

AMIR

G3 OPERATIONS/PLANS - CONFERENCES AND MEETINGS

17 NOV 1994 - 14 AUG 1995

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ORIGINAL ORDER

2602



UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

URGENT

To: DCOS(OPS)
DCOS(SP)
FMO
MILOB GP HQ
CISS
CBMS

From: Capt S Choudhary
SO to COS

A handwritten signature in black ink, appearing to read 'S. Choudhary', with the word 'Capt' written below it.

Date: 14 August 95

SUBJECT: COS FORTNIGHTLY ADMINISTRATIVE MEETING

1. Reference our letter dated 11 Aug 95 on the above mentioned subject.
2. The meeting will now be held at 1400 h on 16 Aug 95 instead of 15 Aug 95.
3. Regards.

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

URGENT

To: DCOS(OPS)
DCOS(SP)
FMO
MILOB GP HQ
CIVPOL HQ
CISS
CBMS

From: COS

Date: 11 Aug 95

SUBJECT: COS FORTNIGHTLY ADMINISTRATIVE MEETING - 15 AUG 95

1. As decided in the last COS Fortnightly Administrative Meeting, the next Fortnightly Administrative Meeting will be held on 15 Aug 95 at 1400 hours.

2. You are requested to forward the items for inclusion in the agenda for the said meeting by 12 Aug 95.

TO : CAPT M.C. BRAMWELL SO FS (SECRETARY)

FROM: MAJ H.P. ZIMBA (MILOBS SLOGO)

SUBJECT: COS ADMINISTRATIVE MEETING AGENDA POINTS

1. Allocation of vehicles to Milobs in order to increase the present fleet.

a. Serviceable Vehicles59
b. Vehicles Under Repairs26
c. Vehicles Re-issued from Milobs Fleet without Replacement02
d. Stollen Vehicles02
e. Grand Total of Milobs Vehicles89
f. Lack of spare parts for Vehicles.	

2. a. Office Accommodation at Force HQ for Milobs GP HQ since RPA want the Building as we could not meet their deadline of 31 July 95 to shift to Amahoro.
b. Office Accommodation for Milobs in Ruhengeri.
c. Accommodation of Indian Sigs Det in Kibuye:
Two rooms involved at Hotel Eden Roc at a cost of USD 200 Per month for both rooms. Arrangements to made on long term basis.

3. Best regards.

DATE: 11 AUG 95

UNITED NATIONS



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ASSISTANCE MISSION FOR RWANDA

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR MINUAR

Log 9

H.P. ZIMBA
Slogo

4000.1/LOG-9

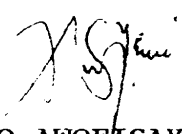
FROM : CLOGO
TO : LIST D
INFO : DCOS SP
95 CMSG
DATE : 10 AUG 95
SUBJECT : MINUTES OF THE LAST LOGISTICS CONFERENCE HELD AT TRAFIPRO ON 1 AUG 95

Reference:

A. Log-294/95 dtg 050930B Jul 95.

1. Attached herewith, please find minutes of the last logistics conference held at 95 CMSG (TRAFIPRO) on 1 Aug 95, for your information and necessary action.

2. You are to take action as it affects your contingent.


VO AWO FISAYO
Lt Col
CLOGO

LCOS SP log 91

UNITED NATIONS



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ASSISTANCE MISSION FOR RWANDA

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

95 CMSG KIGALI RWANDA

MEMORANDUM

FROM: CO 95 CMSG

DATE: 7 Aug 95

TO: DCOS SP

SUBJECT: LOGISTICS CONFERENCE NOTES

Please find enclosed a summary of discussions and major points from the Log Conf held on 1 Aug 95.

Enclosure: 1

A handwritten signature in cursive script, appearing to read 'R. Primeau'.

R. Primeau

Lcol

CO 95 CMSG

NOTES FROM THE FORCE LOGISTICS CONFERENCE
HELD 1 AUG 95 AT THE 95 CMSG MESS

1 Opening address by DCOS SP

DCOS SP welcomed all those in attendance, emphasizing the importance of this conference which allows key players to meet face to face. In his opening remarks he briefly addressed the following topics:

- The new role of 95 CMSG vice 95 FLSG
- The impact of continued UNAMIR force reductions
- The importance of contingent reserves of combat rations and bottled water
- The need for disciplined use of potable water
- The fact that all logisticians should have as their primary concern the quality of life of the soldier
- UNAMIR HQ staff were introduced, along with a brief synopsis of the issues that each would discuss.

2 SO MAINT

- 24 Zambian DAF trucks are to be turned over to Brown and Root, freeing up a number of Bedfords which will be allocated to contingents on a priority basis. The remaining 26 former Zambatt DAF trucks will be sent to Angola in a few months, but will be used as a reserve until such time as this transfer occurs.

- An LOA has been issued for 35 field burners. When these arrive they will be distributed to those contingents which most urgently require additional cooking capacity.

- Five heavy vehicles servicing ramps are currently under construction by the Maintenance section of 95 CMSG and will be delivered to units which require them as soon as they are ready.

- Any contingent which needs tool kits is to contact the 95 CMSG Log O. The requested will then be forwarded through 95 CMSG to the SO Maint.

3. SO LOG

- The SO LOG distributed a sitrep on all classes of supplies for the information of all contingents.

- The new plan for the future support to MILOBs was produced by 95 CMSG on 30 July. Log Ops O 95 CMSG is responsible for implementation and follow up

- The difficulty in distribution of potable water was discussed at length. The major limiting factors are the shortage of trucks and the fact that water must be taken from Kigali to Trafipro for processing because co-location of the ROWPU at the city water point has not been allowed. To help alleviate this situation, one of the UN owned units has been placed at a raw water point near the UN Service Station. This project, when complete, will free a number of trucks by reducing the requirement to double ship the water

- In addition to the new water point, there are two engineering units which are still in the process of being tested to ascertain whether or not the water they produce is potable. Another two UN units are available, but require parts and chemicals before they can be made operational. Once everything is in place and functional potable water capacity will increase significantly, although increased demand from Government and Humanitarian organizations will likely keep potable water in short supply.

- In summary, SO LOG stated that production and distribution capacity of potable water is at the limit. Therefore, units who issue water to locals do so at their own expense and cannot expect that the resultant shortages will be made up.

- Combat rations and bottled water are part of the Commanders reserve. As such, they must not be consumed without authority from UNAMIR HQ. Withdrawing units who have received authorization from SO FOOD to consume combat rations may do so as a means of rotating stock.

- If units are worried about bottled water reaching its expiry date, they are to contact SO FOOD to get it tested. They are not to use this as an excuse to consume the water.

- The new Q1 system is working well. 95 CMSG is developing a system to better trace the status of supply requests.

- Each unit will receive nine sixteen man tents as a reserve to be used only in case of an emergency or if their current accommodations are lost. There are approximately 250 tents in storage which can be issued on request.

4. SO SUPPLY

- Units are responsible to ensure that UN owned equipment that is returned by them is clean so that it can be re-issued to other units. Broken equipment should be fixed

in the unit location if at all possible before it is returned. If this is not possible, defective equipment should be clearly marked.

- Resources are limited and there is a large backlog of supply requests. As stores come in they will be issued based on a priority list held by 95 CMSG.

- Sections who issue equipment are responsible for the maintenance and repair of that equipment. Units are to contact the appropriate section to have a technician dispatched.

- POL issue sheets are not being submitted by all contingents. These sheets must be submitted weekly to CITMM.

- All LPG cylinders (blue) should now be returned to Log Base. New ones (yellow) will be issued and the others kept in reserve.

- Returns should be punctual so that appropriate planning is possible. The last unit to submit a particular report is likely to be the last unit on the priority list.

5. SO FOOD

- The new food contract with ES KO has now been running for two weeks and fresh food for the contingents has been ordered through the 18th of October. At present units must come to Kigali to get their fresh rations. This will cease in a couple of weeks once the contractors trucks arrive and deliveries to locations can begin.

- Demands for fresh fruit and vegetables are flexible. Units can change their demands simply by submitting a request to SO FOOD. All changes in ration content must go through SO FOOD: contingents may not go to the contractor directly.

- Contingents who are down-sizing will have their ration requirements automatically adjusted. The last issue of fresh rations to a contingent will occur one week prior to repatriation. During the last week they are to use their combat rations.

- Combat rations are a last resort that should only be used when personnel are away over night and do not have access to approved fresh rations.

- All German combat rations are to be brought to log base for destruction on 3-4 Aug, coincidental with ration pick-up.

- 95 CMSG has 3,000 collapsable five litre bottles which units can request so they do not have to use their bottled water

6 SO ACCN

- The Transit Camp must be signed for by the CO of the departing unit. It must then be signed back to the camp commander on departure.

- The move of various staff to Trafipro has begun.

7. CONTINGENT REPORTS

Nicoy: Comms equipment should be the last thing to be dismantled when a contingent is moved. (SO LOG answered that this would be the case from now on)

- They still do not have adequate cooking facilities. (SO LOG informed Nicoy that they were the top priority to get equipment that is to be redistributed from Zambatt. In addition, the new equipment that is coming in should be sufficient to take care of the needs of all contingents).

- There is an urgent requirement for more light vehicles. (This has been a recurring problem which DCOS SP will look into personally).

8. CLOSING REMARKS

DCOS SP advised that a new Administration Order would be published by the end of August. He thanked the Australian Staff Officers who would be leaving in the next few weeks for their support and professional dedication. The date and location of the next Conference will be decided on at a later date.

UNITED NATIONS
Assistance Mission for Rwanda



NATIONS UNIES
Mission pour l'Assistance au Rwanda

4000.61/LOG

See Distribution List

*Reger 8/1
S/m-s/95.
File.*

MINUTES OF COS ADMINISTRATIVE MEETING - 1 AUG 95

Present	Col K.S. Sivakumar	-	COS	(Chairman)
	Col J. Arp	-	DCOS (OPS)	
	Col W. Fletcher	-	DCOS (SP)	
	Col P. Warfe	-	FMO	
	Col C.A. Nelson	-	DCMO	
	Maj Zimba	-	MILOB LOGO	
	Supt Bassey	-	CIVPOL	
	Mr B. Clive	-	CISS	
	Mr M. Lessanu	-	BMS	
	Mr J. Wheeler	-	BMS	
	Mr M. Haner	-	OCISS	
	Capt M.C. Bramwell	-	SO FS	(Secretary)

Opening Remarks

1. The Chairman commenced the meeting at 1400 hrs and welcomed all present.

Item One - UN Owned and Leased M113 APC's

2. OCISS commenced dialogue by emphasising that a decision need be made as to what now happens with the M113 APC's. COS confirmed that following the ZAMBATT rotation all of the APC's will be in Kigali and that road movement restrictions imposed by the Rwandese Government still do not allow the vehicles to be driven on roads. It was agreed that the APC's should be either returned back to the USA or re-located to the UN mission in Angola under another lease agreement.

3. OCISS confirmed that an LOA has been placed with the US government for repairing the APC's. It was agreed that pending a decision from UNNY as to what happens next with the APC's, the issue as to whether the LOA for repairs be pursued. OCISS requested from DCOS(SP) that serviceability reports on the fleet of APC's be prepared. DCOS (OPS) added that resultant from this report, the LOA for the US for repairs continue but only for that amount of parts to bring the fleet off to a serviceable condition.

4. COS also confirmed that correct security procedures will be made for the movement of ancillary equipment for the APC's like radios and machine guns should the vehicles be re-located to Angola.

- | | | |
|--------|-----------|---|
| ACTION | CISS | - Obtain decision from UNNY as to whether the APC's are required in Angola. |
| | DCOS (SP) | - Arrange for a technical inspection program on the fleet of APC's to commence. Liaise with OCISS on preparation of LOA for spare parts required. |

Item Two - Continuous UN Security at BRSC Camp

5. COS confirmed that security and control access to the BRSC will continue after all existing UN equipment and vehicles have been moved out. DCOS(OPS) added that a gate between the BRSC Camp and the UN Transit camp need be constructed.

- | | | |
|--------|------------|---|
| ACTION | DCOS (OPS) | - BRSC Camp security requirements to be formalised for the long term. |
| | BMS | - Arrange for the construction of an access gate between the two camps. |

Item Three - Security at Canadian Camp - Trafipro

6. It was agreed that physical and guard security at Trafipro will be extended to cover both the Trafipro annex and the 95 CMSG camp.

- | | | |
|--------|----------|--|
| ACTION | DCOS(SP) | - Ensure that the 95 CMSG security plan is co-ordinated with physical security construction being undertaken by BMS. |
|--------|----------|--|

Item Four - Expiration of KK Private Security Contract

7. The KK private security contract expires on 31 Jul 95. BMS advised that CMC was currently working on having the contract extended. It was agreed by all that the contract does need to be extended.

- | | | |
|--------|------|--|
| ACTION | CISS | - Monitor extension of contract. Advise at next meeting. |
|--------|------|--|

Item Five - New Hospital at Trafipro

8. The FMO confirmed that an LOA between the Norwegian Government and UNNY had been approved for the provision of a medical unit from the Norwegian Refugee Council to replace AUSMED. The FMO added the following points in relation to this transition:

a. The Norwegian facility will be supplemented by support from the INDBATT medical facility and 95 CMSG medical staff.

b. An advance party arrives on 3 Aug 95, an air shipment of stores and equipment is due over the period 8-10 Aug 95, and the facility should be operational by 16 Aug 95.

c. The new facility will have no capacity to provide humanitarian support but will treat Rwandan nationals on an emergency transitory basis.

d. There will be no change in the command and control responsibilities of Medical Branch on HQ UNAMIR. The branch will be headed by a Canadian Medical Officer.

e. Security requirements for the facility will be covered by the Trafipro security plan.

9. BMS added that clearance from the landlord to operate the medical facility from Trafipro is currently being sought and he anticipated no problems.

ACTION	FMO	- Update next meeting on the transition of medical responsibilities from AUSMED to the Norwegian Refugee Council.
--------	-----	---

BMS	- Confirm land clearance by next meeting.
-----	---

Item Six - Move of Cash Office from HQ Building to Trafipro

10. It was agreed that the re-location of the Cash Office from the HQ building to Trafipro proceed. COS confirmed that resultant from the re-location the alarm and CCTV system be connected to the Trafipro guard room which will allow for monitoring 24 hours a day.

Item Seven - Use of Military Personnel for Op Chameleon (Dar Es Salaam and Mombassa)

11. COS expressed concern regarding the use of military personnel for almost two months for Op Chameleon in Dar Es Salaam and Mombassa. CISS advised that the operation was proceeding as quickly as possible but may take an additional two to three weeks.

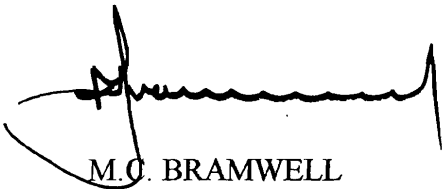
ACTION	CISS	- Update next meeting on progress of Op Chameleon
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Closing Remarks

12. The Chairman advised that the next meeting will be on 15 Aug 95 commencing 1400 hours.

Secretarial Note

13. It is requested that agenda items for the next meeting be forwarded to the Secretary by no later than 12 Aug 95.



M.O. BRAMWELL
CAPT
Secretary

2 Aug 95



K.S. SIVAKUMAR
COL
COS

02 Aug 95

Distribution:

COS
DCOS (OPS)
DCOS (SP)
FMO
DCMO
MILOB HQ
CIVPOL
CISS
BMS
File

For Information:

MA to FC
DFC

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

To : DCOS (OPS)
DCOS (SP)
FMO
MILOB GP HQ
CIVPOL HQ
CISS
CBMS

Info : COS

From : Capt S Choudhary
SO to COS

A handwritten signature in dark ink, appearing to read 'S. Choudhary', written over a horizontal line.

Date : 28 Jul 95

SUBJECT : COS FORTNIGHTLY ADMINISTRATIVE MEETING

1. The next COS Fortnightly Administrative Meeting will be held at 1400 hours on 01 Aug 95 at UNAMIR HQ.
2. You are requested to forward the points you would like to be considered during this meeting latest by 29 Jul 95.
3. Best Regards.



UNAMIR - MINUAR

TO : CAPT S CHOUDHARY
SO to COS

DATE: 12 JUL 95

FROM : MILOB GP HQ

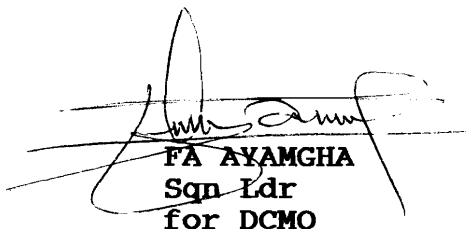
REF : MILOB/6602.0/LOG

SUBJECT: COS FORTNIGHTLY ADMINISTRATIVE MEETING

1. Reference your memo on the above subject, find below this HQ's items for inclusion into the agenda.

- a. MILOB HQ and Sector 1A move to AMAHORO and TRAFIPRO respectively.
- b. MILOBS requirements in the new mandate.
- c. Interpreters attached to MILOBS.

2. Best regards.


FA AYAMGHA
Sqn Ldr
for DCMO

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

To : DCOS(SP)
FMO
MILOB GP HQ
CIVPOL HQ
CISS
CBMS

Info : Col K S Sivakumar

From : Capt S Choudhary
SO to COS

[Signature]
Capt

Date : 11 Jul 95

SUBJECT: COS FORTNIGHTLY ADMINISTRATIVE MEETING

1. The next COS Fortnightly Administrative Meeting will be held at 1400 hrs on 18 Jul 95 at UNAMIR HQ.
2. You are requested to forward the points you would like to be considered during this meeting latest by 14 Jul 95.
3. Best Regards.

[Signature]
Slebo
actioned

[Signature]

3 - *[Signature]*

[Signature]

SD
10/8

Copy To - ST/PO
- SDO
- SLOGO

MILOB Gp Hqrs.

MILOB/6602.0/LOG

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

Ref # : Butare/95-053
Date : 5 July 1995
To : Mr. William Clive
Chief Integrated Support Services
From : Donald Stead, FSA *D Stead*
TAC Hqrs - Butare
Subject : Sector Commanders Conference 30 June 1995

1. On the 30 June 1995, I attended a Sector Commanders Conference (MILOB) under the Chairmanship of the Chief Military Observer (CMO) Colonel Major Abdoul Aziz, also attendance was the Deputy Chief Military Observer (DCMO) Colonel C.A. Nelson.

2. The opening remarks were directed at the drawing up of new Sector boundaries, it was also stated that each Sector would be a full Sector with its Headquarters (co-located where possible with an Independent Company Group) in the following prefectures:

Sector 1A : Kigali	28 MILOBS
Sector 1B : Giterama	28 MILOBS
Sector 2A : Byumba	25 MILOBS
Sector 2B : Kibungo	28 MILOBS
Sector 3A : Gikongoru	31 MILOBS
Sector 3B : Butare	31 MILOBS
Sector 4 : Cyangugu	34 MILOBS
Sector 5A : Ruhengeri	22 MILOBS
Sector 5B : Gisenyi	28 MILOBS
Sector 5C : Kibuye	25 MILOBS

In addition to the MILOBS there will be approximately (4) four CIVPOL officers stationed at each Headquarters.

3. Items 5 & 6 on the agenda, open the conference to discussion on the "revised mandate and proposed reorganization of MILOBS" including comments and suggestion from Sector Commanders on the reorganization.

4. With regards to the administrative support by either the FSA's or direct through Kigali, the general theme throughout the discussions mainly zeroed in on the areas of Communications, Vehicles, Water, Fuel and Interpreters.

5. (i) Communications:

It was mentioned that radio communications (VHF) in some Sectors were poor, I presume that the MILOB Group Headquarters has raised this subject with the CCO, and that this matter is being looked into.

(ii) Vehicles:

Once the troop withdrawal is complete this may release sufficient 4 X 4 type vehicles that could be issued to the MILOBS.

(iii) Water:

As you are aware the MILOBS are paid MSA for which a component of this entitlement includes food, however I recommend that if sufficient water tank or bladders are available, each MILOB Headquarters be issued with this storage facility. Apart from personal use, this would give the Headquarters an emergency reserve that would be in line with the policy for the Independent Companies.

(iv) Fuel:

One of the biggest problems in supporting MILOB personnel will be that of supplying fuel for their fleet of vehicles, where a Sector Headquarters is co-located with an Independent Company Group there should be no problem, however, there will be Sector Headquarters that will be on their own. With the departure and re-deployment of SENBATT and MALICOY, this will release 3 x 10.000 litres and 2 x 5.000 litre fuel tanks. I recommend that these fuel tanks be distributed to the Sector Headquarters not co-located with the Independent Companies.

(iv) Fuel continued:

If the above recommendation is approved, there will be an added problem of administering the issuance (and entitlement) of this product. I suggest that one or two local staff be employed to issue and log vehicle particulars, however the day to day control of this facility should come under the control of the Sector Logistics Officer.

(v) Interpreters:

This item is a subject that has been raised on previous occasions, I informed the meeting that due to a recruiting freeze imposed by UN Headquarters, New York, no new interpreters could be recruited. I went on to state that with the reduction of formed troops, this will release a number of interpreters that could be re-distributed to the MILOBS Sectors. The Staff Officer, Personnel indicated that he would submitted a manning table on their personnel (interpreters) requirements.

6. Forwarded for your information and appropriate action.

cc: Chron
MILOB Group Hqrs



MILOBS/6612.0/LOG

SLOGO

4/12/95 be sure
sector 6 got
a copy

TO: Chief, MILOBS Sector 6

FROM: Tony Wheeler
OIC, CBES

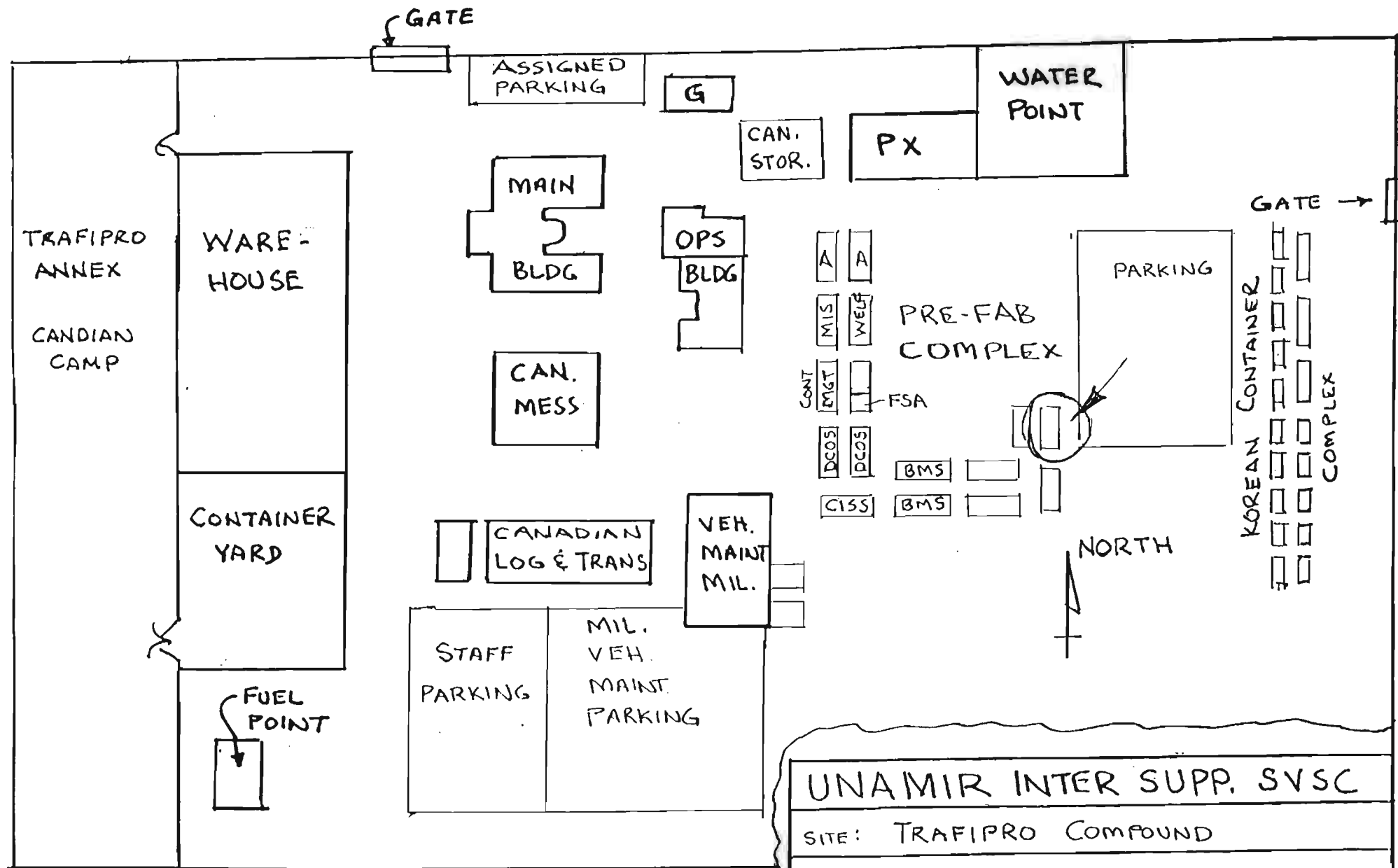
Tony Wheeler

DATE: 05 July 1995

SUBJECT: Relocation of Offices

This is to notify you of the availability of temporary offices at the Trafipro compound in the Pre-fab Buildings as shown on the attached plan. Please note that this is temporary only. There are no telephones available at this time. G-3 plans will locate space for your offices in HQ building after 15 July 1995.

- c.c. -
- G-3 Plans
 - Chief, Boards of Inquiry Unit
 - Admin/Legal Officer
 - CISS
 - Milobs - CMO



REV: 1 JULY 1995

UNAMIR INTER SUPP. SVSC

SITE: TRAFIPRO COMPOUND

ORIENTATION

SCALE: N.T.S. DATE: 15 JUNE 95 155

DWN BY: TW 1



SLOGO'S BRIEF FOR SECTOR COMMANDERS' CONFERENCE
30 JUNE, 1995 BUTARE

INTRODUCTION

1. The one major development since the last Conference on the 20 May 95, as we all know is the coming into force of the new mandate. There has not been much change in the area of logistics for MILOBS, but certain changes are envisaged.

AIM

2. My aim is to review the logistics situation as it affects MILOBS now and in the future.

SCOPE

3. I shall cover the following:

- a. The state of logistics in the new mandate.
- b. Response to correspondence from MILOB GP HQ.
- c. Indenting of specified items.
- d. The prerogative of logistics officers to indent directly.
- e. Reduction in traffic violations.
- f. Vehicle state.

THE STATE OF LOGISTICS

4. It is envisaged that with the departure of the formed troops MILOBS will be able to inherit some of the UN equipment they currently hold.

5. However my observation is that there has been a slackening of the rate at which logistics are coming into the mission. Most items which have finished from stock have not been replaced. Hence several demands by LOG officers have not been met in the past few weeks. My advice is that whatever stores are currently available should be disbursed judiciously.

RESPONSE TO CORRESPONDENCE FROM MILOB GP HQ

6. During the last conference I complained about the slowness and sometimes lack of response to correspondence from HQ. I am still not quite pleased with the attitude of certain LOG officers at some Sectors. Whilst some LOG officers are responding quite well a few are either not confident enough to write or just cannot be bothered. I entreat all Sector Commanders to ensure that their staff officers are more responsive because eventually it reflects on the whole Sector and not just the officers concerned.

INDENTING OF SPECIFIED ITEMS

7. Apart from writing to all Sectors , I also did state categorically at the last Conference that certain items are centrally procured by MILOB GP HQ for distribution to MILOBS and should therefore not be indented by Sector LOG officers.

8. Some Sector LOG officers have ignored this directive and continue to procure berets caps etc. I have written to 95 FLSG and the SO Sup to surcharge such officers for whatever they have procured if they do not return them. Actually I met a LOG officer who had procured these items and when I confronted him he feigned ignorance of the directive.

THE PREROGATIVE OF LOG OFFICERS TO MAKE DIRECT INDENTS

9. As I have previously stated on many occasions, apart from items that MILOB GP HQ has specifically told LOG officers not to indent from 95 FLSG, Communications, and EDP, all others can be indented directly without passing through HQ. All we require are copies of issue vouchers to enable us monitor what the various Sector have procured. A few Sectors have sent these vouchers a few times and stopped. This is not good enough.

10. Moreover we are still receiving requests from Sectors for stationery, furniture and other items which they can indent directly. The only time HQ may come in is when LOG officers are either refused these items or have been referred to their HQ, then we can do the chasing for them.

REDUCTION IN TRAFFIC VIOLATION

11. During the last Conference I talked about the numerous cases of over-speeding and unauthorised parking by MILOBS, particularly in KIGALI. There has been a very good response by MILOBS. In fact I have not received any traffic violation reports since the last Conference. I think personnel should be congratulated and entreated to keep it up.

VEHICLE STATE

12. The SO(Tpt) has sent out the vehicle state to all Sectors. As you can see the servicing problem still continues to oscillate between good and bad, due to lack of spares and sometimes low manpower at the UNAMIR workshop. We shall continue to chase the servicing of MILOB vehicles.

CONCLUSION

13. To conclude may I say we need to keep our fingers crossed to see what the implementation of the new mandate will bring by the way of logistics.

14. Meanwhile I would entreat all Sector Commanders to continue to take interesting whatever their LOG officers are doing to keep the Sectors equipped and functioning.

15. Thank you and any questions?

200000
UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

4000.61/LOG

29 Jun 95

See Distribution

MINUTES OF COS FORTNIGHTLY ADMINISTRATIVE MEETING - 27 JUN 95

Present:	Col J Arp	A/COS - Chairman
	Col K M Tutt	DCOS(SP)
	Col P G Warfe	FMO
	Lt Col Ahsan	Rep MILOB
	Sqn Ldr Ayamgha	Rep MILOB
	Supdt Effiong Bassey	Rep Civpol
	Mr Minas Lessanu	Chief Engineer
	Mr Tom Wheeler	ISS Staff Engr
	Capt S Choudhary	SO to COS, Secy

Opening Remarks

1. The meeting commenced at 1415 hrs with the Chairman welcoming everyone present.

ITEM 1 - Update on the proposed move to Trafipro

2. The Chairman informed that the proposed move of the MILOB Sector HQ and the Indian Security Guards staying in front of the Meridien to Trafipro will go ahead as planned. The MILOB HQ may also temporarily move to Trafipro pending its move to AMAHORO. The CBMS said that the pre-fabricated shelters and the tentage accommodation are ready for the aforesaid move. He further informed about the vacation of Ground Floor (Main building) by 95 FLSG. The top floor is likely to be vacated by mid-July, subject to the readiness of the pre-fabricated accommodation shelters at the rear of the warehouse.

3. The Civpol rep requested for additional space in Trafipro so as to accommodate all 25 Civpol staff. The Chairman directed DCOS(SP) and CBMS to look into the matter.

4. Mr. Wheeler informed that out of 8 available telephone lines, only one is presently functional. The Chairman suggested

that efforts be made to reactivate all the telephone lines. Simultaneously, the Force Sig Coy should explore the feasibility of installing a local telephone exchange from its own resources.

ACTION: DCOS(SP), CISS, CBMS, FSO

ITEM II - Accommodation Update

5. The Chairman said that in view of the new Force Structure and the re-deployment of the formed troops, the G3 PLANS has been tasked to work out an accommodation update. He advised the CBMS to work out a mutually agreeable plan along with the G3 PLANS. The accommodation sites which were considered are as follows:

- (a) Ausmed/Relieving Medical Sub-Unit: Factory site beside Trafipro/Brown & Root Complex near Transit Camp.
- (b) Sector 2: GISHALI Camp.
- (c) Sector 3: Existing orphanage/school complex in GIKONGORO.
- (d) Sector 4: SHAGASHA tea factory.
- (e) Sector 5: MUTURA.

ACTION: G3 PLANS, CBMS

ITEM III: Laundry, Drycleaning and Haircut Facilities

6. The CBMS informed that no concrete progress had yet been achieved but believed that two laundry units are being brought in for this purpose. Simultaneously, he promised to approach the Procurement and advise them to work out local arrangements for contingents and staff.

ACTION: DCOS(SP), CISS, CBMS

ITEM IV - New Force Structure

7. The Chairman said that a copy of the new Force Structure has been forwarded to the CAO. However, any clarification on this subject may be sought from G3 PLANS.

ACTION: G3 PLANS

ITEM V - Repatriation/De-induction

8. The Chairman informed that a de-induction plan has been formulated and a copy of this can be collected from DCOS(SP). He further said that a fragmentary order for the de-induction will be issued by DCOS (OPS). The CBMS informed that although the

Distribution

Action:

A/COS
DCOS(SP)
DCMO
FMO
G3 PLANS
CIV POL
FSO
CISS
CBMS

Info:

MA to FC
DFC

SLOGO

review with me

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

To: DCOS(SP)
FMO
MILOB GP HQ
CIVPOL HQ
CISS
CBMS

Info: Col J Arp
A/COS

From: Capt S Choudhary
SO to COS

[Signature]
Capt

Date: 23 Jun 95

SUBJECT: COS FORTNIGHTLY ADMINISTRATIVE MEETING

1. The next COS Fortnightly Administrative Meeting will be held at 1400 hrs on 27 Jun 95 at UNAMIR HQ.
2. The agenda for the aforesaid meeting is attached.



AGENDA FOR COS FORTNIGHTLY ADMINISTRATIVE MEETING ON 27 JUN 95

1. Review of the minutes of the previous meeting:

- (a) Update on the proposed move to Trafipro.
- (b) Accommodation update.
- (c) Integrated logistics support update.
- (d) Laundry drycleaning and Haircut facilities.

2 laundry units - 15 washers, 15 dryers. Coming in. local market?

Ghana - 2
Kigali - India + Ghana
GK - Mali
Malawi -
Nigeria -

2. Points proposed by the participants:

- (a) New Force Structure. ✓
- (b) Repatriation/de-induction of tps from Mission area.
- (c) Move of MILOB Group HQ to AMAHORO/TRAFIPRO. ✓
- (d) Redeployment of MILOBS - Logistical problems. security ✓
- (e) Move of Civ Pol to Trafipro.
- (f) Clearance certificate to outgoing pers/units.
- (g) Safety of vehicles in ITMM Workshop.

1. TUNBATT - 30 Jun - Rotakia
2. ETHIOBATT -

3. Miscellaneous points

4. Closing remarks by the Chairman.

- 1. MILOB sector layout next week.
- 2. MILOBS to collocate with contingents for sig, comms etc.
- 3. BYUMBA & KISUYE now fixed accn.
- 4. Repatriation plan to come out soon.
- 5. MILOB HQ to move here directly ideally.
- 6. MILOBS to come up plan for comms - Signal off tasked to work.
- 7. Plan action by early next week.

MILOB to move with camp.
AUSMED accn - proposed posn by TRAFIPRO or Brown Root Camp near transit camp.



TO : ALL SECTORS

FILE: OPS/CONF

FROM : MILOB GP HQ
(OPS)

DATE: 22 JUNE 95

INFO : FC

DFC

CMO

DCMO

CIVPOL

HAC

SMPO

SLOGO ✓

ATTN : SECT COMMANDERS

SUBJECT - SECT COMDS CONFERENCE

1. The next Sector Commanders Conference will be held at BUTARE in Sect 4B on 30 June 95.

2. Movement and concentration.

(a) Request for two Helis will be submitted by this HQ. One Heli will be used by DFC/CMO, DCMO, CHAC, Commissioner CIVPOL and the three SOs. The second Heli will be used for picking up of Sector Commanders from CYANGUGU, KIBUYE and GISENYI.

(b) Sect Commanders of Sect 1 & 2 will move to KIGALI on 29 June 95 and will move to

BUTARE by road next morning.

(c) Other Sect Commanders will move in their own vehicles.

3. **Agenda/ Schedule of Events.** For Agenda/ Schedule of Events, please see Appx attached.

4. **Sect 4B.** You are requested to organise the conf as discussed in the last conf. Problems if any can be discussed with this HQ well in time. Also, you are requested to prepare the Mins of the Conf and submit the same to this HQ by 04 July 95 for approval and necessary distribution.

5. Best Regards.



MOHD AHSANULLAH
LT COL
SOO

DRAFT

Appx

**SECT COMMANDERS CONF : JUNE 95
AGENDA / SCHEDULE OF EVENTS**

<u>SER</u>	<u>TIME</u>	<u>EVENT</u>	<u>RESPONSIBILITY</u>	<u>RMK</u>
1.	0830	Arrival of participants	By hepter/vehicles.	
2.	0845	Arrival of CMO/DCMO	By hepter.	
3.	0855	All to be seated	As per seating plan.	
4.	0900	Welcome address	Sect Commander.	
5.	0905	Opening remarks	CMO/DCMO.	
6.	0910 - 1040	Sect briefs	Each Sect Commander to brief for 10 mins. For points to be covered see Annx attached.	
7.	1040 - 1110	Tea/ coffee break.		
8.	1110	Revised mandate & proposed reorganisation MILOB sects.	SOO.	
9.	1115 - 1150	Comments/ Suggestions on reorganisation	Sect wise(max of 3-5 min per sect).	
10.	1150	Staff Offrs briefs	SOO, SMPO, SLOGO.	
11.	1200	HAC brief	HAC .	
12.	1210	CIVPOL brief	CIVPOL..?	
? 13.	1220	DCMO' remarks.		
14.	1230	Concluding remarks by CMO.		
15.	1300	Lunch.		
16.	1400	Dispersal.		

DRAFT

Annx

SECT COMMANDERS BRIEFS

1. Prevailing Op situation in Sect.
2. Significant developments in Sect since last conf.
3. Communes.
 - (a) General conditions.
 - (b) Problems.
4. Returnees(from outside & IDPs).
 - (a) Number of returnees in last three months.
 - (b) Condition of returnees.
 - (c) Problems being faced by returnees.
 - (d) Assistance being provided by various NGO and other agencies.
 - (e) Any discernable pattern and implications if any.
5. Progress on reconciliation in the sect.
6. Assessment of activities in refugee camps in neighboring countries(if inputs available) and their impact on Rwanda.
7. Suggestions/Recommendations for more effective employment of MILOBs particularly in his Sect or in general.
8. Problems being faced in Sect.

- Notes.
1. A written brief covering above points will be handed over to SOO at the end of the conf.
 2. All points need not be covered if not particularly relevant to the Sect.
 3. The brief should not exceed 10 min.
 4. Additional points if relevant can be included.
 5. Discussion on reorganisation will be held separately as indicated in the schedule. However points if any should be included in the written brief if not already submitted.

622.0102

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ASSISTANCE MISSION IN RWANDA



UNAMIR-MINUAR

mihoB

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

To: List D
CISS

From: G3 PLANS

Info: COS
DCOS OPS
DCOS SP

Date: 7 Jun 95

Subject: **DEPLOYMENT PLANNING DATA SHEETS**

5000.48(Plans)

File: 5000.48(Plans)

1. UNHQ New York has recently requested update information to the deployment planning data sheets (DPDS) detailing UN owned and contingent owned equipment for contingents currently deployed in Rwanda. Therefore, a brief on these requirements will be given to contingent logistic/movement officers, sector FSAs, PCIU, ISS and generator unit representatives at 1330 hrs on Wed 14 Jun 95 in the UNAMIR HQ conference room.
2. The brief will cover the requirements and procedures involved in rotation/withdrawal of troops and cover the following points:
 - a. Baggage allowance for individual/units on rotation/withdrawal;
 - b. Preparation of staff tables/deployment planning data sheets ;
 - c. Responsibility of FSAs and unit Log Officers;
 - d. Movement from sector location to concentration area;
 - e. Movement from concentration area to home country location;
 - f. Requirement for container support; and
 - g. Movement of sensitive/dangerous cargo.
3. All addressees are requested to advise availability and details of members attending the brief to MCC (attention Jan McMillan, Ext 11100, Fax 11100) by 1600 hrs on Mon 16 Jun 95.

HQ MIL OBS GP

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ASSISTANCE MISSION FOR RWANDA



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MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

4/13/6 SLOGO

MCC/BRIEF-262/JM
09 JUNE 1995

To: LIST D
CISS

From: JAN MCMILLAN
CMCC

Info: COS
DCOS OPS
DCOS SPT
G3 PLANS

Subject: DEPLOYMENT PLANNING DATA SHEETS

Ref A: G3 Plans 5000.48(Plans) dated 07 Jun 95

1. Vide ref A, find attached agenda for briefing to be held on Wed 14 Jun 95 at 1330hrs UNAMIR HQ conference room.
2. Para 3 of ref A should read 1600hrs Mon 12 Jun 95. All addressees are requested to respond with name of personnel attending the brief on phone 11100 or fax 11100.
3. Regards.

Attached: Briefing Agenda



UNAMIR - MINUAR

BRIEFING AGENDA

WEDNESDAY 14 JUNE 1995

1. INTRODUCTORY REMARKS
 - . RELATIONSHIP BETWEEN G3 PLANS/G3 OPS & MOVCON
 - . EXPLANATION ON BRIEF (CURRENT PROBLEMS)
 - . AGENDA
2. WITHDRAWAL/ROTATION ENTITLEMENTS
 - . PERSONAL LUGGAGE/BAGGAGE
 - . NON UN EQUIPMENT
 - . STORES TO BE MOVED BY AIR
3. TYPE OF AIR CHARTERS
 - . LETTER OF ASSIST
 - . UN CHARTER
 - . UNAMIR AIRCRAFT
4. INFORMATION REQUIREMENTS
 - . AIR DPDS - HANDOUT
 - . SEA/RD DPDS - HANDOUT
 - . CONTAINER REQUIREMENTS
5. PROCEDURES FOR LEAVING COUNTRY
 - . CUSTOMS/SECURITY PERS LUGGAGE
 - . CUSTOMS/SECURITY UNIT STORES SEA/RD MOVE
 - . IMMIGRATION PERSONNEL
6. PCIU
7. RESPONSIBILITIES OF FSA FOR UN OWNED EQUIPMENT AND LOCAL ADMINISTRATION MATTERS
8. RD TPT REQUIREMENTS - HANDOUT
9. DANGEROUS CARGO - HANDOUT

UNITED NATIONS

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NATIONS UNIES

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UNAMIR - MINUAR

4000.61/LOG

See Distribution

25 May 1995

MINUTES OF COS FORTNIGHTLY ADMINISTRATIVE MEETING 24 MAY 1995

Present:	Col K S Sivakumar	COS - Chairman
	Col K M Tutt	DCOS SP
	Lt Col S Dunne	A/DCOS OPS
	Lt Col B Curren	G3 MED OPS
	Lt Col Opong Kyekyeku	Rep MILOBS
	Supdt O M Gyeabour	Rep CIVPOL
	Mr W Clive	CISS
	Mr M Lessanu	CBMS
	Major P Arora	SO Tpt - Secretary

Opening Remarks

1. The meeting commenced at 1410 hrs and the Chairman welcomed all those present. He extended a special welcome to Mr W Clive, the new CISS.

ITEM I - Update on the proposed move to Trafipro

2. The Chairman informed that the proposed move of the MILOBS Sector HQ and the Support Branch to Trafipro will go ahead as planned. The CBMS confirmed that the construction of pre fabricated shelters in the complex would be completed within a week. The COS directed that the MILOBS should intimate their requirement of accommodation to the DCOS SP, who will organise their move to Trafipro in consultation with the CBMS.

3. The CBMS also confirmed that an alternate site near the Trafipro has been identified for 95 FLSG and it is likely to be ready around mid June. The CISS informed that the problem of limited communication facilities in Trafipro is being discussed and a solution is likely to be found soon.

ACTION : DCOS SP, CISS, CBMS

ITEM II - Accommodation in Kigali

4. The CBMS informed about the problem of renewal of lease of property whose owners were missing. He advised that Procurement was presently negotiating a fresh contract with the government and the problem was only with the building opposite Hotel

Meridien where presently an INDBATT company was located. This house was to be vacated and it had been confirmed to him by the CO, INDBATT that the personnel would be adjusted in the existing locations. The Chairman directed that this again should be ascertained from INDBATT.

5. G3 MED OPS informed that the King Faisal Hospital may not be available, rather the present arrangement with the CHK may be continued. This had been revealed in the last discussion which the FMO had with the Ministry of Health. The Chairman advised that in view of the imminent vacation of the Academy in Aug and the uncertainty about the status of CHK, it had become imperative to identify an independent facility to accommodate about 200 personnel. This should also include suitable area from where the Force medical facility could operate.

ACTION : DCOS SP, CISS, CBMS

ITEM III - Integrated logistics support update

6. The DCOS SP advised that as the new CISS had recently taken over, it was too early to discuss the issue. CBMS informed about certain problems he had faced in working with the military. The Chairman directed that the FEO should discuss the issue with the CBMS and apprise him of the details.

ACTION : DCOS OPS, CBMS

ITEM IV - Accommodation in Sector 5

7. It was decided that no major decision be taken till the adoption of the fresh mandate.

ITEM V - Policy on use of UNAMIR Vehicles

8. The DCOS SP informed that issue was still ambiguous and a clarification would be again sought through the CISS.

ACTION : DCOS SP, CISS

ITEM VI - Laundry, Drycleaning and Haircut facilities

9. The CISS informed that he would initiate action for provision of these facilities.

ACTION : DCOS SP, CISS

Closing Remarks

10. The CISS informed that a new team had taken over on the civilian side and he looked forward to increased cooperation with the military.

11. The Chairman advised that presently the mission was undergoing a transitional period. The mandate was due for revision and the new force structure was yet to be spelt

out. He also thanked the members for their contributions. The next meeting will be at 1400 hours on Tuesday, ⁵/₆ June 95.

Pankaj Arora
Maj
SO Tpt
Secretary

Distribution:

Action:

COS
DCOS OPS
DCOS SP
DCMO
FMO
CHAC
CIVPOL
CISS
CBMS

Info:

MA to FC
DFC



[Signature]
27.4.95

TO : ALL MILOB SECTORS

FROM : MILOB GP HQ OPS

DATE : 26 APR 95

FILE : 4577/OPS/95

SUB : MINUTES OF SECTOR CDRS CONFERENCE HELD AT GISYENI ON 20 APR 95

1. The minutes of sector cdrs conference are enclosed herewith for your information and further necessary action. Please ensure that the contents of these minutes are disseminated to all milobs under your command.

2. Best Regards.

[Signature]
(H S Ratnaparkhi)
Maj
Offg SOO
for DCMO

Encl : Minutes of Sector Cdrs Conference

✓ SLOGO

MINUTES OF SECTOR COMMANDERS' CONFERENCE HELD IN
GISENYI (SECTOR-5) ON 20 APRIL 1995

Present:	BRIG-GEN ANYIDAHO	-DFC (CHAIRMAN)
	COL MAJ B. TOUMIA	-CO TUNBATT
	COL UA MOEEN	-DCMO
	LT COL ADJEI	-COMD SECT 1
	LT COL AHSANULLAH	-COMD SECT 2
	LT COL BASHAR	-COMD SECT 3
	LT COL CASTRO	-COMD SECT 4A
	LT COL ABUBAKAR	-COMD SECT 4B
	MAJ PA GRAEML	-OPS O SECT 4C
	LT COL SAINZ	-SECT 5
	MAJ G MENON	-OPS O SECT 5
	MAJ V RATH	-SECT 6
	LT COL HAJI KANTE	-SLOGO
	LT COL KYEKYEKU	-SMPO
	MAJ MCCOMBER	-SOO
	LT COL MANZEL	-CHAC
	MAJ SARKAR	-SECT 5 (SECRETARY)

OPENING REMARKS

ACTION

1. LT COL Sainz welcomed the participants to Sect 5 and expressed his pleasure in hosting this conference.
2. The DFC\CMO, in his opening remarks, high lighted the following:
 - a. He congratulated all MILOBS of Sector 5 for the mature way in which they faced the hostile demonstration on 12 April, at the Hotel Meridien.
 - b. He explained that the Force Comd could not come due to ongoing operations in the Kibeho IDP camp.
 - c. He introduced Col Major B.Toumia, the TUNBATT contingent comd to the participants, as the DFC/CMO designate, who was slated to take over from him.
 - d. The DFC commented on the deterioration of the general situation during the week of commemoration, and highlighted the excesses committed against UNAMIR and other UN/NGO agencies. The matter has been discussed by the SRSG and the Force Comd with the Government, and the serious view taken by UNAMIR on this matter has been conveyed.

e. The situation in Kibeho IDP camp has taken a turn for the worse with the Government,insisting on closing down these camps immediately. The NGOs have withdrawn from here as they do not agree with this. Though UNAMIR too, does not support the Government decision, it has decided to step in and is now carrying out operations to transport the IDPs to their communes to prevent these masses from dying in the camps.

ITEM ONE: REVIEW OF THE MINUTES OF LAST CONFERENCE

3. The SOO read out the salient points of the last conference as follows:

a. The necessity of being alert and security conscious during the week of commemoration.

b. The need to be accurate while reporting incidents.

c. Necessity of initiating confidential reports in respect of MILOBS being transferred to other sectors.

d. Information on vehicles being received from Somalia, and further allotment to MILOBS.

ALL
SECT

ITEM TWO: SECTOR BRIEFINGS

4. All Sect Comds gave out detailed briefs of their sectors. The DFC and DCMO clarified/ gave out the following points in respect of different sectors:

a. Comd Sect 1 briefed on the closing of the Gituza subsect. The DCMO clarified that the subsect was closed since the area was isolated. The new locations, Ngarama and Nyagatare are better suited as the MILOBS are now co-located with the formed troops in these ares.

SECT1

b. In response to a request from the sect comd to transfer two communes of Kigali Prefecture presently with Sect 1, to Sect 6,the Sect Comd was asked to send out a proposal to this effect.

"

c. Comd Sect 1 projected the requirement of having two base stations in Sect 1 . The same was noted.

"

d. Comd Sect 2 briefed the assembly about a large number of people, seeking shelter at GHANBATT, in face of mass arrests being carried out there. The CMO directed tht the guidelines laid down for handing over these people to the local authorities, should be adhered to.

ALL

e. The DCMO warned Sect 2 to be prepared to receive IDPs from the camps in the South, shortly.

"

f. Comd Sect 3 intimated the assembly about the searching of UN premises at Kibuye, on 19/20 April by the RPA. The CMO said that a serious view has been of the and the matter is being taken up with authorities in Kigali.

g. On the apparent misinterpretation of Sect 3a and Sect 3b as separte sects, the CMO clarified that they should be considered as one sect until orders to the contrary are issued. In this connection the CMO refered to the apparent power struggles between Sect Comds and firmly discouraged it.

ALL

h. Comd Sect 3 raised the problem of office accomodation in Kibuye. The DCMO informed him that the Force Comd has spoken to the Prefect, to allow the MILOBS to share accomodation in the prefecture building. The same should be followed up.

SECT3

j. Comd Sect 3 briefed the assembly regarding the ongoing operations at Kibeho camp. The critical nature of operations to shift IDPs from Kibeho camp was stressed on by the CMO. The action of MILOBS who rallied around and maintained a good flow of information, was appreciated. It is considered desirable to maintain the same tempo till such time the crisis is over. The DCMO clarified that Sect 4a is to receive 20 additional MILOBS during the period of this operation. The operation is to be coordinated between Sect 4a and 4b.

SECT4A

SECT4B

k. The CMO observed that IDP settlements were building up in vicinity of the ZAMBATT. This is not desirable and could give a wrong picture to the RPA, to the effect that UNAMIR is giving protection to the IDPs. The same should be rectified at the earliest.

SECT 4A

l. The Comd Sect 4B stated that the road Butare - Kidaho is waterlogged over a certain portion and cannot be crossed by vehicles

transporting the IDPs. The CMO stated that it will not be possible to repair the road at short notice. The IDPs could debus at the waterlogged portion and be picked up by vehicles on the other side.

SECT 4B

m. On Sect 4c's request for allotment of interpreters, the DCMO informed that MILOBS were authorised 40 and are holding 40. However efforts are on to get some more. Meanwhile the existing resources could be shared.

SECT 4C

n. Sect 4C projected their shortage of vehicles. The DCMO stated that priority would be accorded to Sect 4C for allotment of vehicle. A minibus has already been allotted.

"

o. Sect 5 projected that intelligence gathering tasks allotted to sectors have to be carried out informally and over a period of time. Hence it may not be always possible to meet the dead line set. This was agreed to; but it was clarified that such tasks are usually initiated at very high level and it is necessary to execute these ASAP.

ALL

p. In reply to Sect 5's point that feedback regarding projects forwarded to higher hq was not forthcoming the DCMO said that the same would be looked into. Sectors must also make an effort on their own to progress things.

ALL

q. Sect 5 projected that changing of key appointments in bulk without additional reaction time is detrimental to the functioning of the sect. DCMO clarified that this is not normally resorted to. However, sectors must avoid making ad-hoc appointments on their own. In case of a particular problem the issue could always be addressed to the MILOB Hq.

ALL

r. The CMO took a very serious view of the car theft which took place in Kigali recently, and said that in case instructions on the subject had been violated, appropriate action would be taken.

ALL

s. Sect 6 projected a shortage of radio sets. The sect was asked to work out their requirement of additional radio sets and forward the same to MILOB Hq.

SECT 6

ITEM THREE: STAFF OFFICERS' BRIEF

5. SOO. The following points were given out:

- a. MILOB ops has now been co-located with Forces Hq, to facilitate work and enhance response. ALL
- b. A dedicated MILOB Gp Sig offr has been appointed to attend all communication problems within the sectors. ALL
- c. A new list of reports and returns along with prescribed format will shortly be forwarded to the sectors. ALL
- d. Mentioning of names of local sources of information in reports, should be avoided, to prevent compromising their safety, in view of the lax security prevailing in the offices. ALL
- e. Timely reporting of information is extremely important to enable appropriate action to be taken at higher hq. ALL
- f. A seminar on int collection techniques will be held for all ops o on 26 April 95. ALL
- g. To improve the awareness of MILOBS, the UNAMIR infosum and other important incident reports will be sent to all sects and should be disseminated. ALL
- h. New helicopter request forms, requiring manifesting of passengers in advance, have been given out, and the same should be adhered to. There may be a cut in helipatrols to other sectors, in view of the ongoing operations at Kibeho.

SMPO

6. The following points were covered:

- a. Overstayal of leave by MILOBS would henceforth be monitored by MILOB Hq by calling for daily flight manifests. MSA would be deducted for the period of absence and explanations would be asked for. ALL
- b. All concerned coming to Kigali must make it a point to visit the MILOB GP Hq and collect official mail. ALL

- c. The next rotation of MILOBS would take place by end of June. This will give adequate reaction time to train replacements for appointment holders. ALL
- d. The next medal parade will tentatively be held in the first week of June. ALL
- e. In order to bid farewell to the outgoing DCMO and other MILOBS leaving in May, a dinner will be organised at hotel Chez Lando on 28 April. Three MILOBS from other sectors and all MILOBS in Kigali are expected to attend. The contribution would be 13 USD per head. ALL

SLOGO

- 7. The following points were given out:
 - a. Copy of leave request forms should be sent to SLOGO in advance. ALL
 - b. Frequent change of LOGO in the sectors should be avoided. "
 - c. Restricted items like berets and cap badges are one time issue items and it is not possible to issue these again. "
 - d. All LOGOs to forward names of MILOBS without driving license to SLOGO for further action. "
 - e. Items like hand held motorolas should not be carried along by MILOBS while moving out on transfer to other sectors. Sectors should initiate clearance procedure at their end to ensure the same. ALL

CIVPOL

- 8. The following points were covered:
 - a. The CIVPOL have been placed under comd the MILOBS for administration. Leave for the CIVPOL officers is required to be sanctioned by the MILOB Sect Comd. ALL
 - b. The CIVPOL is expected to work in conjunction with the MILOBS and keep them informed about their movements. "
-

HAC

9. The following points were given out:
- a. Office of the HAC has shifted to the Forces Hq.
 - b. All sects to forward names of their humanitarian teams to HAC. Weekly humanitarian sitreps are required to be submitted by all sects to HAC every Friday.
 - c. It is proposed to hold monthly/ fortnightly humanitarian meetings at HAC, henceforth.

ALL

"

ITEM FOUR: CLOSING REMARKS

10. The DCMO made the following closing remarks:
- a. When handing over prisoners/locals seeking shelter to prosecutors, it is necessary for the human rights and the ICRC to be present.
 - b. First hand report of any incident is extremely essential. The information should be given out in a steady flow, as the incident unfolds.
 - c. IDPs from camps closing down are likely to be received by different sectors shortly. It would required to be monitored.
 - d. Frequent assesment of the situation by the sect comds is highly desirable to get an idea of what actually is happening.
 - e. On the eve of his departure from the mission, the DCMO thanked everyone for their excellent cooperation, and hoped that the same would be extended to the new incumbent.
11. The DFC/CMO made the following closing remarks:
- a. He thanked the DCMO for an excellent job done and wished him all the success. He wished safe journey to all outgoing MILOBS.

ALL

"

"

"

"

b. He emphasised on the fact that the MILOB Hq ops was only co-located and not integrated with Forces hq ops. It has facilitated operations tremendously.

c. He asked all concerned to make the dinner for the DCMO and other outgoing MILOBS a success. ALL

d. He thanked all MILOBS who contributed towards the orphans. The total contribution amounts to 4525 USD and would be donated as a MILOB contribution.

e. The CMO cautioned all concerned to restrict unnecessary vehicle movements in Rwanda and use due discretion and judiciousness while filling in trip tickets. ALL

CONCLUSION

11. The next meeting is scheduled to be held at Kigali.

AK SARKAR
MAJ
SECRETARY

UNITED NATIONS
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UNAMIR - MINUAR

MILOB GP HQ

87157u

SMBO 18-04-95
S Log O

TO : ALL SECTORS

FILE : OPS/CONF

FROM : MILOB GP HQ

DATE : 14 APR 95

INFO : DFC/CMO
FHQ (OPS)

ATTN : SECT COMDS

SUBJECT- SECT COMDS CONFERENCE

1. The next Sect Comds Conference will be held at GISYENI in Sect 5 on 20 APR 95.
2. Movement and concentration. Sectors are requested to project their demands for helicopter transport if required.
3. Agenda. Please see Annx attached.
4. Best Regards.

Harish
✓ J MCCOMBER
MAJ
SOO

DCMO - for info please.

ANNX

(refers to MILOB GP

HQ letter No OPS/

CONF dt 14 APR 95)

SECT COMDS CONFERENCE - 20 APR 95

AGENDA

<u>TIME</u>	<u>EVENT</u>	<u>REMARKS</u>
0830	Arrival of participants	
0845	Arrival of CMO	Tea/Coffee
0855	All seated	As per seating plan
0900	Welcome Address	Sect Comd
0905	Opening Remarks by CMO	
0910-0920	Mins of last Conference	SOO
0920-1040	Sect Briefs	Each Sect Comd to get 10 mins only
1040-1100	Tea/Coffee Break	
1100-1130	Staff Offrs Brief	10 mins per SO
1130-1140	CIVPOL Brief	
1140-1150	HAC Brief	
1150-1200	DCMO's Remarks	
1200-1215	CMO's Concluding Remarks	
1215-1230	Spare	
1230-1330	Lunch	
1330 onwards	Dispersal	



MULOS 6602 0/LOG

UNAMIR
MESSAGE FORM

S Logo with Jpt
off to attend

SECURITY CLASSIFICATION

UNCLAS

S Logo

8/10/4

LINE 1			
LINE 2			
LINE 3			
LINE 4			
LINE 5			
PRECEDENCE - ACTION		PRECEDENCE - INFO	
PRIORITY		ROUTINE	
DATE - TIME GROUP		08 1530B APR 95	
SIC/ORIG NO		Q 1107	
ROUTING INDICATORS		From: G4 LOGISTICS, HQ UNAMIR II	
INTERNAL:		To:	
DSOS SP		TAC HQ, BUTARE	
ADCS SP		AUSMED	
CILM		INDBATT	
CLOGO		FORCE ENGR COY	
G3 AIR		95 FLSG	
LOG PLANS		ETHIOBATT	
		SENBATT	
		GHANBATT	
		TUNBATT	
		ZAMBATT	
		NIBATT	
		MALICOY	
		MALAWICOY	
		MP COY	
		MILOB GP HQ	

SUBJ: LOG CONFERENCE - TUESDAY 9 MAY 95

NEXT LOG CONFERENCE WILL BE HELD ON TUESDAY 9 MAY 95 AT HQ 95 FLSG AT THE TRAFIPRO COMPLEX FROM 1000 HOURS TO 1200 HOURS.

2. HELO TRANSPORT WILL BE PROVIDED FOR LOG OFFRS FROM SECTORS 5, 3A, 4C AND 4A. ALL OTHERS ARE TO MAKE THEIR OWN WAY TO KIGALI.


3. HELO TIMINGS ARE:

- 0730 HOURS - PICK UP TUNBATT LOG OFFR FROM MUTURA.
- 0750 HOURS - PICKUP MALAWICOY LOG OFFR FROM KIBUYE.
- 0815 HOURS - PICKUP ETHIOBATT LOG OFFR FROM KAMEMBE.
- 0840 HOURS - PICKUP ZAMBATT LOG OFFR FROM GIKONGORO.

PAGE NO		DRAFTER'S NAME AND TITLE				PHONE		REF FILE NO	
1		MAJ G A CLARKE SO LOG				11118			
NO OF PAGES		RELEASER'S NAME AND TITLE		BRANCH/UNIT		SIGNATURE		DATE	
2		AS ABOVE		HQ UNAMIR LOG PLANS CELL				8 April 1995	
FOR OPS USE	R	DATE	TIME	SYSTEM	OPERATOR	D	DATE	TIME	SYSTEM
									OPERATOR
SECURITY CLASSIFICATION									UNCLAS

SECURITY CLASSIFICATION
UNCLAS

- e. 0900 HRS - ARRIVAL KIGALI.
- f. 1500 HRS - DEPART KIGALI TO RETURN OFFRS TO CONTINGENTS.
- 4. OFFRS FROM SECTORS 5, 3A, 4C AND 4A ARE TO ADVISE THIS HQ BY 1200 HOURS, SATURDAY 06 MAY 95, IF THEY WILL BE DRIVING AND DO NOT REQUIRE HELO.
- 5. G 3 AIR REQUEST ARRANGE HELO AS PER SCHEDULE GIVEN IN PARA 3.
- 6. 95 FLSG YOU ARE REQUESTED TO ACTION THE FOLLOWING:
 - a. HAVE A CONFERENCE VENUE FOR 30 PERSONNEL PREPARED.
 - b. PROVIDE A LIGHT REFRESHMENT ON COMPLETION OF THE CONFERENCE.
- c. ARRANGE SUITABLE TRANSPORT FOR CONVEYANCE OF LOG OFFRS FROM HELIPAD TO TRAFIPRO AT 0900 HOURS AND THEIR RETURN FROM TRAFIPRO AT 1430 HOURS.
- 7. ANY QUESTIONS REGARDING THIS CONFERENCE ARE TO BE ADDRESSED TO SO LOG, EXT 11118, CALLSIGN 94D ON CHANNEL 11.

PAGE NO 2		DRAFTER'S NAME AND TITLE MAJ G A CLARKE SO LOG				PHONE 11118		REF FILE NO		
NO OF PAGES 2		RELEASER'S NAME AND TITLE AS ABOVE		BRANCH/UNIT HQ UNAMIR LOG PLANS CELL		SIGNATURE 		DATE 8 April 1995		
FOR OPS USE	R	DATE	TIME	SYSTEM	OPERATOR	D	DATE	TIME	SYSTEM OPERATOR	SECURITY CLASSIFICATION UNCLAS



MILOR/6602.0/LOG

UNAMIR
MESSAGE FORM

SECURITY CLASSIFICATION
UNCLAS

29/3

LINE 1			
LINE 2			
LINE 3			GR
LINE 4			MESSAGE INSTRUCTIONS
LINE 5			
PRECEDENCE - ACTION PRIORITY	PRECEDENCE - INFO ROUTINE	DATE - TIME GROUP 27 1200B MAR95	SIC/ORIG NO Q 1105
ROUTING INDICATORS	From: G4, HQ UNAMIR II		
INTERNAL: COS DCOS OPS COS SP FMO CISS	To: DCMO CIVPOL CHAC		

SUBJ: COS FORTNIGHTLY ADMINISTRATIVE MEETING

- 1. FURTHER TO PARA 8 OF OUR MINUTES No LOG 4000.2/LOG OF 15 MAR 95.
- 2. THE MEETING SCHEDULED FOR 28 MAR 95 HAS BEEN POSTPONED TO 4 APR 95.
- 3. BEST REGARDS.

27 04-04-95
B 84

PAGE NO 1		DRAFTER'S NAME AND TITLE MAJ PANKAJ ARORA SO TPT				PHONE 11118		REF FILE NO			
NO OF PAGES 1		RELEASER'S NAME AND TITLE AS ABOVE		BRANCH/UNIT HQ UNAMIR LOG PLANS CELL		SIGNATURE 		DATE 27 March 1995			
FOR OPS USE	R	DATE	TIME	SYSTEM	OPERATOR	D	DATE	TIME	SYSTEM	OPERATOR	SECURITY CLASSIFICATION UNCLAS

MILOB/6602.0/LOG

SLOGO
He 06-03-95
EHE

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

MILOB GP HQ

TO : ALL SECTORS

FILE : OPS/CONF

FROM : MILOB GP HQ

DATE : 04 MAR 95

INFO : DFC/CMO

FHQ (OPS)

CIVPOL

HAC

1. All sects informed.
2. copies sent to FHQ & all addressees.

ATTN : SECT COMDS

for
04/03

DCMO

SUBJECT- SECT COMDS CONFERENCE

Reference:

A Ours OPS/SECT COMD CONF dated 01 Mar 95(only to action addressees).

1. The next Sect Comds Conference will be held at NYAMASHEKE in Sect 4C on 08 MAR 95.
2. Movement and concentration. Request for two Halo will be submitted by this HQ. One Halo will be used by DFC/CMO, DCMO, CHAC, Commissioner CIVPO and three SOs. The departure time would be 0745 hrs. The second Halo will be used as per our letter under reference.
3. Agenda. Please see Annx attached.
4. Best Regards.

[Signature]

for A ANOCHKINE
LT COL
FOR CMO

For done
[Signature]
5/3/95

4A, 4B, 4C & 5 ✓

ANNX

(refers to MILOB GP
 HQ letter No OPS/
 CONF dt 04 Mar 95)

SECT COMDS CONFERENCE - 08 MAR 95
AGENDA

<u>TIME</u>	<u>EVENT</u>	<u>REMARKS</u>
0830	Arrival of participants	
0845	Arrival of CMO	Tea/Coffee
0855	All seated	As per seating plan
0900	Welcome Address	Sect Comd 4C
0905	Opening Remarks by CMO	
0910-0920	Mins of Last Conf	SOO
0920-1040	Sect Briefs	Each Sect Comd to get 10 mins only
1040-1100	Tea/Coffee Break	
1100-1130	Staff Offrs Brief	10 mins per SO
1130-1140	CIVPOL Brief	
1140-1150	HAC Brief	
1150-1200	DCMO's Remarks	
1200-1215	CMO's Concluding Remarks	
1215-1230	Spare	
1230-1330	Lunch	
1330 onwards	Dispersal	



MILOB GP HQ

TO : SECTOR 1 HQ

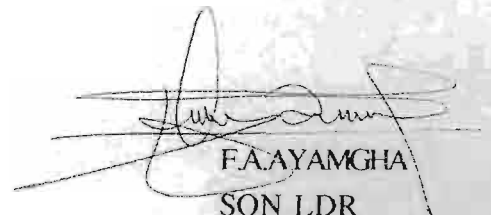
FROM: MILOBS GP HQ

DATE: 27 FEB 1995

INFO: SO LOG, FHQ(MAJ GA CLARKE)

SUBJECT: ESTABLISHMENT OF SUB-SECTOR 1

1. You are requested to forward all your requirements for logistics supplies on the mentioned subject as per Log Directive No 01/95 to the appropriate Commodity Managers under LSG.
2. Be informed that supplies will not be issued on the basis of a letter from this HQ. Your Sector PERS/LOG officer being an authorized signatory under the new supply procedures for request for UNAMIR supplies, should raise the necessary requisition.
3. Please forward a copy of your requisition to this HQ for record purposes.
4. Best Regards.


F.A. AYAMGHA
SQN LDR
for DCMO

02/

Please speak
Tp: Offr 3/4

MINUTES OF VEHICLE ESTABLISHMENT
COMMITTEE (VEC) MEETING
HELD ON 14 FEBRUARY 1995

PRESENT

Deputy Force Commander	Co-Chairman
OIC Administration	Co-Chairman
Chief Integrated Support Services	Member
Chief Civpol	Member
DCOS SP/Chief Logistic Officer	Member
D/Chief Military Observer for CMO	Member
Legal Adviser	OSRSG
Chief Transport Officer	Member/Secretary
I/C FVIU	Transport
Minutes taken by:	Aster Tegene
	Secretary to the CTO

1. Some of the paragraphs from the last Minutes were widely discussed to ascertain compliance with instructions that were laid down by the VEC.
2. Concerning Brown & Root, another 20 vehicles were requested. The CTO said he tried to accommodate them without reaching the VEC, since the instructions were passed down by the OIC Administration and it also involved saving the organization a considerable sum of money.
3. The DFC asked if they were operating efficiently.
4. The OIC explained that rented and UN owned vehicles have to be insured.
5. The Civpol. Commissioner expressed his satisfaction with the present number of vehicle in his area. However, he requested for more 4-Runners. The Committee then agreed one of the buses assigned to Civ Pol be exchanged for 3 Pick-ups. The Commissioner agreed to the proposal.
6. On distribution of vehicles, the CTO said 86 vehicles were assigned to different sections since the first VEC meeting. He also mentioned the difficulty he had in adhering strictly to the distribution priorities set by the VEC.
7. Motor Cycles: The CTO explained that since mirrors and helmets were presently unavailable, they cannot be distributed. He also mentioned that an Administrative Instruction on the use of motor cycles had been published by the office of the OIC Administration.
8. The CISS continued by saying efforts to get more motor cycles from UNPROFOR has failed.
9. Butare Workshop: The CTO announced the imminent opening of a Workshop in Butare.

...2/..

10. The CAO request further information about the 10 vehicles which have to be given to the Government. Four have already be given out to them.

Briefing by the CTO

11. The CTO opened his briefings by announcing that he has 81 vehicles in the workshop awaiting various spare parts.
12. The CTO continued by saying that the amount of vehicles required by Civilian and Milob Components exceeded the amount presently in the Mission area for assignment.
13. The DFC raised the question on priorities. The CTO suggested that the Military should get the priority.
14. Assignment of vehicles to TUNBATT was widely discussed.
15. The CAO suggested to increase their request of 25 vehicle to 30 since they were presently patrolling on foot.
16. The Committee finally agreed on the attached distribution of vehicle in order of priority. (See Annex A).

Insurance

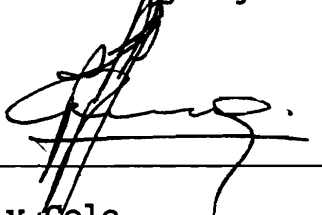
17. The CAO informed the members that different Companies had approached UNAMIR regarding insurance. The CAO reminded the CTO and Procurement to follow up on the matter. He said all UNAMIR vehicles must have the lowest local 3rd party liability insurance.

Any other Topics

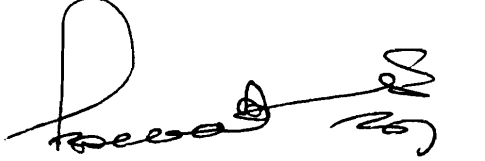
18. Regarding accidents the DFC promised to ensure that stringent measures are put in place to control accident.
19. The CISS briefly mentioned that all UNAMIR staff should cooperate with the Military Police whose job was in part, the enforcement of the UNAMIR driving rules and regulations.
20. The Legal Officer asked the status of the vehicles lost/missing during the hostilities and whether or not the local government had been approached for their return.
21. The CAO suggested that it might not be wise and too political to push on the matter at this stage. In order to identify a vehicle we have to have its Chassis No., Engine No. etc. which are available from the Transport Section FVIU Unit.

22. A monthly update to be issued on the situation of vehicle assignment was suggested to the CTO by Col. Tutt.

The meeting adjourned at 6.00 O'Clock.



Mr. Ally Golo
OIC Administration
Co-Chairman



for Brig. General Anyidoho
DFC/CMO
Co-Chairman

DISTRIBUTION OF VEHICLES

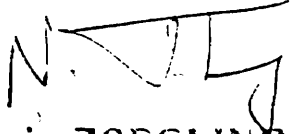
REFERENCE TO VEC MEETING HELD ON 14 FEBRUARY 1994

<u>Sections</u>	<u>No. Vehicles to be issued</u>
1. Tunbatt	30
2. Malicoy	10
3. Malawicoy	8
4. CMC	1
5. PCIU	1
6. R & I	1
7. Supply Control Cell	1
8. BMS	2
9. Communications	3
10. Milobs	15
11. Civpol	3
12. Administrations	1
13. Finance	2
14. Procurement	2
15. UNV	2
16. MOVCON	1
17. Nairobi Office	4
18. Pouch Unit	1
19. Personnel	1
20. FSO	1
21. Military Police	6
22. Radio UNAIR	1
23. CLO	1
24. Legal	<u>1</u>
TOTAL	99

VEHICLES ASSIGNED TO VARIOUS SECTIONS AFTER 14/02/95

DATE: 14 MARCH 1995

	SECTION/UNIT	QTY	
1.	TUNBATT	17	
2.	BROWN & ROOTS	29	(INCLUDING 4 TRUCK CARGO MEDIUM)
3.	TRANSPORT POOL	6	
4.	COMMUNICATIONS	3	
5.	SRSG BURUNDI	2	
6.	UNAMIR RADIO	1	
7.	PROCUREMENT	1	
8.	BOI UNIT	1	
9.	MILITARY POLICE	4	
10.	UNV PASU UNIT	1	
11.	MALICOY	4	
12.	MALAWICOY	2	
13.	LIAISON OFFICER	1	
14.	FSA	2	(REPLACE 1 ACCIDENT VEHICLE)
15.	RWANDA GOVERNMENT	1	(ADDITIONAL 3 VEH TO BE ISSUED)
16.	EDP	1	
17.	CCLOGO	3	
18.	CLOGO	1	
19.	GENERAL SERVICES	2	
20.	MILOBS	5	(REPLACE 1 VEHICLE, 2 MOTORBIKES) ?
21.	MOVCON	1	
22.	FORCE SIGNALS OFF	1	
23.	CIVPOL	1	(REPLACE 1 VEHICLE)
24.	MA TO FC	1	(ON LOAN)
25.	ADC TO DFC	1	(ON LOAN)
26.	OIC ADMIN	1	(ON LOAN)
27.	I.O.C	1	(INTEGRATED OPERATION CENTRE)
28.	INT TRIBUNAL	1	(INTERNATIONAL TRIBUNAL)
29.	MEDICAL BRANCH	1	(REPLACEMENT VEHICLE)
	TOTAL	96	


 Norris JORSLING
 Chief Transport Officer
 UNAMIR

To File
Log Conf & Meetings

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



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SLogo
Sando
14 February 1995

4000.1/LOG

See Distribution

MINUTES OF COS WEEKLY ADMINISTRATIVE MEETING
14 FEBRUARY 1995

Present:	Col K S Sivakumar	COS - Chairman
	Col J Arp	DCOS OPS
	Col K M Tutt	DCOS IP
	Col S Iliya	CHAC
	Supdt O M Gyeabour	Rep C POL
	Mr PJA Hornsby	CISS
	Major P Arora	SO Tp Secretary

Opening Remarks

1. The meeting commenced at 1410 hrs and the Chairman welcomed all present.

Matter Arising from Minutes of Previous Meeting

2. Accommodation Requirements. There was a detailed discussion on the provision of accommodation. The salient points are as under :

- a. The Chairman voiced concern over the delay in progress in preparation of Ontracom as an alternative site for Engineers. It was brought out that the Military Academy may have to be vacated even earlier than Aug 95. The CISS revealed that the delay was due to allotment of inadequate funds.

- b. The CISS informed that 52 two man containers allotted from UNOSOM are scheduled to be loaded in the third week of Feb 95. He also confirmed the availability of 44 x 4 man weather havens, which if the kitchen and sitting room are utilised as sleeping accommodation give 88 x 4 man accommodation. The adverse effect of non availability of funds for acquisition of pre-fabricated accommodation and tentage was also discussed.

- c. Transit Camp. The Chairman informed that the future of Transit Camp as a permanent camp was still under consideration.

3. Leave and CTO. There was a full discussion on the entitlements of leave and R&R as proposed by the DCOS SP in his letter on the subject. It was agreed that a fresh policy incorporating the various issues discussed, will be brought out under directions of the Chairman.

ACTION : DCOS SP

ITEM I - Sustainment Rations

4. DCOS OPS informed that a third of the rations have been earmarked for TUNBATT to cater for the evacuation of refugee camps at Goma due to the threat of volcanic eruption. The balance are to be distributed to the target communes. It was also agreed to earmark some for the 'Burundi' option and to consider the requirement of WFP as and when it is projected. It was also brought out that their longevity could not be assessed as there was no expiry date on them.

ACTION : DCOS OPS , DCOS SP , CISS

ITEM II - Detailed Staff Lists at HQ

5. It was agreed that detailed staff lists of units upto the level of Company Commanders be maintained at the HQ

ACTION : DCOS SP , CMPO

ITEM III - Opening of PX

6. The CISS informed that though the legal opinion on the issue had been rendered on the subject there was still no progress on establishment of a PX in UNAMIR. It was agreed that contingents interested in opening their own PX under the auspices of UNAMIR should do so only after taking prior permission from the HQ.

ACTION : DCOS SP , CISS , CMPO

ITEM IV - Establishment of EDP Committee to Control Issue of Computers


7. The Chairman highlighted the need to streamline the procedure of issue of computers. It was agreed that though there may not be a case for constitution of a committee, the military should lay down their requirements giving out the priorities which would be forwarded to the EDP through the CISS for implementation.

ACTION : DCOS SP , CISS

Closing Remarks

8. The Chairman thanked the members for their contributions. The next meeting

will be at 1400 hrs on Tuesday, 21 Feb 95.



Pankaj Arora
Maj
SO Tpt
Secretary

Distribution:

Action:

COS
DCOS OPS
DCOS SP
DCMO
FMO
CHAC
CIVPOL
CISS

Info:

MA to FC
DFC



MILOB/6602.0/LOG

TO : ALL SECTORS**File Ref.:** MILOB/6602.0/LOG**FROM:** MILOBS GP HQ(LOG BR.)**Date:** 3 February 1995**SUBJECT: SECTOR LOG OFFR CONFERENCE/LOGISTICS PROCEDURES****Reference:** Sector Commanders Conference of 01 Feb 95

1. On the last Sector Commanders Conference in Gitarama 1 Feb, it was discussed that a meeting should be held by SLOGO on Tuesday 7th Feb 1995.
2. Because of the need to instruct new MILOBS recently arrived, this meeting will be held at MILOBS GP HQ at 10.00 hrs Wednesday 8 Feb 1995.
3. It is necessary that all Sector Logistics Officers attend this reunion. This initiative will be repeated periodically.

B.BATHILY
CMDT
SLOGO

2

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



500
SMPO
S Logo ✓
NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

4000.1/LOG 8

February 1995

See Distribution:

MINUTES OF COS WEEKLY ADMINISTRATIVE MEETING
7 FEBRUARY 1995

Present:	Col K S Sivakumar	COS - Chairman
	Col J Arp	DCOS (Ops)
	Col K M Tutt	DCOS (Sp)
	Col S Ilya	CHAC
	Col Diarra	CHPOL
	Col W Ramsey	FI/O
	Lt Col K Opong-Kyekyeku	SI PO/MILOBS
	Mr PJA Hornsby	CHS
	Lt Col A Chabir	ADDCOS - Secretary

OPENING REMARKS

1. The Chairman welcomed members to the meeting which from this new start would continue as before to be held on a weekly basis.

ITEM I - Accommodation Requirements

2. There was a full discussion on the provision of accommodation. As a result of a concerted effort by DCOS(Ops), CCIS and DCOS(Sp) there had been a consolidated summary of the prevailing accommodation problems in Kigali and the Chairman was keen to confirm what action had been taken.

3. It was agreed to move the 25 man element of the Engineers and their equipment with the incoming Force Signal Coy into the accommodation within the Log Base until a possible alternative site, Ontracom, could be prepared for the Engineers. The Military Academy has to be vacated by Aug 95. BMES are to be asked to confirm status and costs of Ontracom in order that plans can be.

ACTION: DCOS (OPS), BMES

4. It was further agreed that accommodation would be hired for those MPs remaining in Kigali. Action was already in hand to identify suitable accommodation in the MP detachment

areas in advance of the expected authority for their deployment.

5. The FC had despatched a fax to UNNY to expedite the funding of accommodation. There appeared to be a lack of visibility over tentage, and a consolidated listing should be created. The Chairman stated that we should continue to support the drive for more tentage and the CISS responded that we had asked for funding for 500 ten man tents. It was agreed that tentage should continue to be issued in line with the declared G3 priorities.
ACTION: CISS, DCOS (OPS), DCOS(SP)

6. DCOS(Ops) agreed that Support Branch should take responsibility for the Transit Camp and it was further agreed that an element of those personnel who were in theatre for Mov Con duties should be detailed to manage the Transit Camp under the Support Branch. The future of the Transit Camp as a permanent camp possibly with a transit annex supported by a contract caterer, should be considered if it makes better use of assets.
ACTION: DCOS(SP)

ITEM II - Move of HQ into TRAFIPRO

7. It was agreed that the timing of the move of the HQ into TRAFIPRO was, amongst other considerations, conditional on the identification of suitable alternative accommodation for 95 FLSG. It was anticipated by the senior civilian staff that the HQ would move into TRAFIPRO by 15 April 1995.

ITEM III - Vehicles

8. The Chairman voiced concern about the current shortage of vehicles, their issue in an agreed priority order and the continued problem of spare parts. CISS commented that the spare part problem was exacerbated by the wide variety of vehicle types within the fleet. The problem of shortage of vehicles would be alleviated by the imminent arrival of some 70+ additional vehicles, unfortunately many of which might require repair.

9. There was considerable work being undertaken to identify the optimum vehicle establishments for all areas of the mission to aid the Vehicle Establishment Committee to set its priorities of issue. The Chairman pointed out that TUNBATT were likely to be a high priority as they were short of vehicles and it was planned that many of their current patrol vehicles on loan from ZAMBATT would be returned to ZAMBATT, on allocation of additional vehicles.
ACTION: DCOS (SP)

ITEM IV - Welfare

10. It was agreed that the postal system was inadequate, but could be improved by the issue from central, rather than contingent funds, of a float to our staff in Nairobi to expedite the movement of parcels and registered mail. Personnel were to be encouraged to send these items direct to Kigali to avoid the difficulties within Nairobi.
ACTION: DCOS (SP)

ITEM V - Leave and CTO

11. There was a full discussion on the status of staff and their appropriate leave

entitlement. It was agreed that while there were currently only two categories - Contingents(including staff) and MILOBS - this should be challenged creating a third category - Staff, who should have conditions of service closer to the civilian element with whom they work alongside. DCOS(Sp) had recently distributed a letter asking for comment on the application of **current** leave regulations including R&R, after that letter has been agreed and promulgated he would seek improvements from UNNY on leave regulations. It was further agreed that CTO was an emotive subject and must be applied correctly.

ACTION: DCOS (SP)

ITEM VI - Baggage Allowance

12. It was agreed that baggage allowance for individuals was inadequate and a case must be made to revise it.

ACTION: DCOS (SP)

ITEM VII - MT Accidents

13. The Chairman was concerned about the high level of accidents. It was agreed that the withdrawal of UN driving permits for an agreed period would be a suitable deterrent and could be applied throughout the Force, once approved by the Force Commander.

ACTION: DCOS (SP)

ITEM VIII - ANY OTHER BUSINESS

Convoy Escorts

14. The equitable distribution of these duties between elements of the Force will be reviewed under the direction of DCOS(Ops).

ACTION: DCOS (OPS)

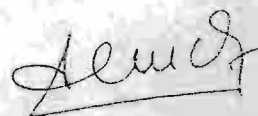
Medals for MILOBS

15. There is now a common qualification date of 90 days for all military elements of UNAMIR.

Closing Remarks

16. The Chairman thanked members for their contributions. The next meeting will be at 1400hrs Tuesday 14 Feb 95.

A Chabir
Lt Col
A/DCOS (Sp)
Secretary



Distribution:

Action:

COS
DCOS (Ops)
DCOS (Sp)
DCMO
FMO
CHAC
CIVPOL
CISS

Info:
MA to FC
DFC

Log Conference

UNITED NATIONS
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UNAMIR - MINUAR

NATIONS UNIES
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File

TO : CTO

File Ref.: MILOB/6602.0/LOG

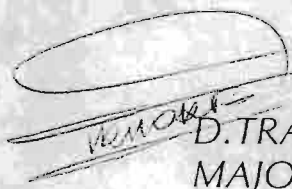
FROM: MILOBS GP HQ

Date: 13 Jan 1995

INFO: DFC/CMO

SUBJECT: INVITATION

1. You are invited to the Sector Commanders Conference which will be held at Byumba on Saturday 14 Jan 1995.
2. We believe that this will enable you to brief the Sector Commanders about some of the difficulties encountered by your services.
3. Best regards.


D. TRAORE
MAJOR
for CMO

&

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



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UNAMIR - MINUAR

TO : SECTORS 3, 4C, 4B

File Ref.: MILOB/6604.0/LOG

FROM: MILOBS GP HQ

Date: 13 Jan 1995

INFO: DFC/CMO
CLOGO
CGS
SECTOR 1, 2, 4A, 5, 6

SUBJECT: DISTRIBUTION OF POLAROID

1. Find below the distribution of four (4) polaroid cameras received from CGS.
 - a. MILOBS GP HQ 1 (OPS BR)
 - b. Sector 3 1 for Butare
 - c. Sector 4C 1
 - d. Sector 4B 1
2. Demand for more polaroid cameras has been made and would be distributed to all sectors when they are received.
3. Regards.

REMOVED
D. TRAORE
MAJOR
for CMO

1 To File
LOG CONF

010549



UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

Date: 17 November, 1994

To: Maj Gen. G Tousignant
Force Commander

Mr A H Golo
OIC Administration

From: Col K O'Kelly
DCOS(Sp)

Mr P J A Hornsby
CSS

Subject: Integrated Support Structure for UNAMIR

1. During the recent visit of Mr. Medili, Director of Field and Administrative Services, DPKO, New York and his team it was observed that integration of military and civilian efforts in the support area would greatly aid the mission in overcoming many of its support difficulties.

2. Subsequent to Mr. Medili's discussions with both the civilian and military staffs several joint meetings were held at DCOS(Sp) and CSS level to formulate a plan to foster clearer lines of authority and responsibility in all support areas.

AIM

3. The aim of this paper is to present the combined military and civilian staff assessment of how best to support the mission and eliminate duplication of functions while enhancing planning and co-ordination and making the most effective and efficient use of assets available

BACKGROUND

4. Integrated Support structures are currently in use or in the planning stages in all UN missions, with a formed military component. They are necessary because the

UN and the Member States of the UN are experiencing escalating costs of mission support and troop contributing nations can seldom if ever provide the logistics support forces required.

5. As missions grow in size and complexity neither traditional military nor UN support structures are proving to be adequate in terms of the mix of technical skills and equipment required to support missions, by themselves (or in isolation from one another).

6. In keeping with the intent of the UN Logistics Manual, published in "draft" in 1993, future support structures will be tailored to the needs of the mission; but, that

"... as the Mission progresses, the UN will attempt to rationalise its support structure. The overall aim will be to achieve the most economic and effective support structure which will both meet the demands of the Force supported and release military manpower for redeployment."

With this in mind the UN will, over time, replace military support elements with civilian assets: UN staff, contractors and local hire personnel.

SCOPE

7. This paper identifies UNAMIR support structure requirement in general terms by using the current military and civilian staff structure as a starting point. It is anticipated that the collocation and staff interaction of these two elements will reveal the need for future developments and, progress assessments conducted once every ninety-days may lead to further refinement of staff structures and staff requirements.

TERMINOLOGY

8. For the purposes of this paper the following definitions of terminology will be used:

a. Support. - the function of providing all materiel and technical support including stores, movements, maintenance, engineering, accommodation infrastructure, aviation and air services and communications support.

b. Logistics. - its purest sense, logistics has as wide a definition as 'support. However to avoid the confusion that this duplication of terminology may lead to, 'Logistics', for the purposes of this paper will be defined as: "... the art of provisioning, transporting, housing and providing materiel support to military troops". In the context of UN operations, this definition must be expanded to incorporate all mission components, i.e.

UNMOs, UNCIVPOL, Humanitarian and Civil Affairs, UN Staff and in some cases other UN agencies and NGOs acting on behalf of the UN.

c. Integrated Support. - the process by which all available support manpower, material, administrative, technical and sustainment systems are combined to form the most effective and cost efficient support system possible.

d. Direct Support. - those logistic or support resources (manpower and equipment) under the full command and control of the commander supported. These resources are generally organic to the unit or may be an augmentation provided by the UN in the form of other military or civilian assets under the direct control of the unit commander. Normally, these are the assets placed at battalion level and below.

e. General Support. The provision of full or partial support on an area or regional basis. For example, a battalion may provide general logistics support to all CIVPOL or MILOBS operating within its sector of responsibility. Support taskings of this nature generally come from the headquarters logistics element along with additional resources required. Regional engineer, maintenance, communications and general supply support is most often undertaken.

f. National Support. This support is that which is received from a contingent's home defence establishment, normally for unique items and services not routinely provided by the UN.

g. Lines of Support. As generally defined by most armies. A thorough understanding of the lines of support is necessary so that a clear delineation of responsibilities and levels of authority can be laid.

(1) Fourth Line Support. This is the level that sets the overall support policy, allocates resources in accordance with budget requests, assesses and monitors progress toward mission accomplishment and deals directly with troop contributing nations and directs the cross-levelling of mission assets in consideration of all missions operational requirements. This is the level of UN Secretariat which has the ultimate responsibility to "plan, organise, mount, sustain and account for duly authorised UN operations". A responsibility which is passed on to each subsequent element in the support chain.

(2) Third Line Support. This is the level of support which is the focus of the Mission support staff. It corresponds to General Support with mission wide responsibilities. At this level rests the responsibilities of

planning and budgeting for mission sustainment, organising, moving and provisioning of all mission components, as well as, the co-ordinating responsibilities for these things within the operating country or theatre. This level deals directly with host nation officials and contractors to obtain goods, facilities, and labour.

(3) Second Line Support. In general terms this is the support provided by a field headquarters to its operating elements. It may be in the form of goods (food, fuel, ammunition) or services (food preparation and/or distribution, communications, vehicle maintenance or trash collection). Normally, this line of support picks-up or delivers supplies from Third Line sources. Elements of the second line may be given the responsibility to support all UN components within its area of operational responsibility.

(4) First Line Support. Again, this level of support may be termed direct support. This is the type of support a unit does to sustain itself. Vehicle drivers maintain their own vehicles within prescribed norms and standards, unit cooks prepare and serve food. It is what is done at the user level.

PRINCIPLES OF SUPPORT

9. In order to provide a common focus for the "organisational effectiveness" of combining existing and future military and civilian support efforts a set of first principles has been derived, based upon the classical military principles of administration. The principles apply equally to all lines of support and should assist in the evolution of mission Support Concept based on these principles.

a. **FORESIGHT.** The ability to enable a timely response to be made and achieved through sound planning and the effective prepositioning of logistics resources.

b. **ECONOMY.** The most effective and efficient use of resources achieved by a total visibility of resources and assets through co-ordination and planning at every level of Mission.

c. **FLEXIBILITY.** The ability to adjust to changes in the operational plans of the Mission or to changing circumstances affecting logistics plans.

d. **SIMPLICITY.** Often said to be the keynote of success. If plans, procedures and execution of orders are kept simple they will survive the demands of an emergency and lessen confusion in daily operations.

e. CO-OPERATION. The effectiveness of any logistics organisation is measured by co-operation. All the relevant staff branches, military or non-military must be able to work in complete harmony with one another.

f. RESPONSIBILITY. All contributing member states, the host government and the UN have a collective responsibility to ensure that the force deployed on any UN operation is fully equipped and supported. All support assets brought into the mission area are in fact mission logistics assets. Even though they may have distinct reporting chains to the UN Secretariat, the SRSG, FC and CAO are ultimately responsible for the timely, effective and efficient use of all Mission assets.

g. SUFFICIENCY. Levels and distribution of logistics resources must be sufficient to meet the sustainability and mobility needs of the operational plan/mission mandate.

h. ACCOUNTABILITY. Any assets which are purchased and issued by the UN or governments on behalf of the UN to formed units, contingents or other mission components for the support of the mission and, unit or contingent owned equipment being insured by or reimbursement provided by the UN must be accurately accounted for on UN property records. A full audit trail of all mission assets consumed by mission components, despatched to or departing from the mission is required. Unit in and out surveys are required for future reimbursement to all troop contributing nations.

i. VISIBILITY. Awareness of support capabilities in terms of resources and their status and their availability is a most important measure of Mission success.

UN SUPPORT

10. UN support of missions covers all activities which are not directly related to operations. They are inclusive of all of what is normally referred to in the private and public sectors as administration and logistics and are inclusive of activities related to security, safety, communications, engineering and air traffic/aviation services.

11. Hence, UN activities which support operations are grouped in a number of functional areas. These are:

a. Managerial, administrative and clerical support.

b. Supply support, including procurement and/or resupply from contributing nations.

- c. Food supply and catering services;
- d. Transportation, including, transport of goods, traffic services;
- e. Movement control;
- f. Maintenance of vehicles, communications equipment and all other equipment;
- g. Field and construction engineering and related technical services, including utility services, water provisioning and working and living accommodation;
- h. Aviation and air services, to include air space management and air traffic control services when required, aircraft maintenance and flight safety services;
- i. Signals and communication both strategic and tactical and EDP support;
- j. Military Personnel and Administration Services (inclusive of recreation/welfare and amenities such as PX services);
- k. Military Police, personal protection and security services;
- l. Budgeting and financial control and accounting services;
- m. Health services (inclusive of veterinary, medical and dental services);
- n. Mail, pouch, registry and archive services;
- o. Support service assistance to all mission components.

STATUS OF PRESENT LOGISTIC/SUPPORT STRUCTURE

12. The UNAMIR mission structure was initially set up in October 1993, along traditional UN organisational lines with each of the sections reporting directly to the CAO. Each section was formed as a separate entity; i.e., CTS, CGS, CTO, CCO, CFO, CCPO, CSO and CPO.

13. After the evacuation of UNAMIR civilian staff, the UN staff complement of Headquarters was reorganised to better serve mission requirements. This resulted in the creation of a Logistics Section to co-ordinate overall mission logistics priorities except in the areas of Transport and Communications which retained

their status as separate entities. At the same time the General Services Section was effectively disbanded due to the reappointment of personnel to more critical functions.

14. During the course of the war of necessity, military units sought to be more self-sufficient and the Logistics Section provided support to the force across the whole spectrum with the exception of Transport and Communications. Since the war, sections have been slowly rebuilt and a Support Section created. Many of the services that would traditionally have been provided by UN staff are now provided or supplemented by civilian contractors. In many instances Administration elements are providing services and supplies from third to first line and Military elements are in some instances performing third line tasks which should be performed by elements of the Headquarters.

15. There now exists much duplication of effort and confusion over responsibilities, lines of authority and procedures both within the Administration and the Military Component as to how to plan, co-ordinate and execute needed support requirements.

MISSION LOGISTIC ASSESSMENT

16. Initially the concept of supporting UNAMIR was based on austere UN support and maximum contingent self-sufficiency as promulgated in the Guidelines to Troop Contributing Nations. However, very few contingents, if any, arrived totally self sufficient and in some instances it has taken time for the shortfalls in these units to become visible.

17. Even though many shortfalls were recognised early, it has taken months for the UN procurement system to respond to badly needed items such as, communications equipment, vehicles and medical supplies. There is no large holding of general supplies or equipment in UNAMIR to provide for known incoming forces.

18. The lack of vehicles, general stores, communications and other equipment have made it virtually impossible for unit commanders to exercise flexibility in troop deployments and patrolling routes.

19. Field workshops and trained mechanics are needed at unit level to support equipment brought in by the UN, such as, M-113s and heavy trucks not normally employed by the units who now are dependent on this equipment.

20. The forthcoming rotation of BRITCON without replacement and the possibility of the deployment of additional troops and mission expansion will only exacerbate

the poor support status. The idea of adding logistics units without organic capability will contribute little but may add further support problems.

21. The concept of contractor support will greatly contribute to mission logistics potential provided that there is some assurance that contractors will stay in place to support the mission if the security situation worsens. It is equally important to ensure countries contributing logistics troops are committed to leave them in the Mission at least until replacements can be found in the event of higher national priorities.

22. The current organizational shortcomings may be summarized as a lack of coordination of planning effort due to separate management structures, resulting in:

- duplication of effort and poor coordination due to lack of unified planning and execution of tasks,
- poor identification and prioritization of requirements leading to confusion of priorities in the procurement process,
- R&I and Property Control separation from Support Services has led to:
 - difficulty in coordinating their effort with incoming goods, services and equipment,
 - poor control and tracking of equipment,
- poor control of stores stock levels as sub-allotment budgets are allocated to sections. In particular items of overall significance to the force are affected such as:
 - Cleaning and sanitation supplies
 - Stationary
 - POL
- confusion of roles between HQ staff and 3rd line organizations, resulting in HQ planning staffs being involved in day to day tasking of assets.
- no overall stock control or ability to monitor consumption

23. Many of these weaknesses could be resolved by integrating available manpower resources to provide a unanimity of planning and co-ordination and clarify the confused lines of tasking authority.

INTEGRATION OF UNAMIR SUPPORT

24. Since the build-up of military and civilian staffs, in August, staffs have been collocated and a high degree of co-operation and co-ordination has been fostered. However, with the increasing size of the force and the greater demands on the twin civilian and military organisations the point has been reached at which the

continued effectiveness of the whole support operation will suffer unless it is integrated fully.

25. After several organisational effectiveness sessions the DCOS(Sp) and CSS are convinced that a total reorganisation of the present UNAMIR support structure is necessary to ensure a common sense of purpose in all elements of the support organisation and to provide a focus for mission priorities at the lowest levels of the Mission. This objective is considered to be achievable relatively quickly and would result in significant gains in effectiveness at little or no extra cost to the UN.

26. It is therefore proposed that both military and civilian staffs are combined into a single organization entitled Integrated Support Services (ISS), consisting of two main elements:

a. a Headquarters staff, composed of UN civilian and military officers in staff planning and administration functions;

b. a 3rd line, composed of all other support sections. This organization can be viewed as fulfilling two main functions: those of Logistics and Technical Support. In order to coordinate the tasks of Logistics it is proposed to create a Logistic Support Group (LSG), consisting of military, UN civilian and contractor's supervisory staff tasked with the day to day coordination and supervision of Logistics Support through a newly created Logistic Operations Cell (LOGOPS). The addition of military logistics personnel into this level of the organization would be essential to provide the expertise required. Manpower for this task could be provided by 3CSG by relieving it of its current accounting and issuing responsibilities (e.g. hard rations, bottled water, defence stores) and transferring these to BRSC, thus freeing personnel for supervisory roles. Technical Support would continue to be provided by the current technical sections but coordinated and integrated in a single organization.

The proposed structure outlining the overall organization is at Annex A and that of the Headquarters and 3rd line organization is at Annex B and C.

27. The functions of sections within the Headquarters and 3rd line sections are at Annex D and E.

IMPLICATIONS FOR CURRENT ADMINISTRATIVE STRUCTURE

28. Besides the inevitable culture change which will be necessary on the part of both military and civilians to accept that they will be working in the same

organization, often for each other, the proposed organization entails the following specific changes to be made to the current structure:

- a. the absorption of PCIU and R&I into Logistics from General Services,
- b. the move of general and accommodation stores responsibilities from General Services with the concurrent move of sub-allotment headings into Logistics,
- c. the absorption of EDP into the Communications Section.
- d. the creation of an Engineering Section incorporating BMS and sector engineering responsibilities. This section will also come under ISS.
- f. transfer of the following sub allotments to ISS, or other sections within it:

SUB ALLOTMENT CODE	DESCRIPTION	TRANS FROM	TRANS TO
251	MILOBS TRAVEL COSTS	CGS	CMOVCON
474	RATIONS	CGS	DCISS
262	CIVPOL TRAVEL COSTS	CGS	CMOVCON
181	INT AND LOCAL STAFF TRAVEL COSTS	CGS	CMOVCON
411	RENTAL OF PREMISES	CGS	CBMS
438	HELICOPTER AND FIXED WING OPERATING COSTS	CGS	CMOVCON
611	OFFICE FURNITURE	CGS	DCISS
612	OFFICE EQUIPMENT	CGS	DCISS
656	OBSERVATION EQUIPMENT	CGS	DCISS
613	ACCOMMODATION EQUIPMENT	CGS	DCISS
693	MEDICAL EQUIPMENT	CGS	DCISS
495	CONTRACTUAL SERVICES	CGS	CMCO
511	WRITING PAPER	CGS	DCISS
512	STATIONERY AND OFFICE SUPPLIES	CGS	DCISS
591	MEDICAL SUPPLIES	CGS	DCISS
513	SANITATION AND CLEANING MATERIEL	CGS	DCISS
517	POL	CTO	DCISS
597	UNIFORM ITEMS, FLAGS AND DECALS	CGS	DCISS
534	OPERATIONAL MAPS	CGS	DCISS
471	TRANSPORT OF COE	CTO	CMOVCON
491	COMMERCIAL FREIGHT AND CARTAGE	CTO	CMOVCON

29. PCIU, R&I and the current General Services stores responsibilities have been shown above to be supply and accounting responsibilities clearly lying in the logistics area of responsibility.

30. EDP is a technical support area with much the same functions (but for different equipment), as the Communications Section, which is already located in Support Services. EDP provides hardware, which is a 'supply item' and technical support for the hardware and in overall terms must therefore be considered to be a 'support' function.

31. The resulting structure would be better placed to:

- plan and coordinate activities more effectively,
- use the UN support system and the assets available to the mission efficiently;
- prioritize the areas of logistics effort;
- specialize in each area of supply control and distribution and thereby monitor and assist the procurement process more effectively.

32. The proposed integration is recommended to take place over the next few weeks. The first step towards such integration has effectively already taken place by the collocation of civilian and military Headquarters sections in the Amahoro HQ. The collocation of the 3rd line organisation can be achieved quickly by using the Trafipro depot complex which has recently become available for the use of UNAMIR.

33. Effectively therefore, the implementation of these proposals addresses the second step towards full integration by establishing a structure in which full co-operation and co-ordination at all levels of the support structure is possible by redefinition of responsibilities and roles. The final step of fully integrating the other support sections of Communications and Engineering will be addressed in February 1995 date whilst the question of integrating Security, Mail and Pouch Services will be addressed at the 90 day review of the organisation.

MISSION, FUNCTIONS AND OPERATING CONCEPT OF INTEGRATED SUPPORT

34. Mission The Integrated Support Organisation provides third-line support to all components of UNAMIR and first and second line support to those elements lacking sufficient organic logistic resources. In addition support is provided to other UNAMIR forces and organisations which UNAMIR is required to support under the mandate.

35. Functions In order to fulfill the mission as defined above, the following functions are required to be performed:

- Planning to meet requirements in cooperation with G3 staff
- Provision of materiel

- Storage and accounting for materiel
- Movement of materiel and personnel
- Maintenance of contingent and UN owned military vehicles
- Provision of Communications, EDP and Engineering technical and materiel support

36. Operating Concept

a. Planning

- to identify the support effort required to allow the force to operate as determined by Operations Staffs by liaising with these staffs (particularly G3 Plans).
- to task LSG, through CLOGO, to act in order to complete plans.
- to provide direct advice to the 3rd line organization on other issues such as organizational structure and accounting.

b. Provision

- Collating and identifying force requirements
- Raising requisitions to fulfill the requirement
- Monitoring the procurement process
- Ensuring, through continuing scrutiny and timely follow-up action, receipt of requested goods and services.

c. Storage

- Providing storage for materiel and UN owned equipment
- Receipt and Inspection of goods on arrival
- Issues

d. Movement

- Identifying and planning the transport requirement;
- Providing transport to move personnel and goods into and out of the Mission area and within it, whether by air, water or land at 3rd and 2nd line;

e. Maintenance

- Planning and managing 3rd and 2nd line maintenance of contingent and UN owned military and civilian pattern vehicles.
- Identifying the requirement for spares support and acquiring the same

f. Management of services

- Planning and managing the provision of 3rd line services e.g. Water production/distribution, Maintenance of vehicles as required, Bulk fuel management, Roads and Runways repairs, warehousing management

g. Accounting

- to receive, inspect and account for materiel on arrival and on issue and to track materiel in theatre.

MANNING OF PROPOSED ORGANISATION

37. A table of the proposed manning requirement of the Headquarters Organization is at Annex F. It should be noted that manning requirements could be fulfilled by the staff either currently in mission or identified in the budget to come. There is therefore no extra cost to the UN.

38. Precise manning requirements for the 3rd line organization are being developed. Additional manning, beyond that already identified, should not be necessary.

IMPLEMENTATION REQUIREMENTS AND TIMETABLE

39. Implementation will require the following actions to be achieved within the timescale shown in the table below, in order to establish a functioning organization by 1 Dec.:

DATE ACTION TO BE COMPLETE	ACTION
18 Nov	Define manning structure and requirement in the 3rd line support organization and refine TORs for organization and individual post holders
18 Nov.	Define TORs and accountability of DCOS(Sp)/CSS
20 Nov.	Agree office locations
25 Nov.	Promulgate new organization to UNAMIR
	Transfer stores holding /accounting responsibilities from 3CSG to BRSC
30 Nov.	Relocate offices as necessary
1 Dec.	Establish Integrated Logistics Structure
Feb./Mar 95	Integrate Communications/EDP and Engineering Support

40. This implementation plan assumes that the UNICEF building will be fit for habitation by the end of November and that other staff sections such as Finance and Procurement are relocated there as necessary.

CONCLUSION

41. Having achieved collocation and a degree of co-ordination and co-operation the support organisation should be integrated in order to be capable of fully supporting the expanded size of force over a long period and managing other mandates which UNAMIR may be called upon to perform. Such integration would result in better placement of manpower assets, avoidance of duplication and lead to better co-ordination of effort and effectiveness.

RECOMMENDATIONS

42. The following recommendations are made:

- a. That UNAMIR civilian and military support organisations are integrated as quickly as possible. This objective could be achieved, with the exception of Communications and Engineering, by 1 Dec. 94.
- b. That further work is carried out to refine the organization as proposed in the implementation timetable above.
- c. That, following approval of the concept of integration, FC and CAO further approve that implementation of the organization is executed by DCOS(Sp) and CISS. A joint memorandum to this effect is enclosed for approval and signature.

Annex:

- A. Structure of Integrated Support Services (HQS and Line organizations).
- B. Structure of Headquarters Organization.
- C. Structure of LSG.
- D. Structure of Movcon.
- E. Functions of CISS and DCOS(Sp)
- F. Functions of Headquarters Staffs
- G. Functions of LSG and LOGOPS cell
- H. Functions of LSG sections.
- I. LOGPLANS Manning requirement.

Enclosure:

- 1. Joint FC/CAO memorandum



UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

Date: 17 November, 1994

To: UNAMIR Military and Civilian Heads of Sections

From: Maj Gen. G Tousingnant
FC

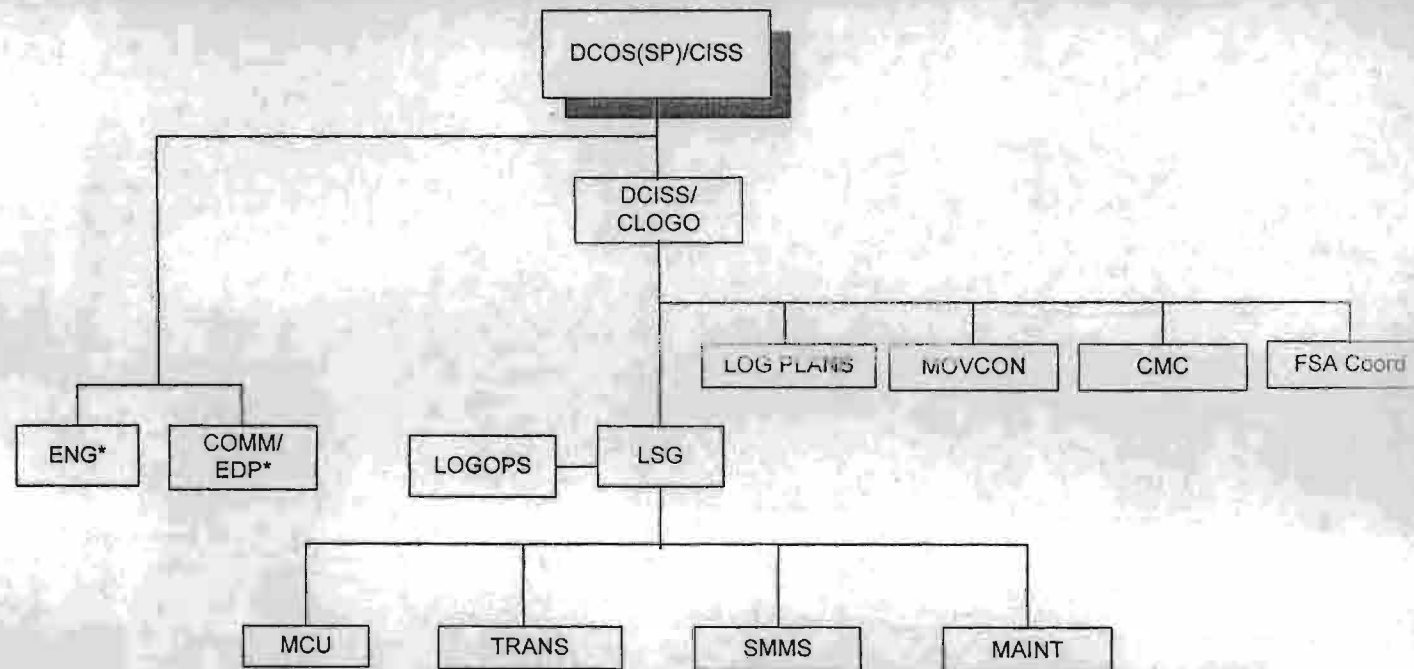
Mr A H Golo
OIC Administration

Subject: INTEGRATION OF UNAMIR SUPPORT SERVICES

1. It has been agreed to combine the current military and civilian Support and Logistics organisations into one integrated structure which will be better able to plan and anticipate the requirements of UNAMIR. The organization will be headed by DCOS(Sp) and CISS and is to be implemented by 1 December.
2. The basic structure of the organization is shown at Annex A. The Headquarters staffs will continue to be located in the Amohora Headquarters building as at present, whilst the newly created Logistics Support Group will be mainly located in the Trafipro Warehousing complex which will henceforth be known as Logistics Support Base (LSB).
- * 3. DCOS(Sp) and CISS are hereby authorized to implement the organization as described in their paper without further reference, subject to a review of the organization after 90 days. A further Support Directive will be issued shortly giving a detailed explanation of the organization and the breakdown of its responsibilities and manning.
4. We are cognizant of the need for further review and rationalization of the organization as the mission develops.

Annex A. Structure of UNAMIR Integrated Support Services.

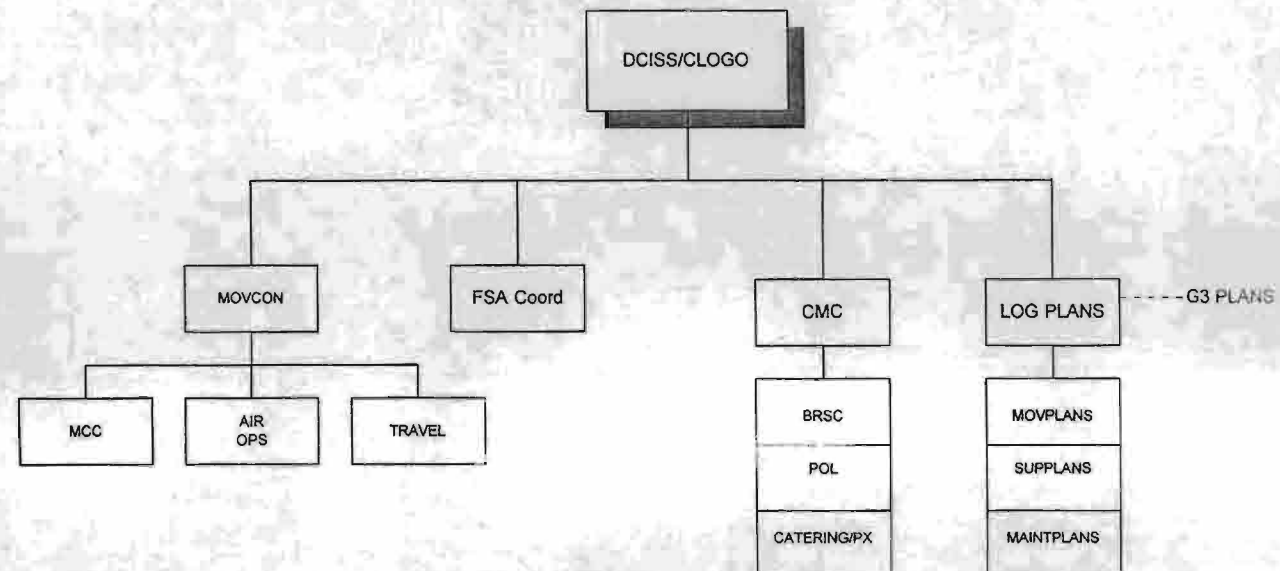
UNAMIR INTEGRATED SUPPORT ORGANISATION



* - to be integrated Feb/
Mar 95

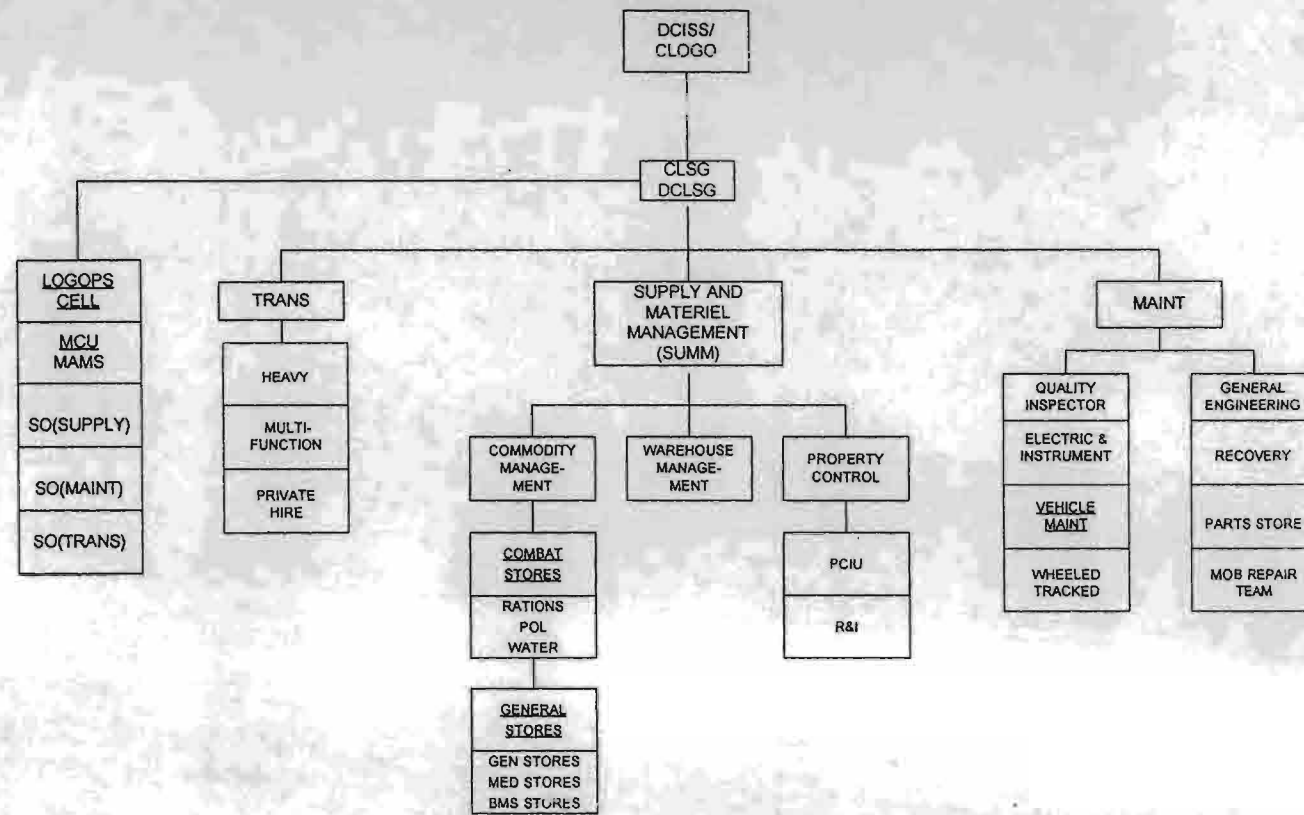
UNAMIR INTEGRATED SUPPORT
HEADQUARTERS ORGANIZATION

ANNEX B

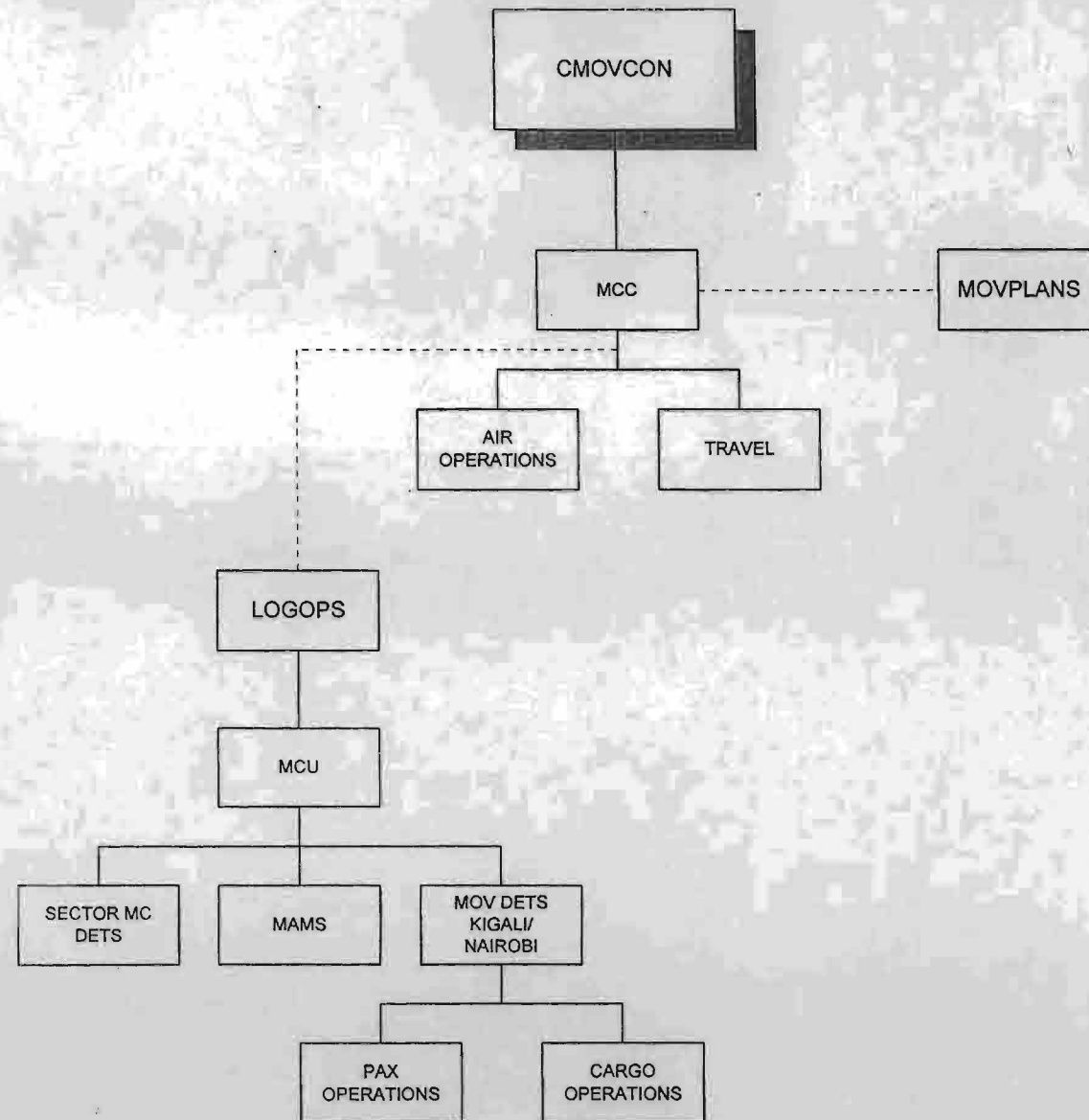


UNAMIR INTEGRATED SUPPORT LOGISTICS SUPPORT GROUP ORGANISATION

ANNEX C



MOVEMENT ORGANIZATION



ANNEX I

LOGPLANS MANNING

LOGPLANS MANNING (NOT INCLUDING CLERICAL STAFF)			
POSITIONS	PERSONNEL REQUIREMENTS		
	CIVILIAN	MILITARY	TOTAL
LOGPLANS OFFICER	1	1	1
MOV	1	1	1
SUPPLY	1	1	1
MAINT	1	1	1
TOTAL	4	4	4

All positions shown are either military or civilian

FUNCTIONS OF THE CHIEF INTEGRATED SUPPORT SERVICES

Organization The office of the Chief Integrated Support Services (CISS) is composed of the following staff:

CISS
Staff Officer CISS (SOCISS)

Responsible to Chief Administration Officer

Mission

to develop and implement policy and direct and coordinate strategic planning, manpower and budgetary management of Integrated Support Service to enable the Service to sustain, in an efficient and cost effective manner, contingent forces and other UN personnel mandated to UNAMIR. When required, provide support to authorized UN and non-governmental (NGO) humanitarian bodies.

Functions

- Supervise the Support Service in implementing plans.
- Develop management tools to review and analyze the performance attained.
- Ensure cost effective delivery of logistics support materiel and services.
- Supervise the planning of support, in concert with DCOS(Sp), to accommodate expansion, reduction, redeployment, withdrawal, recovery and liquidation
- advise the Administration on the need for organizational policy changes.

FUNCTIONS OF THE DEPUTY CHIEF OF STAFF (SUPPORT)

Organization The office of the Deputy Chief of Staff (Support) is composed of the following staff:

DCOS(Sp)

Responsible to Force Commander

Mission

As the senior military support staff officer, to provide military support advice to the Force Commander and to supervise military aspects of the Integrated Support Service.

Functions

- Supervise the work of the military support division
- Supervise the planning of support, in concert with CISS, to accommodate expansion, reduction, redeployment, withdrawal, recovery and liquidation and caters for organizational policy changes.
- Direct the Service in military aspects of the execution of the Support task.

FUNCTIONS OF THE DEPUTY CHIEF INTEGRATED SUPPORT SERVICES

Organization The office of the Deputy Chief Integrated Support Services (DCISS) is composed of the following staff:

DCISS
CLOGO

Responsible to CISS/DCOS(Sp)

Mission

to manage the day to day operation of ISS and coordinate Logistics Planning and implementation.

Functions

- To act as deputy to CISS and to fulfill his functions in his absence.
- Manage the day to day activities of the LSG and LOGPLANS cell.
- Develop plans for approval of DCOS(Sp) and CISS, to meet the support requirements for the mission through the LOGPLANS cell.
- Advise DCOS(Sp) and CISS on the development of organisations and the manning requirement.
- Monitor progress with the procurement of materiel by UNAMIR or UNHQ and the transfer of materiel from other missions.
- Advise CISS on cost effective methods of support.

FUNCTIONS OF THE CHIEF LOGISTICS OFFICER

Responsible to DCISS

Mission

to manage the military aspects of the day to day operation of ISS and to participate in the logistics planning function.

Functions

- To act as deputy to DCISS and to fulfill his functions in his absence.
- Manage the military aspects of the day to day activities of the LSG and LOGPLANS cell.
- Assist in the development of logistic plans for approval of DCOS(Sp) and CISS, to meet the support requirements.
- Advise DCISS on shortcomings in the organisation.
- To act as the logistics point of contact in the Headquarters for contingents.
- To chair the weekly LOGOPS meeting.

FUNCTIONS OF THE HEADQUARTERS STAFFS

LOGPLANS CELL

Organization The Logistics Plans (LOGPLANS) cell is composed of the following staff:

LOGPLANS Officer
Movement Plans Officer
Supply Plans Officer
Maintenance Plans Officer

Responsible to Deputy Chief Integrated Support Services (DCISS) through Chief Logistics Officer

Functions

- to formulate logistics plans for the support of the mission in liaison with G3 Plans. The liaison function will be exercised through LOGPLANS Officer but each staff officer will have authority to liaise directly with G3 plans
- to liaise with LSG concerning the execution of plans.
- to advise LSG and the 3rd line on management matters.
- to act as the interface between LSG and DCISS for all issues pertaining to UNHQ, including staffing of materiel requirements and policy matters.
- to provide draft a weekly Logistics Report to UNHQ.

FUNCTIONS OF THE HEADQUARTERS STAFFS

FSA COORDINATION

Organization The FSA coordination cell is composed of the following staff:

FSA Liaison Officer

Responsible to DCISS through CLOGO

Functions

- to coordinate the work of the FSAs in Sectors
- to ensure appropriate action is taken and followed-up on the reports rendered by FSAs, by liaising within the Logistics Section or with other sections as appropriate.

Contract Management Cell

1. Responsible to: CISS through DCISS
2. Accountable to: OIC Admin on all aspects of BRSC contract through CSS and DCISS
3. Responsible to supervise 8 personnel:
 - a. DCMCO: Deputy Contract Management Cell Officer and finance;
 - b. BRSC: CA, CAA 1 and CAA 2;
 - c. Water/fuel: CAA 3; and
 - d. PX/Catering/Food: CAA 4;
 - e. Clerical staff: 2 X local staff.
4. Tasks:
 - a. BRSC:
 - (1) define and write the SOW,
 - (2) analyze cost estimate provided by the Contractor with the appropriate STOM,
 - (3) review and evaluate Contractor's proposals; provide comments and recommendations relating to negotiations,
 - (4) develop and issue administrative instruction providing guidelines and describing procedures with regard to BRSC contract,
 - (5) coordinate, control and approve all work pertaining to the contract in the following areas:
 - management and administration
 - water distribution
 - construction and maintenance
 - communication support
 - fuel operation
 - equipment and maintenance
 - personnel services

- general services
 - warehousing management
 - ground transportation
 - airfield operation
 - roads and runways
 - EDP support,
- (6) ensure that the contractor has all the resources required to accomplish the mission,
 - (7) ensure that the description of work on WOR is complete,
 - (8) monitor the progress of the contractor in all sectors of responsibilities,
 - (9) approve all changes to the STOs,
 - (10) perform quality assurance of all Wos,
 - (11) obtain certification of all close-out packages
 - (12) ensure timely submission of required reports as per administrative instruction,
 - (13) monitor spending to ensure that expenditures does not exceed budget allocation,
 - (14) conduct weekly production meeting related to the contract,
 - (15) ensure Contractor acquisition of equipment and material is done within the scope of the contract terms and conditions,
 - (16) establish priorities with STOMs and ensure that the Contractor follows them,
 - (17) ensure Contractor compliance with contractual and UN safety regulations,
 - (18) evaluate and make recommendations for any Contractor deviations requests on the contract terms or conditions,
 - (19) review, monitor and approve Contractor's purchase of material and equipment,
 - (20) obtain approval and clearance for all subcontracts,

- (21) inform OIC Adm when 75% of the budget has been spending,
- (22) propose budget reallocation between STOs when required to OIC Adm for approval,
- (23) authorize Subtask Order Managers to proceed with requested services or projects, and
- (24) act as point of contact for the contractor for any matter requiring any UNAMIR agency involvement;

b. Water contract:

- (1) define and write the SOW in coordination with CPO based on the overall requirement received from SSO Sup and Csup O,
- (2) participate in the selection process of the contractor(s),
- (3) monitor and manage the contract by ensuring that the contractor produce and deliver good quality water in accordance with the terms of the contract,
- (4) develop and issue administrative instruction providing guidelines and describing procedures with regard to water matter,
- (5) maintain accounting records for all the water produced, received and issued under this contract in coordination with SSO Sup and Csupo,
- (6) investigate discrepancies in stock and ledger balances as they occur,
- (7) review water usage consumption with SSO Sup, adjust quantity of water required and redefine/modify the terms of the contract as required in coordination with CPO,
- (8) review the contractor bills against usage report with SSO Sup/Csup O and make appropriate recommendations to the Certifying Authority, and
- (9) act as point of contact for the contractor for any matter requiring any UNAMIR agency involvement;

c. Fuel contract:

- (1) define and write the SOW in coordination with CPO based on the overall requirement received from SSO Sup and Csup O,
- (2) participate in the selection process of the contractor(s),
- (3) monitor and manage the contract by ensuring that the contractor produce and deliver POL products in accordance with the terms of the contract,
- (4) ensure that the POL products meet the Quality standards as per the terms of contract,
- (5) develop and issue administrative instruction providing guidelines and describing procedures with regard to POL matter,
- (6) maintain accounting records for all POL products received and issued under this contract in coordination with SSO Sup, Csupo and CTO,
- (7) investigate discrepancies in stock and ledger balances as they occur,
- (8) review POL usage rate with SSO Sup/Csup O, adjust quantity of POL required and redefine/modify the terms of the contract as required in coordination with CPO,
- (9) review the contractor bills against usage report with SSO Sup/Csup O and make appropriate recommendations to the Certifying Authority, and
- (10) act as point of contact for the contractor for any matter requiring any UNAMIR agency involvement;

d. Food contract:

- (1) define and write the SOW in coordination with CPO and SO Food based on the overall requirement of fresh, frozen, chilled and dry rations received from SO Food,
- (2) participate in the selection process of the contractor(s),
- (3) monitor and manage the contract by ensuring that the contractor produce and deliver fresh, frozen, chilled and dry rations in accordance with the UN

scale and the terms of the contract,

- (4) develop and issue administrative instruction providing guidelines and describing procedures with regard to Food matter,
- (5) ensure that all food products meet the ECC or equivalent Authorities standards and under regular surveillance of public health Authorities as per the terms of contract,
- (6) review Force strength report with SO Food, adjust quantity of food required and redefine/modify the terms of the contract as required in coordination with CPO,
- (7) investigate discrepancies in stock and ledger balances as they occur,
- (8) review the contractor bills against usage report with SO Food and make appropriate recommendations to the Certifying Authority, and
- (9) act as the point of contact for the contractor for any matter requiring any UNAMIR agency involvement;

e. PX contract:

- (1) define and write the SOW in coordination with CPO based on the requirement of providing a complete service to supply the needs of multinational customers,
- (2) participate in the selection process of the contractor(s),
- (3) monitor and manage the contract by ensuring that the contractor maintain sufficient quantity and variety of items as per shopping list provided in the contract,
- (4) develop and issue administrative instruction providing guidelines and describing procedures with regard to the operation of the PX,
- (5) ensure that all products and goods meet quality standards as per the terms of contract,
- (6) review and adjust stock levels/types and redefine/modify the terms of the contract as

required in coordination with CPO,

- (7) Audit the contractor books in concert with Force Welfare O and CFO,
- (8) investigate discrepancies in stock and ledger balances as they occur,
- (9) ensure that share of profit is return to UNAMIR Welfare fund as per the terms of contract,
- (10) review periodically the price structure of each item to ensure that the prices are competitive with the prices found in the local shopping stores, and
- (11) act as point of contact for the contractor for any matter requiring any UNAMIR agency involvement;

f. Catering contract:

- (1) define and write the SOW in coordination with CPO and SO Food based on the requirement of providing a catering service to UNAMIR personnel to meet the needs of multinational customers tastes,
- (2) participate in the selection process of the contractor(s),
- (3) monitor and manage the contract,
- (4) ensure that the contractor has a good variety of meals in accordance with the UN scale and the terms of the contract,
- (5) develop and issue administrative instruction providing guidelines and describing procedures with regard to Catering services,
- (6) ensure that all food products use by the caterer meet the ECC or equivalent Authorities standards and under regular surveillance of public health Authorities as per the terms of contract,
- (7) Audit the caterer books in concert with Force Welfare O and CFO,
- (8) investigate discrepancies in stock and ledger balances as they occur,
- (9) ensure that share of profit is return to UNAMIR

Welfare fund as per the terms of contract,

- (10) review periodically the price structure of the meals to ensure that the prices are reasonable and competitive with the prices found on the local economy, and
- (11) act as point of contact for the contractor for any matter requiring any UNAMIR agency involvement;

g. Financial:

- (1) review all bills against usage reports for the water, fuel and rations contract,
- (2) review all bills produced by BRSC against vouchers for purchase of material and services provided by subcontractors,
- (3) review weekly financial reports produced by BRSC and advise RO/CMCO,
- (4) review ROM for all contracts controlled by CMC,
- (5) prepare budget projection for each contract under the direction of CMCO and appropriate CAAs and STOMs,
- (6) participate as a member of the audit team for the PX and Catering contract, and
- (7) act as point of contact between CFO section and CMC; and

h. Clerical support:

- (1) provide CMC with administrative, secretarial, and clerical support.

5. Accounting authority:

a. BRSC:

- (1) for approval of purchase of equipment and material not identified in the ROM under BRSC: as per appendix 4 of annex E of BRSC Admin Instr (copy attached),
- (2) for approval of purchase of equipment and material identified in the ROM under BRSC: no limit, and

UN RESTRICTED

Annex F3

- (3) for approval of execution of work: no limit;
- b. Water/Fuel/Rations contracts: TBD; and
 - c. PX/Catering contracts: TBD.

UN RESTRICTED

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Appendix 4 of
Annex E to
Adm Instr
BRSC Contract
dated 28 Sept 94

SUMMARY OF UNAMIR CONTRACT PTS/CON/146/94
REQUIRED APPROVALS FOR UNAMIR SUPPORT

Contract Clause	Type of Approval	Approval Authority	Approval Level
Subsection 4.4(f)	Equipment replacement of accountable equipments	CSS	\$0 to \$19,999.
		LCC	\$ 20,000. to \$69,999.
		UN HQ HCC	\$70,000. or +
Subsection 4.4(f)	Purchase of equipment - Other	CSS	\$0 to \$69,999.
		LCC	\$ 70,000. to \$299,999.
		UN HQ HCC	\$300,000. or +
Subsection 4.4(h)	Spare Parts - Replenishment	OIC Adm	\$0 to \$69,999.
		LCC	\$ 70,000. to \$299,999.
		UN HQ HCC	\$300,000. or more
Subsection 6.4	Payment of Customs	CSS/CCLogO	All Payments
Subsection 8.1.A	Wages & Salaries	OIC Adm	All Increases Above Annex C, Cost Estimate
Subsection 8.1.B	Mobilization of New Personnel	OIC Adm	All
Subsection 8.1.D	Demobilization of Personnel	OIC Adm	All
Subsection 8.1.E	WO Purchases (other than spare parts)	RO	\$0 to \$19,999.
		CSS & CCLogO	\$20,000. to \$69,999.
		OIC Adm	\$70,000. or +
Annex D, General Condition #5	Approval and Clearance of Subcontracts	CSS & CCLogO	All Subcontracts

E4-1/1

FUNCTIONS OF HEADQUARTERS STAFFS

MOVCON

CMOVCON

- °Movement planning and control for the UNAMIR mission area.
- °Allocation and coordination of tasks for each respective section of MOVCON.

MCC

- °Coordination of customs/immigration procedures and clearances.

AIR TASK PLANNING

- °Detailed planning and coordination of air movements in consultation with Air Operations.
- °Liaising with customs and immigration officials at airport and arranging necessary clearances.

FLIGHT BOOKING CENTER

- °Arrange movement on UNAMIR fixed wing aircraft.
- °Arrange commercial travel for UN personnel.

MOVEMENT PLANNING AND TASKING

- °Located in LogPlans as MOVPLANS but under Operational Control of MCC.
- °Provide planning assistance and advice to G3 Plans.
- °Provide requirements of G3 Plans to LogOps for detailed movement planning and execution.

ROAD OPERATIONS

- °Located in LogOps but under Operational Control of MCC.
- °Detailed planning and coordination of moving cargo and passengers by road.
- °Coordination of commercial road transport and hire of MHE.
- °Central convoy control and monitoring.
- °Route surveys and clearances.

FUNCTIONS OF THE LOGISTICS SUPPORT GROUP (LSG)

Organization The LSG is composed of the following staff:

Chief LSG

Deputy Chief LSG

Responsible to: DCOS(Sp)/CISS through DCISS

Accountable to: CISS through DCISS

Functions

- to supervise the organization and work of the LSG (i.e. Supply and Materiel Management Unit, Maintenance Unit and Transport Unit.
- to supervise the day to day logistics support of the mission through the LOGOPS cell.

FUNCTIONS OF THE LOGISTICS OPERATIONS CELL (LOGOPS)

Organization The LOGOPS Cell is composed of the following staff:

Supply Ops
Maint Ops
Trans Ops

Responsible to CLSG

Function

- to manage the day to day logistics support of the mission, including preparation and transport of materiel for contingent forces.

FUNCTIONS OF THE SUPPLY AND MATERIEL MANAGEMENT SECTION (SUMM)

Organization The SUMM is composed of the following staff:

Chief SUMM
Deputy Chief SUMM
Supply Unit
Warehouse Unit
PCIU

Responsible to CLSG

Functions

- to exercise stock control of all UNAMIR stocks held by LSG
- ensure the holding of operationally important items not held by the unit
- ensure stock holdings can meet the immediate supply of 70% of line items demanded including fast moving general stores items
- ensure the scaling of stock is based on an average of 60 days holding
- arrange the day to day resupply of all contingents
- ensure the execution of resupply as directed by LOGOPS
- consolidate force materiel requirements in accordance with UN procedures before forwarding to Headquarters for procurement action
- ensure the correct storage and issue of materiel in accordance with UN procedures
- account for the receipt of materiel, either COE or UNO into the mission and maintain a record of materiel dispositions

FUNCTIONS OF THE LSG MAINTENANCE SECTION

Organization The Maintenance Section is composed of the following staff:

SO(Maint)
CTO Maintenance Supervisor

General Engineering Unit consisting of:

Recovery
Repair
Parts Store

Quality Inspector
Electric and Instrument Repair
Vehicle Maintenance Unit

Responsible to CLSG

Functions

- to plan, provide and manage maintenance support in the theatre
- monitor equipment and vehicle servcability rates and provide a monthly reports to Headquarters for UNHQ
- to exercise stock control of spare parts held by LSG and to raise requisitions for authorisation in UNAMIR Headquarters for procurement action
- ensure the holding of operationally important items not held by the unit
- ensure stock holdings can meet the immediate supply of 70% of line items demanded including fast moving general stores items
- ensure the scaling of stock is based on an average of 60 days holding
- ensure the execution recovery and maintenance tasks as directed by LOGOPS
- ensure the correct storage and issue of materiel in accordance with UN procedures
- account for the receipt and issue of materiel, either COE or UNO into the mission and maintain a record of materiel dispositions

MOVEMENT CONTROL UNIT (MCU)

- °Carry out allocated movement control tasks in accordance with operational plans.
- °Under Operational Control of the MCC.
- °Under Administrative Command of the LSG.
- °Command and control Movement Dets and Mobile Air Movement Section (MAMS) when deployed.

MCV DETS (KIGALI/NAIROBI)

°PAX OPS

- Reception and processing of passengers and baggage (In Kigali, performed by Brown & Root. In Nairobi, performed by local and international staff)

°CARGO OPS

- Preparing, palletizing, loading and unloading cargo.
- Coordination with local customs authorities.

SECTOR MOVEMENT DETACHMENTS

- Sector coordination and control of convoy departures and arrivals.
- Manifest passengers and cargo for aircraft in their area of operations.
- Control of Sector MHE requirements.

MOBILE AIR MOVEMENT SECTIONS (MAMS)

- Conduct short duration movement operations that are outside the capability of the established movements organization. (Such as the deployment through a sea port or the operation of a rail head in another country.)

FUNCTIONS OF THE LSG TRANSPORT SECTION

Organization The Transport Section is composed of the following staff:

SO(Trás)
CTO Transport Supervisor

Responsible to CLSG

Functions

- to plan, provide and manage in theatre road transport assets
- to coordinate 2nd and 3rd line transport requirement
- to identify and control of all MHE requirements
- to monitor maintenance schedules of held assets
- provide technical guidance on the procurement/hire of required assets

LOG FORECAST OF EVENTS
MILOB/66 11.0 ILOG



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Log B6

TO : DCMO

File Ref.: MILOB/6611.0/LOG

FROM: MILOBS GP HQ (LOG BR)

Date: 6 February 1995

SUBJECT: REQUIREMENTS OF ROOMS MILOBS GP HQ

Reference:

A. FC letter about TRAFIPRO Accommodation Plan dated 03 Feb 95

1. Please find below the requirements of rooms for MILOBS GP HQ as you requested following Ref A. above.

- a. For the CMO:
 - An office
 - A waiting room
 - An office for the ADC to CMO
- c. For the DCMO:
 - An office
 - An office for the SO to DCMO
- d. For the OPS:
 - An office for the SOO
 - An Operations Room
 - A room for the OPS computers/other SO
- e. For the Personnel:
 - An office for the SMPO
 - A computer room for the Personnel, photocopier and other SO
- f.
 - An office for the CIVPOL Liaison Officer
 - A Communications room (Duty Room)
- g. For the Logistics Branch:
 - An office for the SLOGO
 - An office for the SO(TPT) and SO(Sup)
 - A store/office for the Secretary

2. With regards to the civilian personnel working with us as cleaners, we would like to know if they will be on charge to the UNAMIR HQ or if they will remain with us. In the latter case, we suggest that an extra room be made available for them.

3. Best regards.

[Signature]

B. BATHILY
CMDT
SLOGO