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From: SES-Line_Transition
Sent: Wednesday, December 21, 2016 8:58 AM
To: TTL-1A
Cc: SES-Line_Transition; [REDACTED]
[REDACTED]
Subject: FLASH TRANSITION TASKER: Gender-Related Staffing, Programming, and Funding, Due 12/21 at 5:00 p.m.
Follow Up Flag: Follow up
Flag Status: Flagged

Dear Colleagues,

Please provide the following information to the President-elect's Transition Team:

- Issue papers from bureaus and offices (one paper max per bureau/office) outlining existing programs and activities to promote gender equality, such as ending gender-based violence, promoting women's participation in economic and political spheres, entrepreneurship, etc.). The issue papers should note positions whose primary functions are to promote such issues, as well as identify FY 2017 funds already allocated to such programs and activities.

Materials are due to the S/ES-S "Line" Transition team no later than 5:00 p.m., Wednesday, December 21, 2016. The template (and other transition material templates) is available on the Executive Secretariat [InfoLink](#) page under "Briefing Materials." The paper should be cleared by the lead drafting bureau's front office, and, at the discretion of the drafting bureau, with other offices and bureaus. Paper should be submitted on OpenNet to Transition2016@SESSharepoint.state.gov with a cc to SES-Line_Transition@state.gov.

The S/ES-S Transition Paper Coordinators — can be reached at ext. 7-1122 or 7-3110 or SES-Line_Transition@state.gov.

Thank you,
S/ES Line Transition Team
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