

ORGANISATION DES NATIONS UNIES
AU CONGO



UNITED NATIONS ORGANIZATION
IN THE CONGO

BOITE POSTALE 7248
LEOPOLDVILLE
REPUBLIQUE DU CONGO
CABLE : ONUC. LEOPOLDVILLE

CivOps 1284/63

24 September 1963

To : Mr. P.C. Terenzio, Senior Consultant, UNESCO
From : S. Habib Ahmed, Chief, Civilian Operations
Subject : Aide Memoire dated 16 September

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1. I enclose three copies of Aide Memoire dated 16 September which contains the general directives of the Secretary-General in connection with the Civilian Operations Programme. The Secretary-General has emphasized that his position concerning special assistance to the Congo remains unchanged but that it is essential that we should prepare plans for carrying on in a definitive manner such technical assistance activities as can be financed from the conventional sources of the United Nations, Specialized Agencies and the Special Fund, while awaiting for developments concerning contributions to the Congo Fund.

2. We have already submitted to TAB the two-year Programme, that is, for 1963 and 1964, but in the light of the present situation it would be desirable to review the elements of the Programme for 1964 and to propose such amendments therein as are required by the present financial situation of the Congo Fund. I should therefore be grateful if you would kindly make such a review of the Programme relating to your responsibilities. I would then propose that we have a discussion together on the subject to arrive at an agreed Programme generally within the limit of the subtotal under which the original Programme for your Agency was prepared.

3. As regards the Regular Programme, I assume that you have already received information from your Headquarters as to the amount of funds which could be allocated by them for the Programme in the Congo for 1964. If not, it would be desirable to request such information from your Headquarters so as to determine whether any posts or projects under the present Programme could be covered by allocations from the Agency's regular Programme.

4. As regards experts who are considered to fall under the operational category the question of their financing and the form of contract is at present under consideration. The situation is expected to be clarified in the near future on the basis of which I shall advise you further. As indicated in the Aide Memoire, every effort would be made to assist the Government of Congo to ensure that the functioning of the essential services on which experts of the United Nations and the Specialized Agencies are assisting, does not suffer.

“FEATHERWATE” . . . 2

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5. You will note that the Expanded Programme and the Regular Programmes would generally cover projects and posts falling under advisory and training categories. This does not however preclude the inclusion of operational posts, subject to funds being available, provided it is considered necessary to do so in the interest of the fulfillment of the proposed Programmes.

cc: Mr. Carey Seward, Chief Administrative Officer

Also sent to: Mr. Terenzio, UNESCO
Mr. Reynaud, ILO

AIR MAIL

“FEATHERWATE”

AIDE-MEMOIRE

1. Le Secrétaire général a donné son approbation des dispositions suivantes concernant le programme des Opérations civiles au Congo:

2. A partir de janvier 1964, le programme des Opérations civiles sera placé dans le cadre des sources habituelles de financement représentées par le Programme élargi, le Fonds spécial, le Programme régulier des Nations Unies et des Institutions spécialisées, etc.

3. A cette fin, les dispositions suivantes seront prises tout en tenant compte du besoin de maintenir autant que possible les services essentiels du pays auxquels les experts des Nations Unies et des Institutions spécialisées prêtent actuellement leur assistance.

a) Le Gouvernement congolais sera invité à assumer la charge des côtés d'exécution du programme et d'entretenir des contacts directs avec les experts qui s'en occupent ou s'en occuperont.

b) Un examen approfondi sera effectué des postes d'experts remplissant actuellement des fonctions consultatives et de formation. Suivant les résultats de cet examen, un programme sera élaboré afin de fournir les services de ces experts en 1964 au moyen des sources financières suivantes:

(i) Programme élargi

Le programme figurant sous cette rubrique serait restreint à la moitié du montant visé pour le Congo pour les deux années 1963 et 1964, soit \$500,000.

(ii) Programme régulier des Nations Unies

Celui-ci serait restreint à un montant d'environ \$120,000.

(iii) Programmes réguliers des Agences spécialisées

Chaque institution serait consultée sur le montant qu'elle est disposée à affecter de son programme ordinaire pour financer ses postes actuels consultatifs et de formation.

(iv) Fonds spécial

Les projets de formation suivants existant au Congo sont actuellement à l'étude par le Président Directeur du Fonds spécial:

Institut pédagogique
Ecole des Mines
Formation professionnelle

Il est à espérer que les deux premiers projets seront approuvés par

le Conseil de Direction du Fonds spécial en janvier 1964 et le troisième lors de sa réunion suivante en mai 1964.

Des mesures immédiates doivent être prises pour seconder le Gouvernement à rédiger ses demandes au Fonds spécial d'assurer l'exécution des projets de formation actuels dans les domaines de l'aviation civile et des télécommunications, afin que celles-ci puissent être présentées au Conseil de Direction en mai 1964.

4. Aucune ressource ONUC ne sera disponible après la fin de l'année en cours pour couvrir les frais administratifs des Opérations civiles. En conséquence, les dispositions suivantes seront prises pour subvenir aux besoins financiers à partir du 1er janvier 1964:

- a) Le Gouvernement congolais sera invité à fournir aux experts s'occupant d'activités d'exécution une assistance administrative semblable à celle actuellement prêtée aux experts travaillant dans le cadre des programmes d'assistance technique bilatérale.
- b) L'assistance administrative aux experts consultatifs et de formation des Nations Unies, des Institutions spécialisées et du Fonds spécial sera accordé conformément aux dispositions habituelles de l'assistance technique dans d'autres pays.
- c) Les fonds nécessaires seront assignés par le Bureau d'Assistance technique de la manière habituelle pour couvrir le coût du personnel et des autres services prévus au Congo pour la liaison et la coordination.

P.5. Le paragraphe 2 du présent aide-mémoire est basé sur la situation financière actuelle du Fonds du Congo et ne représente aucune modification de la position des Nations Unies quant au montant de l'assistance spéciale au Congo, si des contributions suffisantes au Fonds du Congo étaient disponibles.

CivOps 1282/63

24 September 1963

Mr. Carey Seward, Chief Administrative Officer

S. Habib Ahmed, Chief, Civilian Operations

Aide-Memoire dated 16 September 1963

..... I enclose five copies of the Aide Memoire dated 16 September concerning the future course of the Civilian Operations Programme. Copies of the Aide Memoire have been sent to the Chiefs of Mission of the Specialized Agencies and discussions will soon commence with them on the preparation of the Programme for 1964 under the Expanded and Regular Programmes. You will receive in due course copies of my memoranda to the Chiefs of Mission of the Specialized Agencies.

AIDE-MEMOIRE

16 September 1963

1. The Secretary-General has approved of the following arrangements for the Civilian Operations programme in the Congo:
2. As of January 1964, the Civilian Operations programme will be brought within the scope of conventional sources of financing represented by the Expanded Programme, the Special Fund, the Regular programme of the United Nations and the Specialized Agencies, etc.
3. To carry out the above, the following actions will be taken bearing in mind the necessity to ensure as far as possible, the continuance of the essential services of the country in which the experts of the United Nations and of the Specialized Agencies are at present assisting.
 - a) The Government of the Congo will be asked to take over on its own budget those parts of the programme which are of operational character and to enter into direct contracts with experts engaged or to be engaged on such programmes.
 - b) A thorough review will be made of all experts presently engaged on advisory and training functions. Based on this review a programme will be prepared for the provision of services of such experts in 1964 under the following sources of financing.

(i) Expanded Programme

The programme under this heading would be limited to half of the two-year country target of the Congo for 1963 and 1964 namely \$500,000.

(ii) United Nations Regular Programmes

This would be limited to a sum of about \$120,000.

(iii) Regular Programmes of Specialized Agencies

Each agency would be consulted as to amounts they would allocate from their regular programmes to cover existing advisory and training posts in their respective fields.

(iv) Special Fund

The following training projects in operation in the Congo are

at present under the consideration of the Managing Director of the Special Fund:

Pedagogical Institute
School of mines
Vocational training

It is hoped that of the above, the first two would be approved by the Governing Council of the Special Fund in January 1964 and the third at the following meeting of the Council in May.

Steps are to be taken immediately to assist the Government in preparing its requests to Special Fund to cover existing training projects in the fields of Civil Aviation and Telecommunications, so that they could be brought up for consideration at the meeting of the Governing Council in May 1964.

4. No ONUC funds would be available after the current year to meet the administrative support costs of the Civilian Operations. The following steps will therefore be taken to cover the requirements as of 1 January 1964.

a) The Government of the Congo will be asked to arrange for the provision of administrative support to experts engaged on operational activities in the same manner as such support is at present provided to experts working under bilateral technical assistance programmes.

b) The administrative support of advisory and training experts of the United Nations, the Specialized Agencies and the Special Fund will be provided in accordance with the normal arrangements for technical assistance existing in other countries.

c). Necessary funds will be allocated by the TAB in the usual manner to finance the cost of personnel and other services provided in the Congo for liaison and coordination.

5. Paragraph 2 of the above aide mémoire is based upon the present financial situation of the Congo Fund and does not represent any change in the United Nations position on the scale of special assistance to the Congo if adequate contributions to the Congo Fund were available.

AIDE-MEMOIRE

1. Le Secrétaire général a donné son approbation des dispositions suivantes concernant le programme des Opérations civiles au Congo:

2. A partir de janvier 1964, le programme des Opérations civiles sera placé dans le cadre des sources habituelles de financement représentées par le Programme élargi, le Fonds spécial, le Programme régulier des Nations Unies et des Institutions spécialisées, etc.

3. A cette fin, les dispositions suivantes seront prises tout en tenant compte du besoin de maintenir autant que possible les services essentiels du pays auxquels les experts des Nations Unies et des Institutions spécialisées prêtent actuellement leur assistance.

a) Le Gouvernement congolais sera invité à assumer la charge des côtés d'exécution du programme et d'entretenir des contacts directs avec les experts qui s'en occupent ou s'en occuperont.

b) Un examen approfondi sera effectué des postes d'experts remplissant actuellement des fonctions consultatives et de formation. Suivant les résultats de cet examen, un programme sera élaboré afin de fournir les services de ces experts en 1964 au moyen des sources financières suivantes:

(i) Programme élargi

Le programme figurant sous cette rubrique serait restreint à la moitié du montant visé pour le Congo pour les deux années 1963 et 1964, soit \$500,000.

(ii) Programme régulier des Nations Unies

Celui-ci serait restreint à un montant d'environ \$120,000.

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Il est à espérer que les deux premiers projets seront approuvés par

le Conseil de Direction du Fonds spécial en janvier 1964 et le troisième lors de sa réunion suivante en mai 1964.

Des mesures immédiates doivent être prises pour seconder le Gouvernement à rédiger ses demandes au Fonds spécial d'assurer l'exécution des projets de formation actuels dans les domaines de l'aviation civile et des télécommunications, afin que celles-ci puissent être présentées au Conseil de Direction en mai 1964.

4. Aucune ressource ONUC ne sera disponible après la fin de l'année en cours pour couvrir les frais administratifs des Opérations civiles. En conséquence, les dispositions suivantes seront prises pour subvenir aux besoins financiers à partir du 1er janvier 1964:

- a) Le Gouvernement congolais sera invité à fournir aux experts s'occupant d'activités d'exécution une assistance administrative semblable à celle actuellement prêtée aux experts travaillant dans le cadre des programmes d'assistance technique bilatérale.
- b) L'assistance administrative aux experts consultatifs et de formation des Nations Unies, des Institutions spécialisées et du Fonds spécial sera accordé conformément aux dispositions habituelles de l'assistance technique dans d'autres pays.
- c) Les fonds nécessaires seront assignés par le Bureau d'Assistance technique de la manière habituelle pour couvrir le coût du personnel et des autres services prévus au Congo pour la liaison et la coordination.

P.S. Le paragraphe 2 du présent aide-mémoire est basé sur la situation financière actuelle du Fonds du Congo et ne représente aucune modification de la position des Nations Unies quant au montant de l'assistance spéciale au Congo, si des contributions suffisantes au Fonds du Congo étaient disponibles.

ROUTING SLIP

TO

Mr. Ahmed

APPROVAL	NOTE AND RETURN
SEE ME, PLEASE	YOUR COMMENTS
YOUR SIGNATURE	YOUR INFORMATION
NOTE AND FILE	FOR ACTION

DATE

FROM

G. H. A.

029 100

Job Description

Administrative Officers (provincial)

The Administrative Officer (provincial) where there is no Civilian Affairs Officer will be responsible to the Chief Administrative Officer and the Chief Civilian Operations for the administrative support of Civilian Operations within his area, including in particular:

- (i) Disbursements from official funds placed at his disposal for certain specified purposes. He will be responsible for the safe-keeping of all such funds and for providing a full and detailed account of all sums disbursed. Payments will include various allowances to international staff members and wages to local employees and payments for goods and services supplied to the order of the UN. In addition he will make payments of invoices and personnel in connection with projects financed from counterpart funds;
- (ii) Travel arrangements, hotel bookings, etc. including travel of ONUC fellows;
- (iii) Commissary/PX, including arrangements for supplying Civilian Operations personnel stationed in the interior;
- (iv) Arrangements for communications with headquarters;
- (v) Co-ordination of local transportation;
- (vi) General liaison with local agency chiefs and senior experts;
- (vii) Arrangements for free medical services for Civilian Operations personnel;
- (viii) Provide the Chief Administrative Officer and the Chief of Civilian Operations direct with such information on general economic conditions or specific problems as may be requested from time to time;
- (ix) All correspondence to and from the Field Offices will be routed through the Field Administrative Report.

.../...

Where units of the Nigeria Police are stationed in his area, he will provide them with similar administrative support.

While the Administrative Officer will not be responsible for maintaining political contacts, and will not be required to provide regular political reports, he is nevertheless expected to be aware of the major political developments in the area covered by the Mission. On such developments he will send concise, explicit reports direct to the Officer-in-Charge.

File

Job Description

Administrative Officers (provincial)

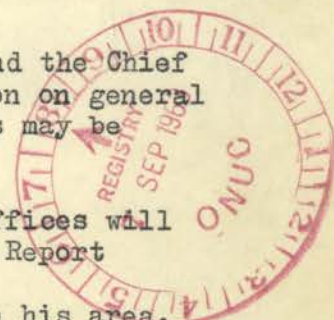
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Where units of the Nigerian Police are stationed in his area, he will provide them with similar administrative support.

2 Where an ONUC Provincial Liaison Officer (military) is located in his area, he will consult him in all cases of emergency, political or military.

.../...



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