Mr. Chairman and Members of the Committee:

It is an honor to appear before you today as the President’s nominee to serve as the Assistant Secretary for Administration. I want to thank President Obama and Secretary Clinton for their trust and confidence in nominating me for this position. My family could not be here with me today but I want to express deep appreciation for their love and guidance throughout my career.

This is the second time that I have the privilege to appear before this committee for confirmation. I thank the Members and the Senate for their support of my previous nomination as U.S. Ambassador to the Republic of Namibia.

For the past 32 years I have served the American people as a Foreign Service Officer at the State Department. If confirmed, it would be an honor and a privilege to continue that service as Assistant Secretary for Administration.
The mission of the Bureau of Administration is to provide effective and efficient global support for U.S. diplomacy. The Bureau’s wide variety of programs and services provide the platform to advance America’s interests and values. The Department meets urgent national security challenges by developing and focusing the country’s civilian power. The Bureau is on the frontline of this effort, supporting this growing and changing mission.

One of the Department’s strategic goals is to “Effectively manage transitions in the frontline states.” The Bureau of Administration is heavily involved in this transition through its co-leadership of our effort to transition Department of Defense support in Iraq to the Department of State. Providing the tools America’s diplomats need to get the job done in difficult environments, while making sound and prudent decisions over the use of taxpayer funds is a highly visible part of the mission. Ongoing efforts to strengthen and sustain all of the Department’s domestic and overseas activities are a fundamental part of Bureau operations. By employing successful management practices, and encouraging innovation, the Bureau built a reputation for effectiveness and transparency.

As a service organization, the Bureau of Administration responds not only to its internal customers but to Congress and the American people. If confirmed, I would take this responsibility seriously. I served overseas in challenging environments, was responsible for the management operations of 45 overseas posts
as Executive Director for the Bureau of East Asian and Pacific Affairs and was U.S. Ambassador to Namibia. From these experiences I learned the value of maintaining consistent and transparent processes so that others trust you and maintain confidence in the system. I will keep this lesson in mind if confirmed.

Accountability and efficiency are critical to leading the Bureau of Administration. The Department of State is developing and implementing training to improve the performance of Contracting Officer Representatives throughout the Department. The Department’s ability to ensure that it gets exactly what it pays for is vital to maintaining confidence in our stewardship of taxpayer funds. I look forward, if confirmed, to working with Congress and oversight agencies to maintain appropriate management controls while further refining our processes to meet increasingly complex needs. To overcome the many challenges the Department faces while operating worldwide, we must continue our focus on oversight and accountability.

Technology allows the Bureau to measure what it does and provides the data to generate good decision making. It has successfully implemented solutions that help personnel to work smarter and more cost effectively. If confirmed, I will drive that process forward and continue efforts to become more efficient. The Bureau is deeply committed to advancing the Department’s efforts to “go green.” Technology investments enabled the Department to save money, cut energy use
and reduce its carbon footprint. If confirmed, I intend to actively support that work. The Bureau developed a consolidated information system that significantly streamlined the Department’s global logistics operations and tightened management controls. These investments pay significant future dividends for the USG. If confirmed, I intend to actively pursue similar projects.

A collaborative approach is important to ensuring accountability and reducing costs in an interagency environment. The relationships I built throughout the U.S. Government in the course of my career should help me focus on these outcomes. If confirmed, I look forward to working with you, your distinguished colleagues, and your staffs.

Thank you again for the opportunity to appear before you today. I welcome any questions you may have.