Pusan, 7 November 1973

TO : Mr. James Whyte
Assistant Custodian, UNMCK, Seoul.

FROM : R. H. Aalders
Supervisor, UNMCK, Pusan.

SUBJECT : Emergency Generator.

In the tradition that new brooms sweep clean, it came to my attention that the non-expendable inventory of this office contains a Diesel Generator, purported for use in emergencies to deliver electricity to

1. Office premises.
2. Chapel.
3. Storage rooms and the mortuary refrigeration installation.
4. External lights at the gate.
5. Motors of the two heating installations.

As additional background information I should like to add, that in 1968 an old model generator was considered for survey and for reasons unknown to me, a replacement was ordered vide purchase order No. 8-20-5130, dated 5 December 1968. The final survey action for the old model was completed on 16 September 1970.

Upon arrival of the new generator in June 1969, it could not be installed due to lack of certain assembly parts. Subsequently, this assembly equipment was ordered and delivered during January 1971.

By this time, according to the staff here, the Pusan municipality electrical system had been improved to such an extend, that there was no longer any need for an emergency light installation. Consequently the generator was never installed and connected. During the past four years there was also no requirement for such an installation. It only takes up storage space.

In view of the above, this generator is considered to be redundant. Since no future purpose for retention of the generator is foreseen, consideration may therefore be given to utilize it elsewhere.

The re-imbursement to UNMCK, in case of a possible mission transfer transaction could be advantageously used to purchase some other desirable agricultural equipment.

To complete the information, the following specifications of the generator and its parts are included here below:

Generator

Make : Pincor
Model : LD150DYE
Serial No. 1108

Watts : 15 KW, 115-230 Volts
Cycles : 60 65.2 Amps.
Engine manufacturer : Lister and Co, Ltd, Dursley, Gloucesterhire, England
Engine No : 487HA317
Engine HP : 33 H.P. aircooled.
Engine RPM : 1800
Cost price valued at US $2,068.50

Assembly parts:

1 Cooling Air Duct Assembly
1 Engine mounted fuel tank
1 Mounting frame assembly for fuel tank
1 Kit for fitting fuel tank
1 set Recommended spare parts for one year
1 Instruction booklet including wiring diagrams
Total value English Pounds 30.12.4

For your consideration and possible action.

Pusan, 1 November 1973

TO : Mr. James Whyte
Assistant Custodian, UNMCK, Seoul.

FROM : R. H. Aalders
Supervisor, UNMCK, Pusan.

SUBJECT : Proposed working schedule for the month of November 1973.

After an initial survey of the cemetery grounds, I should like to make the following comments and present a proposed working schedule for November and possible a part of December.

To allow whenever necessary for an uninterrupted supply of flowers, shrubs and trees to the cemetery and adjacent grounds, it is essential to maintain a well stocked and first rate nursery and greenhouse with top class plants.

In this nursery, a small part should be reserved as an experimental area, in which the gardener under the supervision of the supervisor of the cemetery could try out certain fertilizing and planting techniques as well as familiarize himself with growth behavior of plants, before applying them in the cemetery grounds itself.

In order to obtain a maximum effect with a minimum of maintenance, a list of hardy perennial plants, which have proved to do well in the grounds, is now being composed.

The greenhouse in its present shape contains a number of broken glasspanes and is therefore unfit for use. In view of the financial limitations, the total repairs of the greenhouse could be accomplished in stages by replacing a number of stratigically located panes, while the remaining openings may be temporarily closed off by plastic sheets and straw matting. Ultimately in the future all broken glasspanes should be replaced. For this work I am obtaining from several sources an estimate of the repaircost.

From further observations, it is noticed that the evergreen trees in area 9, are in an unsatisfactory state. Quite a number of these evergreen trees show large patches of brown. Under the adult trees, new seedlings are sprouting and crowding each other. This will eventually lead to their destruction.

The reason for the poor appearance of the evergreens is due to pollution, strong winds, summerheat and lack of moisture. A mulching procedure and sufficient watering is recommended as a remedy.

In view of the above observations and in conformity with the annual workschedule for the year 1973, of which this office has a copy, I submit for your approval the hereundermentioned work schedule:

1. Greenhouse.

   A. Repair of greenhouse.
   B. Preparation of soil in the greenhouse.
   C. Planting and seeding of perennial flowers at the appropriate time, for transfer to the gardenbeds in the spring season.

2. Nursery.

   A. General cleaning up and extensive weeding of the flowerbeds.
   B. Preparation and improvement of the soil by fertilizing with compost.
   C. Re-arranging of beds.
   D. Removal of Chrysantemums from the Greenhouse and replanting the best species of same as stock for 1974.
   (Para A,B,C and D is being carried out)
   E. Partly removal of young and small trees in Area 9 for placement in the nursery as stock.
   F. When appropriate, planting of rose cuttings in new prepared nursery beds.
   G. Sorting out of Tulip and Narcissus bulbs. Preparing these bulbs for placement in the garden. The young bulbs to be placed in the nursery in order to grow up.

3. Area Section No. 16

   This area is located between the nursery and the waterreservoir.
   A. General cleaning of grass and weeds.
   B. Possibly digging of small drainage ditches. (This area is often very sumpy and drainage facilities to the reservoir is poor).

4. Area 9 - Evergreen trees -

   A. Removal and thinning of seedlings under matured trees to the nursery. Alternatively, replanting them in the same area, whenever space permits.
   B. Removal of a number of adult trees, which appearance is very poor and have been too heavily clipped in the past. Replacing them by young medium sized trees, without altering the landscape.
   C. Mulching.
   D. General cleaning of the area.

5. Gardening equipment

   A. General cleaning of the gardening and agriculture machinery. This includes removal of rust, if necessary and repainting.
   B. General maintenance of machinery and tools under supervision of Mr. Kopsachilis.

6. Cemetery grounds.

A. Routine cleaning and maintenance of the actual cemetery grounds itself, and removal of flowers.

For your consideration and approval.

Pusan, 31 October 1973

TO : Mr. James Whyte
Assistant Custodian, UNMCK, Seoul.

FROM : R. H. Aalders
Supervisor, UNMCK, Pusan.

SUBJECT : Purchase of 5 tires.

Reference is made to our memorandum dated 24 October 1973 and your letter of authorization dated 29 October 1973 on the purchase of 5 new tires forUN vehicle 2-31 from the Post exchange garage at Hialeah Compound in Pusan.

Enclosed, please find a service order form, issued by the Exchange Service station, amounting to US $115. in respect of 5 tires type size H 78-15.

I regret the misleading quotation of US$20. which now has to be amended to US$23 per tire.

The earlier quotation was based on a former purchase for vehicle No. 1-2 and of another type of tire.

The new stock of tires recently received at the garage are of a slightly higher costprice and of a different type and quality.

New authorization and payment by cheque will be appreciated.

Pusan, 31 October 1973

TO : Mr. James Whyte
Assistant Custodian, UNMCK, Seoul.

FROM : R. H. Aalders
Supervisor, UNMCK, Pusan.

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Pusan, 31 October 1973

TO : Mr. James Whyte
Assistant Custodian, UNMCK, Seoul.

FROM : R. H. Aalders
Supervisor, UNMCK, Pusan.

SUBJECT : Records of UNMCK.

Reference is made to your memorandum dated 9 October 1973 on the UNMCK records and HQ New York's inquiries containted in their Administrative Report No. 40 para. 6.

1. The approximate volume of records amounts to 54.16 cu ft., of which 40.62 cu ft are considered active files, and 13.54 cu. ft. retired records.

2. The filing system in use is of the non-registry type and files are numbered from 1 to 146.

3. Enclosed two copies of the records manual currently in use by this office.

4. The physical conditions of the records are good.

5. Since all active records are kept in the office, the storage conditions of these files should be considered satisfactory.

6. See paragraph 3. The titles are self-explanatory.

After an initial period of familiarization, a possible re-arrangement of the present filing system may be desirable. In that case a new manual will be prepared and submitted to you.

For guidance purpose, a copy of the United Nations registry filing system will be most helpful.

Pusan, 31 October 1973

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Assistant Custodian, UNMCK, Seoul.

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For guidance purpose, a copy of the United Nations registry filing system will be most helpful.

Pusan, 25 April 1973

TO : Mr. James Whyte
Acting Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : UNMCK Visitor Statistics.

Reference Headquarters query about visitors' statistics between the years 1969 through 1971, the reason for the variance is simply that the number of visitors to the Cemetery has steadily increased in the past years. The method of registration of visitors has not changed. A consolidated statement of the number of visitors from 1969 through 1972 is enclosed.

The following factors have contributed to the increase in the number of visitors:

(i) The Cemetery has improved in its looks and is now like a park for Pusan residents who come in increasing numbers to stroll, admire the view and enjoy fresh air.

(ii) There has been an increase in school groups, not only from Pusan but from other cities as well, who are brought to the Cemetery for educational reasons. (The role of the United Nations in the history and development of ROK and the purpose of the Cemetery are explained to the children).

(iii) The number of foreign visitors ~~have~~ has increased tremendously, mainly on account of the present Japanese tourist boom that started in 1970-71 after the signing of an agreement between Korea and Japan removing travel restrictions for Japanese visitors and the opening of a twice-weekly ferry service between Pusan and Shimonoseki, Japan. Pusan has become the main port of entry for the Japanese tourists, and a visit to the Cemetery is included in the guided tour offered by the local travel agents.

Pusan, 24 April 1973

VISITORS TO CEMETERY - 1969 to 1972

	1969	1970	1971	1972
Korean	82,498	111,328	126,177	147,668
Foreign	5,496	8,912	20,148	29,263
VIP	239	290	279	272
TOTAL	88,233	120,530	146,604	177,203

V. P. Menon
Supervisor

Pusan, 25 April 1973

TO : The President
UN Seoul Enshrinement Association, Inc.
Room 511 Sam Duck Building
131 Da-dong, Jung-ku,
Seoul, Korea

Sir,

With reference to your letters ref. 7311 of March 26, 1973 and ref. 7315 of April 23, 1973, I wish to inform you the release of the information requested requires the approval of the Custodian of the Cemetery whose office is in Seoul. I have, therefore forwarded your letters to him. You may contact the Custodian directly at UNCURK, Yongdongpo P.O. Box 56, Seoul. Tel 62-3806/8.

V. P. Menon
Supervisor
UN Memorial Cemetery, Pusan.

Copy: Mr. Whyte
Actg. Custodian

Pusan, 25 April 1973

TO : Mr. James Whyte
Acting Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

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(ii) There has been an increase in school groups, not only from Pusan but from other cities as well, who are brought to the Cemetery for educational reasons. (The rule of the United Nations in the history and development of ROK and the purpose of the Cemetery are explained to the children).

(iii) The number of foreign visitors have increased tremendously, mainly on account of the present Japanese tourist boom that started in 1970-71 after the signing of an agreement between Korea and Japan removing travel restrictions for Japanese visitors and the opening of a thrice-weekly ferry service between Pusan and Shimonoseki, Japan. Pusan has become the main port of entry for the Japanese tourists, and a visit to the Cemetery is included in the guided tour offered by the local travel agents.

VPM.

Pusan, 24 April 1973

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Foreign	5,496	8,912	20,148	29,263
VIP	239	290	279	272
TOTAL	88,233	120,530	146,604	177,203

V. P. Menon
Supervisor

Pusan, 21 March 1973

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Non-expendable Property.

Survey Board action is requested to delete the following items of non-expendable property from UNMCK inventory.

1.	BM-5020	Rotary motor mower 18" 4 stroke engine no. 2975496	1 ea.	$69.60 (M-411)
2.	BM-5020	ATCO rotary motor mower 18" 4 stroke engine 1509104	1 ea.	66.00 (M-406)
3.	BM-5020	ATCO rotary motor mower 21" 4 stroke engine 2533336	1 ea.	87.60 (M-412)
4.	BM-5020	ATCO motor mower 17" 4 stroke engine, SFR w/1 transporting carrier engine 632627	1 ea.	116.91 (M-404)
5.	BC-1780	Stove, kitchen, electric, Westinghouse, U1221766	1 ea.	131.25 (S-161)
6.	BC-1780	Refrigerator, elec. GE, 11.2 cuft. model BA11CD, RT629162	1 ea.	181.25 (R-101)
7.	BM-8230	Wheelbarrow, w/pneumatic tire, Sanwa 2 cuft.	1 ea.	8.80 (W-400)
8.	MISC.	Sprayer, insecticide,"Lafstrand" 2 gal.	1 ea.	32.63 (S-100)
9.	BTR-3200	Trailor, water tank,1½ ton,500 gal.	1 ea.	1,067.25 (T-800)
10.	BM-5560	Pump, power type "Terramoto" MT-SSD w/gasoline engine Mitsubishi G3L	1 ea.	211.70 (P-200)
11.	BM-5560	Power pump, water, w/gasoline engine, 50 ft. head/65 GPM, engine 6308223	1 ea.	100.00 (P-201)
12.	MISC.	Pulpit, wood	1 ea.	Donation(P-150)

Items 1 thru. 4, ATCO mowers have worn out engine and parts and are beyond economical repair. These have been replaced by new mowers and weedcutters in 1972.

Item 5, Stove has been cannibalised of usable parts and the frame has been in storage for several years. This item may be written off the inventory.

Item 6, Refrigerator became inoperative last November and was sent to the U.S. Army Engineers for check-up. Their report is enclosed. This item is beyond economical repair and is recommended to be written off.

Item 7, Wheelbarrow. One wheelbarrow is corroded beyond repair.

Item 8, Sprayer. This is an old hand sprayer which became unusable last year after several repairs. It has been replaced by a new hand sprayer in 1972.

Item 9, Trailor-mounted water tank. This water tank was in use in the early sixties as we had no city water supply in those days and we used to receive drinking water from U.S. Army water trucks. It has been lying unused for years now. It is suggested to dispose it of as ~~junk~~ scrap.

Item 10 and 11, Pumps. These pumps have been unserviceable for some time. They have been cannibalised and their parts used elsewhere.

Item 12, Pulpit. This is a simple white-painted wooden pulpit used only as a miscrophone stand on U.N. Day ceremonies. It has outlived its value and usefulness and may be discontinued from the inventory.

Pusan, 15 March 1973

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Security of Premises.

1. On the afternoon of 13 March 1973, it was discovered that a hole has been cut in the chain link fence in area 9 behind pond no. 1. The hole was large enough for a man to crawl in and out. We reported this to the South Pusan Police Station and plugged the hole with wire. We also inspected the installations and stores and found nothing missing. The night guards have been instructed to go round the entire fence once in the evening before they make their punch clock rounds and once in the morning before they leave, and in addition, to make occasional inspections at night in the area where the fence was cut.

2. National policemen came to investigate the matter yesterday (14 March 1973). So far they have not been able to trace any clue as to the identity of the intruder.

Pusan, 8 March 1973

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : UNMCK Maintenance.

1. Extension of irrigation pipeline to the triangular plot south of the Symbolic Area was completed in February 1973. It may be recalled that this extension was planned at the time of the installation of sprinkler irrigation system (December 1970) but could not be completed for lack of funds. We dug up and re-used the iron pipes of the old line from Pond No. 1 to Area A in order to install the new extension. The job was completed with no additional major expenditure. A few valves, angles and elbows, locally purchased, cost less than $7.00.

2. Approval is requested to spend approximately 10,000 Won to buy pipelines and fittings to extend City water supply line to the garage. There is no water tap at the garage at present and an exterior tap would add to cleanliness and convenience.

3. The drainage ditches in Areas B and C were cleared and deepened. Also new drainage outlets were installed to clear water pockets near the Service Hall.

Pusan, 25 January 1973

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : VIP Visits.

A group of high ranking officials of KyongSang Namdo Province, headed by the Governor and Deputy Governor, visited the Cemetery on 4 January 1973 and laid a wreath at the UN flag.

Pusan, 25 January 1973

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Budget Estimates 1974 - Repairs to Villas.

REF : HQ A/R 3 of 18 January 1973.

1. Villa 424. US Army Engineers' cost estimates ($700.00 for conversion of porch to a room; $600.00 for floor repairs) was forwarded to you with my memorandum dated 4 July 1972. In addition, the villa needs exterior painting at (US Army Engrs) estimated cost of $300.00. However, the exterior painting cost can be reduced to about half if we use the cemetery contract labourers for this purpose. Total extimated $1,600.00.

2. Villa 426. Floor repairs to this villa does not appear to be immediately required. Other repairs would be the same as villa 424. Estimated costs $1,000.00.

3. I wish to draw your attention to my earlier correspondences requesting negotiations with the US Embassy for amending the present UNMCK housing contract so as to enable UNMCK staff to occupy Family Housing. Apart from more comfortable and convenient living for the staff, such a revision would offer the UN the benefit of reduced maintenance costs. For example, if Family Housing is available, the UN would not have to meet any of the above villa repair costs.

Pusan, 11 January 1973

TO : Mr. Ahmet H.H. Ozbudun
Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Economy Measures.

1. During your visit to Pusan last month, you wished me to forward to you a report about the economy measures that I have initiated in the past years. A number of such measures and brief descriptions thereof are given below.

2. Our visitor registration forms, printed in English and Chinese, used to be ordered from New York at a cost of $184.80 per one thousand. In May 1970, after ascertaining that local printing of these forms would cost only $20.00 per 1,000, I recommended local procurement, thus saving $164.80 for each lot of 1,000 forms which is approximately 18 months supply.

3. I studied the usage of flags in 1970 and found that I could economise by using new flags in summer and old flags in winter when the number of visitors is much lower, and recommended to procure only two sets of flags per year from 1971 onwards instead of three sets as in the years before. Savings: approximately $200.00 per year.

4. In 1970 and 1971, I reviewed the usage of insecticides and as a result of economies applied locally, the expenditure on this account was reduced from from $125.00 in 1970 to 60.00 in 1971 and $40.00 in 1972. If 1972 standards are maintained, it is possible to keep this expenditure to within fifty dollars. Savings: $75.00 per year.

5. In November 1970, following my recommendations to transplant and thin out closely planted trees and shrubs to make room for mechanised grounds maintenance, HQ authorized approximately $1,600.00 for hiring of temporary labourers. This work was accomplished in February 1971 with approximately 20% saving.

6. In January 1971, I suggested sharing of the UNMCK Pusan/Seoul pouch with the FAO/UNDP Coastal Fishing Training Centre. This resulted in UNDP paying for one way pouch per week with a saving of approximately $50.00 in pouch charges for UNMCK.

7. The above are economies which find an immediate reflection in the budget. They do not take into consideration the various labour saving practices I have established and the practical details of the mechanisation programme I had worked out under HQ directives to reduce labour & costs, resulting in long term economy.

8. For the immediate future, I believe that with the procurement of three pieces of additional machinery (a sprayer, a small vacuum sweeper and an air-cushion mower for the slopes), we could reduce the work force to the following:

Heavy labourer	6
Night guards	4
Light labourer	2
Total:	12

I have omitted the foreman advisedly. In view of last years' experience, there is no need of a contractor's foreman. We can manage without one.

Pusan, 4 December 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : UNMCK Maintenance Contract.

1. A proposal I have received from Mr. Ko Chang Sung, the former foreman (under Chun Jhoong Company's contract) regarding 1973 maintenance contract will be of interest and worthy of consideration in view of the present economy drive.

2. Mr. Ko is proposing a crew of nine labourers on special contract (one foreman, four heavy labourers, three night guards and one light labourer) with an average hourly wage of 30 cents. Details of his proposal and the total yearly expenditure are given below:

Number & Type of labour.	Hourly wages per person	Daily wages per person	Yearly total
Foreman x 1	125 Won	1,000 Won	365,000.
Heavy Labour x 4	125 Won	1,000 Won	1,460,000.
Night guard x 3	83.5 Won	1,002 Won	1,097,190.
Light labour x 1	78 Won	624 Won	227,760.
		Total for the Contract	3,149,950 Won.
		or	$7,874.88

3. Mr. Ko will also provide a guarantee of Won 300,000 to cover loss or damage to UN property.

4. I do not completely agree with the proposed manning table as I believe that (i) the number of night guards should be kept at four and (ii) the number of light labourers should be two - one for the office and buildings and one for outdoors. Even with an addition of two more labourers, the total cost, at the proposed rates, will not exceed $9,500.00. This represents a saving of $6,500.00 over the present contractor's charges.

5. If the new equipment planned for procurement this year (but procurement suspended for lack of funds) were made available, the maintenance can be performed with the reduced manning table, especially as Mr. Ko's crew will all be former maintenance workers who are the most experienced we can find.

6. I know that a similar proposal was rejected by HQ last year, but the possibility of such a large saving may elicit a favourable response.

Pusan, 28 November 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

1. Enclosed are the hospital bill and statement of claim for insurance benefits regarding my recent surgery for repair of hernia.

2. The U.S. Army Hospital charges a flat $61.00 per day all inclusive. I requested a breakdown into items, but hospital authorities said they couldn't do it.

3. Request the Insurance claim be processed through the HQ Insurance Unit for early settlement.

Pusan, 28 November 1972

TO : Mr. George A. Humphries
Assisant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Policemen's Luncheon Payments.

The two National Policemen assigned to UNMCK are requesting an increase in their luncheon payment from 200 Won per day to 250 Won per day. The increase is reasonable and justified in view of the increase in cost of living since the present rate was fixed in 1970.

Following your suggestion during your last inspection visit to UNMCK, the policemen now come to work in uniform.

Pusan, 1 November 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Use of UNMCK vehicles.

1. Users: UNMCK International Staff and their families; UNCURK representatives or Alternate representatives while on visit to Pusan; Local staff (on a very limited basis).

2. Official Usage.

a) Transportation of Supervisor and Assistant Supervisor from home (Hialeah Compound) to the Cemetery and return - four trips per day.

b) Transportation of Supervisor and/or Assistant Supervisor for other official duties such as visits to Goverment or Army officials.

c) Transportation of the Custodian, Assistant Custodian or UNCURK representatives on official visits to Pusan.

d) Election supervision trips of UNCURK representatives.

e) Supply missions.

f) Transportation of one Local staff from home to office and return. (mileage incurred on this count is negligible at present as the Staff member lives not far from the normal route between Hialeah Compound and the Cemetery)

3. Liberty Usage.

a) Recreational trips of international staff and dependents to historic places etc. within 100 miles of Pusan.

b) Dependents shopping trips within Pusan city limits.

4. Daily trip tickets (19 Oct.'72) are enclosed.

Pusan, 12 October 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan

SUBJECT : Telephone charges - Contractor.

Telephone charges for long distance calls incurred by the Contractor in the month of August 1972 is 2,000 Won which he as not paid so far. Request this amount be deducted from his next invoice and forwarded into our petty cash.

Pusan, 28 September 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Ground cover.

I have been trying, without success, for the last two years to find ground cover plants for some areas of the Cemetery, such as the rose beds and under the Chinese junipers. It seems that ground covers are not developed to the same extent in Korea and Japan as in the United States. I have looked for Japanese Spurge (PACHYSANDRA TERMINALIS), Periwinkle (VINCA MINOR) and English Ivy (HEDERA HELIX) but none of them are available in these parts.

Back in 1960-62 when I was stationed at Headquerters, I recollect noticing that the beds of the rose garden were covered with English Ivy. Could HQ pouch some cuttings of this plant so we can root them and raise a stock. If we receive them now we can root here in the green house during winter and the successful plants will be ready next spring.

VPm

Pusan
31 August 1972

To: Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul

From: V. P. Menon
Supervisor, UNMCK, Pusan

Sub: Herbicide

In my request for various weed-killer and insecticide chemicals earlier this year, I had included a small quantity (8 lbs.) of DuPont HYWAR X-WS, a general herbicide for control of vegetation under the fence line and around utility installations. Headquarters did not supply this probably because it was not available in such a small quantity.

DuPont has recently introduced a new general herbicide product called KROVAR I which is claimed to be safer to trees and shrubs than HYWAR X-WS. KROVAR I is available in 5 lbs. bags. Price is unknown. Could you request Headquarters to supply us one 5 lbs. bag of this product for experimental purposes. An additional quantity will be ordered depending on the success of the experimental usage and after taking a survey of the areas where this can be used to advantage.

Pusan, 8 May 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Telephone calls chargeable to the Contractor.

The following amounts are recoverable from the contractor for use of UNMCK telephone (8-0823) for long distance calls.

For February, 1972. . . . . WON:2,323.

For March, 1972. . . . . WON:2,140.

TOTAL:....WON:4,463.

Pusan, 17 August 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Photographs of grounds maintenance equipment.

Enclosed are negatives of major grounds maintenance equipment as requested by HQ. Also enclosed are a set of 14 prints for identification.

1. Neg. No. 61-62 TORO Professional 76" mower - Front view.

2. Neg. No. 65-66 TORO Professional 76" mower - Side view.

3. Neg No. 67-68 International Harvester Cub-Cadet Tractor.

4. Neg. No. 71-72 International Harvester Cub Lo-Boy Tractor - with side mounted Sickle-bar mower.

5. Neg No. 75-76 Same as above - with mower lowered.

6. Neg. No. 79-80 ATCO (riding) motor mower 34" size with grass catcher.

7. Neg. No. 21-22 Turf-Vac Vacuum Sweeper hitched to Cub-Lo-Boy Tractor.

8. Neg. No. 27-28 TURF-VAC Vacuum Sweeper.

9. Neg. No. 1-2 Spreader Seeder (Gandy 4 ft model)

10. Neg. No. 7-8 Landscape rake (Sears)

11. Neg. No. 9-10 Hudson Matedor Power Sprayer.

12. Neg. No. 15-16 Lawn Spiker-Aerator (Kensico)

13. Neg. No. 19-20 Rotary mower International Harvester model 3260.

14. Neg. No. 17-18 International Harvester Cub Lo-Boy Tractor

Pusan, 3 August 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Photographs of Grounds Maintenance Equipment.

Reference to HQ request for negatives of photographs of grounds maintenance equipment, I had a series of photos taken but those of the new tractor and Turf-Vac Vacuum Sweeper turned out to be unsatisfactory. A complete set of negatives, therefore, will be sent by next pouch.

Pusan, 2 August 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Vehicle Accident Report.

Attached is a vehicle accident report in connection with a minor accident involving UNMCK vehicle No. CD-1-2. While taking a left turn at an intersection near the centre of the City, UNMCK vehicle was hit from behind by a three-wheeler truck. No personal injury occured. The truck driver clearly being the offending party paid for body repairs and painting of our vehicle. The repairs have already been completed.

VPM

Pusan, 27 July 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Procurement of additional equipment.

1. Reference is invited to HQ A/R no. 24 dated 15 June 1972 authorizing requisitions of mechanical equipment listed in your memorandum of 3 April '72.

2. HQ has earlier approved, and procurement action has already been taken on items listed in priority 1 and the power rake and steam cleaner listed in priority 2.

3. Details of the remaining items follow for procurement action.

(i) Priority 2. Power Sprayer. See separate memorandum this date.

(ii) Priority 3. Garden Hose Carriers.
4 ea. Sears Craftsman Roll-about Hose Reels
Cat. no. 9A6939L $21.66 ea. $86.64

(iii) Priority 4. Electric Water Pump.

Please ask Sanso Company for quotation for an Ebara Electric pump of the following specifications and electric outdoor cable.

1 ea. Ebara electric motor driven pump, 200V 60 c/s

Suction opening	50 mm. minimum
Delivery opening	50 mm.
Discharge	Approx 200 litres per min.
Total head	40 M.

Electric outdoor cable, 5.5 sq. cm.
3 cab (SV cab) - 300 metres.

(iv) Priority 5. Vacuum Sweeper.

1 ea. Billygoat BT 70, gasoline engine driven	$355.00
Accessory: 1 ea. 800521 Vacuum hose kit.	80.00
1 ea. 800077 materials transfer kit.	92.00

Manufacturer: Billygoat Industries
P.O. Box 229
12820 Seventh Street
GRANDVIEW, MISSOURI 64030.

Supplier: Kent Trading, Inc.
149 California St.
San Francisco, Calif. 94111.

(v) Priority 6. Chain Saw.

Our earlier suggestion was to buy a Sears gasolene engine driven chain saw (the superior - $157.50). With the installation of electric water pump in pond no. 2, electric lines will be available close to the wooded areas where the chain saw will be used. We now prefer, therefore, to buy an electric chain saw which will be slightly cheaper. Recommend:

1 ea. Remington 14 in electric chain saw
Cat. no. X89FX24345K $149.00
available from Montgomery Ward.

Pusan, 26 July 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Procurement of Power Sprayer.

1. Present Sprayer. This is a Hudson model with a 50 gal. steel tank and 2 HP engine driven 3 gpm 250 p.s.i. rated pump, received in April 1967. Present condition is very poor. The tank is corroded and has developed leaks. The pump does not supply adequate pressure for high pressure tree spraying. Originally supplied without a ground spraying boom, the sprayer is grossly inadequate for our present day spraying needs and a replacement with a better professional model is required.

2. Basic requirements. (i) The new sprayer should meet the following requirements. (a) low pressure (30-60 p.s.i.) turf spraying of weed killers and/or insecticides with a multiple section boom and (b) high pressure (200 p.s.i.) tree and shrub spraying of insecticides with a hand gun attachment. (ii) The tank capacity should be at least 100 gallons. (iii) The tank should be made of rust proof material such as stainless steel or fibreglass. (iv) The pump, spray nozzles and fittings should also be made of corrosion proof material.

3. I checked the specifications, suitability and cost of the following professional type sprayers:

BROYHILL 960 series, self-powered
MYERS TL-10-ETMG, self-powered
MYERS TL-12-TMG PTO driven
BROYHILL Fieldmaster PTO driven
CUSHMAN-BROYHILL PTO driven
JACOBSEN-ROGERS PTO driven

4. Among these, I find the MYERS TL-10-ETMG, which has a 6 HP engine driven 10 gpm 300 p.s.i. pump, most suitable for our needs. It has a 100 gal. fibreglass tank, and multiple section ground spraying boom with a 15 ft. spray swath. Its pump has a pressure range of 30 to 300 p.s.i. which is just about right for our all our spraying needs. It is one of the smallest and least expensive models among the professional type sprayers.

5. Costwise, none of the above models, except Broyhill Fieldmaster PTO driven model, come within the range of the $1,000 budget. I paid special attention to the Broyhill Fieldmaster before recommending the Myers TL-10-ETMG. The Broyhill Fieldmaster models are built for row spraying on crops. It can be modified to suit our turf-spraying but the pump does not seem to have the pressure range required for high pressure tree spraying. Eventually, an additional smaller sprayer will have to be purchased to meet the tree spraying needs and thus, the total costs will be approximately the same as buying the Myers unit, if not more.

6. The manufacturer has quoted the recommended sprayer, MYERS TL-10-ETMG, with a handgun and hose kit as accessary, at $1,505.00 F.A.S. vessel at U.S. East Coast port of exit. This price includes a 15% discount on manufacturer's list price. See the attached correspondence and quotation from Mr. Charles. H. Jewson, Director, International Department of The F. E. Myers & Co. My estimate is $1,550.00 as I wish to add three more small accessories which were not included in the above quotation.

7. Details follow for procurement action:

Sprayer: MYERS TL10ETMG (with ETO-15 boom, gun adaptor and standard fittings.

Accessories: 1 each 17791D Hose and Handgun kit
1 each 17834A Boom Selector Valve
1 each 7357A Hose Swivel
1 each 7579A Pipe Extension

Manufacturer: The F. E. Myers & Co.
400 Orange Street
Ashland, Ohio 44805

Estimated Cost: $1,550.00 F.A.S. vessel at U.S. East Coast port.

Pusan, 12 July 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

FROM : Maintenance Contractor.

I should appreciate if you discuss the following points with Mr. Park. My talks with Mr. Shin and Mr. Park have produced no results.

1. Foreman. I regret to say that the present foreman's performance is not satisfactory. He is not familiar with grounds maintenance and therefore cannot exercise full control or give leadership to the laborers. At the same time, he seems to be incapable of following instructions, not only from me, but even from Mr. Shin. Waste of machine time and manpower result as jobs performed turn out to be unsatisfactory and have to be repeated.

2. Labourers' Wages. About the second week of May 1972, I came to know that the contractor was 45 days behind in paying their laborers. I took the matter up with Mr. Shin at that time and informed him that though in strict legal terms this was a matter between the contractor and laborers, the UNMCK administration has a moral obligation to see that the laborers performing our maintenance services are paid in time. Also, the daily paid laborers cannot be expected to have resources to feed themselves and their families for such a long time and this would certainly reflect in their job performance. I emphatically requested Mr. Shin to pay the workers every 15 days in the same way that the company bills and receives payment from the U.N. Subsequently the workers were paid on 17th or 18th May for the period 6 April - 5 May. And Mr. Shin promised that he would close the gap in June and start paying them every 15 days. This has not been done. On 18th June, the workers were paid for the period 6 May - 5 June. No payment has been made since then and it seems that the story is going to be repeated in July.

I have received no official complaint from the workers, but I am writing this to you to avoid a situation where official complaints are likely to result. After all, it is only fair employment practice to pay the daily laborers every 15 days and I do not see why the contractor creates this problem expecially when he receives bi-weekly payment from the U.N.

Pusan, 13 July 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Mechanisation of Cemetery maintenance.

Reference HQ A/R 24 dated 15 June 1972, item A, requesting a study how equipment outlined in your April 3 memorandum would provide savings in labour, I wish to state that the labour saving effects envisaged in our request for new machinery were already discounted for when we reduced 2 laborers in the beginning of this year.

It may be noted that the mowing and spraying equipments and electric water pump are replacements for existing machinery. The new items requested were a steam cleaner, small vacuum sweeper, chain saw and garden hose carriers. These are not expected to save any more labor than the two men already reduced. Further reduction in manpower will call for new plans in equipment and personnel. With regard to personnel, what I mean is that the present state of contracted laborers is not conducive to the type of maintenance operations HQ may have in view. We have come to a stage where additional reduction in manpower, no matter what new machinery we buy, may be possible only if we have a close-knit group of experienced workmen with a competent foreman as leader. Also, the cost of such machinery will probably be disproportionate to tangible immediate saving.

I have some thoughts on this, but will need more time to study and collect facts and information.

Pusan, 4 July 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Repairs to House No. 424.

Enclosed is US Army Engineers' Cost estimates for conversion of the screened porch into a room and for repairs to the floor.

The floor repair is a necessity for the good upkeep and maintenance of the building. There is no record here of any repair to the floor since UNMCK staff occupied the house in 1960.

Mr. Kopsachilis requests the conversion of the porch to a room on account of lack of space for his five-member family. Being an alteration to the existing building, this will require permission from the US Embassy.

I am fully aware that no budgetary provision has been included this year for this type of work. However, I am hoping that you will be able to work something out for the sake of the well-being of the Staff member and family.

VPm.

Pusan, 2 July 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Information Board.

The construction of the Information Board donated by the Lions Club was completed by end of May. At that time, the Custodian was planning to visit Pusan in June and I thought the visit would provide an opportunity for him to formally receive the donation from the Lions Club. As the visit did not take place, a formal thank you note would be in order.

Also, please return the approved display material and Korean translation. My letter of 18 May 1972 refers.

Pusan, 26 June 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Special Ceremonies at UNMCK.

A ceremony commemorating the outbreak of Korean War was conducted Yesterday (25 June 1972) as planned. It turned out to be a big one, second only to the UN Day ceremonies. Over 2,000 University and College students and Reserve Officers took part. It was jointly organised by the ROTC and the seven existing Universities and Colleges of Pusan, namely: Pusan National University; Tongwha University; Hanguk Haeyang University; Pusan College of Education; Pusan Fisheries College; Pusan National Technical College and Pusan Technical College. Representatives from each of the above institutions laid a wreath at the UN Flag. The students gathered in military formation in area B were addressed by the Mayor of Pusan, the President of Pusan National University and the ROK Commander. Photographs have been requested from the city PIO but not yet received.

Pusan, 22 June 1972

TO : Mr. George A. Humphries
Assistant Custodian
UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : HQ Procurement of Insecticides and Weedkillers.

REF: UNMCK Req. 72/1 dated 20 January 1972.

I wish to report that one of the items of the above requisition has not so far been received. This is AMITROL-T, 1 case. Please also refer HQ purchase order 2-20-1080. Please check with HQ about the shipment of this chemical.

Pusan, 14 June 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Repainting of Service Hall Roof.

1. The Contractor completed this work on 10 june 1972.

2. Details of work performed are as follows:

   a. Complete removal of old paint and cleaning the galvanised surface.

   b. Washing the galvanished surface with a paint adherent chemical.

   c. Primer coat with DR 18 Zinc oxide primer conforming to US Army Specifications TT00641.

   d. Two coats of maroon, exterior type oil paint.

   e. Two coats of grey latex paint on the concrete beams.

Pusan, 8 June 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Special Ceremonies at UNMCK.

Special ceremonies were held at UNMCK to mark the American Memorial Day (29 May 1972) and the ROK Memorial Day (6 June 1972).

On the American Memorial Day, the V.F.W. Pusan Chapter held a commemorative ceremony at 11 a.m. and a group of Officers and NCOs from 2nd T.G. (Pusan Base) headed by the C.O. Colonel Tillman C. Oliver raised the U.S. flag to full mast at 12 noon.

The ROK Memorial Day was marked by the attendance of high Government officials headed by the Mayor of Pusan and the Governor of Kyongsan Namdo at a wreath laying ceremony at the U.N. Flag at 11 a.m. In addition, wreaths were sent by the President, the Prime Minister and the Defence Minister.

Pusan, 24 May 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

I am pleased to report that Pusan City is going to widen and re-surface the Cemetery approach road this year. The City road maintenance engineers visited me on 22 May 1972 to discuss details of their plan. They expect to start work shortly and to complete it before U.N. Day in October.

A blueprint of the proposed extension is enclosed. Sketch marked "A" is the road as it exists to-day (width of asphalt 5 metres; width between chain links 7.5 metres). The new road (sketch "B") will have almost 10 metres of asphalted width and a 2.5 metre wide pedestrian side walk on each side. Drainage pipes will be laid on the hill side and a retaining wall will be built on the other (field) side. Two lines of trees will separate the side walks from the road. The two gate posts (not shown on the sketch) will be moved apart to a suitable distance.

The City engineers were specially interested in my views about the trees and the chain links. They prefer to remove the present trees and plant new ones of different type and of smaller size if possible. At present there are 250 trees on both sides of the road. The City engineers propose to plant about 150 trees spaced 5-6 metres apart. They asked me if the trees would be available from the Cemetery. I replied that we did not have that many trees in our stock and suggested that if the City could supply the new trees, we could let them have the old trees for use elsewhere. The engineers would advise me later. As to the chain links, firstly we have to remove the chain links for the duration of the road repair work. I agreed. Secondly they asked me if UNMCK would consider eliminating the chain links when the new road was completed, in view of the very limited space available on the new road for the chain link posts. The posts will have to stand at the very edge of the side walk and some of them may be covered by the spread of the trees. I replied that the black chain links had marked the approaches of the Cemetery for many years and I could not undertake their removal without the approval of the Custodian. Unless the Custodian decides otherwise, the City should expect the chains to be re-installed when the road extension is completed.

Please let me know your views on the above.

MONTGOMERY WARD

2825 E 14 Street, Oakland, Calif. 94616

X

Send PAL

V. P. Menon

UNMCK

San Fransisco Cal.

APO 96259 96259

89 FX 20263 T	1	Farm-Home Scale	-	-	15.50	15	50	8 -
89 FX 3010 M	1	Compressed Air Sprayer, Stainless Steel			31.95	31	95	10 -
						47	45	
						2	75	18 -
						50	20	18

Pusan 18 May 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan

SUBJECT : Information Board.

Enclosed for your approval are drafts of historical notes, rules for visitors and plot chart for permanent display on the new information board. Please return finalised texts and Korean translation at your convenience.

UNITED NATIONS MEMORIAL CEMETERY IN KOREA

This Cemetery was established on 18 January 1951 by the United Nations (Military) Command as the main burial site for the fallen soldiers of many nations who fought under the United Nations flag in defence of the Republic of Korea during the war of 1950-53. It was named "United Nations Military Cemetery" and dedicated on 5 April 1951.

On 17 November 1955, the National Assembly of the Republic of Korea proposed to the United Nations General Assembly the establishment of a memorial cemetery in Korea to commemmorate the heroic sacrifices of the foreign national soldiers killed in battle in Korea in defence of the Republic. The United Nations General Assembly subsequently resolved on 15 December 1955 to designate and maintain this cemetery as UNITED NATIONS MEMORIAL CEMETERY IN KOREA.

Under a formal agreement between the United Nations and the Republic of Korea signed on 6 November 1959, the Republic of Korea granted to the United Nations free and in perpetuity 31.74 acres (12.8 hectares) of land on which the Cemetery stands. A Custodian and staff appointed by the Secretary-General of the United Nations assumed administration on 31 March 1960.

Twenty plots on the Symbolic Area represent the twenty-two nations - the Republic of Korea and twenty-one UN members who came to the help of Korea during the crisis. The flags of these nations and that of the United Nations are flown daily. Please see the Plot Chart for the names of the nations.

The Cemetery to-day is the permanent resting place of 2,267 heroes of the following countries:

Australia	..	281
Canada	..	378
France	..	44
Republic of Korea	..	36
The Netherlands	..	117
New Zealand	..	34
Norway	..	1
South Africa	..	11
Turkey	..	462
United Kingdom of Great Britain	..	884
United States	..	4
Unknown Allied	..	4
Unknown Non-Belligerents	..	11
		2,267

In addition, 386 members of the British Commenwealth Forces who fell in Korea and who have no known grave are commemmorated on the Commonwealth Memorial seen on the lower east side.

During 1951-54, remains of men from Belgium (94), Colombia (140), Ethiopia (113), France (211), Greece (172), India (2), Norway (1), The Philippines (55), Thailands (101) and the United States (over 10,000) were repatriated to their home countries.

RULES FOR VISITORS

Visiting hours - 0900 - 1700

Admission - Free

Visitors are requested to follow the rules below in order to respect the sanctidy and dignity of the Cemetery and to help the administration to keep the place clean and beautiful.

1. Keep off grass; and obey other posted signs.
2. Do not litter; use the receptacles provided.
3. Parents: Please see that children do not throw gravel on the grass.
4. Picnicking is not permitted.
5. Do not photograph individual graves.
   (photography of general views is permitted)

Visitors desiring additional information or guidance may contact the office.

Pusan, 10 May 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Requisition for new rotary mowers.

Reference HQ AR 18 of 3 May 1972 item 7, Headquarter's attention may please be drawn to the fact that the two new rotary mowers will not fully replace the four worn out mowers. Full replacement will include the three weed and brush cutters recommended in priority one of the mechanisation programme.

Pusan
4 May 1972

Dear Mr. Ozbudun,

In connection with Col. Oliver's letter to you regarding family type housing for UNMCK personnel in Pusan, I wish to add the following remarks as background information and as suggestions for future action.

The United Nations Korean Reconstruction Agency (UNKRA) had their headquarters in Hialeah Compound during the Korean War (1950-53). At that time, this agency built a few houses in the compound as their bachelor quarters.

When UNKRA moved their headquarters to Seoul after the armistice, the houses they built were leased to the U. S. Embassy. These houses then continued to be at the disposal of the USIS and other Embassy staff stationed in Pusan. The Army occupied them if the houses were not needed by the Embassy staff.

When UN took over the administration of UNMCK in 1960, the U. S. Embassy leased to UNMCK three of the UNKRA houses (Nos. 421, 424 and 426). UNMCK gave up house no. 421 in 1964. The lease for houses 424 and 426 are still in force.

This is the background of our occupation of houses 424 and 426 in Hialeah Compound. These houses are not allotted to us by HQ USFK as Col. Oliver seems to believe.

Houses 424 and 426 are not built for family living. The rooms are small and there is no space for storage and utility. The problems of living in those quarters on a permanent basis are acute for any family, large or small, the more so for a large family. All the facilities for family life such as children's playground, schools, etc. are at the other end of the compound near the family housing area. The UNMCK houses are situated among other Bachelor Officers' Quarters (BOQs) and there are no other families living in that area.

I was able to move to family type house in 1970 on a space available basis under an agreement with the Base Commander who let me occupy family housing in exchange for Army use of house 424 as BOQ. I tried to work out a similar arrangement for Mr. Kopsachilis when he arrived in Pusan, but was not successful mainly because the Army's family housing policy had changed by that time and the

allotment of houses was no longer done by the Commander. Col. Oliver has explained this in his letter. The problem, therefore, needs to be solved at higher levels in Seoul, as Col. Oliver has indicated.

It seems to me that only by establishing a right for UNMCK personnel to occupy family housing can this question be settled on a permanent basis. Such right can be established in two ways: (i) by obtaining an agreement from the HQ USFK that UNMCK staff will be considered eligible for family housing like US Aid and USIS staff and in the same priority; or (ii) by negotiating a revision of the lease with the US Embassy, enabling UNMCK to lease two family type houses instead of the present BOQs. The latter is, obviously, a more permanent and desirable solution. The fact that several houses built by one UN Agency has been under free lease to the US Embassy for several years could probably be used to advantage in negotiations with the Embassy.

Mr. Kopsachilis, myself and our families would be most grateful to you if you could, in your busy schedule, continue to give some attention to our problems on the lines suggested above.

With the best regards,

Sincerely,

V. P. Menon

Mr. Ahmet H. Ozbudun
Custodian, UNMCK
Seoul.

P. S. A copy of the UNMCK/US Embassy lease agreement is enclosed.

Pusan, 27 April 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : 1972 First Quarter Budget Review.

Enclosed is the budget review for end first quarter as requested.

Please note that in account 200 (Paint, Seeds, Fertilizer etc.) figures shown do not include $463.32 spent by HQ for insecticide and weed killer purchase. This may be considered extra-budgetary to be covered by saving from reduction of two laborers. Also in account 322 (Freight and Insurance) the expenditure already exceeds allotment and we will need the estimated amount for shipments arriving later. This is an unforeseen contingency.

Pusan, 27 April 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Information Board donated by Lions Club.

With regard to HQ query (A/R 16 of 20 April 1972), the information board is now being installed in the same place where the old information board stood, i.e. to the left of the steps leading to the Main Graves Area.

It is planned to display the following information on the board: On permanent display - brief history and description of the Cemetery condensed from the text of the leaflet; plot chart; rules for visitors. On temprary display - special announcements; pictures of "UN in Action" during the U.N. Day ceremonies.

A draft text of the history and description of the Cemetery will be submitted to the Custodian for approval before display.

Pusan, 27 April 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : UNMCK Maintenance machinery.

Reference my memorandum dated 19 January 1972 and yours to Mr. Lansky dated 3 April 1972.

In spite of all possible repairs we have done on ATCO 18" and 20" rotary mowers, they are in extremely bad shape and a complete breakdown beyond repair is only a matter of time. When that happens, we will be in serious difficulties to mow between the markers. It will be necessary, therefore, to procure urgently the two Jacobsen 21" commercial power propelled rotary mowers. Your early action is requested.

VPm.

Pusan, 29 March 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : UNMCK Information Board - Lions Club donation.

Enclosed is a formal letter of offer by the Lions Club, South Pusan Branch, to build the proposed information board at the Cemetery, together with Architect's blue prints. These were presented to me at a meeting of the Club yesterday (28 March 1972).

The proposed information board will be slightly shorter, and wider than the old one. It will be made of aluminum frame and glass, opening at the back, and hung between two columns of sculptured granite of similar size and type as the ones used on the City-donated walls on the sides of the gate. The blue print shows the structure standing in a four feet wide tray-like flower bed.

I am in agreement with this drawing except for the flower bed, about which I have some reservations. The original sketch that the architect showed us when he paid his first visit for exchange of ideas and to take measurements did not have the flower bed. It was added as a result of our own suggestion. However, it seems to me now that the flower bed spoils the otherwise clean lines and straightforward design of the structure. Further, it would keep the visitors eyes too far away (about 3 feet) for comfortable reading; children are likely to step up on the brim and probably step into the flower bed; though small, the bed will also create additional hand operations such as cleaning, weeding, etc. For these reasons, I now prefer the information board without the flower bed underneath! However, the question is left to the Custodian's consideration and decision.

The club has advised me that they are anxious to complete the work before the end of April.

Pusan, 12 April 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Memorabilia Building - Roof Repair.

1. The oncoming of spring rains indicated that the roof leaks of Memorabilia Building had become worse than last year. Water was pouring into the building as if the roof did not exist. The situation called for urgent action.

2. The removal of styrofoam boards and asphalt from the roof of Utility Building and the treatment of that roof with Asphalt Primer obtained from U.S. Army Engineers last year had given good results. There were no leaks in that building.

3. Work began on Monday (10 April 72) to clear the Memorabilia roof of the existing styrofoam and asphalt treatment. Removal was completed to-day. It was more complicated than the roof of Utility Building as the styrofoam boards were topped by a $\frac{3}{4}$" layer of cement and the asphalt was laid over the cement.

4. The cause of leaks became clear when the roofing was removed: (a) faulty ventilator mounting - the ventilator base was not sealed off - (b) a crack across the width of the roof.

5. Repair work is proceeding. Again, it will be more complicated as some of the cement poured over the styrofoam boards had oozed down at the joints and made uneven patches on the roof.

6. Together with the roof repair, it will be necessary to replace a number of acoustic tiles which have been discolored from asphalt impregnated water leaking from the roof. It is requested to place an order for 6 dozen tiles with Sanso Company, Tokyo, who supplied them in 1968. This quantity will cover replacement needs for both the Memorabilia Building and the Administrative Building. Specifications are as follows:

NITTOBO "MINERATION" Permacoustic Tile,
12" x 12" x $\frac{3}{4}$" T Qty.....72 each.
estimated price $0.85 each,
total $61.20

VPM

Pusan, 6 April 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

Ref my request for Xerox copies of articles from GROUNDS MAINTENANCE magazine, (see UNCURK AR 72/10 dated 10 March 1972, item UNMCK B) please request HQ to expedite "1971 sprayer Guide" by Dr. Malcolm C. Shurtleff from March 1971 issue. This article would help me to finalise my recommendation about a new sprayer.

Pusan, 29 March 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : UNMCK Information Board - Lions Club donation.

Enclosed is a formal letter of offer by the Lions Club, South Pusan Branch, to build the proposed information board at the Cemetery, together with Architect's blue prints. These were presented to me at a meeting of the Club yesterday (28 March 1972).

The proposed information board will be slightly shorter, and wider than the old one. It will be made of aluminum frame and glass, opening at the back, and hung between two columns of sculptured granite of similar size and type as the ones used on the City-donated walls on the sides of the gate. The blue print shows the structure standing in a four feet wide tray-like flower bed.

I am in agreement with this drawing except for the flower bed, about which I have some reservations. The original sketch that the architect showed us when he paid his first visit for exchange of ideas and to take measurements did not have the flower bed. It was added as a result of our own suggestion. However, it seems to me now that the flower bed spoils the otherwise clean lines and straightforward design of the structure. Further, it would keep the visitors eyes too far away (about 3 feet) for comfortable reading; children are likely to step up on the brim and probably step into the flower bed; though small, the bed will also create additional hand operations such as cleaning, weeding, etc. For these reasons, I now prefer the information board without the flower bed underneath. However, the question is left to the Custodian's consideration and decision.

The club has advised me that they are anxious to complete the work before the end of April.

Pusan, 28 March 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : UNMCK Wagoneer, Serial No. J2A144CA09686.

We find that the windshield of the new (latest arrival) wagoneer has a defect on the driver's side. This causes some distortion of vision, eye fatigue and some loss of accuracy in judgment of distances while driving. The driver also complained of headache after driving this vehicle. As this windshield is a driving hazard, we are going to exchange it with that of the old vehicle. However, as the defect is obviously of factory origin, you may wish to claim a new windshield from the manufacturers.

Pusan, 23 March 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Re-painting roof of Service Hall.

1. Hung Han Construction Company's estimate for this job is enclosed.

2. Their specifications look professional. I believe that the result will be superior to having the roof painted by our present inexperienced laborers.

3. I wish to add two amendments to this quotation. (a) We found their area calculation incorrect. Galvanised metal area to be painted is 3,395 sq. ft. as measured. (b) As the concrete beams need re-painting, I suggest we add that in the same contract. A draft cost breakdown incorporating the above amendments is attached.

4. I further suggest that we specify points of inspection in the contract. These will be after each operation mentioned in SPECIFICATION i.e. cleaning, rust-inhibitive wash, prime coat, and each coat of painting. In addition, all the material should be subject to inspection and approval.

5. If you wish me to draw up the contract, please let me know.

COST BREAKDOWN

1.	Total roof area, including concrete beams. 2 x 71½' x 25½'	3,650 sq. ft.
2.	Surface area of concrete beams. 12 x 25½' x 10"	255 sq. ft.
3.	Surface area of galvanised metal roof (1 - 2)	3,395 sq. ft.
4.	Cost of painting metal surface @0.084 cents. per sq. ft.	$ 285.18
5.	Cost of painting 1,300 sq. ft. area of concrete beams @0.21 cent per sq. ft. (exterior latex, grey)	$ 27.30
6.	Total cost of painting	$ 312.48
7.	Overhead and profit (15%)	46.87
	Total for project:	$359.35

Pusan, 9 March 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Copies of articles published in Grounds Maintenance Magazine.

REF : HQ A/R 9 of 2 March 1972 item UNMCK 'C'.

Please request HQ to supply Xerox copies of the following articles.

Month	TITLE	AUTHOR
Feb. 1971	BUDGETING FOR MAINTENANCE	Alan R. Caskey
Mar. 1971	1971 SPRAYER GUIDE	Dr. Malcolm C-Shurtleff
Jun. 1971	TURF DISEASE DIGEST	
Jul. 1971	TURF PEST DIGEST	
May 1970	TURF WEED CONTROL GUIDE	
Mar. 1970	A MIXTURE OF TOP-DRESSING TECHNIQUES	
Nov. 1967	HOW TO CONTROL WHITE GRUBS AND JAPANESE BEETLE LARVAE.	

VPmenon

Pusan, 1 March 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Contractor's Invoice for period 13 - 29 February 1972.

Attached is Hung Han Construction Company's invoice for the period 13 through 29 February 1972. This is the first invoice from the new contractor.

The contractor requests that payment be made in Won for the time being, until he settles some temporary difficulty in cashing dollar cheques. He requests further that his cheque may please be held at Seoul. Mr. Pak will call for it personally.

Pusan, 2 March 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Flags.

Following flags may please be requisitioned via HQ.

2 each flags 3' x 5', nylon and wool, canvas and grommet headings, double re-inforced edges and fly ends, of the following countries:

Australia, Belgium, Canada, Colombia, Denmark, Ethiopia, France, Greece, India, Italy, Republic of Korea, Luxembourg, The Netherlands, New Zealand, Norway, Philippines, South Africa, Sweden, Thailand, Turkey, United Kingdom of Great Britain, United States of America, United Nations.

Pusan, 2 March 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Station Box Keys for Detex Watch-Clocks.

Our present keys, procured in the early sixties, are worn out. Please request HQ to order a set of ten keys numbering 1 through 10 and forward via pouch. Approximate cost is $10.00 and weight, 1 lb.

VPm

Pusan, 2 March 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

SUBJECT : Procurement of Brass Brushes.

Please arrange to procure through Sanso Company, Tokeyo 4 dozen brass brushes, 120mm x 55mm. for cleaning grave markers. They may be shipped via UNDP Tokyo pouch two dozen at a time.

Pusan, 23 February 1972

TO : Mr. George A. Humphries
Assistant Custodian, UNMCK, Seoul.

FROM : V. P. Menon
Supervisor, UNMCK, Pusan.

1. Following our telephone conversation this morning, I enclose an invoice from Kyung Dong Plantation Company for 200 pyong (approx. 7,200 sq. ft.) of Yangsan grass sod. Price quoted is for delivery at the cemetery. There will be no additional trucking or transportation charges. The type of grass is the same as we have in area 'A'. The sod is intended for (i) spot-repairing weed-affected pockets in area 'A'; and (ii) for re-sodding sections of area 'B' where existing turf has been killed by Japanese beetle grubs.

2. I ~~may~~ may add that I have been successful to obtain wholesale quotation for this purchase, though the quantity is not large enough for wholesale price.