



OPCW

Executive Council

102nd Session
14 – 17 March 2023

EC-102/S/6
22 February 2023
Original: ENGLISH

NOTE BY THE TECHNICAL SECRETARIAT

**NOMINATION FOR MEMBERSHIP OF THE ADVISORY BODY ON
ADMINISTRATIVE AND FINANCIAL MATTERS**

Pursuant to the amended Rules of Procedure of the Advisory Body on Administrative and Financial Matters (ABAF) (Annex 2 to ABAF-27/1, dated 3 September 2009 and Corr.1, dated 15 October 2009), annexed to this Note is the nomination of Ms Hollie Marie Mance of the United States of America for a second term with the ABAF. The expiry date of her current term is 28 May 2023.

Annexes (English only):

Annex 1: Note Verbale from the Permanent Representation of the United States of America to the OPCW

Annex 2: Curriculum Vitae of Candidate



Annex 1

**NOTE VERBALE FROM THE PERMANENT REPRESENTATION
OF THE UNITED STATES OF AMERICA TO THE OPCW**



No. 01/23

The United States Permanent Representation to the Organization for the Prohibition of Chemical Weapons (OPCW) presents its compliments to the Technical Secretariat of the Organization for the Prohibition of Chemical Weapons and has the honor to re-nominate Ms. Hollie Mance as a member of the Advisory Body on Administrative and Financial Matters (ABAF).

The United States Permanent Representation to the OPCW would appreciate the Technical Secretariat taking the appropriate measures for the inclusion of this nomination in the agenda of the 102nd session of the Executive Council. The resume for Ms. Hollie Mance is enclosed.

The United States Permanent Representation to the Organization for the Prohibition of Chemical Weapons avails itself of this opportunity to renew to the Technical Secretariat of the Organization for the Prohibition of Chemical Weapons the assurances of its highest consideration.

Enclosure:

-- Resume for Ms. Hollie Mance



The United States Permanent Representation to
the Organization for the Prohibition of Chemical Weapons

The Hague, February 17, 2023.

DIPLOMATIC NOTE

Annex 2

CURRICULUM VITAE OF CANDIDATE

Hollie Marie Mance, CPA

EDUCATION AND PROFESSIONAL LICENSE:

- University of Maryland, College Park, MD
- Bachelor of Science, Accounting/Finance
- Licensed, Certified Public Accountant, State of Virginia

PROFESSIONAL EXPERIENCE:

Manager, Contributions to International Organizations Account, <i>US Department of State, Bureau of International Organizations</i>	(2018-Present) Washington, DC
Detailee, State Dept. Redesign Project <i>US Department of State, Bureau of Management</i>	(2017-2018) Washington, DC
Management Analyst, Post Assignment Travel, <i>US Department of State, Bureau of Human Resources</i>	(2004-2017) Washington, DC
Budget Analyst, Resource Strategy and Liaison Division, <i>US Department of State, Bureau of Budget and Planning</i>	(2002-2004) Washington, DC
Management Analyst, US Mission to the OAS, <i>US Department of State, Bureau of Western Hemisphere Affairs</i>	(1999- 2002) Washington, DC
Auditor, Office of the Inspector General <i>US Agency for International Development</i>	(1998-1999) Washington, DC
Anti-Dumping Analyst, International Trade Admin. <i>US Department of Commerce</i>	(1996-1998) Washington, DC
Staff Auditor <i>TRW Automotive</i>	(1994-1996) Cleveland, OH
Tax Preparer <i>Arthur Anderson International</i>	(1992-1993) Paris, France
Audit Semi-Senior <i>Deloitte & Touche</i>	(1989-1991) New York, NY

LANGUAGE SKILLS - Spanish (Intermediate), French (Intermediate)