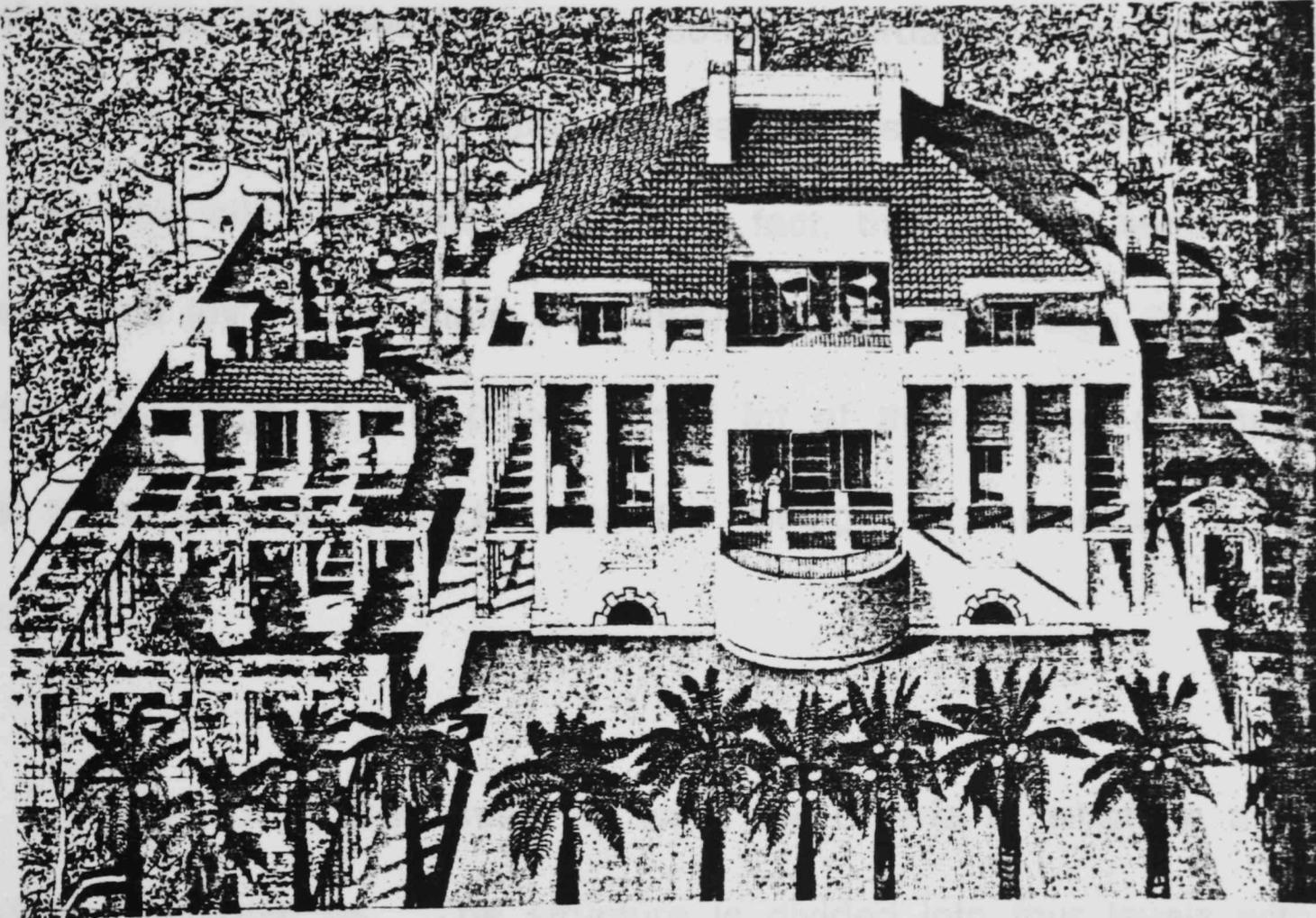
The second floor is also comprised of sixteen of these efficiency units. This makes a total of thirty-two efficiency units. The second floor also contains two one bedroom units above the first floor lobby. The central two layers are the same for floors two through six. This makes a total of ten one bedroom units. Floors three through six are comprised of ingeniously versatile "duplex" apartments. This feature is the highlight of this design and could be directly applied to the staff housing in Jerusalem.

Each unit occupies two levels and has two bedrooms on the upper level. Living and kitchen spaces are provided on the lower level. However, versatility is arrived at through a system of interchanging doors and knockout panels which can convert the two bedroom units to combinations of 1,2,3, and 4 bedroom units. This will accommodate the ever changing housing needs of embassy staff, as people come and go and staff families change in size.



7.50 Case Study #5

The United States Embassy residence, Arab Republic of Egypt;
By: Architects: Metcalf and Associates.

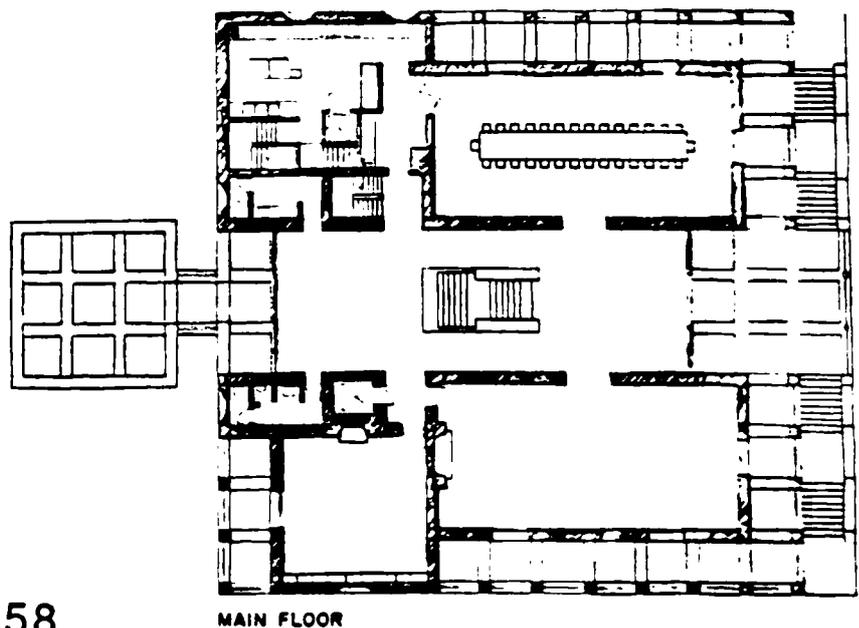
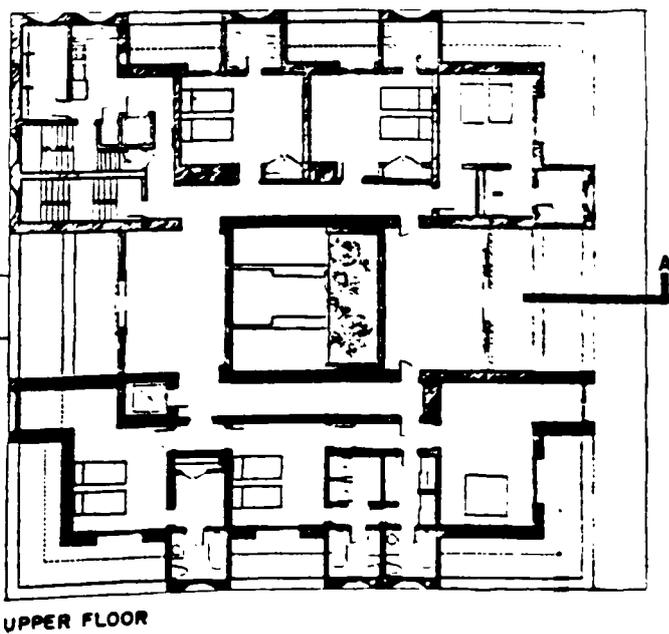
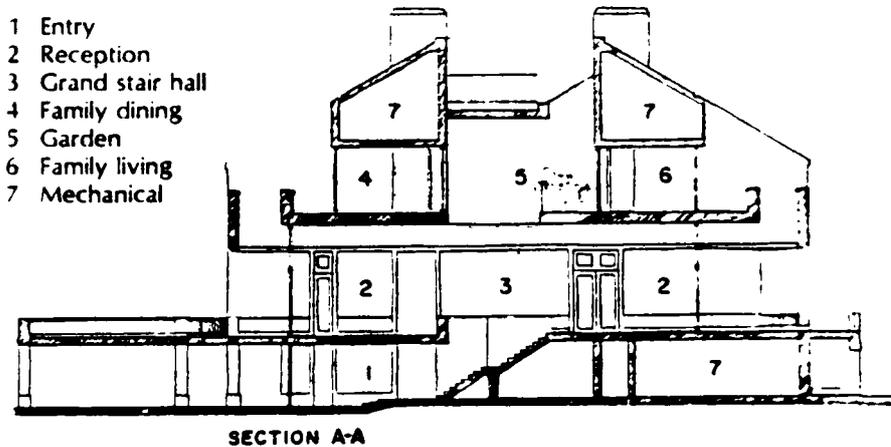


This project was chosen for a case study for this document for a number of good reasons. First of all, The building communicates a legitimate unpretentious image. The design metaphor that this design plays off is the Mississippi plantation house. This will be essentially the same approach which will be used in the design process for the embassy in Jerusalem. A uniquely American image or icon will be sought, hopefully one that connects our culture with that of Israel's. There will be lots of

possible connections to obtain images from, with everything that we have in common with the nation of Israel (our religious heritage etc.). I am not the only one that sees this as the correct approach. The state Department strongly supports this position as well. This is important because they will be the client for this project. In fact, this building seems to be the "pride and joy" of the State Department's Office of Foreign Buildings. They print renderings of this project on a lot of their official documents such as their general program for the design of American Ambassador residences.

The building does seem to meet the criteria of what an ambassador residence should be. The structure is divided into four levels with a nice sense of flowing space created by numerous two story spaces. The ground floor is composed of service and support facilities. The middle level is primarily for official and ceremonial functions. The upper level is reserved for the private living areas of the ambassador and his family. In the center of the upper levels containing the private living quarters, is a two story atrium which opens up for light and natural ventilation. A very nice hierarchy of private-vs-public space is set up .

This project really marks a change in direction in the United States policy in embassy construction. In previous years it has been U.S. policy to "show off" American dominance and technical superiority. This pretentious attitude has resulted in a strong sentiment of resentment especially in the third world. The goal of communicating American culture, values, and history has not changed. What has changed is the aspects of our civilization that we want to communicate. A real basis for the images chosen is still desired.



CASE STUDIES FOOTNOTES

- 1) "Erickson's Embassy: Post Modern Pastiche", Progressive Architecture, Oct. 1984, p. 23-24.
- 2) "Vancouver's Grand New Government Center" Architectural Record, Dec. 1980 p. 66-74.
- 3) "U.S. Embassy Office Building Kuala Lumpur, Malaysia", Architectural Record, May 1980 p. 100.
- 4) "Embassy Staff Housing in Tokyo, Japan" Architectural Record, Sept. 1954, p. 167.
- 5) "United States Embassy Residence Giza, Arab Republic of Egypt", Architectural Record, Dec. 1980, p. 90.

4. People and Paper Flow4.1 Nonimmigrant Visa Procedures - General

Since the workload in nonimmigrant visa screening continues to increase, it follows that the management of office procedures must be ever more flexible and imaginative. The manager of a visa unit must closely monitor operations and make the procedural adjustments called for. Data on the nature of applicants and their profiles is essential in a unit's analysis of work flow. Such data should suggest ways better to process the flow of the NIV workload. The data base consists of, for example:

- 4.11 Number of NIV applications received:
 - (a) by mail;
 - (b) from travel agents;
 - (c) from applicants in person (walk-ins);
 - (d) by referral from other offices of the Mission;
- 4.12 Analysis of the above cases by issuance and refusals;
- 4.13 Sub-analysis of third country applicants;
- 4.14 Number of actual applicants interviewed:
 - (a) host country nationals
 - (b) third country nationals;
- 4.15 Number of "Visa Alpha" sent on third country nationals versus waivers of requests;
- 4.16 Time spent by category of applicants on each interview and average interview time;
- 4.17 Analysis of cases involving adjustment of status, deportation, etc. (based on INS [G-325A, I-213, I-215] data).

Every visa unit manager must frequently inspect operational procedures to determine whether the office is organized to facilitate rather than inhibit the smooth flow of people and documents. All visa managers have experienced situations involving large volume processing of people and papers. It is a good practice to observe the methods used in these situations and adapt them to visa operations. Solutions to similar problems faced by other organizations are often transferrable to the visa function.

nt'd)

2 NIV Operations & Low Refusal Rate Posts (See Manual for suggested Layout)

4.21 General

At posts with low visa refusal rates it is usually preferable to have key local employees screen the NIV applications and complete the name-check before they are reviewed by an officer. Notwithstanding such screening, only an officer can approve or deny a visa. Such posts should aim at "immediate" issuance for all walk-in applicants. Passports and applications should flow through the screening in a matter of minutes. For example, initial screening by an experienced receptionist could categorize applicants into three divisions (which might be placed in accordingly marked work boxes): apparently eligible, apparently ineligible, and "borderline." These boxes then move through the screening process accordingly, with a second screening including name check by an experienced local and then review and possible interview by an officer who approves or refuses the application. In sum, each visa manager should assure that the visa screening process is accomplishing the most efficient treatment of the groupings or categories of applicants that appear at the post.

4.22 Use of Self-Addressed Envelopes

Eligible walk-in applicants should be offered the possibility of preparing self-addressed envelopes for mailing of visaed passports. In cases where it is determined that an interview is required, the passport could be mailed with a form notice advising of the need for a personal visit or additional documents. Reasonable care should be taken to ensure that individuals residing long distances from the post do not travel twice to be told they are not eligible.

4.23 Tag System

High volume posts with limited waiting space might consider using the duplicate tag system. The local employee who receives the passport attaches half of a small card with a pre-printed number to the face of every passport received. The other half of the card with an identical pre-printed number is given to the applicant.

If the applicant is a host country national who meets the post's definition of a non-problem case, the applicant may depart the office and return at a special time later in the day to collect the visaed passport. If the name check or the screening officer's opinion of any of the cases indicates that an interview is required, that can be done at the time the applicant returns.

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Manual.

(4.23 cont'd)

Third country nationals or host country nationals who appear to be less assured of qualifying for a visa, i.e., "border-line" and apparent ineligible cases, need be the only ones that are initially asked to remain in the waiting room to be interviewed. The fact that they are waiting and not returning later to pick up the passport can be indicated by some mark on the tag attached to the passport - for example, a large "X".

In addition to putting less strain on scarce waiting space and not unnecessarily inconveniencing applicants, the manager gains other advantages. For example, by merely subtracting the number of the first tag from the number of the last one used each day, the supervisor knows the number of walk-in applicants. Counting the tags with the mark indicates the number of people who used the waiting room each day. Comparisons over time of these figures with refusal rates can give insights for improved management of the screening process.

4.24 Screening Methodology

A further aid to faster and more effective processing at high volume posts is to assign one officer to sit adjacent to the name check station and review the cases of waiting applicants as the name checks are completed. If the visa can be issued without an interview, approval is made on the NIV application and passed to the NIV issuing station. The visaed passport is immediately returned to the applicant. By this procedure, obviously eligible applicants are not delayed in the waiting room while officers interview the difficult cases. The cases of those applicants which the screening officer feels do in fact need an interview can be passed to the interviewing officers - perhaps with any initial notations about the case made on the application, including "hits" from the AVLOS.

4.3 NIV Operations at High Refusal Rate Posts (See Exhibit 4-II for Suggested Layout)

Posts with a high NIV refusal rate should have a variant of operations used at low refusal posts, based on the assumption that most, if not all, applicants will require an interview by a consular officer. It has been found at many such posts that it's more efficient if the applicant is first screened by an American officer, rather than a local employee, and interviewed immediately, i.e., before the name check is done. In this way the staff is relieved of the burden of completing a name check for the large numbers of cases who are refused. If the interviewing officer believes that an applicant appears eligible, the case is then passed to the name check station. The applicant is asked to wait for the visaed passport. Should the name check divulge derogatory information, the applicant will need, of course, to be reinterviewed by the consular officer. An adaptation of the tag system might be used if thought advantageous.

(4. cont'd)

4.6 Special Handling of Diplomatic and Travel Agent Cases

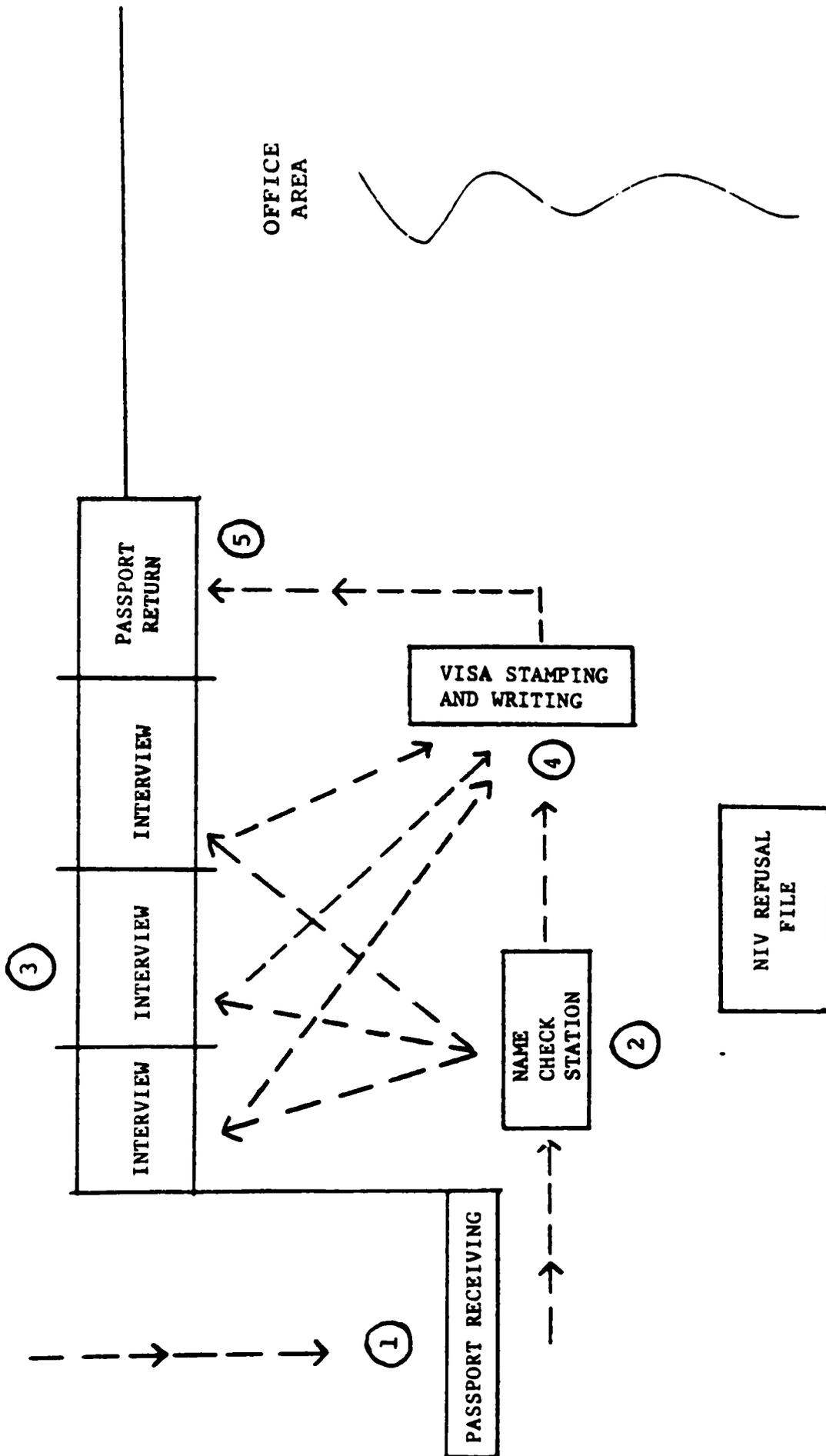
Posts should make special arrangements for receiving the passports submitted by the host country foreign office, other diplomatic missions, and travel agents (travel agents should be widely used only in low fraud areas.) Every effort should be made to develop a close, cooperative relationship with these organizations or individuals so that quick service can be provided with a minimum of delay.

4.7 Referral Cases

The Department's position on referral cases was explained in A-3253 dated August 9, 1977, the text of which is included as Exhibit 4-III.

EXHIBIT 4-1

General Guidelines for layout of NIV unit with low refusal rate.

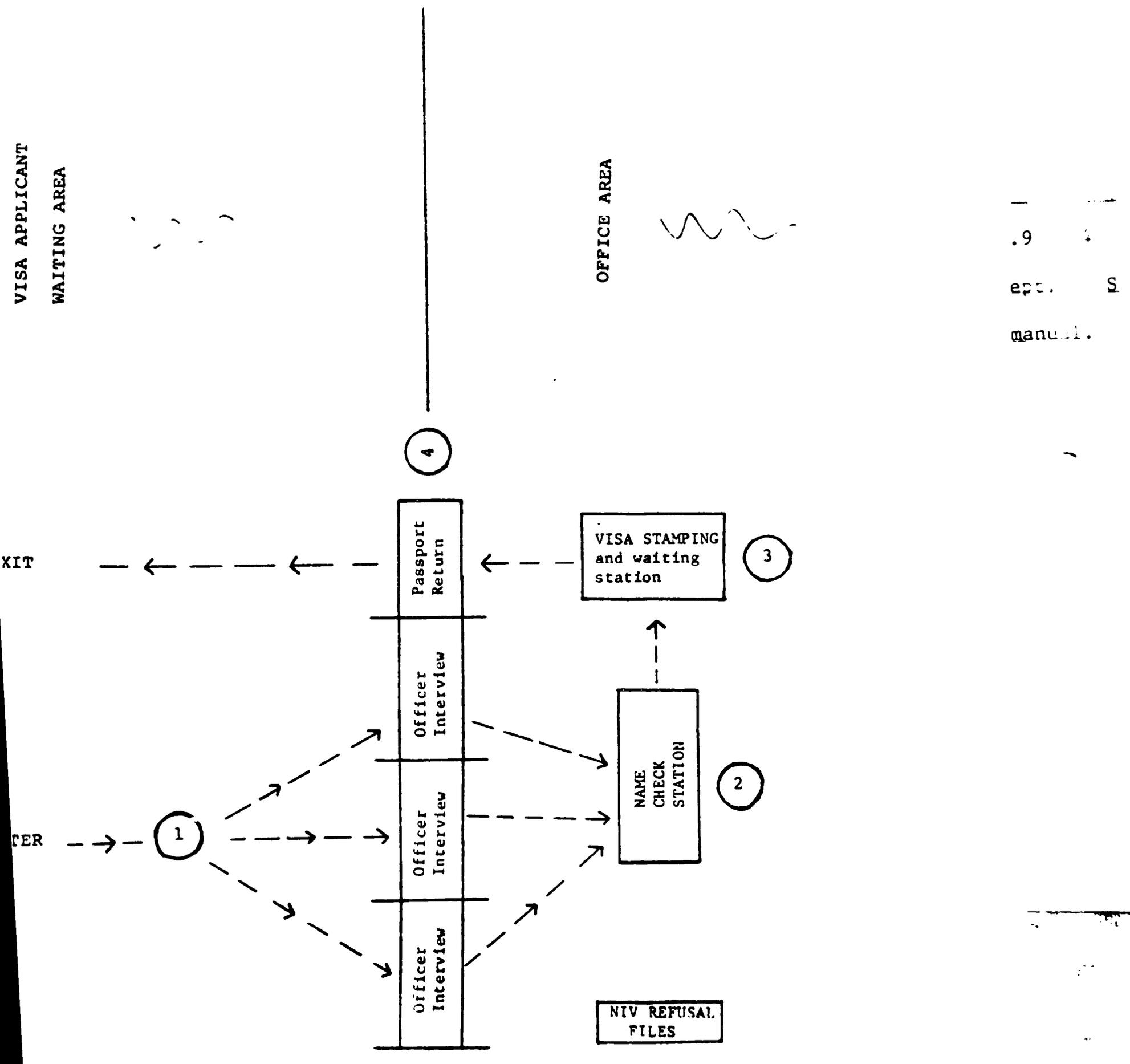


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EXHIBIT 4-II

General Layout of NIV unit with high refusal rate



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Acquisition and Maintenance
of Buildings Abroad (Regular)

1986 Security Supplemental Estimates
Capital Project Summary/Outyear Costs

(dollars in thousands)

| | | |
|-----------------------|------------------|--------------|
| <u>Project</u> | <u>Location</u> | <u>Funds</u> |
| NEW CHANCERY COMPOUND | ISRAEL, Tel Aviv | Total: |

Post Profile:

Embassy Complement:

| | <u>Americans</u> | | <u>Foreign Nationals</u> | | <u>Total</u> | |
|-----------|------------------|------------------|--------------------------|------------------|----------------|------------------|
| | <u>Present</u> | <u>Projected</u> | <u>Present</u> | <u>Projected</u> | <u>Present</u> | <u>Projected</u> |
| State | 85 | 89 | 120 | 126 | 205 | 215 |
| Other USG | 25 | 28 | 52 | 56 | 77 | 84 |
| Total USG | 110 | 117 | 172 | 182 | 282 | 299 |

Project Area

| <u>Gross square feet</u> | <u>Net Usable</u> |
|--------------------------|-------------------|
| (in thousands) | |

| | | |
|---------------------|-----|----|
| Existing facilities | 81 | 58 |
| Proposed facilities | 120 | 78 |
| Difference | 41 | 20 |

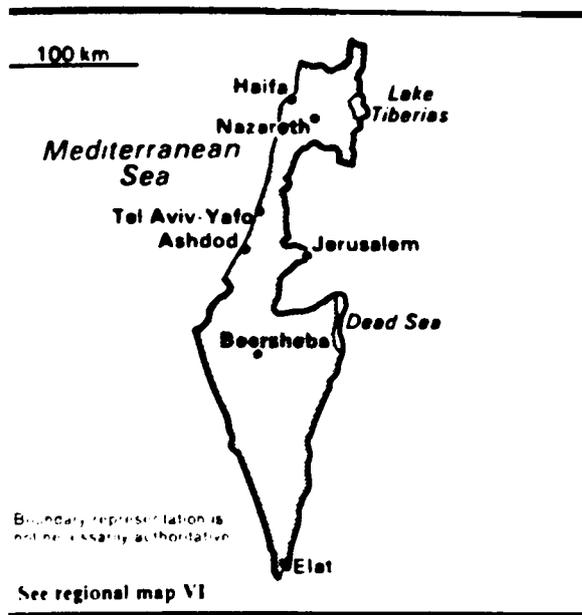
Narrative Description:

Space allocation within the Tel Aviv Chancery building has reached maximum capacity. The present Chancery is located in the center of the congested commercial district of the city with non-existent security set-back clearances from the surrounding streets. The building, as presently situated, is extremely vulnerable to terrorist or mob violence.

The Chancery does not have adequate space to meet the requirements of all the USG agencies now represented in Israel. As the level of U.S. assistance provided to the Government of Israel continues to expand, additional space will be required to meet present day and projected program commitments.

To adequately consolidate all U.S. Government offices into one Chancery compound to meet space program demands and security and structural design objectives, it will be necessary to acquire an alternate site in Tel Aviv of 10-acres for construction of a 100,000 square foot office building compound. FBO will develop the new compound utilizing a master plan concept for construction of a secure office building in Tel Aviv.

Israel
(West Bank and Gaza Strip listed at end of table)



NOTE: the Arab territories occupied by Israel since the 1967 war are not included in the data below; as stated in the 1978 Camp David Accords and reaffirmed by the President's 1 September 1982 peace initiative, the final status of the West Bank and Gaza Strip, their relationship with their neighbors, and a peace treaty between Israel and Jordan are to be negotiated among the concerned parties; Camp David further specifies that these negotiations will resolve the location of the respective boundaries; pending the completion of this process, it is US policy that the final status of the West Bank and Gaza Strip has yet to be determined (see West Bank and Gaza Strip "Factsheet"); on 25 April 1982 Israel relinquished control of the Sinai to Egypt; statistics for the Israeli-occupied Golan Heights are included in the Syria "Factsheet."

Land
 200,720 km²; the size of Massachusetts; 40% pasture and meadow; 29% unsurveyed (mostly desert); 20% cultivated; 4% forest; 3% desert, waste, or urban; 3% inland water

Land boundaries: 1,036 km (before 1967 war)

Water
Limits of territorial waters (claimed): 6 nm

Coastline: 273 km (before 1967 war)

People

Population: 4,208,000, excluding West Bank, Gaza Strip, and East Jerusalem (July 1986), average annual growth rate 1.9%

Nationality: noun—Israeli(s); adjective—Israeli

Ethnic divisions: 83% Jewish, 17% non-Jewish (mostly Arab)

Religion: 83% Judaism, 13.1% Islam, 2.3% Christian, 1.6% Druze

Language: Hebrew official; Arabic used officially for Arab minority; English most commonly used foreign language

Infant mortality rate: 14.1/1,000 (1983)

Life expectancy: 72.1

Literacy: 88% Jews, 70% Arabs

Labor force: est. 1,400,000 (1984); 29.5% public services; 22.8% industry, mining, and manufacturing; 12.8% commerce; 9.5% finance and business; 6.8% transport, storage, and communications; 6.5% construction and public works; 5.5% agriculture, forestry, and fishing; 5.8% personal and other services; 1.0% electricity and water (1983); unemployment about 6.7% (1985)

Organized labor: 90% of labor force

Government

Official name: State of Israel

Type: republic

Capital: Jerusalem, not recognized by US, which maintains the Embassy in Tel Aviv

Political subdivisions: six administrative districts

Legal system: mixture of English common law, British Mandatory regulations, and, in personal area, Jewish, Christian, and Muslim legal systems; commercial matters regulated substantially by codes adopted since 1948; no formal constitution; some of the functions of a constitution are filled by the Declaration of Establishment (1948), the basic laws of the

Knesset (legislature)—relating to the Knesset, Israeli lands, the president, the government—and the Israel citizenship law; no judicial review of legislative acts, legal education at Hebrew University of Jerusalem, in December 1985 Israel informed the UN Secretariat that it would no longer accept compulsory ICJ jurisdiction

National holidays: Israel declared independence on 14 May 1948; because the Jewish calendar is lunar, however, the holiday varies from year to year; all major Jewish religious holidays are also observed as national holidays

Branches: president has largely ceremonial functions, except for the authority to decide which political leader should try to form a ruling coalition following an election or the fall of a previous government; executive power vested in Cabinet; unicameral parliament (Knesset) of 120 members elected under a system of proportional representation; legislation provides fundamental laws in absence of a written constitution; two distinct court systems (secular and religious)

Government leaders: ; Chaim HERZOG, President (since May 1983); Shimon PERES, Prime Minister (since September 1984); in October 1986 Vice Prime Minister and Foreign Minister Yitzhak SHAMIR and Peres are to trade government positions

Suffrage: universal over age 18

Elections: held every four years unless required by dissolution of Knesset; last election held in July 1984, next scheduled for November 1988

Political parties and leaders: Israel currently has a national unity government comprising 8 parties that hold 97 of the Knesset's 120 seats: members of the unity government—Labor Alignment, Prime Minister Shimon Peres; Likud Bloc, Yitzhak Shamir; Shinui Party, Minister of Communications Amnon Rubenstein; National Religious Party, Minister of Religious Affairs Yosef Burg; SHAS, Minister of Interior Yitzhak Peretz; Agudat Israel, Menachem Porush; Morasha, Chaim Druckman, Ometz, Yigael Hurwitz; opposition parties—

ehiya-Tzomet, Yuval Ne'eman, MAPAM, Liezer Granot, Citizens' Rights Movement, Yulamit Aloni; RAKAH (Communist Party), Meir Wilner; Progressive List for Peace, Muhammad Mi'ari; TAMI, Aharon Ahuhatzzeira; Kakh, Meir Kahane

oting strength: Labor Alignment, 40 seats; Likud, 41 seats; MAPAM, 6 seats; Tehiya-Tzomet, 5 seats; Citizens' Rights Movement, 4 seats; RAKAH, 4 seats; SHAS, 4 seats; National Religious Party, 4 seats; Shinui Party, 4 seats; Morasha, 2 seats; Agudat Yisrael, 2 seats; Progressive List for Peace, 2 seats; Netzi, 1 seat; Kakh, 1 seat; TAMI, 1 seat

Communists: RAKAH (predominantly Arab with Jews in its leadership) has some 100,000 members

Other political or pressure groups: Black Panthers, a loosely organized youth group seeking more benefits for oriental Jews; Shiluh Emunim, Jewish rightwing nationalists fighting for freedom for Jews to settle anywhere on the West Bank; Peace Now critical of government's West Bank/Gaza Strip and occupation policies

Member of: FAO, GATT, IAEA, IBRD, UNCTAD, ICAO, IDA, IDB—Inter-American Development Bank, IFAD, IFC, ILO, IMF, UNCTAD, IOOC, INTELSAT, INTERPOL, ITU, IWC—International Wheat Council, OAS (observer), UN, UNESCO, WHO, WIPO, WMO, WSG, WTO

GNP: \$25.9 billion (1985, in 1985 prices), \$1,700 per capita; 1985 growth of real GNP 4.5%

Natural resources: copper, phosphates, bromine, potash, clay, sand, sulfur, bitumen, manganese

Culture: main products—citrus and other fruits, vegetables, cotton, beef and other products, poultry products

Major industries: food processing, diamond cutting and polishing, textiles and clothing, chemicals, metal products, transport equipment, electrical equipment, miscellaneous

machinery, potash mining, high-technology electronics

Electric power: 4,750,000 kW capacity (1985); 15,504 billion kWh produced (1985), 3,755 kWh per capita

Exports: \$6.2 billion (f.o.b., 1984); major items—polished diamonds, citrus and other fruits, textiles and clothing, processed foods, fertilizer and chemical products, electronics; tourism is important foreign exchange earner

Imports: \$8.9 billion (f.o.b., 1984); major items—military equipment, rough diamonds, oil, chemicals, machinery, iron and steel, cereals, textiles, vehicles, ships, and aircraft

Major trade partners: exports—US, UK, FRG, France, Belgium, Luxembourg, Italy; imports—US, FRG, UK, Switzerland, Italy, Belgium, Luxembourg

Budget: public revenue \$11.5 billion, expenditure \$15.5 billion (FY82/'83)

Monetary conversion rate: the Israeli pound was allowed to float on 31 October 1977; the shekel became the unit of account on 1 October 1980 (1 shekel=10 Israeli pounds), 293.2 shekels=US\$1 (average conversion rate for 1984); 1,500 shekels=US\$1 (official exchange rate year end 1985); new shekel introduced in September 1985 (1,000 old shekels=1 new shekel)

Fiscal year: 1 April-31 March

Communications

Railroads: 516 km 1.435-meter gauge single track; diesel operated

Highways: 4,500 km; majority is bituminous surfaced

Inland waterways: none

Pipelines: crude oil, 708 km; refined products, 290 km; natural gas, 89 km

Ports: 3 major (Haifa, Ashdod, Elat), 5 minor

Civil air: 26 major transport aircraft

Airfields: 66 total, 52 usable, 27 with permanent-surface runways, 6 with runways 2,440-3,659 m, 11 with runways 1,220-2,439 m

Telecommunications: most highly developed in the Middle East though not the largest; good system of coaxial cable and radio relay; 1,500,000 telephones (34.7 per 100 pop.); 11 AM, 24 FM, 54 TV stations, 2 submarine cables, 2 Atlantic Ocean satellite stations; 1 Indian Ocean satellite station

Defense Forces

Branches: Israel Defense Forces; historically there have been no separate Israeli military services; ground, air, and naval components are part of Israel Defense Forces

Military manpower: eligible 15-49, 1,999,000; of 1,008,000 males 15-49, 635,000 fit for military service; of 991,000 females 15-49, 621,000 fit for military service, 38,000 males and 36,000 females reach military age (18) annually; both sexes liable for military service

Military budget: for fiscal year ending 31 March 1985, \$4.1 billion; about 24% of central government budget

West Bank and Gaza Strip

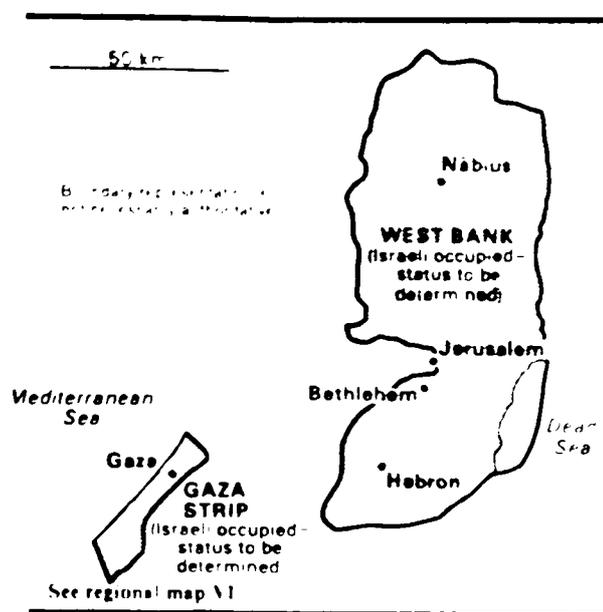
Telecommunications: very good international and domestic service; 5.1 million telephones (1 per 3.5 popl.); about 100 radio broadcast stations with 270 AM and 12 FM transmitters, 12 TV stations and 6 repeaters, 8 million radio receivers and 3.6 million TV receivers, 2 INTELSAT ground stations, tropospheric scatter links to Hong Kong and the Philippines available but inactive, submarine cables to Okinawa (Japan), the Philippines, Guam, Singapore, and Hong Kong

Defense Forces

Branches: Army, Navy (including Marines), Air Force, Combined Services Force

Military manpower: males 15-49, 5,301,000; 1,167,000 fit for military service; about 115,000 currently reach military age (19) annually

Military budget: announced expenditures for national defense for fiscal year ending 30 June 1986, \$4.0 billion; about 39.1% of central government budget; however, total military expenditures may be closer to \$4.7 billion or about 50% of the central government budget



NOTE: the war between Israel and the Arab states in June 1967 ended with Israel in control of the West Bank and the Gaza Strip, the Sinai, and the Golan Heights. As stated in the 1978 Camp David Accords and reaffirmed by the President's 1 September 1982 peace initiative, the final status of the West Bank and the Gaza Strip, their relationship with their neighbors, and a peace treaty between Israel and Jordan are to be negotiated among the concerned parties. Camp David further specifies that these negotiations will resolve the respective boundaries. Pending the completion of this process, it is US policy that the final status of the West Bank and the Gaza Strip has yet to be determined. In the view of the United States, the term "West Bank" describes all of the area west of the Jordan River under Jordanian administration before the 1967 Arab-Israeli war. However, with respect to negotiations envisaged in the framework agreement, it is US policy that a distinction must be made between Jerusalem and the rest of the West Bank because of the city's special status and circumstances. Therefore, a negotiated solution for the final status of Jerusalem could be different in character from that of the rest of the West Bank.

Land

West Bank—5,855.1 km² (includes West Bank, East Jerusalem, Latrun Salient and "Jerusalem No Man's Land," and the northwest quarter of the Dead Sea; excludes Mt.

Scopus), less than one-half the size of North Carolina. Gaza Strip—363.3 km², slightly larger than Washington, D. C.

Land boundaries: West Bank—480.2 km, Gaza Strip—72.1 km

Water

Coastline: West Bank—none, Gaza Strip—39.7 km

People

Population: total, 1,508,000 (July 1986), average annual growth rate 3.3%; West Bank (including East Jerusalem)—967,000 (July 1986), average annual growth rate 3.1%, Gaza Strip—541,000 (July 1986), average annual growth rate 3.7%

Nationality: West Bank—to be determined, Gaza Strip—to be determined

Ethnic divisions: West Bank—85% Palestinian Arab and other, 12% Jewish (including expanded East Jerusalem); Gaza Strip—99.8% Palestinian Arab and other, 0.2% Jewish

Religion: West Bank—80% Muslim (predominantly Sunni), 12% Jewish, 7% Christian and other; Gaza Strip—99% Muslim (predominantly Sunni), 0.8% Christian, 0.2% Jewish

Language: West Bank, Arabic, Israeli settlers speak Hebrew, English widely understood

Gaza Strip: Arabic, Israeli settlers speak Hebrew; English widely understood

Labor force: West Bank (excluding Israeli Jewish settlers) 29.8% small industry, commerce, and business, 24.2% construction, 22.4% agriculture, and 23.6% service and other (1984)

Gaza Strip (excluding Israeli Jewish settlers) 32.0% small industry, commerce and business, 24.4% construction, 25.5% service and other, and 18.1% agriculture (1984)

West Bank and Gaza Strip (continued)

Government

The West Bank and the Gaza Strip are currently governed by Israeli military authorities and their civil administrations. It is US policy that the final status of these areas will be determined by negotiations among the concerned parties. These negotiations will determine how this area is to be governed.

Economy

GDP: West Bank—\$1.1 billion (1983); Gaza Strip—\$550 million (1983)

Agriculture: olives, citrus, and other fruits, vegetables, beef, and dairy products

Major industries: the Israelis have established some small-scale modern industries in the settlements and industrial centers (3 in the West Bank and 1 in Gaza Strip); generally small family businesses that produce cement, textiles, soap, olive wood carvings, and mother-of-pearl souvenirs

Electric power: the Israel Electric Corporation, Ltd., exported 285 million kWh during 1985 (exported is understood to mean power provided to occupied territories)

West Bank: bulk of installed capacity contained in two diesel power plants—Jerusalem-Shoufat plant (22,000 kW), which is owned and operated by the East Jerusalem Electric Co., and Nablus plant (3,600 kW), which is owned and operated by the Nablus municipality; total estimated capacity for all West Bank power plants is 26,000 kW (1985); 59 million kWh produced (1985), 63 kWh per capita

Gaza Strip: no known installed capacity; power probably obtained from Israel

Exports: West Bank—\$184.5 million (1984); Gaza Strip—\$114.9 million (1984)

Imports: West Bank—\$406.8 million (1984); Gaza Strip—\$279.4 million (1984)

Major trade partners: West Bank—Jordan and Israel; Gaza Strip—Egypt and Israel

Budget: within the occupied territories, each municipality has its own budget; the following data represent the sum of the revenues and expenditures of the municipalities in each area for fiscal year beginning 1 April 1984

West Bank: revenues, \$26.7 million; expenditures, \$27.1 million

Gaza Strip: revenues, \$14.2 million, expenditures, \$18.2 million

Monetary conversion rate: West Bank: units of currency used are Israeli shekel (293.2=US\$1, 1984 average), Jordanian dinar (0.384=US\$1, 1984 average), and US dollar

Gaza Strip: units of currency used are Israeli shekel (293.2=US\$1, 1984 average), Egyptian pound (1.43=US\$1, February 1984 average), and US dollar

Communications

Railroads: West Bank—none; Gaza Strip—one abandoned line throughout the entire territory

Highways: West Bank: small, poorly developed indigenous road network; Israelis have improved major axial highways

Gaza Strip: small, poorly developed indigenous road network; Israelis have improved major axial highways

Ports: facilities for small boats at Gaza

Airfields: Gaza Strip has 1 usable with permanent-surface runway; airfield in occupied territory north of East Jerusalem

Telecommunications: West Bank—planned telephone system currently being upgraded; no local radio or TV stations; Gaza Strip—no local radio or TV stations

United States Department of State



December 1985

Israel Post Report

NOT FOR CIRCULATION

NOT FOR CIRCULATION



The Host Country

Area, Geography, and Climate

Israel is a narrow strip of land at the east end of the Mediterranean, wedged between the sea and the Jordan Valley. About the size of New Jersey, Israel is 280 miles long and 10–41 miles wide with a total area of 3,000 square miles. Since June 1967, Israel has administered the West Bank of the Jordan River, the Golan Heights, and Gaza. The highest point within the pre-1967 boundaries is Mt. Hermon, 3,692 feet; the lowest point is also the lowest point on Earth—the Dead Sea, 1,286 feet below sea level.

The climate varies considerably. The coastal plain has wet, moderately cold winters with temperatures of 38°F to 60°F; a beautiful spring; a long, hot summer (80°F to 95°F); and a cool, rainless fall. Humidity in Tel Aviv is high but lower than in Washington, D.C. Jerusalem, which is inland and approximately 3,000 feet above sea level, is drier. Thus, while Jerusalem is just as hot as Tel Aviv, it tends to be more comfortable. The inland hills are cooler than the plains and may have snow in the winter. The southern section, the Negev, is a hot, barren desert. Rain falls in Israel during the winter and spring, usually in heavy downpours and thunderstorms.

Sandstorms, the "sharav," or "ham'seen," are quite common during spring and summer. The hot, parching wind from the inland desert carries with it fine sand. The sun becomes brassy, and the temperature may climb as high as 100°F in Tel Aviv and higher in the Negev. July and August are generally the most uncomfortable months. Pleasant, warm weather usually extends into early November.

Flies, mosquitoes, cockroaches, and other insects are abundant but no worse than in the Washington, D.C. area. Scorpions are found in the Tiberias area, and poisonous snakes are in the Negev. None presents a major problem.



Aerial view of Tel Aviv, as seen from Yaffo.

Population

Israel's population is about 4,230,900 est. 1984—3,497,400 Jews and 733,500 Arabs (85% Jews, 11.8% Moslems, 2% Christians, and 1.2% Druze). In addition, there are 1,257,000 Arabs in administered territories. Jews are 50.9% native born; 27% Europe, America, Oceania; 11.7% Africa; 10.4% Asia. Literacy: 87.6% (Jews 90.8%, Arabs 63.5%).

Most of the Arab population live in the Galilee and in villages along the border between Israel and the occupied territories. Nazareth is the largest primarily Arab town within pre-1967 borders. An additional one million Arabs reside in the cities and villages of the territories. Bedouins still live in the Negev near Beersheba and in other southern areas.

In some Arab and Druze villages of the north and among the Bedouin in the south, many old, traditional ways survive, little changed either by the British Mandate or by the State of Israel.

The people who live in Israel come from many different parts of the world. Although many of them learn Hebrew and are quickly absorbed into the life of the country, their diverse origins are apparent. The most striking evidence is the variety of languages spoken—English, German, French, Yiddish, Romanian, Bulgarian, Russian, Polish, Spanish, and Ladino. Hebrew and Arabic are the official languages of the country, but many Israelis speak excellent English.

The government welcomes Jews from all over the world. Immigrants are taught Hebrew in "ulpanim," intensive courses operated by the government. The "ulpanim" are only one arm of a phenomenally successful revival of the Hebrew language; it is also taught in schools and during compulsory military

vice. Virtually everyone speaks brew, but for some 50% of the population it is the second or third language.

Public Institutions

Israel is a parliamentary democracy with supreme authority vested in the Knesset, a unicameral legislature of 120 members. Knesset elections are held every 4 years, more frequently in the event of a cabinet crisis which leads to a Knesset vote for new elections. For electoral purposes the country is treated as a single national constituency. Each party provides a slate of 120 candidates, and Knesset seats are apportioned according to each party's percentage of the total vote, starting at the top of each list.

The President of Israel is chosen for a 5-year term by the Knesset; his duties are largely ceremonial and non-partisan.

The Cabinet, headed by the Prime Minister, is responsible to the Knesset. Ministers are usually members of the Knesset, though non-members may be appointed.

Civil and religious courts serve the three major Jewish, Moslem, and Christian communities. Religious courts have exclusive jurisdiction concerning marriage and divorce, which they decide according to their own religious laws.

Arts, Science, and Education

Israel's cultural, scientific, and educational institutions have played a significant role in the process of blending a population of mixed geographic and cultural backgrounds into one nation.

Free, primary education is compulsory until age 15. Secondary education, which is not compulsory, is also free. Although most schools are state operated, there are some private primary and secondary schools run by Jewish and Christian groups. The major universities are The Hebrew University in Jerusalem, Tel Aviv University, Weizmann Institute of Science in Rehovot, and the Israel Institute of Technology (Technion) in Haifa. Other important schools are Bar-Ilan University in Ramat Gan, the University of Haifa, Ben-Gurion University of the Negev in Beersheba, the Bezalel School of Arts and Crafts in Jerusalem, and the Rubin Academy of Music in Jerusalem.

Israel, enjoying a worldwide reputation in the sciences, can boast of one of the highest levels of scientific manpower and competence in the world. Because of this competence, Israel ranks at the top of those countries receiving U.S. Government funds in absolute quantity for research and gets the highest per capita share of the U.S. Government's international research dollar. Israel's principal private research institutions are the Weizmann Institute, which offers graduate degrees in the basic and applied sciences and in science education, the Hebrew University, and the Technion.

Tel Aviv provides Israel's liveliest cultural life with a variety of publicly supported major theaters and many small off-Broadway and even smaller off-off-Broadway organizations. Most productions are in Hebrew.

The Israel Philharmonic Orchestra, under the direction of Zubin Mehta, is one of the world's top orchestras. Its home is the Frederic R. Mann Auditorium in Tel Aviv, but regular concerts are also given in Haifa and Jerusalem. Season tickets are usually sold out each year, with some 24,000 subscribers in Tel Aviv alone. Occasionally tickets are available for individual concerts, as well as for special concerts not covered by season subscription.

Other symphonic orchestras include: the Jerusalem Symphony, the Haifa Symphony, and the Galilee Symphony. Chamber orchestras include Tel Aviv's Israel Chamber Orchestra, the Beersheba Orchestra, and the Holon Chamber Orchestra. Tel Aviv has several internationally known chamber groups including the Yuval Piano Trio, the Tel Aviv String Quartet, and the Israel String Quartet.

The Israel Museum in Jerusalem and the Tel Aviv Museum are the principal public art museums in the country. Also, innumerable artworks are found in other sites—from the Chagall stained glass windows at Hadassah Hospital in Jerusalem to modernistic sculpture dotting the countryside. Private art galleries abound both in main cities and smaller towns. Some excellent, small art and archeological museums can also be found in some 10 kibbutzim. Safed, Ein Hod, and old Yafo (Jaffa) are considered special art colonies.

The Israel Museum houses the outstanding collection of Dead Sea Scrolls plus Jewish ceremonial objects, and other archeological finds.

Tel Aviv's Museum Haaretz includes glass, ceramics, numismatic, ethnological, science, and technology museums as well as an Archeology Pavilion, a pre-History Museum, and a Planetarium. The Ar-

cheology Museum, in a former Turkish bath in old Yafo, contains many locally unearthed findings.

The Diaspora Museum on the campus of Tel Aviv University offers visitors over 2,500 years of Jewish history in excellently arranged contemporary exhibits.

Commerce and Industry

From the foundation of the State of Israel in 1948 until the 1973 Israel-Arab war, Israel enjoyed one of the highest growth rates in the world. The economy was characterized by rapid development, with gross national product surging upward, sometimes at rates in excess of 10% per year in real terms. The pattern of rapid growth was necessary for the absorption of large numbers of immigrants and the building of a modern industrialized society. Large inflows of capital, mostly from the world Jewish community, permitted Israel to develop while consuming more than it produced. Israel has only limited natural resources and, until recently, no normal economic relations with its neighbors. Therefore, Israel wisely emphasized developing a well-trained workforce. Israel's production base was built emphasizing exports to Europe and the United States. Substantial progress was made, and continues to be made, in developing these markets.

The Government Budget. A major problem of successive Israeli governments has been the government budget. The budget is divided roughly into three parts: one-third for defense, one-third for domestic and foreign debt repayment, and one-third for the remainder of government outlays, including welfare spending. Considering Israel's security situation, the Israeli Government has found it difficult to cut defense spending over the years. Debt repayment must be made on time if Israel is to maintain its access to capital markets. In bargaining over the remaining one-third of the budget, the Israeli Government has run into the same domestic political roadblocks that have plagued most other Western democratic governments. One must keep in mind that U.S. Government assistance, including in particular a massive military assistance in allocation (\$1.4 billion in FY-85), is included in the government budget. Since most of the military aid is spent in the U.S. and these funds do not enter the domestic economy, the absolute size of the budget is not an accurate indication of the effect of central government spending on the economy.

Israeli Inflation. High inflation rates characterized the Israeli economy in recent years. Israel's rate of inflation has been somewhat higher than that of Western nations. However, since the rapid rate of price increases has not led Israel to triple-digit inflation, wages, salaries, and pensions, and other incomes, as well as most financial assets and investments, and even the exchange rate of the shekel are all adjusted periodically to take account of inflation. This "indexation" has allowed Israelis to cope with inflation. At the same time, it also has made it difficult to lower the inflation rate. Even though Israelis individually are not impoverished by increasing prices, the inflation has had detrimental effects on the economy due to distortions and uncertainties which engender. Analysts disagree on the causes and ultimate solutions to the inflation problem. But, it is clear that large government budget deficits resulting from monetary expansion, inflation, food and fuel price rises, and expectations of further inflation all play major roles.

Trade Relations. The U.S. is an important trading partner with Israel, selling approximately \$1.80 billion worth of products to Israel and buying about \$1.5 billion worth from Israel in 1984. Its other major trading relationship is with the European Economic Community. On July 1, 1977, an association agreement between Israel and the EEC became effective and all exports of manufactured goods now enter the EEC duty free. Israel also benefits from the Generalized System of Preferences and over 2,700 of its products enter the U.S. duty free. On March 7, 1985, the U.S. and the EEC initiated an agreement to establish a free trade area between the two countries. Under the terms of the agreement, most trade restrictions between the U.S. and Israel will be removed by 1990.

Economic and Military Assistance. The U.S. extended to Israel \$28 billion in assistance from FY 1980 through FY 1984. Almost half of this assistance is in the form of grants. In 1985, the approved U.S. assistance level is about \$3.2 billion. The United States also proposed \$3.2 billion in assistance over the 1982-1985 period to help finance the withdrawal from the Sinai. As part of this assistance, the U.S. built two new settlements in the Negev to replace those evacuated from the Sinai. The only other major U.S. giving major assistance to Israel is the Federal Republic of Germany, which

is providing annually about \$400 million in personal restitution payments and \$50 million in long-term loans.

Transportation

Automobiles

A car is essential for most people assigned to Tel Aviv, certainly for those who live outside the city proper.

The Government of Israel permits officers in the diplomatic and consular corps to own one car per adult driver in the officer's family.

Other Embassy personnel may own only one car during their entire tour in Israel, regardless of length of tour. It must be imported or purchased within 6 months after arrival in Israel. Therefore, a good new or almost new car, preferably not more than 2 years old, is recommended.

American or European cars can be purchased duty free through a local dealer. Tires can be purchased tax free, but large sizes are not always available. Safety belts are required on all cars, and vehicles are subject to annual safety inspections.

Keep in mind the following points concerning importation of a personally owned vehicle: Private vehicles (a) with diesel engines and (b) with right-hand drive cannot be imported. With the exception of Subaru, Daihatsu, or Suzuki, we recommend that you do not bring a Japanese car. While you may import such a car, there is no possibility of selling Japanese vehicles other than the three makes mentioned to anyone but a diplomatic buyer upon your departure.

It is definitely recommended that you check with the post's GSO Section prior to shipping a car.

Although the annual inspection required for registration is gratis, several features are mandatory on all vehicles, and their installation can cost up to U.S. \$200. The most important of these features is asymmetric headlights; others are engraved engine numbers, side lights, and reflector strips. You may consider having asymmetric lights factory-installed.

Auto repairs, in general, and spare parts, can be quite expensive. Be prepared with spare parts for those that might not last. Windshield wipers, antennas, and side mirrors have disappeared from cars parked in Tel Aviv.

Upon your arrival the Embassy's General Services Unit takes care of registration, license plates, and Israeli drivers licenses. The latter are available on presentation of a valid U.S. drivers license. An eye examination is also required which can easily be done in Tel Aviv. Assistance is

given concerning insurance. Guidelines concerning this are: Israel law requires that all cars carry compulsory insurance covering personal injury to drivers, passengers, and pedestrians. This insurance must be purchased locally at a cost varying between \$100-\$150. Please note: Your vehicle may not be moved in Israel without this insurance having been paid in advance.

Embassy personnel must also carry at least third-party property insurance, giving coverage to \$30,000 for damage to other vehicles, property, etc. Cost of this insurance is approximately \$100 per annum (maximum), but it is not mandatory to purchase it from an Israeli insurance firm. However, a claim is likely to be more easily settled with a local insurer.

You may also purchase comprehensive insurance in Israel covering fire, theft, collision, and third-party property; cost is approximately 6%-10% of the import value of the car. A letter from your previous insurer ensures a discount on your premium. Again, it is not mandatory to purchase it from an Israeli insurance firm.

Most people carry a U.S. comprehensive policy which includes collision and theft insurance (USAA coverage is valid in Israel).

Discount gas coupons are available from the American Embassy commissary in Tel Aviv.

With few exceptions the roads in Israel are good. Driving is on the right-hand side. Traffic signs follow international rather than American practice. You should be familiar with the International Driving Sign Code. Most street signs are printed in Hebrew, English, and Arabic.

Following is a list of automobiles of which importation is permitted and which have local representation. They are resalable, but take into consideration that customs duties are very high. The other alternative for departing personnel is to sell their cars to other diplomats, but the market is limited:

| | |
|---------------|-------------------|
| Audi | Subaru |
| Autobianchi | Fiat (Italy) |
| Oldsmobile | Ford (Germany) |
| Opel | Ford (USA) |
| Austin Morris | Ford (Spain) |
| Buick | Ford (Britain) |
| Alfa Romeo | Siat-Fiat (Spain) |
| Mercedes | Peugeot |
| BMW | Renault |
| Lancia | Reliant |
| Volvo | Chevrolet |
| Pontiac | Cadillac |
| Volkswagen | Chrysler (USA) |
| Saab | Daihatsu |
| Suzuki | |

als are quick, easy to get, and usually priced. Group taxis, or sheruts (Hebrew service), operate within and between cities along predetermined routes. These run frequently, but only from central bus stands for interurban runs.

Tel Aviv has an extensive bus system which is uncomfortable and crowded in peak hours. Service on interurban buses is good, though time consuming. Reasonably priced tour buses are both comfortable and reliable.

Municipal buses, trains, and Israeli airlines do not run between sundown on Friday and sunset on Saturday (Shabbat). Buses, sheruts, and a tour bus line are available for the determined tourist on Shabbat.

Regional

Trains run from Nahariya near the Lebanese border to Beersheba and Dimona in the Negev and between Tel Aviv and Haifa. Frequent and inexpensive service connects rates between Tel Aviv, Jerusalem, and Haifa.

Arkia (Israel Inland Airlines) operates daily flights between Rosh Pina, near the Golan Heights, Galilee, and Tel Aviv, and Eilat. Arkia also flies a Tel Aviv-Jerusalem route and conducts air/land tours for those with more time than money.

Steamship service is frequent, particularly in the summer, between Haifa and Cyprus, Greece, Turkey, and western Mediterranean ports. During the summer, weekly auto ferries run between Haifa and Cyprus touching at Cyprus and Rhodes en route; frequent sailings are available to Sicily and Italy.

Traveling to other countries from Israel is often inconvenient. Air links exist with many points in Europe, but fares may be considered high for the short distance involved. It is possible to arrange land and air travel to Egypt, and one can travel to other Arab countries via connecting flights from Cairo and Cyprus or by crossing the Allenby Bridge into Jordan.

Communications

Telephone and Telegraph

Israel has a countrywide, government-owned dial telephone network. Although it is a modern and growing system, a shortage of long-distance lines, especially to Jerusalem, can make dialing outside Tel Aviv frustrating. Telephone bills are sent every other month. Telephone bills are substantially higher than in the U.S. Phone

bills provide neither a breakdown giving the cost of each call nor a listing of calls made.

International calls are easily made through the international operator and are usually clearer than calls placed locally. Satellite-telephone relay equipment connects most parts of the world except the Arab countries. Direct-dial calls to the U.S. in March 1985 cost approximately \$1.40 for 1 minute. Keep in mind that rates change frequently and are increased every few months. Between Friday evening and Monday morning calls are 10% cheaper. Reliable cable service exists to all but the Arab countries. Direct-dial service is available through the Chancery operator, as well as other selected subscribers, to the U.S. and most European countries. This service is continually being expanded.

Mail and Pouch

The Tel Aviv APO may be used by U.S. Government employees stationed in Israel. It provides daily incoming and outgoing mail service, with full insurance service for outgoing packages if desired. U.S. stamps are available at the APO. If packages are sent to post before your arrival it is requested that you advise the Embassy mail room as to your ETA and section assignment to facilitate storage of your mail. All mail and packages should be addressed as follows:

Name _____
Section _____
American Embassy
APO New York 09672-0001

Radio and TV

Israel Broadcasting Authority, the state-run radio and TV network, broadcasts on several standard AM and FM frequencies. Newscasts in English and French can be heard in the early morning, early afternoon, and mid-evening, and in Spanish early morning and evening. In addition, BBC, Radio Cyprus, and VOA are received on AM. BBC broadcasts on medium wave 24 hours a day. Shortwave reception is spotty. Local broadcasting includes American, Israeli, and European popular music, classical music, as well as Hebrew and Arabic programs. Classical music is also aired on a special FM stereo channel. Israel Radio is on the air from 6 am until 1 am.

The national television network airs a number of English-language programs originating from the U.S., England, and Canada. At a moderate expense, an antenna can be rigged to receive TV broad-

casts from the Amman, Jordan station which also has several English-language programs. In addition, a special antenna can be purchased which will receive broadcasts of Middle East Television (MET). MET broadcasts Monday night football and other U.S. sports programs 1 week late, in addition to a number of American re-runs. MET, which transmits from southern Lebanon, has an evening news program in English. There are one Israeli and two Jordanian TV stations which are well received in Tel Aviv and its suburbs. American comedy shows are frequently shown as are old and fairly recent movies in English. On one of the Jordanian stations there are nightly broadcasts of the news in English and French. Israeli, Jordanian, and Middle East TV operate on the European system, 625 lines, 50 cycles, PAL system in color. Most programs on Israel TV are in color, as are those from Amman. The color system used in both countries is PAL.

Receivers purchased in the U.S. work on the American system, 525 lines, 60 cycles, and if color, on NTSC. They will not operate in Israel without adaptation. This can be done locally, but it is expensive and not always satisfactory. PAL and multi-system color TV receivers can be purchased duty free locally as well as by mail order from the European Exchange System. It is usually possible to resell a PAL or multisystem color television receiver at the end of the tour at no loss. Many personnel bring or buy a video cassette recorder; the more popular system is VHS.

Newspaper, Magazines, and Technical Journals

The *Jerusalem Post*, a small independent daily, is the only English-language paper in Israel. It covers most significant events concerning Israel, but is sketchy on world news. Through an arrangement with *The New York Times*, the *Jerusalem Post* prints in its Monday edition the previous day's "News of the Week in Review" section of the *Times*. Local dailies are also available in Arabic, Yiddish, Hungarian, Polish, Bulgarian, Romanian, German, French, and other languages. Eight major Hebrew-language dailies are published, including two in easy Hebrew for new immigrants. No papers are published on Saturdays or Jewish holidays. The *International Herald Tribune*, *Wall St. Journal Europe*, and *USA Today* arrive 1 day late, both in the Embassy bookstore and at local kiosks. Major European newspapers are usually available within 1-2 days of publication.

Many major American periodicals are available either at the Embassy bookstore or local newsstands; prices are double U.S. prices. Subscriptions by surface mail are irregularly in 4 to 8 weeks. International editions of *Time* and *Newsweek* reach Tel Aviv within 1 or 2 days of publication, but subscription copy delivery for international editions is slower.

The USIS Cultural Center, located in the Embassy, has subscriptions to many U.S. periodicals.

Health and Medicine

Medical Facilities

U.S. Government medical facilities are available in Israel. However, many excellent U.S. and European-trained doctors and dentists are available, including specialists in every medical field.

Hospitals in Israel are good but crowded, with a lower standard of housekeeping and auxiliary services than found in the U.S. Medical fees differ slightly from comparable U.S. services. American women who have given birth in Tel Aviv believe hospital maternity facilities rank favorably with those in the U.S.

Medicines in Israel are expensive and it is recommended that long-term medication be brought with you to post. However, well-stocked, reliable pharmacies are available. They are open morning and early evening; most stores are closed between 1 pm and 4 pm. A duty pharmacy is available after 7 pm, on weekends and holidays. The Embassy Health Room has medical supplies for on-the-job injuries and illnesses and some prescription drugs, as well as a complete immunization program. A registered nurse and administrative assistant are on duty every working day

from 8 am to 3:30 pm. The regional medical officers and a psychiatrist from Cairo visit the post on a regular basis for consultations and inspection of local facilities.

Community Health

Health conditions in Tel Aviv are generally much better than in other Middle Eastern countries. Municipal health controls are satisfactory. The water is safe to drink; public cleanliness, sewage, and garbage disposal are satisfactory. As in most tropical climates, cockroaches and ants in homes are not uncommon, especially in kitchens and pantry areas. The problem is most acute during summer, but insect repellent, shelving paper and other defensive weapons are available. During the summer months, flour, cake mixes, etc., should be stored in a cool area or refrigerator to prevent weevil infestation.

Preventive Measures

Tel Aviv has the usual contagious and communicable diseases, but none present a major problem. In recent years there has been a steady increase in infectious hepatitis, but it still remains less than in other countries in the area. Fungus infections are frequent.

Those allergic to dust, molds, and pollens may have trouble at times, and some people find the long, humid summers debilitating. But again, most of this is not serious. Israel requires no immunization for entry into the country; however, tetanus and gamma globulin shots are recommended.

Employment for Spouses and Dependents

Opportunities for employment are limited. Qualified teachers occasionally find positions at the American International School, but most other jobs require a working knowledge of Hebrew. Those spouses who do find jobs in the local economy must obtain a work permit from the Ministry of Foreign Affairs. While a formal reciprocal agreement on the status of working dependents of diplomatic and official personnel has not yet been established between the U.S. and Israel, individual requests for permits have been granted when submitted by the Embassy.

Opportunities are available for those interested in volunteer and charity work. Some have worked as volunteer English teachers; others have worked with a training center for deaf-mute children preparing teaching materials, driving children to and from school, and organizing a benefit bazaar. Another spouse worked on a voluntary basis as a social worker in a mental health clinic. There have been other professionals, such as nurses and speech therapists, who have obtained paying jobs in the local economy, but these are rare. The Ambassador will provide letters detailing volunteer work for any spouses who wish such documentation for their employment records.

Within the Embassy, a limited number of temporary Foreign Service staff appointments (PITs) are open from time to time. These positions have included consular, inventory control, and secretarial work.

American Embassy

Tel Aviv

Tel Aviv is Israel's second largest city with a population of about 450,000, in a metropolitan area of over 1 million. Located about midway on Israel's Mediterranean coast, the city is bounded on the north by the small Yarkon River and on the south by the ancient city of Yafo (Jaffa). Between Tel Aviv and Haifa to the north, the numerous small communities give the appearance of a megalopolis interspersed with farms and sand dunes.

Tel Aviv was founded in 1909 as the Jewish suburb of the Arab town of Yafo (Jaffa). The city grew rapidly and quickly became the financial and commercial center of Israel. Banks, insurance companies, and business firms have their main offices in Tel Aviv/Yafo. Manufacturing firms, a new university, research activities, and the international airport give you the feeling of living in a bustling metropolis. The pace of the city is Mediterranean with its hectic traffic, sidewalk cafes, and crowded noisy streets; but the newness and lack of greenery and open space set it apart from most Mediterranean locations.

Tel Aviv began as a garden suburb and, without apparent thought or planning, it expanded. As a result, streets are narrow and buildings are crowded together. Among these are some modern glass and concrete office towers, including one of the tallest buildings in the Middle East. In the newer parts of the city improved construction and planning can be seen. The city has renovated the main Tel Aviv beach front and installed a mosaic promenade. A number of sidewalk cafes and restaurants operate in this area. Many people spend weekend evenings walking on the promenade or sitting in beachfront cafes.

Shabbat, the Jewish Sabbath, begins late Friday afternoon and ends after sundown on Saturday. All banks and business firms are closed, as is public transportation. Some restaurants are open. Radio and TV operate on Saturday and Jewish

holidays, with the exception of Yom Kippur, when all vehicular and commercial activity ceases totally. Sunday is a regular working day for Israelis.

The Post and Its Administration

The Embassy is in Tel Aviv. Although Israel claims Jerusalem as its capital, the U.S. and most countries which maintain diplomatic relations with Israel accept West Jerusalem as the de facto working capital and regard the international status of Jerusalem as undecided, pending final peace treaties between Israel and its Arab neighbors. Consequently, most countries maintain their embassies and legations in Tel Aviv, although much of their business with Israeli Government offices is transacted in Jerusalem. The U.S. Consulate General in Jerusalem is an independent post not subject to direct Embassy jurisdiction but receives its administrative support from Tel Aviv.

Post organization is along traditional lines. Mission operations are carried out under the direction of the Ambassador or DCM. The economic counselor directs an Economic Section which is responsible for USAID functions. The Embassy has a separate Commercial Section headed by a commercial counselor. Other sections are headed by political and administrative counselors and the consul general. Scientific and labor attaches are also part of the Embassy complex. Other members of the country team include a public affairs officer; an Air attache, who also is the Defense attache; and Army and Naval attaches.

A number of other U.S. Government agencies have representatives in Israel working under grant arrangements with Israeli ministries or other organizations. Americans assigned under such arrangements are not considered a part of the Mission and do not have diplomatic or Embassy privileges. Administrative support services such as customs clearance, auto tags, and identity cards are handled through the sponsoring Israeli organization.

The Chancery is situated in Tel Aviv on the seashore at 71 Hayarkon Street and

houses all sections of the Embassy except the Foreign Broadcast Information Service (FBIS) and the Air Force Contract Maintenance Center, Det 32, who are located in offices nearby. The phone number for the Chancery is 654338; the USIS library is 650661 and 650662. Office hours are weekdays 8 am to 4:30 pm. The half-hour lunch break is usually taken in the Embassy snackbar, which is also open for breakfast.

New Mission members are met on arrival by their sponsor and a colleague from their assigned unit. Air passengers usually land mid-afternoon at Ben Gurion Airport, situated 12 miles from Tel Aviv. Sea passengers arrive at Haifa and are brought to Tel Aviv by an Embassy vehicle.

Introductions and orientation are the first order of business on the day following arrival. The Personnel Office or the Community Liaison Coordinator will assist the new arrival should there be problems which cannot wait until the first day of duty.

Community Liaison Office. Tel Aviv was one of the first posts to organize a Community Liaison Office (CLO). Located in the Embassy and staffed by a PIT employee, the office is open from 8 am to 3 pm.

CLO maintains a skills bank for dependents, a list of teenagers available for part-time work, information on classes in Hebrew, cultural events, extracurricular activities, travel in Israel, helpful hints on daily life in Tel Aviv neighborhoods, a list of U.S. and overseas schools, catalogs for mail-order shopping, U.S. magazines, and a well-stocked lending library.

The CLO organizes a wide variety of orientation programs and travel to help the newcomer adjust to life in Israel.

The office works closely with the PSAA (Parents Support and Advisory Association) at the Walworth Barbour American International School, as well as the Foreign Service Institute and the American Association of Foreign Service Women. CLO files referral information and communications from the Washington FLO.

using

Temporary Quarters

Every effort is made to house newly arrived personnel in government quarters. If necessary, newcomers stay in apartment quarters or at one of the modern, centrally air-conditioned and heated hotels convenient to the Embassy, such as the Plaza, or Sinai. Hilton and Sheraton hotels are also located nearby. Families are sometimes assigned to temporary quarters in houses in the Herzlia area. Most Tel Aviv hotels offer Embassy personnel discounts, which helps keep costs generally within the temporary housing allowance. Less expensive hotels in Herzlia have been used on occasion by families with children. Transportation can usually be arranged with colleagues who live nearby.

Permanent Housing

U.S. personnel live in U.S. Government-owned or Government-leased, furnished quarters. All residences are provided with air-conditioners and electric heaters. Most detached homes do not have central air-conditioning or heating. Most single employees live in apartments in Tel Aviv, or in the adjacent suburb of Ramat Aviv. Most apartments have two or three bedrooms, a living room, dining area, kitchen, bathroom, and enclosed storage space. Enclosed balconies off the living room and laundry areas next to the kitchen are quite common. If the apartment is not equipped with central air-conditioning, heat and cool window units are installed.

Most Mission families reside in houses in the suburbs of Herzlia Pituach or Kfar Shmaryahu, some 20 minutes by car from the Embassy. The highway is good, but morning and evening traffic can add 15-20 minutes to the drive. Herzlia Pituach is on the seashore; Kfar Shmaryahu is across the Herzliya/Aviv/Haifa Highway, a bit farther inland.

For those immediately assigned to permanent housing or transient quarters, a hospitality kit is provided to tide them over until receipt of their unaccompanied baggage shipment. The standard kit contains dishes, glasses, utensils, pots and pans, sheets, towels, blankets, etc. If necessary, a crib can be made available. A nine-member Housing Board composed of personnel from various sections of the Embassy makes all permanent housing

assignments. The general services officer acts as their adviser. Assignments are based on family size, representational requirements, and availability of housing at time of arrival.

Government-Owned Housing. The Embassy has 40 government-owned residences. The Ambassador's residence, completed in 1963, is built on a cliff overlooking the Mediterranean. Representational space is generous, and living quarters are comfortable. The ground floor has a spacious entrance hall with two bathrooms and lounges, a small guest bedroom with bath, formal dining room, family dining room, a large study/den, living room, and adjoining reception room. A large kitchen, two pantries, storage areas, three servants bedrooms, servants living/dining room, servants bath, and the major domo's office are also located on the first floor.

The second floor has four family bedrooms, three baths, and a family living room. In addition, large balconies on two sides of the house extend the family area. The swimming pool has adjacent changing rooms and a bath house. The large back lawn and small patio are often used for large receptions such as the Fourth of July.

The DCM's home has a large representational area and a small garden. It is centrally air-conditioned and heated, has three bedrooms, living room, dining alcove that seats 10, kitchen, 2-1/2 baths, and maid's room with bath. It is fully furnished and equipped with gas ranges, two refrigerators, a freezer, a dishwasher, washer, and dryer.

There are 23 U.S. Government-built houses available in two models located on lots of one-fourth to one-half acre. The larger model, about 1,950 net square feet, is a two-story structure built on a concrete slab. The smaller model, about 1,620 net square feet, is a split level semi-detached house. Both have three bedrooms, a den for an extra bedroom, three baths, and large kitchens and breakfast nooks. In the larger house, the dining room is separate. The smaller house has a one-car garage, and the larger model has a garage large enough for a full-size car and storage space. The enclosed garden and patio can be used nearly 9 months of the year. All of the houses were built in the 1960's to American specifications.

The post also owns four older houses (two in Ramat Gan and two in Kfar Shmaryahu). One is centrally heated and has window air-conditioners. The other three have reverse-cycle heat and cool window units throughout.

Leased housing may have a carport or just a driveway rather than a garage. The suburbs where most Embassy housing is located tend to be noisier than American suburbs.

In addition, there are 11 Government-built houses for Defense attache personnel. Nine are cottage type, built on adjoining one-eighth acre lots, and two are split-level, two-story villa types built on one-fourth acre lots. All are fully air-conditioned. Larger homes have four bedrooms, a living/dining room with large sliding-glass doors opening to patios, two bathrooms, terraces, kitchens, and a large garage with laundry and playroom areas. The smaller units each have three bedrooms, a living/dining room with large sliding-glass doors opening to a patio, one bathroom, one half-bath, kitchen, a laundry room, a family room, and a covered carport.

Furnishings

All Government-owned and -leased houses have basic furniture (carpets, beds, tables, chairs, sofas, dressers, desks, lamps, etc.), refrigerator, washer, dryer, gas stove, dishwasher, vacuum cleaner, and gardening equipment. Smoke detectors and burglar alarms are installed in all Embassy housing. Freezers are not provided. Furniture is generally standard Drexel or Ethan Allen sets and curtains are provided. Most apartments and leased houses have little closet space. Wardrobes are issued, where possible. Bookcases, throw rugs, and children's furniture are in limited supply; bring your own. Anyone having specific questions concerning what furniture to bring should write the general services officer.

Utilities and Equipment

All localities in Israel have modern municipal water systems providing safe drinking water. Houses and apartments have modern plumbing including bathtub, shower, flush toilet, wash basin, and sink. Most apartments have centrally heated hot water. Most apartments and all houses have individual electric water heaters or solar water-heating systems.

Electric outlets in Israeli houses and apartments are scarce by U.S. standards. Several types of outlets, for both two- and three-prong plugs, are common in Israel, but adapters for American plugs are readily

ilable. Electric current in Israel is 220v, cycle, AC, single phase. The power supply fluctuates. Bring transformers to use for personal appliances, stereos, etc.; they are expensive here. The Embassy has a limited supply of transformers.

Most phonographs and tape recorders are locally adapted for 50-cycle current. There are 23 Government-owned houses, wired for 220v, also have 110v outlets in the kitchen and dining room with enough power to operate small appliances, and heavy-duty 220v outlets for major appliances (air-conditioner, dryer, washer). Stairs bathrooms are equipped with 110v outlets for electric shavers.

In Government-leased houses and apartments, installation of air-conditioners and dryers may pose problems. Ordinarily, additional power lines and heavy-duty outlets are installed, but this is not always possible in older apartment buildings.

Stoves are operated by connection to gas from bottles or "balloons." Each balloon lasts from 4 to 6 weeks depending on the size of your household and the volume of cooking. Each residence has two balloons available. When one is used, request a replacement through the Embassy; delivery takes about a week.

Food

Embassy Commissary. A deposit is required for membership in the U.S. Embassy Association, which operates the commissary. The deposit for employees earning less than \$15,000 a year is \$150 and for employees earning more than \$15,000, \$300. The refundable deposit may be paid in installments. The commissary is open Monday through Friday from 9:30 am to 3:30 pm. It carries usual staples (canned food, liquor, and cigarettes) and stocks household cleaning products, paper products, film, some medicines, a few cosmetics, flashlight batteries, toiletries, etc. The commissary has a butcher shop which cuts Israeli meat to American standards. The Embassy Association also sells tax-free gasoline coupons and runs a canteen open for breakfast and lunch in the Embassy Chancery. Commissary prices on food items, as they are purchased from the States and shipped to Israel, are higher than prices for similar items in the U.S. and have tended to reflect inflationary trends in both U.S. prices and Israeli prices.

Local Markets. Seasonal fruits and vegetables are excellent and available at reasonable cost. Carrots, string beans, tomatoes, okra, peppers, sweet and Irish potatoes, cauliflower, cabbage, onions, peas, radishes, avocados, mushrooms, Brussel sprouts, lettuce, eggplant, artichokes, and cucumbers are sold in season. Excellent oranges, tangerines, lemons, grapefruits, and bananas are sold in winter; plums, grapes, guavas, and several types of melons are available in summer. Apples and strawberries are plentiful in season. Prices for most fresh vegetables and fruits are usually lower than in the U.S.

Israeli canned and preserved fruits and vegetables are less tasty than U.S. brands, but canned fruit juices, jellies, and jams are good. Israeli frozen vegetables are also good.

The Carmel Market in Tel Aviv is a large open-air market for all varieties of in-season produce. It is often crowded, but for those who like to stock up on fruits and vegetables, the savings can be appreciable.

Meat and poultry are expensive and of marginal quality from local butchers. Pork and lamb are scarce. Delicious variety meats such as sausage, cold cuts, and chopped liver are widely available.

The general level of dairy products is high. Milk in Israel is richer and thicker than in the U.S. Cheeses are good but tend to be bland. Imported cheeses are available but expensive. Local ice cream is below U.S. standards.

Almost all varieties of baked goods are excellent and fresh daily. Although breads are inexpensive, pastries are high.

Local wines are quite good and inexpensive. Reds, roses, and several whites are equivalent to the better Californian varieties. Rather good table wines from Italy, France, Germany, and California can be purchased at the commissary.

Clothing

Clothing worn in the Middle Atlantic States during spring, summer, and fall is suitable for Tel Aviv. The climate is hot and humid for 6-8 months out of the year, so a large wardrobe of washable, summer clothes is advisable.

Bring plenty of sports clothes, shorts, sleeveless shirts and blouses, beachwear, and sneakers.

In winter, houses are chilly and tile floors are cold. A good raincoat, lots of sweaters, shawls, an umbrella, and boots are important; you may want a heavy coat if you plan to travel to colder climates or

to the hilly areas of Israel. Wool hats and gloves are desirable during the winter season.

While most types of clothing are available in Tel Aviv, they are expensive. Israeli shoes, made with European lasts, will not fit narrow feet. Sandals are a local specialty, but are also imported from Europe, especially from Italy. Shoes are expensive; bring an adequate supply with you. Almost everyone at post purchases their clothes through catalogs, especially children's clothes. Clothes purchased through catalogs are better in quality and substantially cheaper. The most popular catalogs are Penneys, Sears, Wards, Cable Car Clothiers, Joseph Bank, Eddie Bauer, L.L. Bean, and Land's End. Most of these catalogs are available at post from the CLO office.

Men. Life in Tel Aviv is quite informal, and the open-neck shirt is predominant among Israelis in daily business. Formal wear, i.e., dinner jacket, may be needed occasionally during a tour of duty—but a dark business suit can be readily substituted. Topcoats and mediumweight suits are sufficient for winter. Suits are routinely worn in Jerusalem and to some business lunches and functions in Tel Aviv. Keep in mind that the number of times formal attire is required differs with one's position and/or rank.

Women. Israel is famous for its women's leather coats and jackets. Much of this is exported, but high-quality merchandise and expert styling can be found. Colorful hand-embroidered dresses and blouses can be bought locally.

Women should bring several formal evening and dinner dresses and cocktail dresses for both winter and summer. Street length dresses are the most popular evening wear, but long dresses and skirts are also worn. Long caftans are also useful. Gloves and hats are unnecessary. A fur stole may be useful for concerts and occasional winter events; a fur coat is not. Bring a mediumweight coat for winter.

Children. Children's clothes are sold throughout Tel Aviv but are very expensive. Children's shoes come in only two widths. However, Israeli-made sneakers are of good quality and comparable in cost to Addidas or Nikes. Teenagers depend heavily on mail orders from the U.S. Most personnel prefer to bring a sufficiently large wardrobe; some depend on mail-order service from the U.S. Orders shipped APO usually take from 4 to 6 weeks for delivery.

Supplies and Services

Supplies

The commissary stocks a small selection of toilet articles and a few cosmetics. Some American cosmetics are manufactured by Israeli subsidiaries of U.S. firms. Local pharmacies are reliable and well stocked, but don't expect U.S. brands. Bring your favorite cosmetics and medicines.

Most household items are available in the commissary or locally. Several shops sell sewing accessories; Singer sewing machine company has two outlets in Tel Aviv. Material is expensive, so bring what you will need. Cottons are best for Israel's climate.

Salt air and humidity are hard on clothes and shoes; bring plastic garment bags. Local dishes and glassware are expensive, but Israeli-made ceramics for kitchen and serving use are popular. Glass and coffee cups, plates, serving dishes, and waxes cookware are helpful because they can be used by those who observe *kashrut* (kosher dietary laws). Sponge mops are not usually available locally. If you use sponge mops you may wish to include 2-3 in your household shipment.

Copper and brass pitchers, pots, and trays; olive wood products; and various trinkets can be found in the Old City of Jerusalem. Two bonded stores, open to the diplomatic corps, carry food, appliances, perfume, cosmetics, Swiss watches, liquor, Israeli and imported clothing, and other items which either are unavailable in the commissary or are different brands (gourmet brands, etc.).

There are several bookstores within Tel Aviv and in the suburbs which carry a good supply of English-language books; however they are expensive. One large bookstore chain, Steimatzky's, operates a small branch within the Embassy building. There are also several small second-hand bookstores in the suburbs which buy and sell English paperbacks.

Basic Services

Reasonably priced beauty salons are available in most neighborhoods; some are excellent. The larger hotels' beauty salons are overpriced and not recommended. Dressmakers and tailors are fairly expensive, some very good, and some only fair. Many good laundries and drycleaners are available; prices are higher than in the U.S.

Domestic Help

Experienced domestic help is available in Tel Aviv, but wages compare to U.S. wages; most people rely on part-time help.

A few families, including those with heavy representational responsibilities, have one or two full-time servants. Babysitting is done by teenagers, although you may occasionally find "au pair" girls or mothers' helpers full time. Bartenders and waiters are available for approximately \$30 to \$50 an evening.

Religious Activities

Synagogues abound throughout Israel. Several churches are found in Jaffa (Yafo): St. Anthony's Church and St. Peter's Church (Roman Catholic); the Greek Orthodox Church; the Anglican (Episcopalian) Church; the Church of Scotland (Presbyterian); Immanuel Church (Lutheran). Christian worship services in English (Ecumenical, Anglican, Episcopalian, and Roman Catholic) are conducted every Sunday in Herzlia Pituach in private homes. A Baptist Mission near Petach Tikva is about a 20-minute drive from Tel Aviv. Immanuel Church (Jaffa) has an English Sunday school and a church service every Sunday morning. The Mormon Church meets Saturdays in Herzlia Pituach. There is a Christian Women's Club which meets regularly.

Education

Dependent Education

Walworth Barbour American International School in Israel (WBAIS), a government-sponsored school, provides instruction from kindergarten through high school. An educational allowance is allowed and may be used for children attending either WBAIS or another school.

WBAIS, located in suburban Kfar Shmaryahu, is easily accessible to most families assigned to the post. School bus service is provided for all students. The school meets the educational needs of U.S. families assigned to Israel by the U.S. Government and other U.S. organizations.

It also accepts other international students whose parents work in the international community. About 600 day students attend WBAIS; about 450 in the elementary and 150 in the high school. Only a small minority are Israeli. Many of the Israeli students are recent immigrants from South Africa, the U.S., and other English-speaking countries.

The elementary school consists of grades kindergarten through 8. From grade 2, Hebrew language instruction is offered. French and Hebrew languages are taught

in 6th, 7th, and 8th grades. A U.S. curriculum is followed. During 4 years in high school, emphasis is placed on college preparation; French and Hebrew are also offered in high school. Science labs are well equipped and the teaching staff, many of whom are U.S. immigrants, is strong in all departments. Language instruction in Spanish or German may be offered depending on the number of students.

Extracurricular activities take place at WBAIS. It has a modern playing field, an adequate gym-auditorium, and outdoor basketball courts. Basketball is played all year; gymnastics, softball, soccer, tennis, and field hockey are included in the sports program.

The library, directed by a professional librarian, is adequate and constantly adding new books and audiovisual materials. A small store offers "AIS" notebooks, pencils, etc. However, it is advisable to bring a healthy stock of all school supplies, as paper products are expensive locally. A backpack or other bookbag is recommended; a lunch box and thermos are necessary.

The school board consists of U.S. Government officials, Israelis, and other American and foreign members.

The school term runs from September to June and observes Israeli and most U.S. holidays. Spring vacation is during Passover/Easter week.

WBAIS administers the IOWA basic skills aptitude tests in grades 3-8. The Metropolitan Tests are given for 1st and 2nd grades. High school students in 10th grade and above compete for the National Honor Society.

Annual tuition for all students is \$4,500. For further information write:

Superintendent
Walworth Barbour American
International School
American Embassy, Tel Aviv
APO New York 09672-0001

Several other educational facilities are available at post, including British and French schools. The British school, Tabeetha, sponsored by the Church of Scotland, prepares students for entrance to British universities. The school can offer the equivalent of a U.S. high school, but the grades taught each year varies. Some 290, space limited, students attend Tabeetha. It offers French, German, and Hebrew and preparation for the British "A-level" exams in both the sciences and humanities, depending on demand. In Israeli society all children attend compulsory pre-school starting at age 5. Private pre-schools or "Gans" may accept children as young as 18 months. Facilities

adequate to excellent and include well-trained staffs. The "Gans" run 6 days a week (Sunday-Friday) from 7:30 am to 1:30 pm. Attendance is flexible within this schedule.

Special Educational Opportunities

The American School does not have a special education department. It does have a learning disabilities resource center for moderately learning disabled children. The general guideline followed by the school is to offer a child one period a day in the resource center, but the child is expected to participate in the general classroom work during the rest of the school day. English-speaking physical and speech therapists with excellent qualifications are associated with the school. However, severely handicapped children may have difficulty attending schooling. Anyone with children with special educational requirements should check with the post before an assignment is finalized.

If a student needs special educational assistance write to the CLO which will work with the Director of the American School in determining whether there is an appropriate program for your child.

Most university courses in Israel are in Hebrew. The Hebrew University in Jerusalem, Tel Aviv University, and Bar Ilan University offer some courses in English as well as special programs for English-speakers.

The French and German Embassies regularly sponsor both intensive daytime and weekly evening language classes. Teachers are available for many Eastern and Western European languages.

Many opportunities are available for those who wish to learn Hebrew. The Embassy has an FSI-language program. The Tel Aviv municipality offers a 6-month course in Hebrew to members of the diplomatic community; instruction is given twice a week. Those with more time, or greater dedication, can use the "ulpanim," language-instruction centers, run privately or by the Israeli Government. The fee is nominal. Classes average 4 hours a day, 5 to 6 days a week; day sessions last up to 6 months. Evening "ulpanim" are also available. The "ulpanim" and the courses at Tel Aviv municipality teach not only the spoken language, but also reading and writing.

Recreation and Social Life

Sports

Swimming is possible about 8 months of the year and even year round for the hardy. Tel Aviv and nearby coastal suburban areas have beaches, but these are generally crowded and sometimes have tar. Some very attractive beaches are about 1 hour's drive north or south of the city. Bathing is prohibited at unguarded beaches due to a dangerous undertow, but this does not hinder popular seaside picnics from April to November.

During the summer the swimming pool at the Ambassador's residence is open to members of the Embassy community, Monday through Friday, from 9 am to 1 pm.

The large, public saltwater pool in Tel Aviv and several freshwater pools in nearby Ramat Gan are usually crowded. Hotels in Tel Aviv and Herzlia, as well as the Kfar Shmaryahu Community Club, have large pools; various membership facilities are available to the diplomatic community. The Kfar Shmaryahu Club charges a moderate fee for residents of the community. People who live outside of Kfar Shmaryahu are charged double the rate. The Tel Aviv Country Club, 5 minutes north of the city, has excellent sports facilities, a double, Olympic-size freshwater pool (heated in winter), 11 tennis courts, and a large gym. Skindiving, fishing, snorkeling, waterskiing, windsurfing, and scuba diving are also popular in Israel. Diving classes in English are given in Tel Aviv and at Red Sea resorts. Equipment is safe and inexpensive to rent but expensive to buy.

Small boats can be rented for the day in Haifa and on the Sea of Galilee at Tiberias. Skindivers can explore interesting underwater ruins off the coast of Caesarea. The Gulf of Aqaba off Eilat has an incredible variety of tropical fish and coral reefs; an excursion by glass-bottom boat to see them is enjoyable. Eilat also offers excellent skindiving, waterskiing, scuba diving, and snorkeling.

Israel has one golf course, located at Caesarea, 45 minutes north of Herzlia.

Near Tel Aviv there are riding stables. Riding lessons are available from stables in Kfar Shmaryahu and a nearby moshav called Rishpon; a ranch north of Tiberias in the hills of Galilee offers trail riding. One ranch in the hills of Galilee runs guided horseback tours with camping and western-style dining. Horse shows are frequent.

Hunters find a variety of game including partridge and wild boar, but duck and geese are scarce. It is illegal to shoot gazelles. Hunters are permitted to shoot up to ten game birds a day during the September-February hunting season. Guns of any caliber can be licensed in Israel, but one cannot hunt with guns of "military caliber" (larger than .22). Twelve-gauge shotguns and .22-caliber rifles are recommended since ammunition for these sizes is more available in Israel. Ammunition costs more than in the U.S.

During warm weather, an Embassy team plays softball on Saturdays. Spectators come out to cheer. Basketball games are also played at the American School. Volleyball for adults is played at the American School once a week throughout most of the year.

Touring and Outdoor Activities

The most popular recreational activity in Israel is touring. Israel is a country which is fantastically rich in history and archeology. An advantage of a small country is that you can make excursions to almost any location in 1 or 2 days. Tour buses throughout Israel take in ruins, Crusader castles, old Roman and Phoenician cities, and Biblical sites, as well as modern towns.

Occasionally, arrangements have been made for volunteers to join archeological digs. Some Embassy members search for old coins and artifacts on weekends. An archeology class in English, including excursions, is offered at Tel Aviv University.

For hiking enthusiasts, a 4-day, cross-country march to Jerusalem is held each spring, yielding stories enough to last the rest of the year. Hiking in the mountains in Galilee is excellent; it is especially beautiful in spring when the view from every mountaintop makes up for the climb. One of the most popular outings is to Mount Tabor; a monastery on top serves meals and runs a guesthouse (by reservation). You can either drive up the mountain by winding roads or climb straight up. The climb takes about an hour.

Without detracting from the splendor of Jerusalem or the lovely setting of Haifa, the beauty of Israel lies not only in its cities, but in the land. From rich northern greenery to rugged southern deserts, the land is for exploring, strolling, picnicking,

and just enjoying. For added pleasure, in harmony with the natural beauty are sites with histories dating from the Crusaders and Biblical times. Some spots connect with Israel's modern history and striking development. Among the interesting musts re:

Jerusalem. The hour drive to Jerusalem through the Judean hills is beautiful with several interesting places to stop along the way. The countryside changes with every season; barren in winter, bright green fields dotted with blossoming wild flowers in spring, and parched in summer. Within the city is the Israel Museum with its collection of Dead Sea Scrolls, the Billy Rose Sculpture Garden, and fascinating exhibits within the main buildings. The Israeli Government buildings, Hadassah Hospital, the Kennedy Memorial, Mt. Herzl, and the scale model of the Old City during the time of the First Temple are all worthwhile. Mt. Zion with King David's tomb and the room of the Last Supper are outside the walls of the Old City. Inside the walls are the Church of the Holy Sepulchre, the Western Wall, and the Dome of the Rock. Many interesting places in East Jerusalem outside the walls are also accessible, as are other West Bank sites such as Bethlehem, Jericho, and Hebron.

Caesarea. About an hour north of Tel Aviv, on a main highway, this ancient, partially excavated city was founded by King Herod, and was the Roman capital in Palestine. A long aqueduct from Roman times parallels the beach. The Roman theater hosts visiting artists during the summer music festival. Between these two remnants of ancient times is a Crusader city. The wall and moat are almost intact; inside the wall, much of the original pavement and several buildings have been preserved.

Meggido. About 1-½ hours from Tel Aviv, archeologists have uncovered 20 superimposed cities here. The lowest stratum dates back to the 4th millennium B.C.; the most recent one from the 4th century B.C. Meggido was an ancient fortress and played a role in defending the country against Thutmose III. Later, it was one of Solomon's "cities for chariots." The Hill of Meggido in Hebrew is Har Megeddon—the Biblical Armageddon.

Tiberias, some 2-½ hours from Tel Aviv, is a winter resort on the Sea of Galilee. The drive to Tiberias through the hills of Galilee is probably one of the most beautiful in the world. The whole area around Tiberias is famous from the New Testament; Capernaum, Jesus' city, is

nearby, as is the Mount of Beatitudes where Jesus preached the Sermon in the Mount.

Nazareth is roughly 1-½ hours from Herzlia Pituach. Again, the natural beauty of the surrounding countryside alone would be worth a trip. Nazareth is the best known Christian shrine in Israel, as well as the largest Arab and Christian town in the country.

Acre (Akko) is about 2 hours from Tel Aviv. The fortress which the Crusaders built fell to the Turks, but the Turkish fortress which resisted Napoleon still stands. An impressive underground Crusader fortress was excavated in recent decades. Walls remain around most of the city; a British Mandate-era prison is now a museum. Acre is an Arab town and, like Nazareth, reminds you that Israel is indeed part of the Middle East. On the Lebanese border, a half-hour north, are the grottoes of Rosh Hanikra. The road heading east along the border is beautiful.

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The Galilee is within 3 hours of Tel Aviv. The area has some of the best scenery all year round, and has such interesting sights as the Crusader castle at Montfort, the ancient synagogue at Bar'am, the nature preserve at Tel Dan, and numerous kibbutzim which, until 1967, were frequently under Syrian artillery fire. Sites which are important to Christians include Cana, Tabgha, and Capernaum. Just to the east, within the Israeli-occupied Golan Heights, are the Banyas Waterfalls, the crater at Birkat Ram, and Mt. Hermon, where skiing is sometimes possible several months of the year.

The Dead Sea is the lowest spot on earth. On its southern shore is the infamous Sdom (the Biblical Sodom), which is now the site of Israel's Dead Sea Works where salt and chemicals are extracted from the sea. A few miles north of Sdom is the well-preserved and excavated mountain fortress of Masada where Jewish defenders held off

the Roman siege in the first century. The climb to the top is a must for the hardy, but a cable car is also available. Farther north is the oasis of Ein Gedi, lush greenery amid the desert. A waterfall at Ein Gedi creates a pool which is excellent for swimming.

The Negev. Beersheba, 66 miles from Tel Aviv, is the gateway to the Negev. The city has historical interest as the home of Abraham. Currently, it is the site of the Bedouin camel market on Thursday mornings. To the south are the ruins of Shivta and Avdat. At Avdat a Byzantine church and Roman acropolis were superimposed on an ancient Nabatean foundation.

Eilat, 212 miles from Tel Aviv, is the southernmost point in Israel and its only port on the Red Sea. The city is bordered on both sides by mountains; the Sinai range on one side and the Jordanian mountains of Edom on the other. It is a major tourist attraction and winter resort with swimming (bring sandals—pebble beach), boating, waterskiing, fishing, scindiving, and a world famous aquarium and underwater observatory.

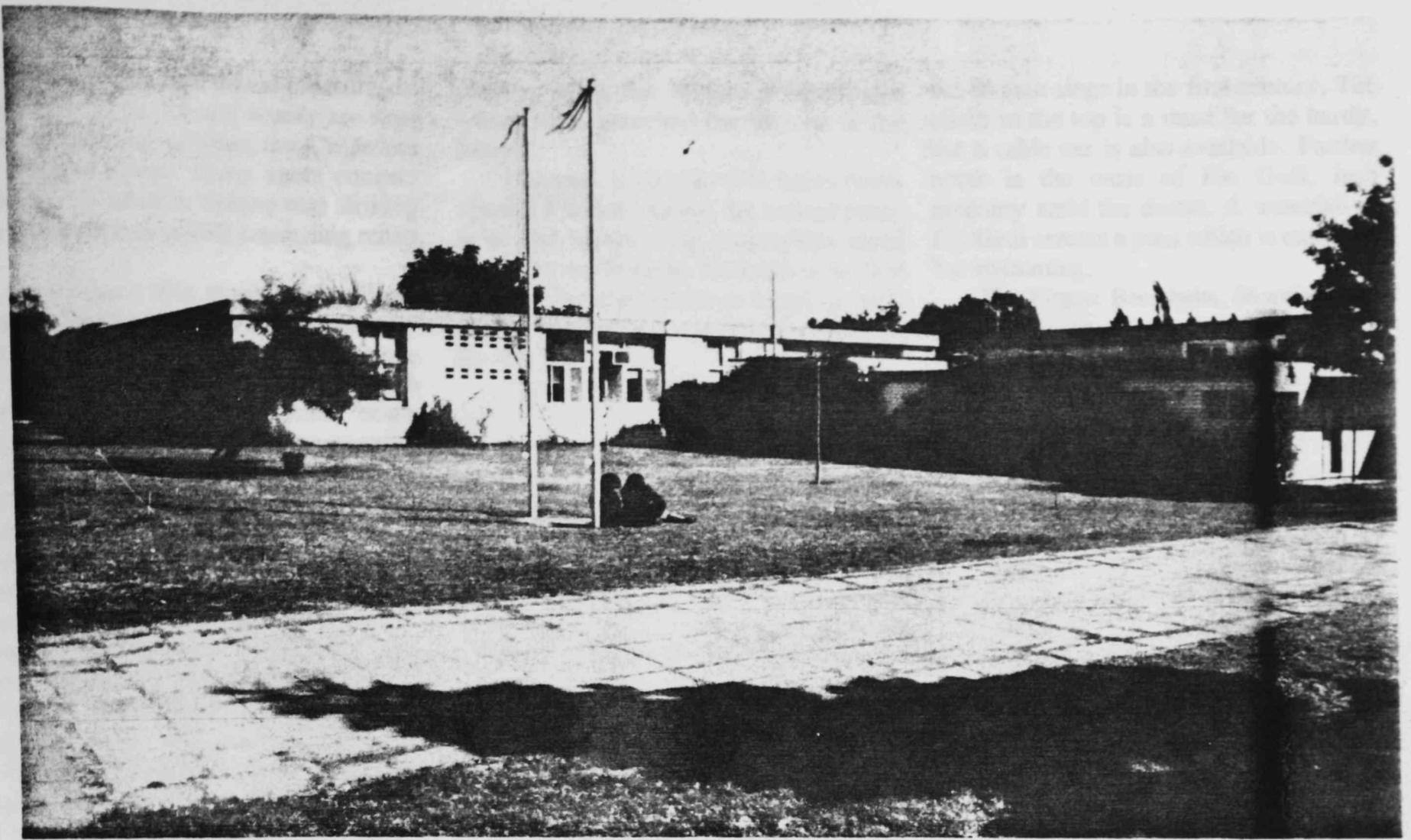
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In touring and traveling, do not drive through strictly religious towns or sections of cities on Friday night or Saturday, and do not drive anywhere on the Day of Atonement, Yom Kippur.

Entertainment

In addition to the theaters, orchestras, and museums described earlier, Israel has several repertory theaters as well as amateur and professional groups. Plays are performed in Hebrew, but many are familiar works translated from other languages, and some programs provide an English synopsis. Theater in English is also possible from time to time. Internationally known entertainers in all fields appear frequently. Some plays are performed with simultaneous translation in English, available through earphones.

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Walworth Barbour American International School (above); Dizengoff Street, popular for shopping and dining (below).



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lvance from a booking agency located near the Embassy.

Yafo (Jaffa), directly south of Tel Aviv, abounds in nightclubs, cafes, and other evening diversions. The renovated artists' quarter glows by night; most little shops and galleries in the Old City remain open late into the evening.

The celebrations for Purim, the Feast of Esther, include folk dancing and popular street entertainment, costume parties, and beaux arts ball in the artists' colony of in Hod (near Haifa). A week-long Passover music festival is held at Kibbutz in Gev on the Sea of Galilee, and a festival of Christian liturgical music is given at Abu Gosh (near Jerusalem) in May. Each spring the Israel Festival (of Music and Drama) brings outstanding groups and individual artists from many countries, especially from the U.S.

Bring your camera equipment. All types of film (except 16 mm and Polaroid) are sold in the commissary. Black-and-white and color prints are processed locally. Most people send color slides and movie film to the U.S. VCR's are also available in the commissary and in local shops. The commissary maintains a small video club and a number of video clubs are in Tel Aviv and its suburbs. Pre-recorded VCR's (VHS) in the commissary are on the NTSC (U.S.) system, and local video clubs (VHS & BETA) use the PAL system.

Social Activities

Israelis are quite friendly and hospitable. They often entertain late in the evening by American standards and enjoy having people in for a drink (most Israelis prefer juice or soft drinks to alcohol), conversation, and coffee. The opportunities to attend Wedders, Bar Mitzvahs, and weddings will add variety to your social life.

Entertaining is quite informal and most Americans entertain at home with cocktails, buffets, or dinner parties. Most Israelis you meet are not very observant of religious customs, but they may have special sensitivities nonetheless. Unless you know them well, take some consideration in entertaining such as providing alternatives to pork and shellfish and not entertaining on Jewish holidays. If Israelis decline food or drink at any time, it is not an insult, but merely a matter of conscience. It is entirely acceptable to inquire in advance if your guests, either Jewish or Moslem, observe dietary restrictions.

The Embassy Women's Group holds meetings once a month to plan programs, trips, and events to raise money for Israeli

charities. Many wives also join the International Women's Club which sponsors trips, bridge, cooking demonstrations, French, political discussions, and archeology classes. In addition women can join painting, sewing, and craft groups as the interest arises.

Official Functions

Nature of Functions

Most official and semi-official functions are receptions or cocktail parties. Chiefs of sections and senior officers have an active social life; obligations for junior officers are light. Entertaining within the diplomatic corps is usually informal with more cocktail parties and buffet suppers than formal dinners. Senior officers attend dinners and receptions for visiting dignitaries regularly.

Standards of Social Conduct

A circular note from the Foreign Office replaces calling cards to announce the arrival and departure of diplomatic and consular officers and heads of their agencies.

A small supply of calling cards is necessary for making usual formal calls on other officers of the Embassy. About 100 cards are sufficient at first for diplomatic and consular officers. Engraved cards are useful, but printed cards are equally acceptable. Other personnel may bring cards, but they are not essential. A supply of fold-type informals are also useful. Printed calling and invitation cards are available locally (in Hebrew and English).

Special Information

U.S. Defense Attache Office

The U.S. Defense Attache Office is located in the American Embassy on the fourth floor, telephone 654338, extensions 330, 331, 329. Office hours are the same as the Embassy.

Clothing. Office wear is normally slacks and open-neck shirts. Uniforms are worn on occasions when visiting military installations, on Military Attache Corps visits, and at special functions. Enlisted personnel should bring one complete uniform (summer and winter) which will be needed on special occasions. There are acceptable dry cleaners available, but they are relatively expensive. Clothing should be brought in abundance since the best outlet to purchase clothing is through the catalog stores in CONUS. Clothing available on the local market is very expensive.

All Services. Attaches must arrive on station with complete service and dress uniforms with accessories to include miniature medals, service ribbons, and service and dress aiguillettes. These must be available for immediate use. Assigned personnel should arrive on station in civilian clothing (slacks and open-neck shirt preferred).

The seasonal service uniform with service aiguillette and ribbons is worn on the following occasions, unless formal informal attire is specifically directed:

- During presentation to members of the Israeli General Staff, the Commanders of the Armed Services, and during departure calls on the same persons;
- During ceremonies and official receptions;
- When visiting the Chief or Deputy Chief of Staff, Israeli Defense Forces, or other equivalent officers;
- When attending Armed Forces Day functions;
- When attending the funeral of a VIP;
- When attending foreign national day celebrations;
- When attending IDF maneuvers and exercises;
- When attending banquets held in honor of foreign chiefs of staff or other high foreign dignitaries visiting Israel;
- When attending functions when the uniform is prescribed by U.S. protocol or customs.

Civilian Clothing for all Military Personnel. Civilian clothes are worn at the office and at most social functions. Each individual should bring adequate footwear for both uniforms and civilian dress. Footwear available locally is expensive. Raincoats will be necessary during the rainy season (November-March). Additional clothing may be ordered through the APO.

Wives of attaches should arrive on station with an adequate supply of informal and formal attire. Normally, cocktail functions are informal and short dresses are acceptable. However, there will be occasions, such as dinner or Ambassadorial receptions, where long dresses or skirts are recommended.

Notes For Travelers

Getting to the Post

The normal travel routes from the U.S. to Israel are by air, direct from New York to Tel Aviv, or via a stopover in Paris or Rome. All new arrivals are met. Notify the Administrative Section in advance so arrangements can be made for transportation and temporary lodgings if necessary.

If you are arriving in Tel Aviv during winter, be sure to include sweaters and warm clothing in your accompanying baggage. Heating in hotels and public buildings is not adequate by U.S. standards.

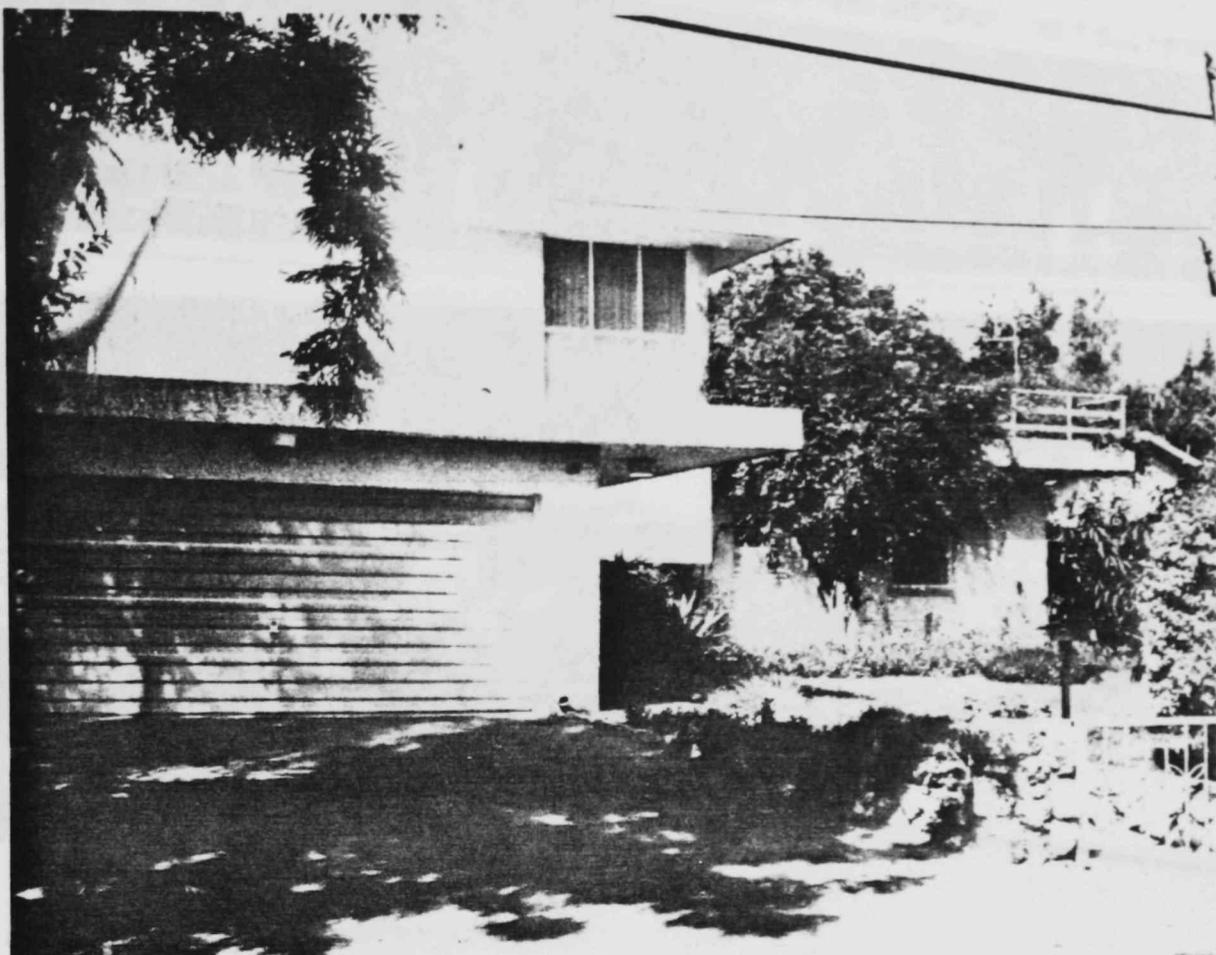
Customs, Duties, and Passage

Customs and Duties

Israel allows free entry/export privileges for all Mission members. Personal and household effects and cars are admitted duty free. Fulbright professors and students enjoy the same privileges, but other U.S. Government grantees in Israel do not. Non-diplomatic personnel are granted free entry for personal effects and household goods, as well as one motor vehicle, as long as they are imported within the first 6 months of arrival at post.

If you expect your effects to arrive in Israel before you, notify the General Services Officer in advance to avoid customs delays. Detailed packing lists must accompany all shipments to Israel and should be mailed to post with the bill of lading or airway bill. Port strikes or other labor problems which would delay receipt of household effects are not unusual. Determine what should be sent airfreight accordingly.

Automobiles and household effects are shipped into Haifa or Ashdod, both of which have deep water berths. Shipments from the Far East arrive at the port of Eilat and are transported 400 kilometers by road. The handling of shipments at all ports is rough. Household effects, therefore, should be well packed. No size restrictions exist on cartons or lift vans. Heavy rains can be expected from



A typical Embassy house.

November to March and all large boxes and vans should be carefully waterproofed.

Automobiles from the U.S. are usually shipped in 20-foot metal containers; all removable items like hubcaps, radio antennas, windshield wipers, etc., should be packed in a separate carton and put in the trunk, or better yet ship these removables with household effects as pilferage is possible.

Government-authorized long-term storage facilities are not available in Tel Aviv. Local packers are adequate in handling valuable or delicate objects when personnel leave the post.

The usual shipping time for surface freight from the U.S. to Israel is 8 to 10 weeks; airfreight is about 3 weeks.

Passage

Anyone traveling on a diplomatic or official passport must have an Israeli visa before entering Israel. Holders of regular passports may get their visas upon arrival at the airport; those staying longer than 30 days must get a residence visa.

No immunization is required for entry into the country, although typhoid, tetanus, and gamma globulin shots are recommended.

Pets

Dogs and cats abound in the areas where Embassy families live. Many run loose day and night which may cause difficulties.

Cats and dogs must have a certificate of inoculation for rabies. Other animals are admitted at the discretion of the chief veterinary officer, usually after a 2-week quarantine period. For more complete information concerning your pet(s) you can write:

Ministry of Agriculture
Veterinary Services and Animal Health
Kimron Veterinary Institute
Beit Dagan, POB 12
50200 Israel

The following are minimum uniform requirements for officers:

| Air Force | Army | Navy |
|--|---|--------------------|
| Service dress uniform | Green uniform (winter and summer weights) | Full service dress |
| Lt blue shirt with long sleeves uniform | Blue uniform | One set white |
| Lt blue shirt with short sleeves uniform | White uniform | Two sets blue |
| New ceremonial dress uniform | Raincoat | Dinner dress |
| Raincoat | Windbreaker | One blue jacket |
| Windbreaker | | One white jacket |
| Pullover sweater | | Summer |
| For Wear on Field Trips (optional) | For Wear on Field Trips (optional) | Three white |
| | Two sets, fatigue uniforms, BDU | Two khaki |
| | One cap, field | One windbreaker |
| | One pair boots, combat | One raincoat |
| Field utility uniform with cap | One jacket, field, BDU | Working |
| Boots | Sunglasses | One blue |
| Field jacket | | |
| Sunglasses | | |

and virtually all tourist-related agencies (hotels, restaurants, rental agencies) freely accept dollars or U.S. credit cards, although by law they must make change in shekels.

Calling Cards and Invitations. Calling cards and informal invitations can be printed locally, but at a much higher rate than in the U.S. They will be printed ahead of time and available for the attache's immediate use after arrival. Optionally, however, attaches may have about 100 cards printed while still in Washington in English and in the style on file in the DIS Orientation Section. There is no official need for cards or invitations for NCO staff members, although many find them useful and attractive in social matters.

Shipment of Household Goods, Unaccompanied Baggage, and Personally Owned Vehicles (POVs). Israel is designated as a hard-lift area by Army and Air Force (shipment of household goods is by MAC). POVs shipment is by surface mode, meaning ships. Unaccompanied baggage is by air for all services and should be shipped in time to coincide with your arrival, or nearly so. A reminder that members may ship 25% of their weight allowance as household effects. Unaccompanied baggage allowances vary by service and by number of dependents. Your transportation management officer can provide other details, including transit times, insurance recommendations, professional papers, and what qualifies as unaccompanied (air freight) baggage.

Recreation. There are no U.S. Government recreation facilities in Israel. However, sufficient outlets are available—sightseeing, camping, diving, etc.

Housing. All housing is Government-provided and there are no personal leases. Presently the USDAO personnel occupy 16 government-owned and one government-leased properties, all except one located within Herzlia Pituach, a suburb some 9 miles to the north of Tel Aviv. The seashore is as close as 200 yards for some and half a mile for others. Fruit and vegetable markets and supermarkets for daily needs are within walking distance.

Household Furnishings. The Embassy provides all furnishings and major appliances, including refrigerator, heating/cooling air-conditioners, upright freezer, gas range, automatic washers and dryers, and some transformers for other small, owner appliances. Families may bring electrical appliances such as mixers/blenders, popcorn poppers, fry pans, hair dryers, razors, radios, and stereos. Both 220v and 110v outlets are available in all the government-owned houses (but not always in government-leased quarters occupied by officers).

The inventory list of government-owned household items and their condition is available in DIA/AT-9.

Money. Families should have sufficient funds available for initial expenditures upon arrival. Those expenses include \$150-\$300 (refundable at the end of the tour) membership fees to join the Embassy Cooperative Association (or the fee may be paid over 3 months' time); food and household supplies; gas coupons; school supplies (if applicable). Attaches' initial representational expenses may reach \$300-\$500 before they are reimbursed. One's sponsor may provide more detailed information. There is no need to bring cash or travelers checks in large quantities, as personal checks may be cashed easily upon arrival either at the American-Israel Bank nearby or at its own branch within the Embassy, for either dollars or Israeli shekels. Dollars are required in APO transactions (in cash or personal checks) and to settle commissary (Embassy Cooperative) accounts. Although Israeli shekels (IS) are the official Israeli currency, many shops

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Israel allows free entry/export privileges for all Mission members. Personal and household effects and cars are admitted duty free. Fulbright professors and students enjoy the same privileges, but other U.S. Government grantees in Israel do not. Non-diplomatic personnel are granted free entry for personal effects and household goods, as well as one motor vehicle, as long as they are imported within the first 6 months of arrival at post.

If you expect your effects to arrive in Israel before you, notify the General Services Officer in advance to avoid customs delays. Detailed packing lists must accompany all shipments to Israel and should be mailed to post with the bill of lading or airway bill. Port strikes or other labor problems which would delay receipt of household effects are not unusual. Determine what should be sent airfreight accordingly.

Automobiles and household effects are shipped into Haifa or Ashdod, both of which have deep water berths. Shipments from the Far East arrive at the port of Eilat and are transported 400 kilometers by road. The handling of shipments at all ports is rough. Household effects, therefore, should be well packed. No size restrictions exist on cartons or lift vans. Heavy rains can be expected from



A typical Embassy house.

November to March and all large boxes and vans should be carefully waterproofed.

Automobiles from the U.S. are usually shipped in 20-foot metal containers; all removable items like hubcaps, radio antennas, windshield wipers, etc., should be packed in a separate carton and put in the trunk, or better yet ship these removables with household effects as pilferage is possible.

Government-authorized long-term storage facilities are not available in Tel Aviv. Local packers are adequate in handling valuable or delicate objects when personnel leave the post.

The usual shipping time for surface freight from the U.S. to Israel is 8 to 10 weeks; airfreight is about 3 weeks.

Passage

Anyone traveling on a diplomatic or official passport must have an Israeli visa before entering Israel. Holders of regular passports may get their visas upon arrival at the airport; those staying longer than 30 days must get a residence visa.

No immunization is required for entry into the country, although typhoid, tetanus, and gamma globulin shots are recommended.

Pets

Dogs and cats abound in the areas where Embassy families live. Many run loose day and night which may cause difficulties.

Cats and dogs must have a certificate of inoculation for rabies. Other animals are admitted at the discretion of the chief veterinary officer, usually after a 2-week quarantine period. For more complete information concerning your pet(s) you can write:

Ministry of Agriculture
Veterinary Services and Animal Health
Kimron Veterinary Institute
Beit Dagan, POB 12
50200 Israel



The Frederic R. Mann Auditorium—home of the Israeli Philharmonic Orchestra (above); the Habimah Theater (below).



Pet food varieties are limited and usually more expensive than in the U.S. Many pet owners have their preference from the States.

Firearms and Ammunition

Only the following non-automatic firearms and ammunition may be brought to Israel:

| Items | Quantity |
|-------------------------------|---|
| Revolvers, cal. 22 | 1 |
| Shotgun, gauge 12 or 20 | 1 |
| Ammunition for above firearms | 100 rounds rifle; 600 rounds shotgun |

The above-listed firearms and ammunition may be shipped (but not mailed) post without an export license provided they are consigned to U.S. personnel for their personal use and not for resale. Prior approval of the Chief of Mission is not necessary.

To bring additional firearms and ammunition into the country, you must seek permission of the Chief of Mission in advance. In shipping additional firearms and ammunition from the U.S., you must forward copies of your exchange of correspondence with the Chief of Mission along with a completed form DSP-5 (export application) to Office of Munitions Control (PM/MC), Department of State, Washington, DC 20520. The application should include all firearms and ammunition to be shipped to post. The export license issued by PM/MC must be given at time of shipment to the U.S. Despatch agency who will surrender it and other shipping documents to U.S. customs.

If you receive permission from your next Chief of Mission to ship firearms and ammunition in excess of those prescribed and will ship them between foreign countries only, no license is necessary from PM/MC.

No Department of State license will be issued if you ship any shotguns (with barrels 18" and under in length) and shotgun ammunition in excess of the quantities listed. You must, however, comply with the Chief of Mission's determination and with export regulations of the Office of Export Control, U.S. Department of Commerce.

Currency, Banking, and Weights and Measures

The Israeli shekel is the smallest currency unit. There are coins of 1 shekel, 5 shekels, 10 shekels, 50 shekels, and 100 shekels, and notes of 50 shekels, 100 shekels, 500 shekels, 1,000 shekels, 5,000 shekels, and 10,000 shekels. In recent months the exchange value of the shekel has been declining quickly against the dollar. Each day 1 dollar buys more shekels than during the previous day. It is accordingly undesirable to maintain shekel accounts.

Certain shops accept foreign currency but, in general, business transactions are made in shekels. Most hotels and tourist shops accept travelers checks. Embassy personnel normally cash their checks at the Embassy. Payment in dollars or dollar travelers checks is encouraged at certain designated export shops which give discounts for foreign currency payments.

Commissary bills are rendered in dollars and must be paid in dollars or dollar checks. All personnel are urged to maintain a dollar checking account in the U.S. Many people find a local currency account useful. Israeli banking services are comparable to those in the U.S. U.S. employees departing Israel on extended leave may purchase small amounts of dollars from the Embassy cashier. Travelers checks are also available in exchange for dollar checks at the bank in Tel Aviv where the Embassy account is maintained.

The metric system is normally used for weights and measures. An exception is the dunam (one-quarter acre or one-tenth hectare), a land measure which dates back to Ottoman times.

Taxes, Exchange, and Sale of Property

The Government of Israel does not require that all articles imported duty free be re-exported, but appropriate taxes must be paid on anything sold within Israel to someone without free-entry privileges. The customs authorities determine how much tax is due in each case. The responsibility for complying with these regulations rests with the seller. No appraisal or payment of duties or taxes is required on used clothing or items having a sales value of less than \$10. However, anything selling for \$10 or more, and tobacco products, drugs, alcohol, or narcotics, regardless of price, are subject to tax by Israeli customs.

Each employee may ship one automobile from place of assignment to this post at U.S. Government expense. Non-diplomatic-list officers and employees who have not shipped an automobile on their travel authorization may import or buy one automobile, without tax, within 6 months of their arrival. Officers on the diplomatic or consular corps list may import at their own expense or acquire locally one additional vehicle for each member of their family holding a valid drivers license, without paying Israeli taxes. Compact model automobiles are highly desirable. Parts are scarce and servicing is not of the highest caliber.

The Israeli customs authorities impose high taxes on imported cars, which must be paid by any Israeli or non-privileged person who purchases a car. The tax is computed on the basis of several factors, one of which is engine size, so that a small car would be easier to re-sell than a large one. For most tax purposes, a car is counted as new as of the date it was imported, regardless of its actual age. It is therefore easier to sell a car that was new at the beginning of the tour. Cars with four- and six-cylinder engines sell better here than cars with eight cylinders.

The automobile market fluctuates considerably. Taxes are often imposed at a rate far above the value of the car. Re-sale of vehicles, especially larger and more expensive ones, may become very difficult. Employees may find themselves nearly forced to ship their cars to their next post of assignment.

Recommended Reading

These titles are provided as a general indication of the material published on this country. The Department of State does not endorse unofficial publications.

History

The Bible

Arian, Asher., ed. *Israel, a Developing Society*

Bar-Zohar, Michael. *Ben Gurion—A Biography*

Begin, Menachem. *The Revolt; White Nights*

Bell, J. Bowyer. *Terror Out of Zion*

Dayan, Moshe. *Story of My Life*

Dimont, Max. *Jews, God and History*

Eban, Abba. *My People; An Autobiography*

Elon, Amos. *The Israelis: Founders & Sons*

Fabian, Larry L. and Ze'ev Schiff. *Israelis Speak*
 Herzl, Theodore. *Old, New Land, Altneuland*
 Josephus. *The Jewish War*
 Kollek, Teddy. *For Jerusalem, A Life*
 Lacqueur, Walter. *A History of Zionism*
 Meir, Golda. *My Life*
 Weizman, Ezer. *On Eagles Wings*
 Weizmann, Chaim. *Trial and Error*

Politics

Bentwich, Norman. *Israel: Two Fateful Years, 1967-69*
 Benvenist, Meron. *The West Bank Data Project: A Survey of Israel's Policies*
 Collins, L. and D. Lapiere. *O Jerusalem!*
 Dayan, Moshe. *Break Through*
 Frankel, William. *Israel Observed*
 Gavron, Daniel. *Israel after Begin*
 Herzog, Chaim. *The Arab-Israeli Wars: War and Peace in the Middle East*
 Meyer, Lawrence. *Israel Now: Portrait of a Troubled Land*

Oz, Amos. *In the Land of Israel*
 Peretz, Don. *The Middle East: Selected Readings*
 Safran, Nadav. *From War to War: The Arab-Israeli Confrontation, 1948-7 and The Embattled Ally*
 Schif, Ze'ev and Ehud Ya'ari. *Israel's Lebanon War*
 Weizman, Ezer. *The Battle for Peace*
 Yanai, Nathan. *Party Leadership in Israel*

Description and Travel

Bazak Guidebooks. *Israel Guide*
 Fodor's. *Guide to Israel*
 Pearlman, Moshe. *Historical Sites of Israel*
 Rand, Abby. *The American Traveller's Guide to Israel*
 Vilnay, Ze'ev. *Guide to Israel*

Fiction

Michener, James. *The Source*
 Oz, Amos. *Touch the Water, Touch the Wind; My Michael*
 Sachar, Howard. *From the Ends of the Earth the People of Israel*
 Schwartz-Barth, Andre. *The Last of the Just*
 Uris, Leon. *Exodus*
 Wiesel, Elie. *The Oath; Beggar in Jerusalem*

Philosophy and Religion

Hershel, Abraham. *Israeli Ecstasies—Jewish Agonies*

Local Holidays

Below are the local holidays for 1985. Dates vary each year in accordance with the Hebrew calendar.

| | |
|---|-----------------|
| Passover - First Day | April 6 |
| Passover - Last Day | April 12 |
| Independence Day (Israeli) | April 25 |
| Pentecost (Shavuot) | May 26 |
| New Year (Rosh Hashana) (first two days) | September 16-17 |
| *Day of Atonement (Yom Kippur) | September 25 |
| Feast of Tabernacles (Succot) (first day) | September 30 |
| Rejoicing of the Law (Simhat Tora) | October 7 |

*Arrange your travel plans to avoid arriving in Israel on the Day of Atonement.

