



Summary of AG-016 Department of General Assembly and Conference Management (DGACM) (2002-present)

Title

Department of General Assembly and Conference Management (DGACM) (2002-present)

Active Dates

1945-2001

Administrative History

Mandated to provide technical support, meeting and documentation management, and be the go-to organization for delegate needs. Takes part in the Fifth Committee of the General Assembly. In 2006, the Department was reformed to include the following goals: "to provide high-quality documents in a timely manner in all official languages, as well as high-quality conference services to Member States at all duty stations, and to achieve those aims as efficiently and cost-effectively as possible, in accordance with the relevant resolutions of the General Assembly." (YUN, 2006).

The department consists of the following units: the Office of the Under-Secretary-General, the General Assembly and Economic and Social Affairs Division (GAEAD), the Meetings and Publishing Division (MPD), the Documentation Division (DD), the Central Planning and Coordination Service (CPCS) and the Protocol and Liaison Service. The Under-Secretary-General from 2002-2006 was Jian Chen, succeeded by Dr. Shaaban Muhammad Shaaban (2007-2013), Mr. Tegegnework Gettu (2013 - present)

Predecessor Organizations:

- Conference and General Services (1946-1953)
- Department of Conference Services (1954-1957)
- Office of Conference Services (1958-1972)
- Department of Conference Services (1973-1991)
- Department of General Assembly Affairs and Conference Services (1997-2001)

Scope and Content

Fonds consist of the following sub-fonds:

- AG-016-001: Conference and General Services (1946-1953)
- AG-016-002: Department of Conference Services (1954-1957)
- AG-016-003: Office of Conference Services (1958-1972)
- AG-016-004: Department of Conference Services (1973-1991):
- AG-016-005: Department of General Assembly Affairs and Conference Services (1997-2001)

Collection Inventory

AG-016-001 Conference and General Services (1946-1979) 1945-1996

Scope and Content

This sub-fonds consists of the following series:

S-0592: Headquarters Buildings Microfiche

S-0559: Office of Conference Services

S-0541: Department of Conference and General Services

Administrative History

Conference and General Services provided services for all of the meetings of the General Assembly, councils, commissions, committees and conferences. These services included business management, research, editorial work, translating, printing, communication (telephone, mail and cable), reproduction, and the publication of the official record of such meetings. It contained such units as the Bureau of Technical Services, which became the Bureau of Documents, a Bureau of the Telecommunications Services Division, a Sound and Recording section, a Publications Division and a Translation and an Official Records Division (later to become the Language Services Division).

1950 saw a change in the publications of the Bureau of Documents, which now printed most of its work internally. In 1951, it was referred to as the Department of Conference and General Services. In 1954, Conference and General Services was divided into the Department of Conference Services and the Office of General Services, which is a predecessor organization to the Department of Management. The first Assistant-Secretary-General was Adrian Pelt (1946-1949), followed briefly by Acting Assistant-Secretary-General David B. Vaughan in December of 1949, as Pelt had been appointed to the United Nations Commissioner Office in Libya. From 1950-1953, the Assistant-Secretary-General was Shamaldharee Lall. He continued as ASG in 1954 in the Department of Conference Services.

S-0541 Department of Conference and General Services 1946-1952

Scope and Content

Series consists of the following subseries: (1) Office of the Assistant Secretary-General, including the Executive Office, Conference Division, and Overseas Office; (2) Bureau of General Services, including Office of the Director, Communications and Division, Buildings Management Service, and Purchase and Transportation Division; (3) Bureau of Documents, including Office of the Director, Documents Control Division and Language Services Division

Box	Folder	Title	Date Created	Date Closed	Security Level	Scanned Items
S-0541-0001		Department of Conference and General Services	01/01/1946	31/12/1952		
S-0541-0002		Department of Conference and General Services	01/01/1946	31/12/1952		
S-0541-0003		Department of Conference and General Services	01/01/1946	31/12/1952		
S-0541-0004		Department of Conference and General Services	01/01/1946	31/12/1952		
S-0541-0005		Department of Conference and General Services	01/01/1946	31/12/1952		
S-0541-0006		Department of Conference and General Services	01/01/1946	31/12/1952		
S-0541-		Department of Conference and General Services	01/01/1946	31/12/1952		

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S-0541-0008	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0009	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0010	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0011	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0012	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0013	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0014	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0015	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0016	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0017	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0018	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0019	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0020	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0021	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0022	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0023	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0024	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0025	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-0026	Department of Conference and General Services	01/01/1946	31/12/1952	
S-0541-	Department of Conference and General Services	01/01/1946	31/12/1952	

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S- 0541- 0028	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0029	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0030	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0031	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0032	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0033	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0034	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0035	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0036	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0037	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0038	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0039	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0040	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0041	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0042	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0043	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0044	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0045	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0046	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541-	Department of Conference and General Services	01/01/1946	31/12/1952	

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S- 0541- 0048	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0049	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0050	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0051	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0052	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0053	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0054	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0055	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0056	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0057	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0058	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0059	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0060	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0061	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0062	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0063	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0064	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0065	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541- 0066	Department of Conference and General Services	01/01/1946	31/12/1952	
S- 0541-	Department of Conference and General Services	01/01/1946	31/12/1952	

0067	S- 0541- 0068	Department of Conference and General Services	01/01/1946	31/12/1952
	S- 0541- 0069	Department of Conference and General Services	01/01/1946	31/12/1952
	S- 0541- 0070	Department of Conference and General Services	01/01/1946	31/12/1952
	S- 0541- 0071	Department of Conference and General Services	01/01/1946	31/12/1952

S-0559 Office of Conference Services 1948-1965

Scope and Content

Series includes the following sub-series within DAG-11: (1) Library working files, 1948-1961; (2) Working files re the 10th Anniversary UN Charter Commemorative Celebration, 1955; (3) Directors working files relating to conferences of the Committee on Atomic Radiation, Economic Commission for Africa and Trusteeship Council in Rome, 1955-1965

Box	Folder	Title	Date Created	Date Closed	Security Level	Scanned Items
S- 0559- 0001		Office of Conference Services	01/01/1948	31/12/1965		
S- 0559- 0002		Office of Conference Services	01/01/1948	31/12/1965		
S- 0559- 0003		Office of Conference Services	01/01/1948	31/12/1965		
S- 0559- 0004		Office of Conference Services	01/01/1948	31/12/1965		
S- 0559- 0005		Office of Conference Services	01/01/1948	31/12/1965		

S-0592 Headquarters Buildings Microfiche 1996-1996

Scope and Content

Architectural and Engineering Section, Buildings Management Service

Series consists of microfiche of Secretariat and General Assembly buildings (Accession No. 1992/0145).

Box	Folder	Title	Date Created	Date Closed	Security Level	Scanned Items
S- 0592-		Headquarters Buildings Microfiche	01/01/1996	31/12/1996		

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0592-
0002

Headquarters Buildings Microfiche 01/01/1996 31/12/1996

AG-016-002 Department of Conference Services (1954-1957) 1954-1957

Scope and Content

sub-fonds created in anticipation of accession / processing

Administrative History

The Department of Conference Services split from Conference and General Services into the Department of Conference Services and the Office of General Services in 1954. "An Administrative Section in the Purchase and Transportation Division was created in 1951; it is directly concerned with the international procurement programme." (YUN, 1951) The ASG for this department was Shamaldharee Lall in 1954, followed by Victor Hoo from 1955-1957. He continued as the USG for the Office of Conference Services until the end of 1961.

AG-016-003 Office of Conference Services (1958-1972) 1958-1972

Scope and Content

sub-fonds created in anticipation of accession / processing

Administrative History

The Department of Conference Services was changed to an Office from 1958 to 1972, when it was changed back to a Department. The USG from 1958 until 1961 was Victor Hoo, followed by Jiri Nosek from 1962-1971. He was succeeded by Bodhan Lewandowski from 1972 through 1981.

AG-016-004 Department of Conference Services (1973-1991) 1973-1991

Scope and Content

sub-fonds created in anticipation of accession / processing

Administrative History

From 1973-1981 the USG was Bohdan Lewandowski, followed by Eugeniusz Wyzner from 1982 until the department merger in 1991.

[From 1992 through 1996, the Office of Conference Services in the Department of Administration and Management, in what is now the Department of Management, attended to the functions formerly managed by the Office of Conference

Services. In 1997, the functions of that department were managed by the newly-created Department of General Assembly Affairs and Conference Management.]

[From 1992 through 1996, the Office of Conference Services attended to these functions through Department of Administration and Management, in what is now the Department of Management.]

AG-016-005 Department of General Assembly Affairs and Conference Services (1997-2001) 1997-2001

Scope and Content

sub-fonds created in anticipation of accession / processing

Administrative History

The Department of General Assembly Affairs and Conference Services was created in 1997 in order to enhance and replace the Department of Conference Services, which had briefly been under the mandate of the Department of Administration and Management (1992-1996). According to the Secretary-General, this new department would undertake the following functions: "the activities concerning General Assembly affairs and decolonization, previously undertaken by the Department of Political Affairs, the technical secretariat servicing of the Economic and Social Council, formerly provided by the Department for Policy Coordination and Sustainable Development, and the Conference Services component of the Office of Conference and Support Services in the Department of Management" (A/52/303). These reform measures were to be supported by a new programme budget (A/52/6/ Rev.1), and be "reorganized into a Central Planning and Coordination Service, the General Assembly and Economic and Social Council Affairs Division, the Meetings and Publishing Division and the Documentation Division" (YUN, 2002). During this period, the DGAACS became much more technologically advanced. In addition, the United Nations Offices at Nairobi, Geneva and Vienna became much more linked to the Conference Services unit at UNHQ in terms of the functions, organization, and budget. From 1997-2000, the USG was Yongjian Jin, followed by Jian Chen from 2001 through the department change until 2006.