

[5 STRICTLY CONFIDENTIAL]

[4 CONFIDENTIAL]

EL/WG JUNE 2009

PLEASE RETAIN
ORIGINAL ORDER

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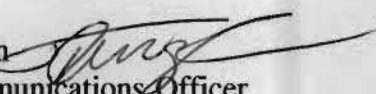


UNAMIR - MINUAR

TELEPHONE BILL

DATE: 17 March 1995
REF: COMMS/TEL 063

To: Col. M. Ahmed
MILOBS Group Headquarters

From: Thad Anglin 
Chief Communications Officer

The following telephone charges for the period February 1995 are being forwarded for your attention:

☐ New York Direct Line

Amount Due: \$45.29

☒ Extension 100031

☒ Details attached.

For queries: Contact Telephone Billing Unit, Extension 11195, Room 1062.

This amount will be deducted from your MSA after **06 April 1995**, or payment can be submitted to UNAMIR, Cashier's office, Room 3004 and submit copy of payment receipt to Telephone Billing Unit, Communications Section.

PLEASE NOTE:

- Only calls listed and duly certified by an authorized superior shall be considered official.
- Users of the telephone are reminded that each user must be sorted by name and ID number on log sheets before submission to this office. It is also your responsibility to settle these bills prior to departure from the Mission area.

Ringmaster: UNAMIR COMMUNICATIONS
Recorded Calls

Page 274
Produced on: 01/03/95 at: 08:50

Period: 01/02/95 - 28/02/95
Extension: All

Extension: 100031 Ahmed M Col

Date 1995	Time HH:MM	Place	Number Dialed	Duration MM:SS	Cost	Other Party
25/02	17:17	Bangladesh	70+8808612528	03:06	6.20	20106
25/02	17:14	Bangladesh	70+8808612528	02:30	5.00	20102
25/02	17:13	Bangladesh	70+8808612528	00:48	2.00	20101
25/02	17:11	Bangladesh	70+8808612528	01:42	3.40	20110
25/02	08:29	Bangladesh	70+8808612528	00:42	2.00	20103
25/02	08:28	Bangladesh	70+8808612528	00:48	2.00	20102
25/02	08:27	Bangladesh	70+8808612528	00:42	2.00	20101
24/02	16:13	Bangladesh	70+8808612528	00:42	2.00	20102
24/02	16:11	Bangladesh	70+8808612528	01:18	2.60	20102
24/02	16:09	Bangladesh	70+8808612528	00:48	2.00	20109
24/02	16:07	Bangladesh	70+8808612528	01:12	2.40	20110
24/02	10:22	Bangladesh	70+8808612528	00:48	2.00	20101
23/02	15:24	Bangladesh	70+8808612528	01:48	3.60	20109
23/02	15:23	Bangladesh	70+8808612528	00:54	2.00	20106
23/02	15:20	Bangladesh	70+8808612528	02:06	4.20	20102
23/02	15:18	Bangladesh	70+8808612528	01:18	2.60	20106
23/02	15:17	Bangladesh	70+8808612528	01:54	3.80	20103
23/02	15:15	Bangladesh	70+8808612528	00:48	2.00	20102
23/02	15:14	Bangladesh	70+8808612528	00:54	2.00	20106
22/02	09:24	Bangladesh	70+8808612528	00:48	2.00	20101
22/02	09:23	Bangladesh	70+8808612528	00:54	2.00	20106
22/02	09:20	Bangladesh	70+8808612528	00:36	2.00	20104
22/02	09:19	Bangladesh	70+8808612528	00:42	2.00	20103
22/02	09:18	Bangladesh	70+8808612528	00:54	2.00	20110
21/02	17:18	Bangladesh	70+8808612528	02:12	0.15	20102 L. 24
21/02	17:15	Bangladesh	70+8808612528	02:18	0.15	20102 L. 36
21/02	17:14	Bangladesh	70+8808612528	01:42	0.10	201022. 84
21/02	17:12	Bangladesh	70+8808612528	00:42	0.05	20106

Extension Ref.	Local No.	etc Cost	STD No.	Cost	ISD No.	Cost	All outward No.	Cost
100031	4	0.45	0	0.00	24	63.80	28	64.25

Less calls under 1 minute
30.00
34.25 adjust ments in rates
40
33.85
11.44
45.29

AUTHORIZATION CODE (PIN NUMBER)

- * AUTHORIZATION CODE (PIN NUMBER) IS A MEANS OF PREVENTING UNAUTHORIZED USE OF LONG DISTANCE DIALLING FACILITIES.
- * IT IS ONLY BY ENTERING THE CORRECT PIN NUMBER THAT ONE CAN HAVE ACCESS TO IDD AND OTHER FACILITIES.
- * TO USE PIN NUMBER - DIAL *72*(PIN NO:)#
- * TO CALL UNHQ (NEW YORK) EXTENSIONS AND FIELD MISSIONS:
DIAL *72* (PIN NO:)#(EXT NO:)
EXAMPLE *72*999# + 33097
NOTE: ALL 212-963-XXXX NUMBERS ARE UNHQ NUMBERS
- * TO CALL 212 NEW YORK NUMBERS
DIAL *72*(PIN NO.)#9+(7 DIGIT NY NUMBER)
EXAMPLE *72*999#9-865-9066
NOTE: PLEASE DO NOT USE THIS PROCEDURE FOR ANY 212-963 NUMBER. SEE PROCEDURE FOR UNHQ.
- * TO CALL REST OF USA, CANADA & ENGLISH SPEAKING CARIBBEAN
DIAL *72*(PIN NO.)#91+AREA CODE+SUBSCRIBER NUMBER
EXAMPLE *72*999#91-809-665-6555
- * TO CALL REST OF WORLD
DIAL *72*(PIN NO.)#90+COUNTRY CODE+AREA CODE+SUBSCRIBER NUMBER.
EXAMPLE *72*999#90-254-2-622668
- * Please be advised that THERE ARE NO COUNTRY CODES THAT BEGIN WITH ZERO (0). All country codes begin with digits in the range 1 to 9 (one to nine).



UNITED NATIONS

NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

LIST OF OFFICIAL TELEPHONE CALLS

PART I: TO BE COMPLETED BY THE PERSON IN CHARGE OF EXTENSION

NAME: _____

ID.NO.: _____

SECTION: _____

EXT. _____

NUMBER CALLED	EXACT NAME OF THE OFFICE CALLED

PART II: TO BE COMPLETED BY THE CHIEF OF SECTION

I CERTIFY THAT THE ABOVE LISTED NUMBERS WERE USED BY
MY OFFICE SOLELY FOR UNAMIR BUSINESS.

SIGNATURE: _____

DATE: _____

NAME: _____

PART III: TO BE COMPLETED BY CHIEF COMMUNICATIONS OFFICER

| | ACCEPTED

| | REQUIRES INVESTIGATION

COMMENTS: _____

SIGNATURE: _____

DATE: _____

**PLEASE NOTE: THIS FORM SHOULD BE RETURNED TO COMMUNICATIONS
SECTION WITH EACH BILL THAT COMPRISES OF OFFICIAL CALLS.**

UNAMIR
MONTHLY ATTENDANCE RECORD FOR MILOB GP HQ SECTION
LOCAL STAFF

MONTH: APRIL YEAR: 1995

ID NO.	NAME	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	TOTAL
L106	KAYIGEMA JACQUES			P	P	P	P	H			P	P	P	P	P			H	P	P	P	P			P	P	P	P	P			
L071	NTIGULIRWA J MV			P	P	P	P	H			P	P	P	P	P			H	P	P	P	P			P	P	P	P	P			
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P PRESENT

A ABSENT

WEEKEND

H OFFICIAL HOLIDAY

DATE 28 April 1995

CERTIFIED BY SECTION CHIEF

NAME K-002 K SPONS-KICK/EN

UNCLASSIFIED

LOCAL STAFF

[illegible]

P PRESENT

A ABSENT

WEEKEND

DATE 27 March 1995

CERTIFIED BY SECTION CHIEF

NAME Г-сн КОРНАС-КУЧУ

UNAMIR

MONTHLY ATTENDANCE RECORD FOR MILBBS GP HQ SECTION

LOCAL STAFF

MONTH FEBRUARY YEAR 1995

[illegible]

A: Absent

P: Present

* Rotted to m. wgs in 7 Feb 95.

Date: 21 FEB 1995

Certified by Section Chief

Name.

SMPO

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

MILOB GP HQ

TO : See Distribution

DATE 28 Feb 95

FROM : MILOB GP HQ

REF : Plans 47/95

SUBJECT: FAMILIARISATION TRAINING PROGRAMME FOR
NEWLY ARRIVED MILOBS/CIVPOL

1. Attached is a programme for orientation of newly-arrived MILOBS/CIVPOL to UNAMIR. Instructors can introduce subjects they consider vital to the Observers while performing duties. This HQ would appreciate being informed to enable adjustments to next programme.
2. Venue for programme shall be KIGALI MILOB Sector 6 HQ. Sector 6 is to assist throughout.
3. Programme is to start on **3** Mar 95. Those involved shall be informed in advance if there are any changes.
4. Participants are required to adhere to the programme.
5. SLOGO MILOB HQ is to organise transport to be used by the MILOBs during their training.

ALEX ANOCHKINE
Lt Col
for DCMO

Distribution

External:

Action:

FORCE MEDICAL OFFICER (FHQ)

CHIEF PLANS OFFICER (FHQ)

CHIEF TRANSPORT OFFICER (FHQ)

COMMISIONER CIVPOL

COMD MILOB SECTOR 6

OPS BRANCH

AUSMED

Internal:

Action:

CMO

DCMO

HAC

SOO

SMPO

S LOGO

S PLANS/TRG OFFR

MILOBS SIG O

FAMILIRIASATION TRAINING PROGRAMME FOR AS FROM
3 MAR 95

SRL	DATE	FROM	TO	SUBJECT	PRESENTED BY
(a)	(b)	(c)	(d)	(e)	(f)
1.	3 MAR 95 FRIDAY	0830 HRS	0855 HRS	WELCOME ADDRESS	CMO
		0900 HRS	1050 HRS	POLITICAL & HISTORICAL BACKGROUND	SDO2
		1100 HRS	1150 HRS	UNAMIR FORMATION AND MANDATE	OPS BRANCH (FHQ)
		1200 HRS	1400 HRS	LUNCH	
		1400 HRS	1450 HRS	ORGANISATION OF UNAMIR	CPLANS (FHQ)
		1500 HRS	1550 HRS	ORGANISATION OF FHQ	CMPO (FHQ)
		1600 HRS	1650 HRS	ORG OF MILOB GP HQ & SECTORS	SDO2
2	4 MAR 95 SAT	0800 HRS	0850 HRS	ADMIN, PERSONAL CONDUCT, DISCIPLINE, LEAVE/CTO AND ENTITLEMENTS	SMPO
		0900 HRS	0950 HRS	BOARDS OF INQUIRY	SMPO
		1000 HRS	1050 HRS	MEDICAL BRIEF	AUSMED
		1100 HRS	1150 HRS	INTRODUCTION, CARE AND MAINT OF COMM EQUIPMENT	MILOB SIGNAL OFFR
		1200 HRS	1300 HRS	LUNCH	

(a)	(b)	(c)	(d)	(e)	(f)
		1400 HRS	1450 HRS	VOICE PROCEDURE AND COMM SEC	MILOB SIGNAL OFFICER
		1500 HRS	1550 HRS	UNAMIR LOGISTICS SYSTEM AND PROCEDURE	MILOB S LOGO
		1600 HRS	1645 HRS	PATROLLING, ESCORTS, CHECK POINTS, OBSERVATION POSTS AND MONITORING	SOO
3	6 MAR 95 MONDAY	0800 HRS	0850 HRS	COMPLAINTS AND INVESTIGATIONS	SOO
		0900 HRS	0950 HRS	OPS REPORTS/ RETURNS	SOO
		1000 HRS	1050 HRS	BRIEF ON MILOB SECTOR OPS	SOO
		1100 HRS	1150 HRS	RULES OF ENGAGEMENT	CPLANS (FHQ)
		1200 HRS	1400 HRS	LUNCH	
		1400 HRS	1450 HRS	HUMANITARIAN OPERATIONS	HAC
		1500 HRS	1550 HRS	CARE & MAINT OF VEHICLES	CTO
		1600 HRS	1650 HRS	ACCIDENT PROCEDURE	CIVPOL

(a)	(b)	(c)	(d)	(e)	(f)
4	7 MAR 95 TUESDAY	0800 HRS 0900 HRS 1230 HRS 1330 HRS 1405 HRS	0850 HRS 1230 HRS 1330 HRS 1400 HRS 1430 HRS	CIVPOL OPERATIONS DRIVING TEST LUNCH POSTING INSTRUCTIONS CLOSING ADDRESS	CIVPOL CTO SMPO DCMO

LEGEND

CMO : CHIEF MILITARY OBSERVER
DCMO : DEPUTY CHIEF MILITARY OBSERVER
SMPO : SENIOR MILITARY PERSONNEL OFFICER
SLOGO : SENIOR LOGISTICS OFFICER
FHQ : FORCE HEADQUARTERS
CTO : CHIEF TRANSPORT OFFICER
CIVPOL : CIVILIAN POLICE
HAC : HUMANITARIAN ASSISTANCE CELL



DRAFT 2

A PAPER ON THE MOVE OF UNAMIR HEADQUARTERS TO TRAFIPRO

References:

- A. DFC/FC letter of Jan 95.
- B. SRSG letter of 14 Jan 95.
- C. Special Task Officer Memo of 1 Mar 95

BACKGROUND

1. In 1994 a decision was made to move HQ UNAMIR into the TRAFIPRO complex where it would share the real estate with elements of the Integrated Logistic Support System.
2. In early 1995, through Reference A, concern was raised by the FC/DFC on the degradation of security that would result from moving the HQ from the tried and tested AMAHORO and Stadium Complex and on the "value added" of such a move. With a limited budget the inevitable costs incurred through the move might be more appropriately spent within the contingents. The AMAHORO has the significant advantage that the majority of key functions are co-located within the same physical structure increasing the potential unity of effort.
3. Reference B provided the response to these concerns and sought further clarification of security and the availability of adequate office space. It had been hoped that the serious concern of security would be resolved by the visit of Mr Benon Sevan, the Chief of UN Security, but he believed that the matter was better resolved within RWANDA where the local expertise lay.
4. The second major requirement was to investigate and confirm the availability of office space within the Trafipro complex for the entire HQ. A TRAFIPRO Steering Committee was established "to propose the possible options for the allocation of all office space, both prefabricated and existing, as well as all other offices and open spaces at the TRAFIPRO complex". The conclusions of the committee were presented initially to the Executive Director, the FC, and the OIC Administration and then on 1 Mar 95 to the SRSG who gave direction on the way forward recorded as Reference C.

TRAFIPRO

- To Holden*
5. The TRAFIPRO site is shown at Annex A. The initial estimates were that with the full HQ including MILOBS, CIVPOL, and logistic base with the Brown and Root HQ there was a

requirement to provide office space for some 500 staff. There are a number of structures at TRAFIPRO which if supplemented by additional prefabricated office accommodation would provide office space for all the staff.

MAIN BUILDING

6. The existing main office accommodation at Trafipro is excellent and for the senior staff it will offer an improvement in both available space and general ambience, but with smaller offices for other staff. It offers two floors each of some 20 offices with a conference room on the top floor. Assuming that the SRSG would wish to transfer his current top floor (23 offices) and the FC's key staff (10 offices) into the Main Office complex it will leave 7 offices to provide office space for the OIC Administration and his immediate staff.

7. It was agreed that the SRSG would share the top floor with the FC, each having their own wing, the remainder of the SRSGs staff, including the essential UNAMIR Radio, less their transmitters, would be on the bottom floor of the same wing. The OIC Administration would be the main user of the other ground floor wing. It is expected that this building will house some 70 personnel.

CENTRAL ADMINISTRATIVE BUILDING

8. It was agreed that this building immediately behind the Main Building is to become the Central Administrative Building serving all elements of the TRAFIPRO Complex. It is expected that this building, which is divided into two separate sections each with their own entrances, will house some 30 personnel including: civil and military registry and pouch, civil and military communications, military welfare, civil security, reproduction and it will also contain the Main TRAFIPRO Briefing Room.

WAREHOUSE

9. There is a possibility of adding 17 offices within the warehouse for up to 40 personnel of the Logistic Support Group. It was agreed that in order to preserve warehouse space only those whose duties required them to work within the warehouse should be "officed" within it.

SMALL GARAGE

10. There is a small garage which can be converted into 3 large offices and some smaller storage areas and could be used for the CTO's despatch service, welfare telephone, travel booking centre or the Brown and Root Site Office.

LARGE GARAGE AREA

11. This area should be retained as a workshop facility for the Integrated Logistic Support

System.

PX BUILDING

12. This building is intended to house the UNAMIR PX, but would also provide a suitable location within TRAFIPRO for the UNAMIR Social and Welfare Club. Suitable alternative prefabricated accommodation for the PX could be sited close to the warehouse, but reducing further the available container lay down area and at some additional cost. **Final decision on location of UNAMIR Social and Welfare Club necessary.**

PREFABRICATED STRUCTURES

13. To the rear of the TRAFIPRO Complex it was initially proposed to erect a complex of prefabricated buildings within which up to some 382 UN military and civilian, and Brown and Root staff would be able to operate under satisfactory working conditions. This complex of buildings could provide sufficient office space for all elements of the HQ not housed within the main building, administrative building, warehouse or small garage.

14. Currently we have available:

- a. 2 x 34 person office accommodation blocks will become available from another mission.
- b. 15 x 20ft and 3 x 40 ft office containers received from KOREA.

15. For a full HQ (including MILOBS, CIVPOL and Brown and Root) there is a an additional requirement for 34 x 40ft accommodation blocks available through KAMPALA at a probable cost of \$1,089,000. We have already been given authority for the purchase of 12 of these accommodation blocks at \$384,506.

16. It was agreed that the high cost of too many additional office accommodation units should be avoided and that MILOBS HQ and KIGALI Sector and CIVPOL should be moved into the AMAHORO HOTEL (\$1,500 per month) to help retain possession of that key asset and to save cost on their current locations UNMO HQ (\$1,500 per month), KIMIRURA COMPOUND II (\$1,500) and KIMIRURA COMPOUND (\$3,000 per month).

17. There would still, however, remain a requirement for a total of 20 KAMPALA accommodation blocks, at a cost of some \$640,000. Authority for 12 has already been given. **Confirmation on the acceptance of this cost as part of the total cost analysis is required.**

UNAMIR HQ AND LOGISTIC BASE

18. The co-location of such different functions within a single facility has the possible result of degrading the efficient function of both and there will be significant competition between the

two functions for the existing and any future hand standing. It was agreed that the priority to be allocated is for a helicopter landing site, car parking within the fenced compound and finally warehouse and container operating areas.

19. It was agreed that there that there was insufficient space to provide contingent accommodation for 95 FLSG within a TRAFIERO which contained HQ UNAMIR. The current living accommodation, and stores accommodation utilised by 95 FLSG has to be vacated and suitable accommodation for 85 personnel ideally with their equipment has to be found. To prepare an identified site will cost \$ ***** and the monthly rent is expected to be \$ ****. It was accepted during the discussion which followed the presentation that there would be a marked degradation in the service offered by 95 FLSG once they were separated from their place of work. There will also be an increased guarding requirement of a new location.

SECURITY AND ACCESS

20. It was agreed that the resident guard force would live on site within Weatherhaven accommodation.

21. It was agreed the 1.6km of access roads would be "black topped" to provide a fitting access routes to the HQ.

ALTERNATIVE USE OF AMAHORO HOTEL.

22. There are currently some 121 offices/conference rooms for 236 personnel within the AMAHORO complex. The initial proposal for the AMAHORO Hotel was to return it to much needed accommodation, however there is serious concern that should HQ UNAMIR vacate its present location that the local authorities will demand to take it back. It was therefore agreed that there is a need to retain some military HQ presence at the AMAHORO HOTEL. The MILOB HQ and CIVPOL HQ will therefore move into the ground floor with the possibility of leaving the current Operations Branch and Briefing area for the UNAMIR Social Club. The remaining three floors each of 23 rooms is to be returned to living accommodation.

COST ANALYSIS

23. See Annex C. *-To follow*



4000.2/LOG

15 March 1995

See Distribution

MINUTES OF COS WEEKLY ADMINISTRATIVE MEETING
14 MARCH 1995

Present:	Col K S Sivakumar	COS - Chairman
	Col U A Moeen	DCMO
	Col K M Tutt	DCOS SP
	Col J Arp	DCOS OPS
	Col P G Warfe	FMO
	Supt O M Gyeabour	Rep CIVPO
	Mr PJA Hornsby	CISS
	Major P Arora	SO Tpt - Secretary

Opening Remarks

1. The meeting commenced at 1500 hrs and the Chairman welcomed all present.

ITEM I - Identification of component of staff required to move to Trafipro

2. The Chairman highlighted the need to identify the components of staff, both civilian and military, which would be required to move to Trafipro. There was a detailed discussion on the subject and it was decided that the detailed modalities be discussed in the senior officers meeting on 15 Mar 95.

ACTION : DCOS OPS, DCOS SP, FMO

ITEM II - Integration of maintenance and other related functions

3. The CISS and DCOS SP informed that a meeting of the all the concerned agencies on the above subject has been scheduled for 15 Mar 95.

ACTION : DCOS SP, CISS

ITEM III - Distribution of Vehicles by the CTO

4. The Chairman informed that there was a need to rationalise the vehicle holdings of contingents and staff. There was a detailed discussion on the subject and the need for defining the vehicle establishment i.e the ideal vehicle holding was brought out. The DCOS OPS broached the idea of a 'taxi service' for the staff. It was also suggested that the administrative travel from accommodation should also be considered while allocating vehicles. The DCMO informed that the MILOBS had not been issued any vehicle, out of the 14 allocated to them by the Vehicle Establishment Committee on 14 Feb 95. The Chairman directed that issue of vehicles to MILOBS be examined and a detailed list of the vehicle holdings of contingents and staff be made available to him.

ACTION : DCOS SP

ITEM IV - Provision of UNAMIR personnel for traffic control

5. The DCOS SP revealed that there might be problems with the local authorities if UNAMIR personnel are employed for traffic control outside UN premises. The Chairman directed that this issue be taken up at the meeting with RPA scheduled for 16 Mar 95.

ACTION : DCOS SP, DCOS OPS

ITEM V - Welfare Mail

6. The DCOS SP informed that the aerogrammes received do not have postage stamps and are only stamped with the UN seal. It is yet to be confirmed by individual nations, whether they can be used as free postage. The CISS informed that the issue also has been referred to UNNY. The Chairman directed that meanwhile the contingents be asked to confirm if these would be honoured in their respective countries.

ACTION : DCOS SP

ITEM VI - Provision of Interpreters to MILOBS at Sector level

7. The DCMO brought out the need for provision of interpreters to MILOBS at the sector level and called for rationalisation of the available resources. The discussion revealed that due to the shortage, it may not be possible to allocate separate resources for the MILOBS and there was a need for greater coordination between the contingents and MILOBS on the employment of interpreters. The Chairman directed that this issue be examined in detail.

ACTION : DCOS OPS

Closing Remarks

8. The Chairman thanked the members for their contributions and informed that the this meeting will henceforth be held on a fortnightly basis. Accordingly the next meeting will be at 1400 hrs on Tuesday, 28 Mar 95.



Pankaj Arora
Maj
SO Tpt
Secretary

Distribution:

Action:

COS
DCOS OPS
DCOS SP
DCMO
FMO
CHAC
CIVPOL
CISS

Info:

MA to FC
DFC



Ms/lob CP
Copy to all Secs.
SMPD 8/13
19/3

INFORMATION CIRCULAR 017/95

03 March 1995

To: All Civilian and Military Personnel

FROM: Shaharyar Khan
Special Representative
of the Secretary General

Shaharyar Khan

SUBJECT: Official Holidays for 1995

After consultation with representatives of other UN agencies and staff representatives, I am pleased to inform you of the following designated official United Nations (UNAMIR) holidays in Rwanda:

New Year's Day	1 January 1995
Eid/Bayram	2 March 1995
Women's day	8 March 1995
Easter Monday	17 April 1995
Labour Day	1 May 1995
Eid-al-Adha	May 1995 (depending on the sighting of the moon at Eid al Fitr)
Independence Day	1 July 1995
UN Day	24 October 1995
Christmas	25 December 1995

Please note that the number of official holidays for any duty station may not exceed nine days per year. When one of these official holidays falls on a non-working day, the following working day shall be observed as an official holiday in lieu thereof.



ADMINISTRATIVE INSTRUCTION N° 002/94/Rev. 1

Please fwd copy to all Secs.

DATE: 9 March 1995

8/11/3

SMPO

TO: All UNAMIR Personnel

FROM: Ally H. Golo, Officer-in-Charge
Administration

SUBJECT: STANDARDS OF CONDUCTS

1. It has been brought to my attention of an increasing number of conflicting situations between UNAMIR staff and the local inhabitants and authorities. Therefore this Administrative Instruction issued in August 1994 is being reproduced to remind all UNAMIR staff of the paramount importance of maintaining high standard of conduct at all times.

2. Furthermore, please be informed that a decree on currency regulations has been issued by the Rwandese authorities prohibiting currency exchange at unauthorized money exchange centres effective 15 March 1995. In this connection, your particular attention is drawn on paragraph 4 below "Currency Regulations" of this present Administrative Instruction.

3. The purpose of this Administrative Instruction is to remind you that United Nations civilian staff are considered International Civil Servants from whom exemplary conduct is expected at all times. In fulfillment of this requirement, UNAMIR staff, in their demeanour and comportment, are expected to carry out their functions, official and private, with diplomacy, tact, integrity, politeness and discretion.

4. As the exemplary behaviour of all personnel is a major prerequisite in the creation of a good public image, it is expected that all staff will strictly abide by the guidelines on standards of conduct outlined below. Serious violations of these guidelines will be investigated and, where necessary, may lead to disciplinary action.

Local Laws, Regulation and Customs: All personnel should bear in mind the importance of respecting the laws and regulations of the host country, as well as those of neighbouring countries which may be visited during recreational trips or leave.

.../

Currency Regulations: Currency regulations must be observed by all members of UNAMIR. It should be noted that it is an offence to change foreign currency at unauthorized money exchange centres. Currency exchange is allowed at banks and licensed foreign exchange operators only. Currency regulations should also be followed when travelling in neighbouring countries.

Photography: Should restrictions be noted with regard to the taking of photographs, these restrictions should be fully respected. If in doubt as to whether certain locations can be photographed, please refrain from doing so until such time as reliable information is available.*

Privately Owned Weapons: UNAMIR personnel are strictly prohibited from possessing or owning private fire-arms.

War Souvenirs: UNAMIR personnel are prohibited from taking possession of any equipment, weapons, ammunition or souvenirs found abandoned.

Hunting and Shooting: Hunting and shooting of game in the mission area should not be engaged in by UNAMIR personnel.

Contact with Local Population: Particular attention must be paid to the sensitivities of the population with regard to local customs, lifestyle and general behaviour. Care should be taken so as not to offend local inhabitants by violating their social or religious customs.

Handling of Information: Personnel should not communicate with any person outside UNAMIR, information known to them by reason of their service with the UN, unless they have been authorized to do so in the course of their duties. Further, UNAMIR personnel should also refrain from expressing, in public, any opinion regarding the political and/or military situation in the country.

Consumption and Disposal of Drugs: The possession, sale or use of controlled drugs is strictly forbidden.

Consumption of Alcohol: It must be understood that excessive consumption of alcohol can lead to serious incidents. At no time must any UNAMIR personnel be seen in public in an inebriated state.

Driving: When driving, UNAMIR personnel must be in possession of their ID cards, driving licenses and vehicle documentation. Local traffic/driving regulations must be strictly followed. Please drive with care, politeness and courtesy. UNAMIR personnel must not at any time drive while intoxicated.

Use of UNAMIR Assets: Extreme care must be taken in the use of UNAMIR assets, such as aircraft, vehicle or other facilities so that the impression of flaunting a privileged position is not conveyed to the general public.

5. Again, you are reminded that an attitude of restraint in public makes a lasting positive impression and contributes significantly to the image of the mission, thus to its success. Integrity, loyalty, independence, impartiality and the subordination of private interests to the interests of the Organization are daily requirements. Please be guided accordingly.

File

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO : RWANDA CUSTOMS MANAGEMENT
KIGALI, RWANDA.

FROM: MILOBS GP HQ

DATE: 7 March 1995

SUBJECT: LETTER OF GUARANTEE


1. This HQ guarantees to the Rwandese Customs Management that the entry bills for the under-mentioned items were paid by the owner(s).

2. The owners are proceeding on CTO/LEAVE and will take with them the named items.

3. Find below the description of the items along with the identity of the owners:

SRL	RANK	NAME	PASS N#	ITEMS
1.	CAPT	M'RABET AMOR HATEM	S007273	03 CAMERAS WV M40 LTA: 082-22747314 50100175
2.	CAPT	MILED ABDELKARIM	S003055	BILL N#: 286/95
3.	CAPT	MARA CHEICK	009666/ 94	

4. Best regards.


OPONG KYEKYEKU
LT COL
SMPO



UNAMIR MINUAR

R W A N D A
UNAMIR

2000.1/CMPO/MISC
06 March 1995

TO WHOM IT MAY CONCERN

1. This is to certify that the underlisted personnel are Military Observers working with UNAMIR HQ:

S/N	RANK	NAME	^{PASS NO} UNID NO	NATIONALITY
A.	CAPT	M'RABET AMOR HATEM	5007273 MO 2076	TUNISIA
B.	CAPT	MILED ABDEKARIM	5003055 MO 2074	TUNISIA
C.	CAPT	MARCHEL MARA CHEIK	MO 2090	GUINEA

009666/94

2. Grateful if the Airport authorities could assist them obtain their personal effects which the officers have procured for their personal use.

3. Best regards.

GETACHEW TEFFERRA
Lt Col
CHIEF MILITARY
PERSONNEL OFFICER

UNITED NATIONS ASSISTANCE MISSION FOR RWANDA

MISSION DES NATIONS UNIES POUR L'ASSISTANCE AU RWANDA

I.T.B.

EXPORT

S.P.R.L.

Rue de Dublin, 29-31
1050 BRUXELLES
BELGIUM

FAX (02) 502.07.48

Dept. T.V. - VIDEO
ELECTROMENAGER

☎ (02) 513.65.02

Dept. TEXTILE
WAX - HOLLAND

☎ (02) 512.25.62

UNAMIR GISENYI
c/o HOTEL MERIDIEN
GISENYI

Brux. le, 22/03/95

FACTURE
N° 286/95

3 CAMERAS NV

M 40

111.000 FB

HORS TVA

111.000 FB

PAYÉ

Générale de Banque
210-0626475-04

R.C.B. 369.131
T.V.A. BE 412.038.974



8/2/95

TO : CMPO, FHQ

FILE NO : MILOB/PERS/INV/6436.1

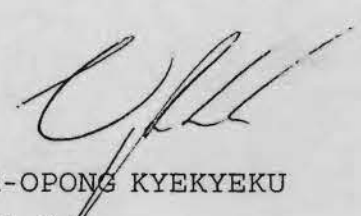
FROM : MILOB GP HQ

DATE : 25 FEB 95

INFO : SECTOR - 2

SUBJECT : INVENTORY OF PERSONAL EFFECTS

1. Please find herewith the inventory of personal effects in respect of MO-7489 Lt Col Mohd Ahsanullah.
2. Please accept for action.


K-OPONG KYEKYERU
Lt Col
For CMO

INVENTORIES OF FURNITURE, HOUSEHOLD EFFECTS, AUTOMOBILES & VALUABLES

Note: Please complete this form in the following order:

A. FURNITURE AND HOUSEHOLD EFFECTS IN

- | | | |
|------------------|------------------|-----------------|
| 1. Living Room | 5. Bedroom No. 3 | 9. Laundry |
| 2. Dining Room | 6. Bedroom No. 4 | 10. Balcony |
| 3. Bedroom No. 1 | 7. Office | 11. Other Rooms |
| 4. Bedroom No. 2 | 8. Kitchen | 12. Garage |

B. AUTOMOBILE(S)

C. VALUABLES

D. CLOTHING

Name: ABENI ULIAN

EOD UN: MO-7489

Functional Title: MILOB

Grade/Rank: Lt col

Ad : Sec - 2 , UNAMIF, KIGALI, RWANDA

Date of Inventory 27 Dec 94

De	Description of Item	Place of Purchase	Date of Purchase	Purchase Cost Local Currency	US\$	Replacement Cost
	<u>Living Room</u>	- -	- -	- -	- -	Nil
	<u>Dinning Room</u>					
	Plate-3pc	Bangladesh	Oct 94	Tk.600	15	15
	Glass-2pc	Bangladesh	Oct 94	Tk.400	10	10
	Spoon-6pc	Bangladesh	Oct 94	Tk.600	15	15
	Cup- 1pc	Bangladesh	Oct 94	Tk.200	05	05
	Knife-2pc	Nairobi	Nov 94	KS.500	11	11
A-3	<u>Bed Room No-1</u>					
	Bed Sheet-2pc	Bangladesh	Nov 94	Tk.800	20	20
	Blanket-2pc	Bangladesh	Nov 94	Tk.8000	200	200
	Pillow Cover-2	Bangladesh	Nov 94	Tk.500	12	12
	Mosquito Net-1	Bangladesh	Nov 94	Tk.800	20	20
	Matress -1	Rwanda	Dec 94	Rwf.10,000	45	45
	Bed Cover-1	Bangladesh	Oct 94	Tk. 800	20	20
	Table Lamp-1	Nairobi	Nov 94	KS.2000	44	44
	Table Clock-1	Bangladesh	Oct 94	Tk.2500	62	62
A-4	<u>Bed Room No-2</u>	- -	- -	- -	--	Nil
A-5	<u>Bed Room No-3</u>	- -	- -	- -	--	Nil
5	<u>Bed Room No-4</u>	- -	- -	- -	--	Nil
A-8	<u>Kitchen</u>					
	Cooking Utensils	Rwanda	Dec 94	Rwf.15000	75	75
A-9	<u>Laundry</u>	- -	- -	- -	--	Nil
A10	<u>Balcony</u>	- -	- -	- -	--	Nil

Description of Item	Place of Purchase	Date of Purchase	Purchase Cost Local Currency	US\$	Replacement Cost
A-12 <u>Garage</u>	- -	- -	- -	--	Nil
B. <u>AUTOMOBILES</u>	- -	- -	- -	--	Nil
C. <u>VALUABLES</u>	- -	- -	- -	--	Nil
Cash US\$	- -	- -	- -	500	500
Wrist Watch-1	Banmgladesh	Jul93	Tk.8000	200	200
Gold Chain-1	Bangladesh	Jun 94	Tk.12000	400	400
Walkman -1	Nairobi	Nov 94	- -	200	200
Camera-1	Nairobi	Nov 94	- -	350	350
Suit Case-1	Bangladesh	Mar 94	Tk.4500	112	112
Travel Bag-1	Bangladesh	Mar 94	Tk.800	20	20
Cassette-15	Bangladesh	Nov 94	Tk.900	22	22
Game & Watch-1	Nairobi	Nov 94	- -	50	50
Sun Glass-1	Bangladesh	Apr 94	Tk.8000	200	200
Compass(personal)	Bangladesh	Mar 94	Tk.6000	150	150
Radio -1	Bahrain	Dec 94	- -	75	75
D. <u>CLOTHING</u>					
Trouser-4	Bangladesh	Nov 94	Tk.4500	112	112
T Shirt8	Bangladesh	Nov 94	Tk.3000	75	75
Lather Shoe-1pr	Bangladesh	Jul 94	Tk.6000	150	150
Lather Nagra-1pr	Bangladesh	Jul 94	Tk.1800	45	45
Sweater-1	Bangladesh	Nov 94	Tk.1200	30	30
Sleeping Gown-1	Chaina	Jan 91	- -	100	100
Towel-3	Bangladesh	Nov 94	Tk.600	15	15
Belt-3	Bangladesh	Oct 94	Tk.2500	62	62

He
TO : MILOB CP HQ

FROM : MILOB SECT 4a HQ

DATE : 01 MARCH 1985

SUBJ : UN - ASSESSMENTS OF
SQN LDR ANIS RAHMAN

1. ACCORDING TO YOUR REQUEST,
PLEASE FIND ATTACHED (ALL) 3
PAGES OF UN - ASSESSM. OF
SQN LDR ANIS RAHMAN, WHICH
I HAVE IN MY FILE, FOR YOUR
FURTHER ACTION
2. BEST REGARDS

He
I. MERKUS
CAPT
PERSO/4a



INFORMATION CIRCULAR No. 016/95

DATE: 28 February 1995

TO: All UNAMIR Military and
Civilian Personnel

FROM: Ally H. Golo
OIC/Administration

SUBJECT: Official United Nations Holiday

*Please note
and pers in
MILOB HQ.
SMPO 8/13*

I am pleased to inform all UNAMIR Military and Civilian Personnel that Thursday, 2 March 1995 which marks the end of the Ramadan fasting period "Eid/Bayram" will be an official UN holiday.

All UNAMIR Offices will remain closed for that day.

EID MUBARRAK

milob GPRD

UNITED NATIONS
ASSISTANCE MISSION TO RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

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EID MUBARRAK

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UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: ALL SECTORS

FILE REF: MILOBS/ADMIN/4633.2

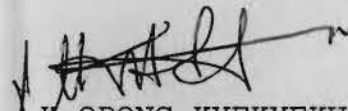
FROM: MILOBS GP HQ

DATE: 1 March 1995

SUBJECT: GHANBATT MEDAL AND NATIONAL DAY

1. GHANBATT 2 HOLDS ITS MEDAL DAY ON 6 MAR 95. THE SAME DAY IS GHANA'S NATIONAL DAY. SECTOR COMMANDERS ARE REQUESTED TO RELEASE ALL GHANAIS NOT ON ESSENTIAL DUTIES TO ATTEND THE PROGRAMMED FUNCTION AT KIBUNGO (SECTOR 2).

2. ALL GHANAIAAN MILOBS WHO TRAVEL FROM AFAR WILL RETURN TO THEIR SECTORS ON 7 MAR 95. PLEASE ACCEPT FOR ACTION.


K OPONG-KYEKYEKU
Lt-Col
for CMO

File

FROM :Milob HQ, Sector 2 Kibungo
TO :Milob Gp HQ, Kigali

DATE :12 Feb 95
FILE :Log/3

SUBJECT :Inventory Of Personal Effects

1. Inventory of personal effects, furniture and valuables in respect of MO 7489 Lt Col Mohd Ahsanullah of this sector are forwarded for your records please.
2. Please confirm receipt.

(Signature)

(H Zimba)
Major
Pers Offr
For Sect Cdr

SO(Pers)

Find attached to cmrpo, Htd

h 28/2

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



From: Col K M Tutt
DCOS (Sp)
HQ UNAMIR

K. M. Tutt

NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

Extn 11109

Info
mtl or all Secs.
SNIR
h 2/2
actual

To: List D

Info: List A

File Reference: 4000.1/LOG-56

Date: 22 Feb 95

Subject: IMPROPER SALE OF PRIVILEGE ITEMS

Reference:

A. SRSG's Letter of 21 Feb 95.

1. The FC shares the SRSGs serious concern at the leakage of UN privilege items, including beverages, TV's electrical items and toiletries which are not been properly controlled and are appearing for sale within the local economy.
2. The UN has certain custom exemptions and these and our relationship with the national government are being put into danger by the actions of a greedy and immoral minority.
3. The Force Provost Marshal has been instructed to focus greater efforts at identifying those individuals involved in this type of activity in order that appropriate disciplinary action can be taken.
4. The sale and transfer of these privilege items between entitled UN personnel is permissible.



Log 56

DATE: 21 February 1995

To: FC
ED
CAO
LA

From: Shaharyar M. Khan
SRSG

Subject: Privileged items

Shaharyar Khan

I am concerned at the leakage of some UN privilege items that appear to be on the market. These include beverages, TVs, electrical items, toiletries. Justifiably the Rwandese government is concerned and has remonstrated.

I would like the strictest possible control on these items. In any case I must be informed of the quantities of these privileged items that are being brought in and their rationale. If leakage continues I shall have no hesitation to withdraw these privileges as I am not prepared to accept the tarnishing of UN's image in Rwanda.

*Welfare items only
to UNAMIR personnel*



8/21/2

TO : SECTOR 1
SECTOR 3
SECTOR 5
SOO
SLOGO

FILE REF: MILOB/PERS/6446.11

FROM : MILOBS GP HQ

DATE: 20 February 1995


SUBJECT: VISIT - CHIEF OF DEFENCE STAFF OF GHANA ARMED FORCES

1. In connection with the visit of the CDS, a cocktail will be organised at Belgian Village Mess on Tue, 21 Feb 95 from 1900 to 2030 hrs.

2. Sector Comds to release following numbers of Ghanaian Milobs to attend

- a. Sector 1 - 4
- b. Sector 3 - 2
- c. Sector 5 - 2
- d. Sector 6 - 3
- e. MHQ - 5

3. Dress for function is uniform or national.


K OPONG- KYEKYEKU
Lt-Col
SMPO

22/02 '95 09:35

11234

FRAF BATT 4B

001



UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

DEMARCHE - MINUAR

TO: MILOB GP HQ


FILE: 4B/PERS/95

FROM: SECTOR 4B

DATE: 22 FEB 95

Subject: ACTING ARRANGEMENTS

In my absence on Leave/CTO M 7552 Maj Abhay krishna will perform the duties of Sector Commander of Sector 4B.


Lt Col Abul Bashir
Sector Comd

File

UNITED NATIONS

ASSISTANCE MISSION IN RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: Distribution List D

FROM: Maj Deepak Das
Force Welfare Officer

INFO: CMPO, DCOS SP

FILE: PS 11

DATE: 06 Feb 1995

Please speak.

Smoo *[Signature]* *Mr*

SUBJECT: PETTY CASH FOR REGISTERED LETTERS AND PARCELS

Reference:

A This office letter No PS7 dated 14 Jan 95 (copy attached).

1. Pending decision or action by the Kenyan Postal and Customs authorities on waiving off customs, demurrage and the requirement of the recipient having to send copies of his/her passport, the above subject has been an unresolved issue for considerable time now. Small amounts of money given by some people to cover postal charges of 35 K Sh have been sent to Nairobi alongwith the receipts, but are often found insufficient to cover the heavy customs and demurrage levied on parcels, the amount for which is decided after it is opened on the collection day. At times to compensate for the difference, I have helped people get their parcels / registered letters by paying cash out of my own money. Even then some parcels have still not been received from Nairobi. Clearly, this is not a satisfactory arrangement and warrants the maintenance of a petty cash account at Nairobi, as suggested in my draft letter to the CSS quoted above. However, it is unlikely that a petty cash account would be sanctioned due to the fact that UNAMIR bears no responsibility for personal mail in excess of 10 gms and prohibits free receipt of items on which customs may be levied, through bag or pouch service.

2. Registered letters and parcels have now started arriving at PO Box 749 at Kigali. However, there is a requirement of maintaining a petty cash account with the UNAMIR Registry Pouch and Mail Operating Unit to enable prompt collection of these from Kigali PO. Since no official petty cash is being sanctioned by UNAMIR Finance, it is recommended that Contingents, MILOB Gp HQ and CIVPOL HQ

arrange to deposit a petty cash of US \$ 100.00 each to cover the payments for parcels and registered letters for personnel under their respective commands. A weekly expense return will be forwarded by the welfare office, stating the amount of money to be charged from each individual of that contingent / HQ to enable reimbursement at your end. In case contingents / MILOB Gp and CIVPOL HQs wish to collect the registered letters / parcels directly from Nairobi / Kigali PO themselves, they are requested to inform this office accordingly. Alternative views or suggestions on the subject are solicited, pending which, all contingents, MILOB Gp HQ and CIVPOL HQ are requested to deposit the money with the FWO or confirm acceptance of responsibility of collection themselves.

3. Best regards.



DEEPAK DAS
MAJ
FWO

COPY

Appx

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: Mr Peter Hornsby
CSS

FROM: Major Deepak Das
Welfare Offr

INFO: DCOS SP, CMPO,
Mr Ali Abdalla
UNAMIR Registry, Pouch and Mail Oper Unit, Kigali

FILE: PS7

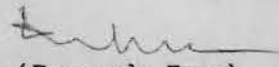
DATE: 14 Jan 95

SUBJECT: RECEIPT OF REGISTERED LETTERS / PARCELS FROM NAIROBI

1. Please refer to my discussions with you on the subject on 13 Jan 95.

2. As advised by you I am enclosing a draft letter addressed to Mr NI Goeranssan, SAO UNAMIR, Gigiri, Nairobi for taking up a case with the Kenyan customs as well as postal authorities for simplifying the procedure of receiving registered letters / parcels by UNAMIR personnel in Rwanda.

3. May I also request you to implement similar measures with the Rwandan postal services and UNAMIR Registry Mail and Pouch Unit, Kigali to facilitate speedier delivery of registered letters / parcels.


(Deepak Das)
Maj
FWO



UNITED NATIONS

ASSISTANCE MISSION IN RWANDA

NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: Mr NI Goeransson
SAO
UNAMIR
Gigiri, Nairobi.

FROM: Mr Peter Hornsby, CSS

INFO: Maj Deepak Das
Force Welfare Officer

CC. Mr D Driggers
MOVCON - NAIROBI

DATE: 14 Jan 1995

SUBJECT: RECEIPT OF REGISTERED LETTERS / PARCELS FROM NAIROBI

In reference to my tele conversation on the subject with Mr Driggers on 3 Jan 95, I would like you to take up a case with the Kenyan customs and postal authorities on the following specific issues:-

1. Customs duty should not be charged on registered parcels addressed to UNAMIR personnel serving in Rwanda as these are *only being transited through Nairobi and are not per se used in Nairobi*. Parcels in transit should not be opened by customs officials (as is being done now) for the same reasons.
2. Demurrage should not be charged on registered letters / parcels due to the peculiar circumstance of the recipient being located in Rwanda and not Nairobi. A minimum to and fro transit time of four weeks should be allowed, before demurrage charges are applied, in case you are unable to collect these after paying off the postal charges from the petty cash arranged for the purpose.
3. The requirement of producing copies of passports of individuals should also be waived off due to the reasons explained at Para 1 above.

Please also organise a petty cash account to be maintained by the Supervisor, UNAMIR Registry Pouch and Mail Unit at Gigiri and instruct him to forward all registered letters / parcels with a listing of the amount of postal charges paid for each to facilitate reimbursement at this end.

Best regards.

10/12/95
UNITED NATIONS



NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO : Sector 1

FILE NO : MILOB/PERS/6436.1

FROM : MILOB GP HQ

DATE : 16 February 1995

INFO : DFC/CMO

Maj R Manzl (Sector 1)

SUBJECT : PROMOTION OF MAJOR R MANZL

Reference:

A. Pers/Promotion/14/02/01 dated 14 Feb 95.

1. It has not been the practice for individual MILOBS to write to Command giving information of their promotion and appointment as reflected in Reference A. Normally, Permanent Missions to UN advise the Department of Peacekeeping and Operations (DPKO), New York of promotions and appointments of MILOBS. The DPKO will in turn inform the Force Commander before the MILOBS concerned are notified. It is only then that a MILOB can wear his new rank .

2. I am therefore to inform you that Maj Manzl cannot wear his new rank until his promotion and appointment order is processed through the appropriate channel.

3. Please accept for action.

K OPONG - KYEKYEKU
Lt - Col
for CMO

File

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

From: Col K M Tutt
DCOS (Sp)
HQ UNAMIR

Extn 11109

To: Major Emby(MOVCON)

Info: MA to DFC, ~~DCMO~~, MOVCON, MA to FC(as COMD CANCON)

File Reference: 4000.1/LOG-33

Date: 22 Feb 95

Subject: FUTURE EMPLOYMENT - MAJOR EMBY

Reference:

A. Meeting 22 Feb 95 DFC/DCOS(Sp).

1. There remains concern that Major Emby is still not being fully employed by MOVCON and could be better employed as a MILOB. I have been instructed to monitor his working activities. This I am unable to do in person without serious detriment to my own wider responsibilities.

2. Major Emby is therefore to personally provide me on the morning of 2 Mar 95 with a written brief on his daily working activities from 23 Feb 95 to 1 Mar 95 for me to present to the DFC for consideration.

*As I know DFC/CMO means
something else and Ltr
says something different.*

SMPO 24/2

23/2

Do!
Ask, please
translate
my interpreter
from IMPO's
lots of pick
up

FROM : TUNBATT HQ
TO : UNAMIR HQ - G3 OPS - CMPO -
INFO : FC - DFC - DCOS - (SP) - PROVOST MARSHAL - CAO - PUBLIC AFFAIRS
OFFICE

*Translate into
English*
SOC
1872

NR 839 /CTR/G3 DU 16 // 02 // 1995

RAPPORT CIRCONSTANCIE DU COLONEL MAJOR COMMANDANT LE
CONTINGENT TUNISIEN AU RWANDA (CTR) , A PROPOS DE L'ATTAQUE MENE
CONTRE LE CENTRE DE TELECOMMUNICATION .

LE 15 FEVRIER 1995 , A 23H55 UNE FUSILLADE A EU LIEU A PROXIMITE DU
PC DU CTR A KABALI (MUTURA) , DU COTE NORD OUEST . LES TIRS D'ARMES
AUTOMATIQUES , ET DE GRENADES A FUSILS ONT DURE 30 SECONDES AU PLUS .
LES SENTINELLES ONT VU DES ECLAIRS DE FLAMMES , MAIS ASSEZ LOIN DE LEUR
POSITION POUR POUVOIR RIPOSTER . IMMEDIATEMENT LA SECTION DE
DISPONIBILITE OPERATIONELLE A INTERVENU PAR DES PATROUILLES DANS LA
ZONE SUSPECTEE . UNE SECTION DE 03 VTT (M113) A ETE DEPECHEE SUR LE LIEU
 . LES RESULTATS DE CETTE PREMIERE INVESTIGATION N'ONT PAS ETE
CONCLUANTS , SAUF UNE GRENADE A FUSIL NON ECLATEE QUI EST TOMBEE PRES
DE L'ANTENNE PARABOLIQUE VIA - SAT . LE LENDEMAIN LE 16 FEVRIER 1995 , DE
BONNE HEURE L'INVESTIGATION A REPRIS A L'INTERIEUR COMME A L'EXTERIEUR
DU CAMP , TANDIS QUE LE COMMANDANT EN SECOND DU CTR EST ALLE
CONTACTER LE COMMANDANT KWIKIRIZA(DE L'APR) CHEF DU BATAILLON DE
BIGOGWE GS (33/17) , A PROPOS DE CET INCIDENT . CE DERNIER AVAIT DECLARE
QU'IL N'EN EST PAS AU COURANT , ET INSISTE SUR LE NON ENGAGEMENT DE
L'APR DANS CE QUI S'EST PASSE .

A L'INTERIEUR DE LA CASERNE , ON A CONSTATE LES TRACES D'UNE
DEFLAGRATION DE GRENADE A FUSIL A 10m DE LA PARABOLE , SANS DEGAT
POUR CELLE - CI . LA GRENADE NON ECLATEE A ETE TROUVEE LE SOIR MEME A
5m DE L'IMPACT DE LA PREMIERE . DES IMPACTS DE BALLE DE FUSIL ONT LAISSE
DES TRACES SUR LES TRONCS D'ARBRES AVOISINANT D'ANTENNE



DE CE QUE L'ON VIENT DE CONSTATER ON PEUT DEDUIRE QU'UNE ATTAQUE , VISANT LE CENTRE DES COMMUNICATIONS DU CTR, ET PAR DELA , L'UNAMIR , A ETE INTENTIONNELLEMENT MENEES PAR UN GROUPE APPARTENANT A LA MILICE OU AUX ANCIENNES FORCES GOUVERNEMENTALES . LE PERSONNEL DU CTR N'ETAIT PAS DIRECTEMENT VISE SINON LES TIRS D'ARMES AUTOMATIQUES AURAIENT ETE DIRIGES SUR LES TENTES ABRITANT LE PERSONNEL .

A L'EXTERIEUR DU CAMPEMENT , DES PATROUILLES INVESTIGANTS LES ALENTOURS AFIN DE RECHERCHER LES ENDROITS D'OU LES TIRS ONT ETE EXECUTES , ET A LA RECHERCHE D'AUTRES INDICES (DOUILLES, GOUPILLES, ETUIT DE GRENADES) . VERS 09H30 UNE DES PATROUILLES S'EST TROUVEE DANS UNE ZONE DECOUVERTE MAIS A HAUTE HERBE A ENVIRON 200m DU CAMP . UN DES ELEMENTS DE LADITE PATROUILLE A REMARQUE A LA DERNIERE SECONDE LA PRESENCE D'UNE MINE ANTI PERSONNEL . PAR REFLEXE IL L'A ENJAMBE , ET C'EST AINSI QU'IL A POSE SON PIED SUR UNE AUTRE MINE POSEE A PROXIMITE DE LA PREMIERE MAIS TOTALEMENT INVISIBLE . LA DEFLAGRATION A CAUSE LES DEGATS SUIVANTS : 08 PARMI NOS SOLDATS ONT ETE BLESSES . IL S'AGIT DE : A/C MARROUKI MOHAMED MLE 16/CTR ET ID M4310 , GRAVEMENT BLESSE AUX DEUX MEMBRES INFERIEURS . L'ADJUDANT SOLTANI FATHI MLE 29/CTR ET ID M 4060 , GRAVEMENT BLESSE AU FRONT . LE SERGENT LASSOUED MLE 115/CTR ET ID M3958, LEGEREMENT BLESSE AUX MEMBRES INFERIEUR . LE CAPORAL CHEF HIZZI BECHIR MLE 207/CTR ET ID M4081 LEGEREMENT BLESSE AU VISAGE . LE CAPORAL HICHRI ADEL MLE 393/CTR ET ID M4103 . LE SOLDAT MEKNI HAMMA MLE 562/CTR ET ID M4198 . LE SOLDAT AMDOUNI HAMMA MLE 563/CTR ET ID M4144 . LE SOLDAT AOUADI MOHAMED MLE 564/CTR ET ID M4200 . CES DERNIERS SONT LEGEREMENT BLESSES AUX MEMBRES INFERIEURS .

LES PREMIERS SOINS ONT ETE VITE DONNES PAR LE MEDECIN DU CTR , DEUX HELICOPTERES EVASAN ONT ETE DEPECHES SUR LES LIEUX . LES 07 PREMIERS BLESSES ONT ETE TOUS EVACUES A L'HOPITAL AUSTRALIEN DE KIGALI . LE HUITIEME A ETE GARDE A L'ANTENNE MEDICALE.

DE CET EVENEMENT , ON CONFIRME L'ATTAQUE BIEN INTENTIONNEE DU PC DU CTR , PAR CE GROUPE , QUI A SEME DES MINES EN PLASTIC DONC INDETECTABLES POUR COUVRIR SA RETRAITE APRES L'ATTAQUE .

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

1812
SMPO 18/2

INFORMATION CIRCULAR no 013/95

DATE: 16 February 1995

TO: All UNAMIR Military and
Civilian Personnel

FROM : Ally H. GOLO, OIC
Administration

SUBJECT : United Nations Stamps

I am pleased to inform you that United Nations Stamps are now available for sale at UNAMIR Mailing Unit, in the following denominations:

- a) Swiss Francs : 0.10, 0.50, 0.60, 0.80., 0.90, 1.00
- b) US \$: 0.01, 0.02, 0.20, 0.30, 0.32, 0.40, 0.45, 0.50.

The stamps are on sale either for philatelic purposes or for simple postage of letters. In the latter case the letters will be pouched to New-York or Geneva according to the chosen currency of the stamps and from there they will be forwarded to their final destination.

Interested persons can contact Mrs. Irene MUKASHEMA in Room - 1066 during office hours.

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: See Distribution
A:

DATE: Kigali, 13 February 1995

FROM: CIVPOL Commissioner
DE:

REF: CIVPOL/MEMO/134/95

SUBJECT: Nominal Roll of CIVPOL Contingent
OBJET:

- 1. Please find attached the Nominal Roll of CIVPOL Contingent.
2. Regards

Distribution list:

CMO
Milob GP HQ ✓
CAO
CPO
CSO
FHQ
All CIVPOL Division and Sections

Nominal Roll CIVPOL Contingent

13 February 1995

SER	UN ID	RANK	NAME	NATIONALITY	POSTED FROM	POSTED TO
1.	CP 001	LT. COL	Arouna Traoré	Mali	CIVPOL HQ, DPC	CIVPOL HQ, DPC
ADMINISTRATION & LOGISTICS DIVISION						
2.	CP 0019	DSP	Bassey Effiong	Nigeria	CIVPOL HQ, CALOG	CIVPOL HQ, CALOG
3.	CP 181	CAPTAIN	Schlemm Hans-Christian	German	CIVPOL HQ, CP	CIVPOL HQ, CP
4.	CP 121	A/SUPT	M.W. Imataa	Zambia	PMT, Gitarama	CIVPOL HQ, LOGO
CIVPOL HQ SECRETARIAT						
5.	CP 034	W/DSP	Quarshie L.B.	Ghana	CIVPOL HQ, Admin. Assistant	CIVPOL HQ, Admin. Assistant
POLICE OPERATION DIVISION						
6.	CP 025	SUPT	Gyeabour O.M.	Ghana	CIVPOL HQ, CPOO	CIVPOL HQ, CPOO
7.	CP 120	SUPT	B.C. Mwale	Zambia	CIVPOL HQ, POO	CIVPOL HQ, POO
8.	CP 179	CAPTAIN	Sczech Siegfried	German	CIVPOL HQ, POO	CIVPOL HQ, POO
9.	CP 0021	ASP	Adamu Adams	Nigeria	CIVPOL HQ, POO	CIVPOL HQ, POO
10.	CP 081	LT	Abdulahakim Mohamed	Djibouti	LO, MILOBS/CIVPOL	CIVPOL HQ, POO
POLICE TRAINING DIVISION						
11.	CP 004	LT. COL	Sangare Anatole	Mali	CIVPOL HQ, CPTO	CIVPOL HQ, CPTO
12.	CP 033	DSP	Mends B. Kwesi	Ghana	CPMT, Cyangugu	CIVPOL HQ, PTO
FHQ/CIVPOL LIAISON OFFICE						
13.	CP 0015	DSP	Lasisi K. Akanni	Nigeria	PMT, Gikongoro	L.O. FHQ/CIVPOL
14.	CP 079	LT	Housein Farah	Djibouti	LO, FHQ/CIVPOL	L.O. FHQ/CIVPOL
MILOBS GP HQ/CIVPOL LIAISON OFFICE						
15.	CP 026	DSP	Duku Hubert	Ghana	CIVPOL HQ, Logo	L.O. MILOBS/CIVPOL
POLICE MONITORING TEAM BUTARE						
16.	CP 0024	DSP	Gumel Mohammed	Nigeria	CPMT, Butare	CPMT, Butare
17.	CP 100	CAPT	Roberto Dambi	Guinée-Bissau	PMT, Butare	PMT, Butare

SER	UN ID	RANK	NAME	NATIONALITY	POSTED FROM	POSTED TO
18.	CP 184	LT	Steinmetz Markus Manfred	German	PMT, Butare	PMT, Butare
POLICE MONITORING TEAM BUYUMBA						
19.	CP 096	MAJOR	Eulalio Domingos Neto	Guinée-Bissau	CIVPOL HQ, PTO	CPMT, Buyumba
20.	CP 0020	ASP	Owolabi A.C.	Nigeria	PMT, Kibuye	PMT, Buyumba
21.	CP 095	1st LT	Ghand Fakhr Shukri Katan	Jordan	CIVPOL HQ, POO	PMT, Buyumba
POLICE MONITORING TEAM CYANGUGU						
22.	CP 029	DSP	Kugbey I. Albert	Ghana	L.O. FHQ/CIVPOL	CPMT, Cyangugu
23.	CP 0018	DSP	Gomna Usman Sule	Nigeria	PMT, Cyangugu	PMT, Cyangugu
24.	CP 092	CAPT	Moad Jamil Mohid Aloudah	Jordan	PMT, Cyangugu	PMT, Cyangugu
25.	CP 101	LT	Lino Gomes	Guinée-Bissau	PMT, Cyangugu	PMT, Cyangugu
POLICE MONITORING TEAM GIKONGORO						
26.	CP 076	CAPT	Daher Hassan	Djibouti	CPMT, Gikongoro	CPMT, Gikongoro
27.	CP 030	DSP	Adu Yaw	Ghana	PMT, Gikongoro	PMT, Gikongoro
28.	CP 110	LT	Sancum Camara	Guinée-Bissau	PMT, Gikongoro	PMT, Gikongoro
29.	CP 183	1st LT	Wahlen Michael	German	PMT, Gikongoro	PMT, Gikongoro
POLICE MONITORING TEAM GISENYI						
30.	CP 178	MAJOR	Barz Anton	German	CPMT, Gisenyi	CPMT, Gisenyi
31.	CP 028	ASP	Ashun Farouk	Ghana	PMT, Gisenyi	PMT, Gisenyi
32.	CP 0016	ASP	Mohammed Al Alhassan	Nigeria	PMT, Gisenyi	PMT, Gisenyi
33.	CP 080	LT	Awaleh Sougueh	Djibouti	PMT, Gisenyi	PMT, Gisenyi
POLICE MONITORING TEAM GITARAMA						
34.	CP 1032	CP	Traore Nimetigna	Mali	CPMT, Gitarama	CPMT, Gitarama
35.	CP 031	ASP	Addi Thomas	Ghana	PMT, Gitarama	PMT, Gitarama
36.	CP 185	LT	Schlicht Wernmer	German	PMT, Gitarama	PMT, Gitarama

SER	UN ID	RANK	NAME	NATIONALITY	POSTED FROM	POSTED TO
POLICE MONITORING TEAM KIBUNGO						
37.	CP 091	MAJOR	Yousef Sh. A. Shabsough	Jordan	CIVPOL HQ, PTO	CPMT, Kibungo
38.	CP 032	DSP	Cornelius Badu Acquah	Ghana	L.O. MILOBS/CIVPOL	PMT, Kibungo
39.	CP 0017	ASP	Egbuka Edward C.	Nigeria	CIVPOL HQ, POO	PMT, Kibungo
POLICE MONITORING TEAM KIBUYE						
40.	CP 0023	DSP	Zaki M. Ahmed	Nigeria	PMT, Kibuye	CPMT, Kibuye
41.	CP 027	ASP	Brew JNR C.S.M.	Ghana	PMT, Kibuye	PMT, Kibuye
42.	CP 107	LT	Malik Djata	Guinée-Bissau	PMT, Kibuye	PMT, Kibuye
POLICE MONITORING TEAM KIGALI						
43.	CP 0022	DSP	Ero Christopher	Nigeria	CPMT, Kigali	CPMAT, Kigali
44.	CP 180	CAPTAIN	Ellenberger Lothar	German	PMT, Kigali	PMT, Kigali
45.	CP 094	CAPT	Nedal Ali Rashdan	Jordan	PMT, Kigali	PMT, Kigali
46.	CP 078	LT	Mohamed Jama	Djibouti	PMT, Kigali	PMT, Kigali
POLICE MONITORING TEAM RUHENGARI						
47.	CP 121	SUPT	R.B. Mvula	Zambia	CPMT, Ruhengeri	CPMT, Ruhengeri
48.	CP 082	LT	Hassan Offley	Djibouti	PMT, Ruhengeri	PMT, Ruhengeri
49.	CP 186	LT	Hoffmann Jorg	German	PMT, Ruhengeri	PMT, Ruhengeri
COMMUNAL POLICE TRAINING CENTRE						
50.		CD	Marena Sekou	Mali	CPMT, Kigali II	T.C
51.	CP 065	CP	Camara Mamadou	Mali	PMT, Kigali II	T.C
52.	CP 182	CAPTAIN	Mayer Bernd-Christian	German	PMT, Kigali II	T.C
53.	CP 063	CP	Toure S. Amadou	Mali	PMT, Kigali II	T.C
RUHENGARI NATIONAL TRAINING SCHOOL						
54.	CP 0010	CD	Coulibaly Tiemoko	Mali	Ruhengeri T/S	Ruhengeri, T/S
55.	CP 1034	CP	Ouattara Ngolo	Mali	Ruhengeri T/S	Ruhengeri, T/S

SER	UN ID	RANK	NAME	NATIONALITY	POSTED FROM	POSTED TO
56.	CP 1033	CP	Sanogo Moussa	Mali	Ruhengeri T/S	Ruhengeri, T/S
57.	CP 077	CAPT	Abdullah Osnan	Djibouti	Ruhengeri T/S	Ruhengeri, T/S
58.	CP 122	A/SUPT	A.C. Mwengwe - (HUUMA)	Zambia	Ruhengeri T/S	Ruhengeri, T/S
59.	CP 061	COMPOL	Sidibe Almahamoud	Mali	Ruhengeri T/S	Ruhengeri, T/S

Note: Four MILOBs are on attachment to CIVPOL for training.

Legend

P.C.	=	Police Commissioner
D.P.C	=	Deputy Police Commissioner
C.P.O.O.	=	Chief Police Operations Officer
C.P.I.O.	=	Chief Police Investigation Officer
C.P.M.O.	=	Chief Police Monitoring Officer
C.A.L.O.G	=	Chief Administration & Logistics
C.P.T.O.	=	Chief Police Training Officer
P.O.O.	=	Police Operation Officer
I.O.	=	Information Officer
C.P.	=	Chief of personnel
L.O.G.O.	=	Logistics Officer
P.M.O.	=	Police Monitoring Officer
P.I.O.	=	Police Investigations Officer
P.T.O.	=	Police Training Officer
Admin. Assistant	=	Administrative Assistant
C.P.M.T.	=	Chief Police Monitoring Team
P.M.T.	=	Police Monitoring Team
L.O.	=	Liaison Officer
T/S	=	Training School
T.C.	=	Training Centre

Nationality	CIVPOL HQ							PMT										Training		TOTAL
	DP C	AL O G	SEC RET ARI AT	POO	PTO	FHQ L.O.	MIL OBS L.O.	BUTARE	BUYUMBA	CYANGUGU	GIKONGORO	GISENYI	GITARAMA	KIBUNGO	KIBUYE	KIGALI	RUHENGERI	C.P.T.C.	T/S	
Djibouti	-	1	-	-	-	1	-	-	-	-	1	1	-	-	-	1	1	-	1	7
German	-	1	-	1	-	-	-	1	-	-	1	1	1	-	-	1	1	1	-	9
Ghana	-	-	1	1	1	-	1	-	-	1	1	1	1	1	1	-	-	-	-	10
Guinea Bissau	-	-	-	-	-	-	-	1	1	1	1	-	-	-	1	-	-	-	-	5
Jordan	-	-	-	-	-	-	-	-	1	1	-	-	-	1	-	1	-	-	-	4
Mali	1		-	-	1	-	-	-	-	-	-	-	1	-	-	-	-	3	4	10
Nigeria	-	1	-	1	-	1	-	1	1	1	-	1	-	1	1	1	-	-	-	10
Zambia	-	-	-	1	-	-	1	-	-	-	-	-	-	-	-	-	1	-	1	4
Total	1	3	1	4	2	2	2	3	3	4	4	4	3	3	3	4	3	4	6	59

Djibouti

Capt. Daher Hassan - CPMT Gikongoro

German

Major Barz Anton - CPMT Gisenyi

Ghana

Supt. Gyeabour O.M. - CPOO
 W/DSP Quarshie L.B. - Administration Assistant
 DSP Kugbey I. Albert - CPMT Cyangugu
 DSP Duku Hubert - L.O. MILOBS GP HQ

Guinea Bissau

Major Eulalio Domingos Neto - CPMT, Buyumba

Jordan

Major Yousef Sh. A. Shabsough - CPMT Kibungo

Mali

Lt. Col. Traore Arouna - DPC
 Lt. Col. Sangare Anatole - CPTO
 CP. Traore Nimetigna - CPMT Gitarama

Nigeria

D. Effiong Bassey - CALOG
 DSP Lasisi K. Akanni - LO FHQ
 DSP Gumel Mohammed - CPMT Butare
 DSP Zaki M. Ahmed - CPMT Kibuye
 DSP Ero Christopher - CMPT Kigali

Zambia

SUPT R.B. Mvula - CPMT Ruhengeri

File

SMP0

MESSAGE FORM
FORMULE DE MESSAGE

P

10103008 FEB 95

2BN

UNAMIR GH2

INFO: MILOB GP HQ - KIGALI ←

SUBJ: ARRIVAL MILOB

Capt ~~E. ARKORF~~ (GH2324) MN

Officer still to arrive NAIROBI


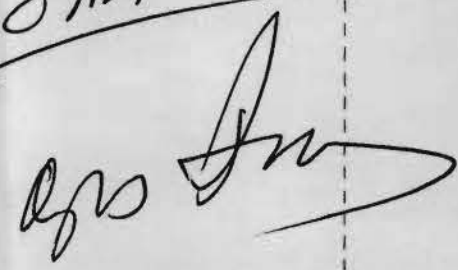
On 1607008 FEB. 95 by ETHIOPIAN
AIR LINE. Grateful arrange
booking of UN flight from
Nairobi to KIGALI same date.

Best regards //

SMP0

12 Feb 95

13/2

MESSAGE FORM FORMULE DE MESSAGE				SECURITY CLASSIFICATION — COTE DE SÉCURITÉ				FILE — DOSSIER		
PAGE OF DE	DATE — TIME GROUP GROUPE DATE — HEURE			PRECEDENCE PRIORITE		CLASS	SPECAT CAT SPEC	LMF L DIFF	CAI/CIC IAC/ICC	ORIGINATOR'S NUMBER NUMERO DE L'EXPEDITEUR
	DATE — TIME DATE — HEURE	MONTH MOIS	YEAR ANNEE	ACTION	INFO					
P	101030B	FEB	95							
MESSAGE HANDLING INSTRUCTIONS — INSTRUCTIONS D'ACHEMINEMENT DU MESSAGE										
<p>FROM — DE 2BN</p> <p>TO — A UNAMIR GH2</p> <p>INFO: MILOB GP HQ — KIGALI ←</p> <p>SUBJ: ARRIVAL MILOB</p> <p>Capt K. ARKORF (GH2324) MN</p> <p>Officer still to arrive NAIROBI</p> <p>On 160700B FEB.95 by ETHIOPIAN</p> <p>AIR LINE. Grateful arrange</p> <p>booking of UN flight from</p> <p>Nairobi to KIGALI same date.</p> <p>Best Regards //</p> <div style="text-align: right; margin-top: 20px;">   </div>										
<p>DISTRIBUTION — DIFFUSION</p>										
DRAFTER — RÉDACTEUR						<p>SPECIAL INSTRUCTIONS — DIRECTIVES SPECIALES</p>				
NAME — NOM		OFFICE — BUREAU		TEL — TÉL.						
RELEASING OFFICER — L'OFFICIER APPROBATEUR										
NAME — NOM		OFFICE — BUREAU		TEL — TÉL.						
SIGNATURE						SECURITY CLASSIFICATION — COTE DE SÉCURITÉ				

file w/r
UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INFORMATION CIRCULAR No. 011/95

DATE: 6 February 1995

TO: All UNAMIR Civilian and Military
Personnel

FROM: Ally H. Golo, Officer-in-Charge
Administration

SUBJECT: UNAMIR Mailing Address at UN HQs

This is to inform you that UNAMIR mailing address at United Nations Headquarters, New York is:

UNAMIR - Kigali, Rwanda
P.O.Box 4661
Grand Central Station,
New York, N.Y. 10163-4661
USA

However, it is to be noted that correspondence sent through this P.O. Box will normally take more time to reach Kigali than if it was sent through UNAMIR P.O.Box 749, Kigali, Rwanda. In fact with the re-establishment of most international flights to and from Kigali, the inflow and outflow of correspondence is normalizing rapidly.

Please note that, due to difficulties being encountered with Kenyan Postal Services Administration, it is not recommended to use P.O. Box 30552 c/o UNEP Nairobi for the import of private parcels; but you can still continue to use it for correspondences.

file 1/12
UNITED NATIONS
INTEROFFICE MEMORANDUM



UNAMIR-MINUAR

MIL OBS

NATIONS UNIES
MEMORANDUM INTERIEUR

Ops B. to coord with
other b's and get
the answers
February 3, 1995
Ref: MIS/EDP.GEN
Ops
log
SMPD

TO: All Section Chiefs
Civilian and Military Personnel

THROUGH: A.H. Golo, OIC
Administration

FROM: Eric Dogbegah, Chief
MIS/EDP

SUBJECT: Information Questionnaire on Procedural Issues for
Reality System Implementation

Attached please find a self explanatory fax message received from UNPROFOR on the above.

You are kindly requested to return the questionnaires answered by Monday 10 February 1995. Chiefs of Sections indicated at the side of questions are required to give detail explanations for those items but all Heads of Sections are required, nevertheless to answer all questions. For the project to be correctly implemented your urgent response would be very much appreciated.

MSG: HQ 19942 1 ISI:

041 177 366

30-Jan-95 19:59

Page 1

MIS/EDP
31-01-95
8

IN 4/3

HQ UNPROFOR ZAGREB

Routine Priority Immediate Most Immediate
 Unclassified UN Restricted UN Confidential 95 UN Secret Only

Date: 30 January 1995	File Ref: C/C 3138	Stn Srl No:			
From: W. James Baldie, CAO UNPROFOR	From Fax:	Route:	No:	TOT	
To: Ally Golo, OIC Administration, UNAMIR	To Fax: 1-212-963-3090				
Attn: Eric Dogbegah, Chief, MIS	Info Fax: 1-212-963-9555				
Info: CPO, UNAMIR Rudy Sanchez/Klaus Rasmussen, FALD					
Subject: Information Questionnaire on Procedural Issues for Reality System Implementation		Total Pages: 4			
Int Distr:					
Drafter: W. Lum/P. Kruss, ITSS	Dept/Tel: X2829/2427	Signature: <i>[Signature]</i>			
Releasing Officer: G. Taylor, Chief ITSS	Dept/Tel: X2685	Signature: <i>[Signature]</i>			
Acc Clk:	Router:	FTx Op:	Distr Op:	Check Op:	

MESSAGE

AAA Please distribute the attached information questionnaire to responsible parties. This request is in accordance with paragraph 14 of the UNAMIR Reality System Implementation Project Plan, dated 23 January 1995.

BBB When this questionnaire has been completed, please fax back to UNPROFOR by February 2, 1995. This information will be used to devise planning strategies regarding procedural issues.

CCC Your cooperation in this matter is greatly appreciated. Any clarifications on the attached questions should be addressed to the author, Ms. Wendy Lum, UNPROFOR at extension 2829.

DDD For your action. Regards.

CAO

CPS

[Handwritten notes and signatures]
 31/1/95
 31/1/95

2/4

INFORMATION QUESTIONNAIRE #1

Release date: January 26, 1995

Please reply by: February 2, 1995

CMIS, please distribute the questionnaire in its entirety to the parties indicated in each section. Responsible parties should answer only for their area of responsibility but please review other questions for informational purposes.

Answer the following questions with a brief statement or a Yes/No answer, where appropriate. Return replies to CMIS prior to February 2, 1995.

I. General Information (to be completed by CMIS)

1. Should the UNPROFOR Project Team be aware of any items that are typically in short supply in the UNAMIR mission? Please list.

II. User Training Information (to be completed by CMIS)

2. In table format, please provide the following information.
 - a) According to the categories of functional areas, how many users will require the following types of training as the users' primary function?
 - b) How many users in each of these categories would be considered technically proficient?
 - c) How many users in each of these categories have access to a PC?

Requisition Processing
Purchase Order and Bid Processing
Receiving and Inspection
Budget/Finance

III. Requisition Processing Requirements (to be completed by a designated representative in the office of a Certifying Officer)

*Office of CAO, CIS
to answer*

3. Of the existing department heads, please name those who are Certifying Officers/Account Holders and their respective areas of responsibility (ie Communications, Transport, etc.)
4. Please specify if any of these Certifying Officers/Account Holders have authority to certify a requisition outside their primary area of responsibility.
5. Furthermore, please name any individuals officially designated by the Controller as Alternate Certifying Officers.
6. Are all requisitions raised in US dollars? *(CFO to answer)*

$\frac{3}{4}$

7. How many financial periods have passed since the start of the mission? What is their relative frequency? What is the number of the current financial period? (CFO to answer)
8. Approximately how many requisitions are processed on a daily basis? On a monthly basis? What percentage of these transactions are *post facto* processing? (CFO to answer)
9. When a requisition is raised, what checking requirements exist prior to the eventual approval of the requisition? (CFO to answer)

(c p o)

10. Approximately how many purchase orders are processed on a daily basis? On a monthly basis?
11. Are service agreements and lease term agreements processed using a standard purchase order, or using an MOLA?
12. Approximately how long is the average procurement lead time (from the time a requisition is raised to receipt of goods or services)?
13. What US dollar value for an approved certified requisition constitutes a requirement for tendering? (CFO, CISS to answer)
14. Are there any exceptions to this requirement for tendering? If so, please list. (eg. vendor is the sole supplier, IOR, etc.)
15. What US dollar value constitutes that a purchasing requirement must be referred to the Local Committee on Contracts? (chairman LCC to answer)
16. What is the UNAMIR local procurement authority? (CFO to LCC to answer)
17. Are Letters of Assist used in the mission? How frequently are they used? Briefly explain the chain of processing for Letters of Assist (CFO/LCC to answer)
18. Are purchase orders usually raised in currencies other than US dollars? (CFO to answer)
 - a) If yes, what are the most commonly used currencies for raising purchase orders?
19. Are any local currencies subject to significant changes in exchange rates against the US dollar? (CFO to answer)
20. When a purchase order is raised, what checking requirements exist prior to approval of the purchase order? (CFO to answer)

4/4

8

V. Receipt Processing Requirements (to be completed by a representative of the Receiving and Inspection Unit)

21. Under which section does the Receiving and Inspection Unit reside? (PCU to answer)
22. Approximately what percentage of receipt transactions result in discrepancies?
23. Please include a sample Receiving and Inspection form.

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

From: Col K M Tutt
DCOS (Sp)
HQ UNAMIR

Extn 11109

To: DCMO, MOVCON

Info: DFC

File Reference: 4000.1/LOG 33.

Date: Feb 95

Subject: EMPLOYMENT OF MILOB - MAJ EMBY

1. It has been agreed that Maj Emby is to continue his employment as a MILOB within the AIROPS cell, but in full employment of MOVCON under the military charge of DCOS (Sp). Maj Emby will be the initial military contribution to the integrated movement cell.
2. Major Emby is to return for duty with MOVCON on 10 Feb 95. Any leave or employment outside the mission area is to be agreed by DCMO through DCOS(Sp).

Please speak.

SMPO - h w / 2

pers br

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ASSISTANCE MISSION FOR RWANDA



File

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INFORMATION CIRCULAR No. 011/95

DATE: 6 February 1995

TO: All UNAMIR Civilian and Military
Personnel

FROM: Ally H. Golo, Officer-in-Charge
Administration

SUBJECT: UNAMIR Mailing Address at UN HQs

This is to inform you that UNAMIR mailing address at United Nations Headquarters, New York is:

UNAMIR - Kigali, Rwanda
P.O.Box 4661
Grand Central Station,
New York, N.Y. 10163-4661
USA

However, it is to be noted that correspondence sent through this P.O. Box will normally take more time to reach Kigali than if it was sent through UNAMIR P.O.Box 749, Kigali, Rwanda. In fact with the re-establishment of most international flights to and from Kigali, the inflow and outflow of correspondence is normalizing rapidly.

Please note that, due to difficulties being encountered with Kenyan Postal Services Administration, it is not recommended to use P.O. Box 30552 c/o UNEP Nairobi for the import of private parcels; but you can still continue to use it for correspondences.

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UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

C Mil Obs Force

FORCE COMMANDER'S MEMORANDUM

To: COMM CENTRE

Info: LIST A and LIST B

From: Maj Gen GC Tousignant

Date: 27 Jan 95

Subject: MESSAGE AND FAX RELEASE AUTHORITY

1. This document designates the officers who have been delegated the authority to release messages and faxes. It replaces the previous document dated 24 Oct 94 and any interim measures since that date.

a. DFC All messages/faxes on behalf of FC

b. MA All messages/faxes on behalf of FC

c. COS All messages/faxes on behalf of FC

d. DCOS Ops All messages/fax on operational matters

e. G3 Ops Messages/faxes for current mil ops

f. G3 Plans Messages/faxes for military plans

g. DCOS Sp Any message/fax on G1 and G4

h. CMPO Any G1 message/fax

i. C Log O Any G4 message/fax

j. F Med O All Medical matters

2. Your cooperation in this matter is appreciated.

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UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

Force Commander's Memorandum

From: Maj Gen GC Tousignant

To: Distribution List

Date: 03 Feb 95

Subject: FORCE COMMANDER'S VISIT TO SECTOR 1

1. GENERAL. The visit was conducted from 1030hrs until 1430 hrs, 01 Feb 95. The report will cover the following areas: Operations, Logistics, and Humanitarian.

2. OPERATIONS.

a. RPA locations. The following RPA locations were noted on the NICOY operations map and should be compared to our current information:

- 1) Murambi (Bde HQ),
- 2) Nyagatare (Bn HQ),
- 3) Ngarama (Bn HQ),
- 4) Byumba (Bn HQ and Military Hospital),
- 5) Kivuye (Coy),
- 6) Rushaki (Coy),
- 7) Muhambo (PI),
- 8) Gabiro (Trg Camp),
- 9) Gituza (Trg Camp),
- 10) Rutare (PI),
- 11) Muhura (Coy),
- 12) Giti (Coy), and
- 13) Kisaro (PI).

b. NICOY operations. Currently the entire company continues to remain stationed in Byumba, despite instructions to deploy platoons to Gatuna, Nyagatare, and Murambi. The reason cited for non-deployment is that they have not received permission from the RPA. This issue needs to be resolved soon. Details on sites are noted below:

1) Gatuna. The site selected is apparently about 1 km south of the actual border site. The indications were rather vague and I'm not convinced that a detailed recce has been conducted. The relations at the border appear to be cordial with immigration officials and RPA. No security problems were noted. The pl site would most likely have to be tented, although it is not clear if efforts have been made to secure hard accommodation. NICOY is deploying the platoon to this location on a daily basis and then returning to Byumba.

2) Nyagatare. Like Gatuna, it was not evident that NICOY had completed a detailed recce of this site for the platoon. It was suggested to them that they should consider co-locating with the NGO's WFP and ADRA. From this location it takes about 30 min to drive to the Kagitumba border station. A presence should be maintained at the border post during its operating hours. Relations at the border appear to be very good. The NICOY pl is currently deploying into the area on a daily basis. A one way trip from Byumba takes approx 2 1/2 hrs.

3) Murambi. Not visited on this trip.

c) NICOY must be encouraged to get on with their deployment, we need to push the RPA on this issue and one way of getting their attention and getting this situation resolved is to start deploying and then deal with the RPA reaction if or when it happens. The APC fleet was perhaps too clean. How much patrolling with these vehicles is actually being done?

ACTION: DCOS OPS

d) MILOBS. Military observers are located in Byumba and Rwamagama. The sub-sector would be better situated in Nyagatare. On the day visited the sector had one vehicle and team seconded to OP RETOUR. Out of 10 vehs, only four were available for service due to mechanical problems.

ACTION: CMO

Log 0 -

3. LOGISTICS.

a) Mess. Coy has requested prefabs or tentage to be used as messes for the officers and canteen for the soldiers. Another solution may be to clean up and use an abandoned theater located on site.

b) Welfare. Coy wants a satellite dish so that they can watch the upcoming Nigerian soccer tournament. They feel that \$2000 of their welfare money along with \$2000 from UNAMIR funds would be sufficient to cover the cost.

c) Messing Facilities. Coy currently has no place for the soldiers to eat. Consideration to be given to providing tentage (Ruball) or rehab of theater. Kitchen area is considered to be a health hazard due to fumes from the field stoves. Ventilation is extremely poor in this room.

d) Quarters. NICOY still lacking beds/field cots for more than 150 of their soldiers. A solution must be found immediately. The buildings require some minor repair. Top priority must be given to the provision of screens and the repair of windows in sleeping areas.

e) Vehicles/Maintenance. The NICOY APC fleet appears to be operational. UNAMIR provided truck fleet is in poor shape. They require fuel filters, injectors, tires and the equipment to adjust timing. They could complete repairs themselves if given the tools and spares. Battery charger is in an enclosed area and could constitute a safety hazard.

f) POL. Recently provided with a large capacity tank, it is still not operational therefore refuelling continues to be from barrels. A major environmental hazard has been created due to long term spillage of POL products (not created by NICOY). This area should be inspected and will likely require clean up.

g) Food. Coy reports that several sacks of flour have been condemned by a medical inspection team. It has been three weeks and sacks have not been removed or replaced with good products. Are these bad bags of flour a local/one time problem or do we have a quality control/widespread problem?

h) Medical. NICOY medical staff are treating a large number of patients on a daily basis. The operating room is inadequate, lacking proper separation, table etc. The facility also urgently requires a number of cots or beds for patients to be examined or cared for.

j) EOD. NICOY EOD team is out of explosives for disposal of UXO's and mines. This sector must have a high priority for such stores.

ACTION: DCOS SP/FMO

4. HUMANITARIAN. We were briefed by AMREF, GOAL, and WORLD VISION. All are running local medical facilities that they have rehabilitated. It would appear that NGO coordination is lacking in this sector. The NGO's did not know very much about UNAMIR; neither NICOY nor MILOBS. They were unaware of existing evacuation plans and only one of them had been approached to provide info on personnel, vehicles and location of residences. UNREO is not present in this sector and it does not appear that a UNAMIR rep attends the monthly medical coord meeting chaired in Byumba. Effective UNAMIR/NGO cooperation is a key element in fulfilling our mandate. A much greater effort must be made in this area by this sector.

a) Hospital. Byumba hospital continues to be an inadequate facility for the local populace as the majority of the facility is used by the RPA as a military hospital. The RPA have indicated on a number of occasions that they are going to vacate, however it has not come to pass. Pressure should again be applied to the RPA to vacate or at least to find a better sharing arrangement.

b) Returnees. There has been an obvious increase in returnees at both Gatuna and Kagitumba. Reception centers with registration,

medical, food, water and transportation should be established at these border posts to ensure the effective processing and movement to their homes. However, the additional problem is that the bulk of these people are 59/60 caseload and do not know where they want to settle. For example the IDP camp in Nyagatare is located in the National park. Neither the NGO running the camp nor the people in the camp have any idea about where they might be resettled or if there are even any plans being considered. Action is required in this area as the problem is only going to get worse.

ACTION: CHAC

5. Action addresses are requested to be prepared to brief me on action

UNAMIR

To: See Distribution

From: CMPO

Date: 23 December 1994

Subject: REMINDER - INVENTORY OF PERSONAL EFFECTS

References:

A. UNAMIR designated official information circular on Security Plan dated 17 December 1994.

B. 2000.1/CMPO/MISC dated 04 November 1994.

1. It is to be noted that prior to the promulgation and release of reference 'A' above, CMPO requested all Military Personnel through reference 'B' to submit inventory of their personal effects to the Military Personnel branch latest 30 November 1994 but the response has so far remained very low despite the wide distribution of both reference 'A' and 'B'.

2. It is to be further noted that in the event of any loss due to the prevalence of any security condition I - V this office will not support any claimant whose personal effect inventory record is not in our custody.

3. Submitted for your information and necessary action.

Distribution:

Lists A, B and D

GETACHEW TEFFERRA
Lt Col
CMPO

File

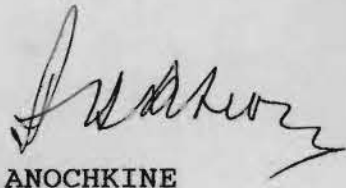
TO: DFC/CMO
DCMO
SMPO

DATE: *30* Jan 95

FROM: SOO MILOB HQ

SUBJECT: Driving Test Results

1. Attached please find results of a driving test carried out for newly-arrived military observers on 26 Jan 95.
2. Please accept for necessary action.


ALEX ANOCHKINE
Lt-Col
SOO

DATE: 26 JAN 1995

To : Lt Col Alex Anochkine
Senior Ops Officer.
MILOB HQ.

Through: Norris Jorsling
Chief Transport Officer
UNAMIR Transport

From : Anthony Adams
Dispatcher Officer
UNAMIR Transport

Subject: Driving Test Result

On this date the following military observers carry out the subject test. Our findings are as follows.

ID. NO.	NAME.	Prev. Test	RESULT
MO 7776	Capt. Steiner Norbett	NO	Passed
MO 7780	Capt. Merkus Ingor r	No	Passed
MO 7777	Major. Luckinger Friedrich	No	Passed
MO 7778	Major Geiszler Gebhard	No	Passed
MO 7779	Major Dr Rath Vintor	No	Passed
MO 7781	Major Schuster Eduard	No	Passed
MO 7498	Major Mweni Wilson Mwape	No	Passed
MO 7504	Capt. Musonda Chisha Benson	No	Passed
MO 7409	Major Namachila Christophee	No	Passed
MO 7497	Major Chileshe Safelix	No	Failed
MO 7496	Major Sianga P Namenda	No	Failed
MO 7494	Major Yamukwenda Tom	No	Failed
Mo 7500	Major Chene Leonard	No	Failed
MO 7502	Capt. Inakah Snauna Victor	No	Failed

For your attention

File 1/2

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



SMPS

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

MILOB GP HQ

TO : See Distribution

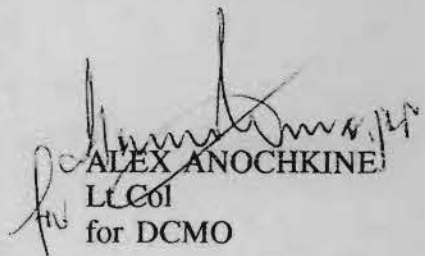
DATE : 19 Jan 95

FROM : MILOB GP HQ

REF : Plans 47/95

SUBJECT: FAMILIARISATION TRAINING PROGRAMME FOR
NEWLY ARRIVED MILOBS/CIVPOL

1. Attached is a programme for orientation of newly-arrived MILOBS/CIVPOL to UNAMIR. Instructors can introduce subjects they consider vital to the Observers while performing duties. This HQ would appreciate being informed to enable adjustments to next programme.
2. Venue for programme shall be KIGALI MILOB Sector 6 HQ. Sector 6 is to assist throughout.
3. Programme is to start on 23 Jan 95. Those involved shall be informed in advance if there are any changes.
4. Participants are required to adhere to the programme.


ALEX ANOCHKINE
Lt Col
for DCMO

Distribution

External:

Action:

FORCE MEDICAL OFFICER (FHQ)

CHIEF PLANS OFFICER (FHQ)

CHIEF TRANSPORT OFFICER (FHQ)

COMMISIONER CIVPOL

COMD MILOB SECTOR 6

OPS BRANCH

AUSMED

Internal:

Action:

CMO

DCMO

HAC

SOO

SMPO

S LOGO

S PLANS/TRG OFFR

MILOBS SIG O

FAMALIRIASATION TRAINING PROGRAMME FOR AS FROM
20 JAN 95

SRL	DATE	FROM	TO	SUBJECT	PRESENTED BY
(a)	(b)	(c)	(d)	(e)	(f)
1.	MON 23 JAN 95	0830 HRS	0855 HRS	WELCOME ADDRESS	CMO
		0900 HRS	1050 HRS	POLITICAL & HISTORICAL BACKGROUND	MAJ KASAMALE
		1100 HRS	1150 HRS	UNAMIR FORMATION AND MANDATE	OPS BRANCH (FHQ)
		1200 HRS	1400 HRS	LUNCH	
		1400 HRS	1450 HRS	ORGANISATION OF UNAMIR	C-PLANS (FHQ)
		1500 HRS	1550 HRS	ORGANISATION OF FHQ	CMPO (FHQ)
		1600 HRS	1650 HRS	ORG OF MILOB GP HQ & SECTORS	MAJ KASAMALE
		1650 HRS	1730 HRS	ADMINISTRATION	COMD SECTOR 6
2	TUE 24 JAN 95	0800 HRS	0850 HRS	ADMIN, PERSONAL CONDUCT, DISCIPLINE, LEAVE/CTO AND ENTITLEMENTS	SMPO
		0900 HRS	0950 HRS	BOARDS OF INQUIRY	SMPO
		1000 HRS	1050 HRS	MEDICAL BRIEF	AUS MED
		1100 HRS	1150 HRS	INTRDUCTION, CARE AND MAINT OF COMM EQUIPMENT	
		1200 HRS	1400 HRS	LUNCH	

(a)	(b)	(c)	(d)	(e)	(f)
		1400 HRS	1450 HRS	VOICE PROCEDURE AND COMM SEC	MILOB SIGNAL OFFICER
		1500 HRS	1550 HRS	UNAMIR LOGISTICS SYSTEM AND PROCEDURE	S LOGO
		1600 HRS	1645 HRS	PATROLLING, ESCORTS, CHECK POINTS, OBSERVATION POSTS AND MONITORING	LT COL ANOCHKINE
3	WED 25 JAN 95	0800 HRS	0850 HRS	COMPLAINTS AND INVESTIGATIONS	LT COL ANOCHKINE
		0900 HRS	0950 HRS	OPS REPORTS/ RETURNS	LT COL ANOCHKINE
		1000 HRS	1050 HRS	BRIEF ON MILOB SECTOR OPS	LT COL ANOCHKINE CPLANS
		1100 HRS	1150 HRS	RULES OF ENGAGEMENT	(FHQ)
		1200 HRS	1400 HRS	LUNCH	
		1400 HRS	1450 HRS	HUMANITARIAN OPERATIONS	HAC CTO
		1500 HRS	1550 HRS	CARE & MAINT OF VEHICLES	
		1600 HRS	1650 HRS	ACCIDENT PROCEDURE	CIVPOL

(a)	(b)	(c)	(d)	(e)	(f)
4	THU 26 JAN 95	0800 HRS	0850 HRS	CIVPOL OPERATIONS	CIVPOL
		0900 HRS	1230 HRS	DRIVING TEST	CTO
		1230 HRS	1330 HRS	LUNCH	
		1330 HRS	1400 HRS	POSTING INSTRUCTIONS	SMPO
		1405 HRS	1430 HRS	CLOSING ADDRESS	DCMO

LEGEND

CMO : CHIEF MILITARY OBSERVER
DCMO : DEPUTY CHIEF MILITARY OBSERVER
SMPO : SENIOR MILITARY PERSONNEL OFFICER
SLOGO : SENIOR LOGISTICS OFFICER
FHO : FORCE HEADQUARTERS
CTO : CHIEF TRANSPORT OFFICER
CIVPOL : CIVILIAN POLICE
HA : HUMANITARIAN ASSISTANCE CELL