

MEMORANDUM

5 SEPT 1995 - 22 FEB 1996

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UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

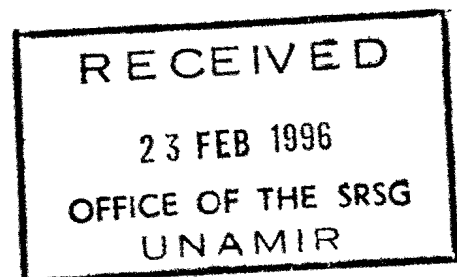
INTEROFFICE MEMORANDUM

A: Ambassadeur S. Khan
 Représentant Spécial du
 Secrétaire Général des Nations Unies

Date: 22 février 1996

DE : Beadengar Dessande
 Chef du Protocole 

OBJET: Informations Utiles



1. Je me réfère à votre mémorandum du 20/02/96 sur le point sus-mentionné et vous adresse les documents suivants:
 - a) Liste de tous les Administrateurs de votre bureau comprenant également le Commandant en Chef de la Force, du Chef de l'Administration et de leurs principaux collaborateurs;
 - b) Liste des médecins-chefs du NORMED et de INDBATT;
 - c) Liste des Chefs d'Agences du Système et des Adjoints.
2. Concernant le point ii alénea c) de votre memo, il reste à vérifier les informations en ma possession auprès du Protocole d'Etat au Ministère des Affaires Etrangères avant de produire un document conséquent.
3. Tout commentaire de votre part sur la présentation de ces documents m'obligerait beaucoup.

SRSG AND ALL OFFICERS

ADRESS AND PHONE NUMBERS

RESTRICTED
AS OF 22/02/96

NAME	HOME ADDRESS	TEL. AT HOME	UNAMIR EXT.#	CALL SIGN
SHAHARYAR M. KHAN	BELGIUM VILLAGE	UNAMIR: 11191 RWTEL: 82914	11004 11194	PA
WILFRID DE SOUZA EXECUTIVE DIRECTOR	BELGIUM VILLAGE	UNAMIR : 11192 RWANDATEL: 82910	11001	PA 1
BRIG. SHIVA KHUMAR FORCE COMMANDER	BELGIUM VILLAGE	UNAMIR: 11242 RWTEL: 82916	11007	9 - CH 4
SUSAN MATTHEW CHIEF ADMIN. OFFICER	MERIDIEN HOTEL-ROOM 419	82177/82178	11005	V1 - CH 1
ISEL RIVERO SPECIAL ASSISTANT-SRSG	KIYOVU	N/A	11080	PA 5
BEADENGAR P. DESSANDE CHIEF PROTOCOL OFFICER	MERIDIEN HOTEL-ROOM 501	82177/82178	11069	PA 3
ISMAEL DIALLO SPOKEMAN	MERIDIEN HOTEL-ROOM 509	82177/82178	11075	PA 7
ZOUAOUI BENAMADI CHIEF RADIO UNAMIR	MERIDIEN HOTEL-ROOM 309	82177/82178	11065 - 11607	PA 13
ISOA TIKOCA POLITICAL AFFAIRS OFFICER	KACYIRU (NEAR MERIDIEN)	N/A	11082	PA 11
ABUBAKARR SIDIQUE DAO HUMANITARIAN AFFAIRS OFF.	6, RUE MASAKA, KIOYU	N/A	11068	PA 6
PAUL ISCHLIKA CHIEF SECURITY OFFICER	PLOT # 1196 REMERA 1	N/A	11073	SO 1
DIEGO ZORILLA LEGAL ADVISER	KACYIRU	N/A	11078	PA 22
JAWED KHAN POLITICAL AFFAIRS OFFICER		N/A	11066	PA 20
LADAN RAFII LEGAL ADVISER	MERIDIEN HOTEL - ROOM 213	82177/82178	11076	PA 8
	NAIROBI	581730	622524	
COL. D.C. KATTAH CHIEF OF STAFF	BELGIUM VILLAGE	UNAMIR: 11028 RWTEL: 82907	11188	9B - CH 4
COL. ANDRE C. NELSON CHIEF MILITARY OBSERVER	RUGENGE (Kigali)	74379	11174	C9 - CH 4
WILLIAM CLIVE CISS	KACYIRU	11168	11616	I1 - CH 11
KEL GLEESON CHIEF AIROPS	31, GRAND LACK (Kigali)	N/A	11719	DM1 - CH

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CHEFS DES AGENCES ET ADJOINTS

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PNUD UNDP	M. SIKEHIRO HASEGAWA REPRESENTANT RESIDENT	73519	BOULEVARD DE LA REVOLUTION	77306
PNUD UNDP	M. BABACAR CISSE REP. RESIDENT ADJOINT	76806	AVENUE PAUL VI	72766
UNHCR	M. ROMAN URASA REPRESENTANT	85110	ECOLE BELGE	73394
UNICEF	M. DANIEL TOOLE REPRESENTANT	73209	KACYIRU	83993
UNICEF	M. TOM BERGMAN CORDONNATEUR DU PROGR.	73006	KICUKIRO	84396
O.M.S.	M. BABA MOUSSA AMIDOU REPRESENTANT	74534 (FAX)	HOTEL DES MILLES COLLINES	76535/37/30
P.A.M.	M. TESHESTE ZERGABER DIRECTEUR DES OPERATIONS	74732	RUE DE L'AMITIE	72091
F.A.O.	M. JEAN FRANCOIS GASCON REPRESENTANT	73593/73541	3, RUE DES VOLCANS	73570
I.O.M.	M. JOST VAN DER AALST REPRESENTANT	82768	N/A	
UNCHR	M. IAN MARTIN REPRESENTANT	72892	MERIDIEN HOTEL	82177
UNESCO	BRUNO MPONDO EPO REPRESENTANT a.i.	77587	N/A	77587
ICRC	PHILIPPE LAZZARINI	72781/85	KIMIHURURA	85168

UNAMIR MEDICAL SERVICES

ADDRESS AND PHONE Nos.

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NORMED				
NAME	HOME ADDRESS	PHONE AT HOME	UNAMIR EXT.	CALL SIGN
DR. PER MALMSTROM	TRAFIPRO	N/A	11173/11802	NM 9 CH. 4
INDBATT				
DR. KARAN (Major)	SOELTIE	N/A	11040	N/A

OSRSG- PROTOCOL BUREAU - EXT. 11069 - 11072

RPA LIASON OFFICE

Prof KADARABE Carreau
RPA L.O.
cap.

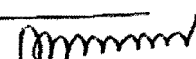


UNAMIR - MINUAR

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Date: 22 février 1996

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 Chef du Protocole. 

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UNAMIR - MINUAR

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UNAMIR - MINUAR

INTERNAL MEMORANDUM
MEMORANDUM INTERIEUR

Date: 20 February 1996

To: Ms. Isel Rivero
Mr. Dessande

From: Shaharyar M. Khan
SRSG

A handwritten signature in dark ink, appearing to read 'Shaharyar M. Khan', written in a cursive style.

Subject: Phone numbers

Please arrange the following:

- i) A telephone list of all officers for my desk (office).
- ii) A telephone list (at home) which is brought up-to-date and includes (a) All Agency Heads; (b) The Doctors (Normed & Dr. Karan); (c) Important numbers - presidency and vice-presidency.



cl

INTEROFFICE MEMORANDUM

TO : Mrs. Susan Matthew
Chief Administrative Officer

Date: 21 February 1996

FROM: Beadengar P. Dessande
Chief of Protocol

SUBJECT: Reception to be Offered by the SRSG

Re: 1st Anniversary of Radio UNAMIR

Please be informed that the Special Representative, Ambassador S. Khan will offer a reception on thursday, 22 February 1996 at the Belgium Village on the occasion of the 1st anniversary of Radio UNAMIR.

... Herewith please find the list of the 63 invited guests.

Thank you for your cooperation.

Mr Dessande
Mr Bennamadi

cc : SRSG
ED
CFO

①
Seen. 22/2/96
CP.
②
Copy to ED
for information
22/2/96
CP

I informed Mr Bennamadi
funds up to \$500 were
available from Hospitality.
I have explained to SRSG that
Hospitality Funds cannot be
used by persons in receipt
of Representation Allowance &
therefore Mr Bennamadi should
be the "host" & pay invoices for
which reimbursements will be
made. SN CAO 21/2/96



INTEROFFICE MEMORANDUM

TO : Mr. Thad Anglin
Chief Communications Officer

Date: 21 February 1996

THROUGH: Mr. Wilfrid De Souza
Executive Director

FROM: Beadengar P. Dessande
Chief of Protocol

SUBJET: Request for a Motorola Radio

1. According to my Doctor's instructions I have to avoid driving for the time being. To enable me to reach my driver at anytime during the working hours or the weekend time, I would appreciate it if you could authorize the use of a Motorola radio under my supervision.
2. This radio has to be programmed for the channel 9 only.
3. Thank you for your understanding.



INTEROFFICE MEMORANDUM

TO : Mr. Norris Jorsling
Chief Transport Officer

Date: 22 February 1996

THROUGH: Mr. Wilfrid De Souza
Executive Director

A handwritten signature in black ink, appearing to read "W. De Souza".

FROM: Beadengar P. Dessande
Chief of Protocol

A handwritten signature in black ink, appearing to read "B. Dessande".

SUBJET: Exchange of the Minibus Toyota UNAMIR 245 for a Vehicle 4 X 4

I am referring to our phone conversation on February 21st, 1996 regarding your proposal to exchange the vehicle UNAMIR 245 (Toyota Mini-Bus) assigned to Protocol Section against an other smaller vehicle.

Please be advised that the Office of the SRSG consideres your proposal acceptable.

I would appreciate it if you could provide this office with a Toyota 4X4 (Berline preferably).



INTEROFFICE MEMORANDUM

TO : Mr. Norris Jorsling
Chief Transport Officer

Date: 22 February 1996

THROUGH: Mr. Wilfrid De Souza
Executive Director

FROM: Beadengar P. Dessande
Chief of Protocol

SUBJET: Exchange of the Minibus Toyota UNAMIR 245 for a Vehicle 4 X 4

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Please be advised that the Office of the SRSG consideres your proposal acceptable.

I would appreciate it if you could provide this office with a Toyota 4X4 (Berline preferably).



INTEROFFICE MEMORANDUM

TO : Mr. William Clive
Chief Integrated Support Services

Date: 17 February 1996

FROM: Wilfrid De Souza
Executive Director

A handwritten signature in black ink, appearing to read "W. De Souza", written over the printed name and title.

SUBJECT: VIP Processing/Procedures - Kanombe Airport

Reference is made to your memo MCC/PAX(VIP)-925/JM dated 08 February 1996 on the above subject matter.

I am pleased to inform you that the Office of the SRSG found the proposals concerning the procedure for processing VIP passengers suitable. In this connection, I should request you to bring it to the knowledge of all persons concerned so as to give them immediate effect.

cc: CAO
CMOVCON
CMCC
MCC PAX TML
MCC FRT TML
AIRPORT SECURITY



UNAMIR - MINUAR

MCC/PAX(VIP) - 925/JM
08 FEBRUARY 1996

TO: MR W. DE SOUZA
ED

THROUGH: MR W. CLIVE
CISS

FROM: JAN MCMILLAN
CMCC

SUBJECT: VIP PROCESSING/PROCEDURES - KANOMBE AIRPORT

1. There have been a number of occasions occur at Kigali International Airport whereby, a misunderstanding involving the processing of VIPs has occurred. These misunderstandings have caused embarrassment to all parties concerned and have at times resulted in Aircraft departure delays.
2. It is important to note that the Movement Control staff who operate at KIA are bound by International air rules and the ever changing local security rules. It is therefore, important that all parties concerned have set procedures to ensure the smooth, efficient and safe processing of all recognised VIPs.
3. Please find attached, the procedures for processing VIP passengers. If you have comments on the attached please contact CMCC on 11100. If possible, it is requested that a member from Protocol be nominated to work with the MOVCON staff when VIPs are to travel.
4. Should there be an amendment or addition to the recently issued VIP list, could you please advise the Office of the CISS so the MOVCON staff can treat the personnel accordingly.
5. Hoping the attached rectifies any previous problems.

Attached: VIP processing

cc: CAO
CMOVCON
MCC PAX TML
MCC FRT TML
AIRPORT SECURITY

Reçu le - 9 FEV. 1996

FROM: UNAMIR PASSENGER SERVICE MANAGER
MR. JAUER/11164 *Larry J. Jauer*

7 FEB 96

TO: MCC
CHIEF MOVCON
CISS
CAO

SUBJ: VIP PROCESSING PROCEDURES - KIGALI AIRPORT

1. 5 October 1994, is when VIP Processing Procedures were first proposed to UNAMIR Staff and UNAMIR Protocol through CAO, CISS and MOVCON. These procedures were never implemented, thus we are still having problems with processing VIPs.

If the following procedures are followed in processing all VIPs, we would not have any problems.

DEPARTURES:

A. VIPs will be escorted to the VIP Lounge or Presidential VIP Lounge (if used) by an UNAMIR Protocol representative (Executive Assistant (EA), EA/ADC, DOA, or Military). As arranged by Protocol.

B. VIP Passports and baggage will be processed by UNAMIR Protocol representative (through UNAMIR Passenger Service check-in counter) who will obtain the boarding pass(s), pay airport fee(s), and ensure VIP(s) are cleared through Immigration. Protocol representative will then deliver Boarding Pass(s) and Passport(s) to VIP(s) at the VIP Lounge or Presidential VIP Lounge (if used).

C. UNAMIR Passenger Service Staff will load all VIP baggage on board the departing aircraft once it has been checked-in. No baggage will loaded on the aircraft unless it been check-in, cleared, and properly tagged by UNAMIR Passenger Service Staff.

D. UNAMIR Passenger Service Staff will announce the departure in the VIP Lounge or Presidential VIP Lounge (if used) and will walk or drive the VIP(s) to the aircraft depending on the parking location of the aircraft.

E. No personnel or vehicles other than Passenger Service will be allowed beyond the VIP Lounge/Passenger holding area.

F. The above procedures require 24 hour notice be given to the Chief of MOVCON, MCC, and Flight Booking Office of all VIP(s) departing on UNAMIR aircraft. In addition, the following information is required : Name(s), Passport Number(s), Organization , and Nationality.

ARRIVALS:

- A. Arriving VIP aircraft will be parked as close to the Passenger Terminal as possible depending on the size of the aircraft.
- B. VIP(s) will be met by Passenger Service Staff and escorted to the VIP Lounge.
- C. UNAMIR Protocol Representative will process arriving VIP(s) passport(s) through Immigration and claim VIP(s) baggage in the baggage arrival area, then ensure it is transported to the VIP(s) vehicle(s).

2. The following list of UNAMIR VIPs as disseminated by the CISS 6 December 1995:

Special Representative of the Secretary-General , Executive Director, Force Commander, Deputy Force Commander, Chief Administrative Officer, Prosecutor ITR, and Deputy Prosecutor ITR.

If there any amendments or additions to the above list please advise the office of the CISS and we treat them accordingly.

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



UNAMIR MINUAR

NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

NOTE TO THE CAO

Subject: Incident at Kanombe Airport

As Rwandan Authorities (the Prime Minister and his party) will be using UNAMIR's plane again on Tuesday 6 February 1996, I believe it is important that I bring the attached self-explanatory reports to your attention for any measure you may deem appropriate.

WS

Wilfrid de Souza
03 February 1996

cc. Ms. Isel Rivero
Mr. Diego Zorrilla
Ms. Alice Schacht

Note to the ED
Incident at Kanombe Airport


1. As you know, this morning a Government delegation of four people, the Minister of Foreign Affairs, the Minister of Justice and the Directeurs de Cabinet of both Ministries, accompanied by two UN officials, Ms. Rivero and myself, was scheduled to leave Kigali for Lusaka on the Beechcraft. It was only upon our arrival at the airport that Ms. Rivero and myself were told that due to the amount of fuel required to do the trip, only four passengers in total could be accommodated aboard the aircraft.
 2. This was unknown to any of us up until the very moment we arrived at the airport, despite the fact that AirOps had the passenger manifest since Monday afternoon and that AirOps was told that the total number of passengers would be from six to seven since early in the morning of Monday. Nobody in AirOps informed the pilot of the aircraft about the number of passengers that were travelling to Lusaka, only requesting him to position the aircraft from Nairobi to Kigali in order to fly to Lusaka on Tuesday morning.
 3. The situation that was therefore created obliged us to explain to high ranking Government officials on the airport tarmac that, despite the fact that their names had been duly communicated to UNAMIR the day before and that assurances had been given to them that they would travel on the UNAMIR flight, it now appeared that their delegation had to be downsized to three members, which added to one UN official completed the maximum number of four passengers.
 4. Ms. Rivero got then in touch with you on the radio so as to decide how best to present the new situation to the Government officials. Finally, upon the arrival at the airport of the Minister of Foreign Affairs, he proved to be very understanding of the whole situation and explained to his party that only three of them could fly. When everything was solved, and having already before completed customs formalities, the Minister of Foreign Affairs, the Minister of Justice and her Directeur de Cabinet boarded the plane along with Ms. Rivero.
 5. A further embarrassment was then caused when Mr. Larry Jauer, from AirOps at the airport, insisted that all passengers, who were already in the plane, had to provide him with
-

their passports so as to complete the passenger manifest. At this point, Ms. Schacht, who was with the Directeur de Protocol of the Rwandese Government, informed Mr. Jauer on the radio that she had been given the number of the passports and was ready to communicate them to him. Mr. Jauer insisted then on the radio that if the passports were not shown to him the passengers would not leave. It may be noted that the names of the passengers, with their passport numbers, were already recorded in the passenger manifest sent to AirOps on Monday afternoon. The passports were therefore collected from both Ministers and the Directeur de Cabinet, which further delayed the departure of the aircraft.

6. This whole situation has created unnecessary embarrassment to the UN. On the one hand, no one in AirOps informed the pilot in Nairobi of the number of passengers to go to Lusaka before Tuesday morning. Had the figure been known to him, either UNAMIR would have had time the day before the trip to explain the limits of capacity of the aircraft to the Government officials, or it could have been decided to make a stop-over in the way to Lusaka to refuel the plane thus allowing more passengers to travel on board. On the other hand, once the Ministers had proven to be very understanding of the situation, a bit more of sensitivity could have been shown at the airport and avoid having them get off the plane to give their passports to check their identity.

7. Although I am well aware of the pressure and exigencies under which AirOps personnel work, I believe that greater care and sensitivity have to be shown, particularly when flying Government Ministers. The image of the United Nations can only be tarnished by incidents such as the one described, and this is something we should all attempt to avoid.

Thank you.



Diego Zorrilla
23 January 1996



INTEROFFICE MEMORANDUM

TO : Mr. Wilfrid De Souza
Acting SRSG
UNAMIR - Rwanda

Date: 23 January 1996

FROM: Alice Schacht 
Protocol Assistant
Room 4068 - Ext: 11072

SUBJECT: UN Flight to Lusaka - 23/01/96

This is to inform that today, 23 January 1996, at 061140 I was approached by a MOVCON staff known as Larry who informed me that the flight that was supposed to take seven passengers could only take four due to flight security reasons. I answered him that I would inform the relevant person in order to take a decision on who should be excluded from the flight.

I went to the VIP Lounge and informed Mrs. Isel Rivero who asked me to make sure that the information was accurate. I went to see Mr. Larry who confirmed the information. Then, I called you on the radio to keep you informed of the situation and receive directives. According to directives received from you by Mrs. Isel Rivero, we waited for the Minister of Foreign Affairs to arrive at the airport so that the decision on the reduction of the delegation could be made. The Minister of Foreign Affairs decided that himself, the Minister of Justice and the Director General of the Ministry of Justice should make up the delegation and the UNAMIR member should be Mrs. Isel Rivero, thus totalling four persons. In this connection, the Director of State Protocol took their documents to make the emigration and airport fees arrangements. When both Ministers were already on board of the plane, Mr. Larry sent one of the staff working with him to ask again for the passports. Mrs. Isel and I informed him that since the VIPs were already on the plane, I myself together with the Director of State Protocol would provide him with the names and the passport numbers. I would also like to say that Mr. Larry had in his possession the passengers manifest with the seven names that had been provided to Travel/AirOps Section, yesterday by 15H00. Mr. Larry started then shouting on the radio, in front of the Rwandan authorities that either they show him their passports or the plane would not leave, thus creating an embarrassing situation for all of us. Mrs. Isel had to apologize near the Rwandan authorities and asked them to render to me the passports. The Minister of Foreign Affairs came out of the plane, gave me his passport.

I would like to recall that Mr. Larry is well known for his misbehaviour. This is not the first incident at the airport. Not long ago, when you were travelling, Mr. Larry refused to make your Check-In as you were not present. I explained to him that you are a VIP and as a UNAMIR Protocol Officer I was supposed to ensure your check-in before your arrival at the airport. He said that he did not care and as far as he knew you should be present as you are not VIP. I showed him your RED UNLP and asked him to reconsider his position as in all over the world a red passport or UNLP means VIP. He denied and then I called you on the radio to come to the airport. At that stage, one of the staff working with him (a philipino gentleman) seeing him entering his office, he asked the ladies that usually make the check-In to take your luggage and make the cheking immediately before he comes out. That is why when you arrived at the airport all formalities were already done.

I also can highlight that Mr. Larry misbehaved at least twice with the former UNAMIR Senior Political Affairs Officer, Ambassador Lamine Conde, with the CIVPOL Commissioner, Col. Diarra and with the Chief of UNAMIR Protocol, Mr. B. Dessandé.

I would appreciate it if, for the benefit of the smooth operating of UNAMIR, Mr. Larry could be asked to behave in a manner which takes into consideration the necessity to be respectful towards passengers and staff, particularly considering that in this case we were dealing with high government officials.



INTEROFFICE MEMORANDUM

TO : Mr. Thad Anglin
Chief Communications Officer

Date: 21 February 1996

THROUGH: Mr. Wilfrid De Souza
Executive Director

A handwritten signature in black ink, appearing to read "W. De Souza", written over the name in the "THROUGH" line.

FROM: Beadengar P. Dessande
Chief of Protocol

A handwritten signature in black ink, appearing to read "B. Dessande", written over the name in the "FROM" line.

SUBJET: Request for a Motorola Radio

1. According to my Doctor's instructions I have to avoid driving for the time being. To enable me to reach my driver at anytime during the working hours or the weekend time, I would appreciate it if you could authorize the use of a Motorola radio under my supervision.
2. This radio has to be programmed for the channel 9 only.
3. Thank you for your understanding.



INTEROFFICE MEMORANDUM

TO : Mr. Thad Anglin
Chief Communications Officer

Date: 21 February 1996

FROM: Beadengar P. Dessande
Chief of Protocol

A handwritten signature in dark ink, appearing to read "Beadengar P. Dessande", written over a horizontal line.

SUBJECT: Use of Motorola Radio

1. I would like to state the following:

The initial motorola GP 300 Radio N° 17415Q2947 assigned to me on 18 March 1994 was weak and I requested it to be changed just before the visit of the UNSG.

2. On July 10th, 1995, I went to the Communications Workshop and had it exchanged against the motorola radio N° 174FVA9716.

3. The later handie-talkie was stolen/missed, in unknown circumstances, from my office on July 12, 1995.

4. On 19 July, 1995, I reported the fact to the UNAMIR Chief Security Officer with copy to your Office and Mr. Magne, OIC Communications, authorized the replacement of that equipment: This explains the fact that I've signed for the handie-talkie N° 174FVA9738.

5. I would like this handie-talkie to be returned to me because after discussion with Mr. Lombardo on this issue, he promised to call you office and ask you to errase his name from the registry of the equipment.

cc: ED
CSO
Mr. Magne

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR

INTEROFFICE MEMORANDUM

COPY

TO : Mrs. Susan Matthew
Chief Administrative Officer

Date: 21 February 1996

FROM: Beadengar P. Dessande
Chief of Protocol

SUBJET: Reception to be Offered by the SRSG

Re: 1st Anniversary of Radio UNAMIR

Please be informed that the Special Representative, Ambassador S. Khan will offer a reception on thursday, 22 February 1996 at the Belgium Village on the occasion of the 1st anniversary of Radio UNAMIR.

... Herewith please find the list of the 63 invited guests.

Thank you for your cooperation.

cc : SRSG
ED
CFO

LISTE DES INVITES

Monsieur Pierre Céléstin RWIGEMA ✓ : Premier Ministre

Monsieur Jean Pierre BIZIMANA ✓ : Ministre de l'Information

Monsieur Charles MULIGANDE ✓ : Ministre des Transports et des Communications

Monsieur Wilson RUTAYISIRE ✓ : Directeur ORINFOR

Monsieur Sam NKUSI ✓ : Directeur RWANDATEL

Monsieur Emmanuel RUSHINGABIGWI ✓ : Directeur Radio Rwanda

Mlle Louise KAYIBANDA ✓ : Directrice des Programmes (Radio Rwanda)

Monsieur Jean Marie JABO ✓ : Attaché de Presse - Ministère de la Défense

Monsieur Jean de Dieu KAYIGAMBA ✓ : Attaché de Presse Présidence de la République

Monsieur Mweusi KARAKE ✓ : Président de l'Association des Journalistes Rwandais

Mme Jeanne KADALIKA ✓ : Président Femme Journalistes

Capitaine Firmin GATERA ✓ : Directeur INGABO

Monsieur MUGAGE Jean Pierre ✓ : Journal le Tribun du Peuple

Abbé André SIBONAMA ✓ : Journal KINYAMATEKA

Monsieur SENDANYOYE Jhon ✓ : Journal UBUMWE

Monsieur NKULIZA Amiel ✓ : Journal le Partisan

Monsieur Jean Baptiste BARAMBIRWA ✓ : CLADHO

Monsieur Alphonse Marie NKUBITO ✓ : ARDHO

Monsieur BYUMA François Xavier ✓ : LIPRODHOR

AGENCES UN

- REP. DU PNUD
- REP. DU HCDH
- REP. DU HCR
- REP. DU FAO
- REP DE L'OMS
- REP. DU PAM
- REP. DE L'UNICEF - Tom Belgman
- REP DE L'UNESCO
- REP. DE LA CICR
- REP. DE L'OIM

- JUGE RAKOTOMANA - TRIBUNAL INTERNATIONAL

AMBASSADES

- USA
- GRANDE-BRETAGNE
- CHINE
- FRANCE
- ALLEMAGNE - U/A
- EGYPT
- BURUNDI
- LIBYE
- UGANDA
- BELGIQUE
- SUISSE
- RUSSIE
- SAINT SIEGE
- CANADA
- PAYS BAS
- ITALIE
- CEE
- OUA

UNAMIR

- SUSAM MATTHEW : CAO
- THAD ANGLIN : CCO
- N. JORSLING : CTO
- J. AGUIRRE : OIC PERSONNEL CIVIL
- WILLIAM CLIVE : CISS

- DE SOUZA : EXECUTIVE DIRECTOR
- DESSANDE : CHIEF OF PROTOCOL
- DIALLO : SPOKESMAN
- TIKOCA: POLITICAL AFFAIRS OFFICER
- ABUBAKARR S. DAO: HUMANITARIAN AFFAIRES OFFICER
- J. KHAN: POLITICAL AFFAIRS OFFICER
- ISEL RIVERO : SPECIAL ASSISTANTO TO THE SRSG
- DIEGO ZORILLA: LEGAL ADVISER
- LADAN RAFII: LEGAL ADVISER
- PAUL ISCHLIKA: CHIEF SECURITY OFFICER

Total: 63

UNITED NATIONS

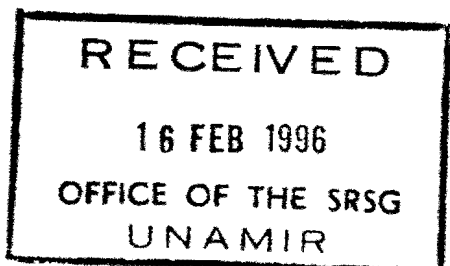
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR



Received 16/2/96

Kigali, le 16 Février 1996

A Monsieur le Représentant Spécial,

J'ai l'honneur de vous proposer ci-joint une liste de personnalités à inviter à l'occasion du 1er anniversaire de RADIO MINUAR.

La cérémonie aura lieu au Village Belge le Vendredi 23 Février 1996 à partir de 18 h 30'.

A votre haute appréciation.

Alice,

Zouaoui BANAMADI

1) Je tiens de Mr RIVERO que le CAO a indiqué à M. Banamadi que le paiement de l'adite réception sera assuré.

2) - Envergez donc les invitations - cp

Approved.

Shahney P. Ghar

16.2

Mr Ben A.

Copie à être transmise au DE pour information

17/2/96

11136

LISTE DES INVITES

Monsieur Pierre Céléstin RWIGEMA ✓ : Premier Ministre

Monsieur Jean Pierre BIZIMANA ✓ : Ministre de l'Information

Monsieur Charles MULIGANDE ✓ : Ministre des Transports et des Communications

Monsieur Wilson RUTAYISIRE ✓ : Directeur ORINFOR

Monsieur Sam NKUSI ✓ : Directeur RWANDATEL

Monsieur Emmanuel RUSHINGABIGWI ✓ : Directeur Radio Rwanda

Mlle Louise KAYIBANDA ✓ : Directrice des Programmes (Radio Rwanda)

Monsieur Jean Marie JABO ✓ : Attaché de Presse - Ministère de la Défense

Monsieur Jean de Dieu KAYIGAMBA ✓ : Attaché de Presse Présidence de la République

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Mme Jeanne KADALIKA ✓ : Président Femme Journalistes

Capitaine Firmin GATERA ✓ : Directeur INGABO

Monsieur MUGAGE Jean Pierre ✓ : Journal le Tribun du Peuple

Abbé André SIBONAMA ✓ : Journal KINYAMATEKA

Monsieur SENDANYOYE Jhon ✓ : Journal UBUMWE

Monsieur NKULIZA Amiel ✓ : Journal le Partisan

Monsieur Jean Baptiste BARAMBIRWA ✓ : CLADHO

Monsieur Alphonse Marie NKUBITO ✓ : ARDHO

Monsieur BYUMA François Xavier ✓ : LIPRODHOR

AGENCES ONU

up UNESCO - Bruno MPONDO - EPO

- Le Représentant du PNUD ✓
- Le Représentant du HCDH ✓
- Le Représentant du HCR ✓
- Le Représentant du FAO ✓
- Le Représentant de l'OMS ✓
- Le Représentant du PAM ✓
- Le Représentant de l'UNICEF ✓
- Le Représentant du CICR ✓
- Le Représentant de l'OIM ✓

- M. le Procureur-Adjoint du TPI, juge Rakotomanana ✓

AMBASSADES

- USA ✓
- Grande Bretagne ✓
- Chine ✓
- France ✓
- Allemagne ✓
- Egypte ✓
- Burundi ✓
- Libye ✓
- Uganda ✓
- Belgique ✓
- Suisse ✓
- Russie ✓

- Canada ✓
- Pays Bas ✓
- Italie ✓
- O.O.A ✓
- Saint-Siège ✓
- CEE - Achim KATZ ✓

UNAMIR

- Susan MATTEW ✓
- Thad Anglin ✓
- N. JORSLING ✓
- Joe Aguirre ✓
- William Clive ✓

- : CAO
- : Communication
- : Transport
- : Personnel
- : CISS

Bureau du SRSG

M. De Souza.

Demande

Diallo

Tikoka ✓

Dao

Khan

Zorilla ✓

Isel

Ighli3a

Ladan

Benamashi

16 Feb - 96



INTEROFFICE MEMORANDUM

TO : Mr. William Clive
Chief Integrated Support Services

Date: 17 February 1996

FROM: Wilfrid De Souza
Executive Director

A handwritten signature in black ink, appearing to read "W. De Souza", written over the printed name and title.

SUBJET: VIP Processing/Procedures - Kanombe Airport

Reference is made to your memo MCC/PAX(VIP)-925/JM dated 08 February 1996 on the above subject matter.

I am pleased to inform you that the Office of the SRSG found the proposals concerning the procedure for processing VIP passengers suitable. In this connection, I should request you to bring it to the knowledge of all persons concerned so as to give them immediate effect.

cc: CAO
CMOVCON
CMCC
MCC PAX TML
MCC FRT TML
AIRPORT SECURITY

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIN MINUAR

INTEROFFICE MEMORANDUM

A : M. Wilfrid De Souza
Directeur Exécutif
MINUAR

Date: 16 Février 1996

DE: Beadengar P. Dessande
Chef du Protocol
Bureau 4060 - Ext: 11069

OBJET: Projet de Programme pour la Délégation Britannique

... Veuillez trouver ci-joint, pour commentaire et approbation, le projet de programme de visite au Rwanda de la délégation britannique qui aura lieu du 25-27 février 1996.

cc: CAO
AS/SRSG
Ambassade Britannique

PROJET DE PROGRAMME DE VISITE A LA MINUAR

DE LA MISSION BRITANNIQUE

BUREAU DES AFFAIRES ETRANGERES ET DE LA COMMONWEALTH A LONDRES

KIGALI 25-27 FEVRIER 1996

- Membres de la Délégation: M. Robert Chatterton-Dixon
M. Guy Warrington
M. Charles Dobbie
- Ambassade Britanique Mme. l'Ambassadeur Kaye Oliver
Tel: 84098
- Coordonnateur/MINUAR M. B. DESSANDE Ext: 11069

DIMANCHE, 25 FEVRIER 1996

- 07H55 - Arrivée à Kigali - Aéroport International
G. Kayibanda par vol en provenance
de Luanda (Angola)
- Accueil par S.E. l'Ambassadeur de la
Grande Bretagne
 - M. Kaye Oliver
 - Protocole - M. Jabbar
- 08H30 - Hébergement : Hotel
Responsable: Ambassade
- 10H00 - Rencontre avec le Commandant de la Force
de la MINUAR a.i. qui sera accompagné du
Chef de l'Etat Major de la MINUAR
 - Brig. Shiva Khumar
 - (Salle de Conference R/C, MINUAR)
- 11H00 - Rencontre avec le Représentant Spécial
 - Ambassadeur S. Khan
 - (Village Belge)

- 12H00 - Déjeuner: Libre
- 14H00 - Départ par hélicoptère pour visiter le camps des réfugiés à Mutara (accompagné de M. Diagne du UNHCR)

LUNDI, 26 FEVRIER 1996

- 09H00
 - a) Pour M. Chatterton-Dixon
 - Arrivée au Siège de la MINUAR "Hotel Amahoro". Rencontre avec le Chef de l'Administration. (Salle de Conférence N° 4035)
 - Ms. Susan Matthew
 - b) Pour M. Warrington
 - Rencontre avec le Delégué de la Croix Rouge Internationale
 - M. Philippe Lazzarini
(Bureau de la Croix Rouge)
- 10H00
 - Rencontre avec le Représentant Spécial du PNUD
 - M. S. Hasegawa
(Bureau de M. Hasegawa)
- 10H30
 - Rencontre avec le Représentant de UNHCR
 - M. Urasa
(Bureau de M. Urasa)
- 11H15
 - Rencontre avec le Representant des Droits de l'Homme
 - M. Ian Martin
(Bureau de M. Ian Martin)

15H00

- Pour M. Warrington

- Rencontre avec le Substitut du
Procureur Général du Tribunal
International pour le Rwanda

• Juge Rakotomanana
(Siège du Tribunal)

MARDI, 27 FEVRIER 1996

Programme avec l'Ambassade Britanique

16H30

- Départ pour Londres via Ouganda

Bureau du Représentant Spécial - Section de Protocole Ext: 11072

Alice Schacht
Assistante du Protocole

copie

UNITED NATIONS



NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

A: M. Paul McNeil
Chef de la Section Finance
MINUAR

Date: 14 février 1996

S/C : M. J. Aguirre
Chargé du Personnel Civil

DE : Beadengar Dessande
Chef du Protocole

A handwritten signature in black ink, appearing to be 'Beadengar Dessande', written over the printed name.

OBJET: Demande d'avance d'allocation de subsistance (MSA)

Je voudrais solliciter une avance contre mon allocation de subsistance du mois de décembre 1995 jusqu'ici non versée par la Section de Finance. Ci-joint copie de ma feuille de présence pour le mois sus-mentionné.

L'original du PT.8 relatif à mon évacuation médicale sur New York et celui se rapportant à mon retour de New York à Kigali vous seront transmis dès demain.

Je vous remercie d'avance de la diligence que vous voudrez bien porter au point soumis à votre attention.

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES


MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR

INTEROFFICE MEMORANDUM

TO : Mrs. Annemarie Hauge
Head Nurse

Date: 26 January 1996

FROM: Alice Schacht 
UNAMIR Protocol
Room 4068 - Ext: 11072

SUBJECT: Extension of visa for NORMED STAFF

Ref. is made to your letter dated January 25th 1996 on the above subject matter.

Please be advised that today, 26 of January 1996, two of the six passports mentioned in the above letter have been delivered to you through Dr. Klepp.

However, I should be most grateful if you could take into consideration that the Government of Rwanda doesn't take LESS THAN TWO WEEKS to deliver the visas.

In this connection, the four passports that have not yet been delivered to you are still at the Ministry of Interior which means that the visas have not been issued yet by the competent Government Authority.

Besides, as I usually have been doing, whenever the visas are ready I will call your office to advise that the visas have been issued and that you should collect the passports in my office.

Yours Sincerely

cc : ED
CAO



INTEROFFICE MEMORANDUM

TO : Mr. Wilfrid De Souza
Acting SRSG
UNAMIR - Rwanda

Date: 23 January 1996

FROM: Alice Schacht
Protocol Assistant
Room 4068 - Ext: 11072

SUBJECT: UN Flight to Lusaka - 23/01/96

This is to inform that today, 23 January 1996, at 06H40 I was approached by a MOVCON staff known as Larry who informed me that the flight that was supposed to take seven passengers could only take four due to flight security reasons. I answered him that I would inform the relevant person in order to take a decision on who should be excluded from the flight.

I went to the VIP Lounge and informed Mrs. Isel Rivero who asked me to make sure that the information was accurate. I went to see Mr. Larry who confirmed the information. Then, I called you on the radio to keep you informed of the situation and receive directives. According to directives received from you by Mrs. Isel Rivero, we waited for the Minister of Foreign Affairs to arrive at the airport so that the decision on the reduction of the delegation could be made. The Minister of Foreign Affairs decided that himself, the Minister of Justice and the Director General of the Ministry of Justice should make up the delegation and the UNAMIR member should be Mrs. Isel Rivero, thus totalling four persons. In this connection, the Director of State Protocol took their documents to make the emigration and airport fees arrangements. When both Ministers were already on board of the plane, Mr. Larry sent one of the staff working with him to ask again for the passports. Mrs. Isel and I informed him that since the VIPs were already on the plane, I myself together with the Director of State Protocol would provide him with the names and the passport numbers. I would also like to say that Mr. Larry had in his possession the passengers manifest with the seven names that had been provided to Travel/AirOps Section, yesterday by 15H00. Mr. Larry started then shouting on the radio, in front of the Rwandan authorities that either they show him their passports or the plane would not leave, thus creating an embarrassing situation for all of us. Mrs. Isel had to apologize near the Rwandan authorities and asked them to render to me the passports. The Minister of Foreign Affairs came out of the plane, gave me his passport.

I would like to recall that Mr. Larry is well known for his misbehaviour. This is not the first incident at the airport. Not long ago, when you were travelling, Mr. Larry refused to make your Check-In as you were not present. I explained to him that you are a VIP and as a UNAMIR Protocol Officer I was supposed to ensure your check-in before your arrival at the airport. He said that he did not care and as far as he knew you should be present as you are not VIP. I showed him your RED UNLP and asked him to reconsider his position as in all over the world a red passport or UNLP means VIP. He denied and then I called you on the radio to come to the airport. At that stage, one of the staff working with him (a philipino gentleman) seeing him entering his office, he asked the ladies that usually make the check-In to take your luggage and make the cheking immediately before he comes out. That is why when you arrived at the airport all formalities were already done.

I also can highlight that Mr. Larry misbehaved at least twice with the former UNAMIR Senior Political Affairs Officer, Ambassador Lamine Conde, with the CIVPOL Commissioner, Col. Diarra and with the Chief of UNAMIR Protocol, Mr. B. Dessandé.

I would appreciate it if, for the benefit of the smooth operating of UNAMIR, Mr. Larry could be asked to behave in a manner which takes into consideration the necessity to be respectful towards passengers and staff, particularly considering that in this case we were dealing with high government officials.



INTEROFFICE MEMORANDUM

29 December 1995

To: All UNAMIR Military and Civilian Personnel

From: William Clive, OIC
Administration

A handwritten signature in black ink, appearing to read "W. Clive".

Subject: Extended curfew on 31 December

In view of the forthcoming New Year's holiday, please be informed that the UNAMIR vehicle curfew during the New Year's eve, December 31 1995 will be extended until 1:00 A.M. Please exercise prudence in driving.

I take this opportunity to wish you all a Happy New Year!!

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION D'APPUI L'ASSISTANCE AU RWANDA

UNAMIR

INTEROFFICE MEMORANDUM

TO : Mrs. Susan Matthew
Chief Administrative Officer

Date: 17 November 1995

FROM: M. Lamine Condé / *[Signature]*
Chief of Protocol a.i.
Office 4004 - Ext: 11083

SUBJECT: Request for two 4X4 Vehicles for Mr. J. Carter's Visit to Ntarama

Please refer to my verbal information this morning during the Senior Officer's meeting.

The State Protocol is requesting our assistance in providing them with two 4X4 vehicles for Mr. Carter's visit to Ntarama on the 19 November 1995. By copy of this memo we will be informing the Chief Transport Officer on the above request.

Your concurrence would be most appreciated.

cc: CTO
Dispatch Officer



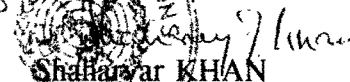
November 15th, 1995
Kigali

Dear Mr. Wilkens,

I acknowledge with thanks receipt of your letter requesting our assistance in providing helicopter for the upcoming visit to Mugonero of Pastor Robert S. Folkenberg, your world leader for the Seventh-day Adventist Church.

Unfortunately, the timing of the visit coupled with the fact that our helicopter fleet has been considerably reduced due to financial constraints, makes it impossible for UNAMIR to assist you on this occasion.

We regret very much for not being able to give a positive response to this request from an organization whose role in the field of humanitarian assistance is well known and recognized.

Sincerely Yours

Shahar KHAN
Special Representative

To:
Eglise Adventiste du 7ème Jour
au Rwanda
Rwanda Union Mission

KIGALI

Eglise Adventiste du 7ème Jour au

Rwanda Union Mission

B.P. 367

KIGALI - RWANDA



Ambassador S. Khan
UNAMIR
Kigali Rwanda

Dear Ambassador Khan,

I am writing to request your assistance in the upcoming visit of Pastor Robert S. Folkenberg, our world leader for the Seventh-day Adventist Church.

Please allow me give a little background on the SDA church. We work in 209 countries around the world. Often when people think of our church, educational and health/medical programs come to mind. Around the world we have: 4533 primary schools - 939 secondary schools - 79 Colleges and Universities - 161 Hospitals and sanitariums - 340 dispensaries, clinics, and medical launches - 93 retirement homes and orphanages.

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The Adventist University of Central Africa located in Gisenyi Prefecture has not yet re-opened, but plans are under way to open a branch here in Kigali next January.

As I stated at the beginning, our world church leader will be arriving the afternoon of November 16 and leaving the morning of the 19th. On the 17th we would like your assistance to take him and his group (name list and schedule attached) by helicopter to visit Mugonero Hospital in Kibuye prefecture and then on to the campus of the Adventist University of Central Africa in Gisenyi prefecture before returning to Kigali.

While visiting these locations on the 17th, Pastor Folkenberg will be speaking to groups well over 5000 strong with the message of reconciliation. Then on the 18th he will speak to a large group at the Nyamirambo stadium here in Kigali.

Thank you very much for considering this request. Without your assistance we will not be able to accomplish the itinerary described above by road.

Sincerely,

Carl Wilkens
Field Secretary

The CAO has
already replied to them
that unfortunately
UNAMIR can't assist.
I also explained to them
that we are short of
helicopters.

Thank you for
14.11.95 14.11.95

ROUTING SLIP

FICHE DE TRANSMISSION

TO:

A:

Chel g Protocol

FROM:

DE:

CAO

Room No. - No de bureau

Extension - Poste

Date

14/4/95

FOR ACTION		POUR SUITE A DONNER
FOR APPROVAL		POUR APPROBATION
FOR SIGNATURE		POUR SIGNATURE
FOR COMMENTS		POUR OBSERVATIONS
MAY WE DISCUSS?		POURRIONS-NOUS EN PARLER ?
YOUR ATTENTION		VOTRE ATTENTION
AS DISCUSSED		COMME CONVENU
AS REQUESTED		SUITE A VOTRE DEMANDE
NOTE AND RETURN		NOTER ET RETOURNER
FOR INFORMATION		POUR INFORMATION

In view of SRSG's recent directive on use of helicopters (due to reduced availability) - about which SRSG wrote to Govt - I cannot approve the attached!



AIR TASK REQUEST FORM (1 JUNE 95)

IDENTITY OF APPLICANT

1. A. Name. DESSANDE, Beadengai
- B. Branch or Section. OSRSG - PROTOCOL
- C. Location, Building, Room Number. + 4060
- D. Telephone Number or method of Contact. * 11069

FLIGHT REQUEST

2. A. Date of task 17 / 11 B. Return date 17 / 11
- C. Task description (incl special instruction/Info)
REQUEST FROM PRESIDENT OF REPUBLIC OFFICE
(Contact M. ELUANI - TEL# 84166)

3. A. Passengers. (UN ID NUMBER, NAME)

- | | |
|---------------------------|---------------------------|
| (1) Mr. Robert Folkenberg | (5) Mr. Gordon Gray |
| (2) Mr. Leon Slikkers | (6) Mr. Emmanuel Nlo Nlo |
| (3) Mrs. Delores Slikkers | (7) Mr. Amon RUGELINYANGE |
| (4) Mr. Luka Daniel | |

B. Luggage (weight).

<p>4. Pick Up Point (PUP).</p> <p>A. FROM <u>Kigali' helipont</u></p> <p>TIME</p> <p>CALLSIGN</p>	<p>4. Drop of Point (DOP)</p> <p>B. TO <u>NUGONERO (KIBUYE)</u></p> <p>TIME <u>Gisenyi - 13H00</u></p> <p>Callsign <u>leave Kibuye for Gisenyi at 10H45</u></p>
<p>5. RETURN FLIGHT PUP</p> <p>A. FROM <u>Gisenyi</u></p> <p>TIME <u>13H00</u></p> <p>Callsign</p>	<p>5. RETURN FLIGHT PUP</p> <p>B. TO <u>KIGALI' HELIPORT</u></p> <p>TIME</p> <p>Callsign</p>

6. AUTHORIZING AGENT _____ APPOINTMENT _____
DATE SIGNED:

7. RECOMMENDATION BY SO2 G3(Air). _____
Signature SO2 G3(Air) _____
CASEVAC OPERATIONAL SPACE AVAL COST RECOVER

8. FLIGHT AUTHORIZED

Comments: _____

This mission request is a valid operational requirement and meets the UNAMIR mission mandate.
FC Through DCOS Ops _____

Comments: _____

This mission meets UNAMIR requirements and is cost approved.
CAO through AirOps _____



MOVEMENT OF NON-UNAMIR
PERSONNEL

PLEASE PRINT CLEARLY

TITLE

SURNAME

FIRST NAME

NATIONALITY

ORGANIZATION

CONTACT NO

PASSPORT No

SIGNATURE

SLICKERS

- Leon

Pres. of Repulse

84166

L

TRAVEL FROM Kigali	TRAVEL TO Ki'Buye / G'senyi	DATE : DD/MM/YY 17/11/95
RETURN FROM G'senyi	TRAVEL TO Kigali	DATE : DD/MM/YY 17/11/95

AUTHORITY IS HERBY GIVEN TO THE ABOVE MENTIONED
PERSON TO UTILIZE A UNAMIR FLIGHT.

FC / CAO

THIS DOCUMENT IS NOT A GUARANTEE OF A FLIGHT
ALL WILL BE TREATED ON A SPACE
AVAILABLE NON-INTERFERENCE BASIS AND IN ACCORDANCE WITH THE PRIORTY SYSTEM.



MOVEMENT OF NON-UNAMIR
PERSONNEL

PLEASE PRINT CLEARLY

TITLE

NATIONALITY

PASSPORT No

SLIKKERS
SURNAME

Pres. of REPUBLIC
ORGANIZATION

Delores

FIRST NAME

84166
CONTACT NO

SIGNATURE

TRAVEL FROM Kigali	TRAVEL TO Kibuye / Gisenyi	DATE : DD/MM/YY 17/11/95
RETURN FROM Gisenyi	TRAVEL TO Kigali	DATE : DD/MM/YY 17/11/95

AUTHORITY IS HERBY GIVEN TO THE ABOVE MENTIONED
PERSON TO UTILIZE A UNAMIR FLIGHT.

FC / CAO

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MOVEMENT OF NON-UNAMIR
PERSONNEL

PLEASE PRINT CLEARLY

TITLE
SURNAME
FIRST NAME
NATIONALITY
ORGANIZATION
CONTACT NO
PASSPORT No
SIGNATURE

DANIEL
LUKA
PRES. OF REPUBLIC
84166
R

TRAVEL FROM Kigali	TRAVEL TO KiBuye/Gisenyi	DATE : DD/MM/YY 17/11/95
RETURN FROM Gisenyi	TRAVEL TO Kigali	DATE : DD/MM/YY 17/11/95

AUTHORITY IS HERBY GIVEN TO THE ABOVE MENTIONED
PERSON TO UTILIZE A UNAMIR FLIGHT.

FC / CAO

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MOVEMENT OF NON-UNAMIR
PERSONNEL

PLEASE PRINT CLEARLY

TITLE

RUGELINYANGE
SURNAME

FIRST NAME

Amon

NATIONALITY

Pres. of Republie
ORGANIZATION

84166

CONTACT NO

PASSPORT No

SIGNATURE

TRAVEL FROM Kigali	TRAVEL TO Kibuye / Gisenyi	DATE : DD/MM/YY 17/11/95
RETURN FROM Gisenyi	TRAVEL TO Kigali	DATE : DD/MM/YY 17/11/95

AUTHORITY IS HERBY GIVEN TO THE ABOVE MENTIONED
PERSON TO UTILIZE A UNAMIR FLIGHT.

FC / CAO

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AVAILABLE NON-INTERFERENCE BASIS AND IN ACCORDANCE WITH THE PRIORITY SYSTEM.



MOVEMENT OF NON-UNAMIR
PERSONNEL

PLEASE PRINT CLEARLY

TITLE

NLO NLO

SURNAME

Emmanuel

FIRST NAME

NATIONALITY

Pres. of Republic

ORGANIZATION

84166

CONTACT NO

PASSPORT No

SIGNATURE

TRAVEL FROM	TRAVEL TO	DATE : DD/MM/YY
Kigali	Kibuye / Gisenyi	17/11/95
RETURN FROM	TRAVEL TO	DATE : DD/MM/YY
Gisenyi	Kigali	17/11/95

AUTHORITY IS HERBY GIVEN TO THE ABOVE MENTIONED
PERSON TO UTILIZE A UNAMIR FLIGHT.

FC / CAO

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AVAILABLE NON-INTERFERENCE BASIS AND IN ACCORDANCE WITH THE PRIORITY SYSTEM.



MOVEMENT OF NON-UNAMIR
PERSONNEL

PLEASE PRINT CLEARLY

TITLE

Gray

SURNAME

Gordon

FIRST NAME

NATIONALITY

Pres. of Republic

ORGANIZATION

84166

CONTACT NO

PASSPORT No

SIGNATURE

TRAVEL FROM	TRAVEL TO	DATE : DD/MM/YY
Kigali	Kibuye / Gisenyi	17/11/95
RETURN FROM	TRAVEL TO	DATE : DD/MM/YY
Gisenyi	Kigali	12/11/95

AUTHORITY IS HERBY GIVEN TO THE ABOVE MENTIONED
PERSON TO UTILIZE A UNAMIR FLIGHT.

FC / CAO

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AVAILABLE NON-INTERFERENCE BASIS AND IN ACCORDANCE WITH THE PRIORTY SYSTEM.



MOVEMENT OF NON-UNAMIR
PERSONNEL

PLEASE PRINT CLEARLY

TITLE

FOLKENBERG
SURNAME

Robert
FIRST NAME

NATIONALITY

Presidence of Repuslic
ORGANIZATION

84166
CONTACT NO

PASSPORT No

SIGNATURE

TRAVEL FROM KIGALI	TRAVEL TO KiBuye /Gisenyi	DATE : DD/MM/YY 17/11/95
RETURN FROM Gisenyi	TRAVEL TO KIGALI	DATE : DD/MM/YY 17/11/95

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Eglise Adventiste du 7ème Jour au Rwanda (a.s.b.l.)

Rwanda Union Mission

B.P. 367

KIGALI - RWANDA



Ambassador S. Khan
UNAMIR
Kigali Rwanda

Nov. 13, 1995

Dear Ambassador Khan,

I am writing to request your assistance in the upcoming visit of Pastor Robert S. Folkenberg, our world leader for the Seventh-day Adventist Church.

Please allow me give a little background on the SDA church. We work in 209 countries around the world. Often when people think of our church, educational and health/medical programs come to mind. Around the world we have: 4533 primary schools - 939 secondary schools - 70 colleges and universities - 161 Hospitals and sanitariums - 340 dispensaries, clinics, and medical launches - 93 retirement homes and orphanages.

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As I stated at the beginning, our world church leader will be arriving the afternoon of November 16 and leaving the morning of the 19th. On the 17th we would like your assistance to take him and his group (name list and schedule attached) by helicopter to visit Mugonero Hospital in Kibuye prefecture and then on to the campus of the Adventist University of Central Africa in Gisenyi prefecture before returning to Kigali.

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Thank you very much for considering this request. Without your assistance we will not be able to accomplish the itinerary described above by road.

Sincerely,

Carl Wilkens
Field Secretary

TELEPHONE 4399 et 4418
Avenue de la Paix et Rue de Nyarugenge

TELEGRAMME . RWANDA UNION MISSION
TELEX: 596 RUM - KIGALI

Eglise Adventiste du 7ème Jour au Rwanda (a.s.b.l.)

Rwanda Union Mission

B.P. 367

KIGALI - RWANDA



Party to accompany the President of the General Conference of Seventh-day Adventist

Name	Nationality	Position
Pastor Robert S. Folkenberg	American	President of the worldwide Seventh-day Adventist church
Mr. Leon Slikkers	American	Accompanying Pastor Folkenberg
Mrs. Delores Slikkers	American	Accompanying Pastor Folkenberg
Pastor Luka Daniel	Nigerian	Africa Indian Ocean Division President
Pastor Gordon Gray	Canadian	Africa Indian Ocean Division Treasurer
Pastor Emmanuel Nlo Nlo	Ghanian	Africa Indian Ocean Division Communication Director
Pastor Amon RUGELINYANGE	Rwandan	Rwanda Union Mission President
Contact person: Carl Wilkens Tel:73238/9 Fax: 77232		

Schedule

Friday, November 17, 1995

8:00 AM	Depart with Un helicopter for Mugonero Hospital
8:45	Tour Mugonero campus
9:15	Meeting with community
10:45	Helicopter to Adventist University of Central Africa
11:15	Tour AUCA campus
11:45	Meeting with community
1:00	Return to Kigali

TELEPHONE 4399 et 4418

Avenue de la Paix et Rue de Nyarugenge

TELEGRAMME : RWANDA UNION MISSION

TELEX : 596 RUM - KIGALI



INTEROFFICE MEMORANDUM

TO : Ms. Susan Matthew
Chief Administrative Officer

Date: 8 November 1995

FROM: Beadengar P. Dessande
Chief of Protocol
Room 4060 - Ext: 11069 - *[Signature]*

SUBJECT: Ms. Elisabeth Lindenmayer's Visit

1. As you are aware Ms. Elisabeth Lindenmayer, Desk-Officer for Rwanda in DPKO will be visiting Rwanda from 10 to 13 November 1995. She will arrive at 09H55 a.m. on Friday and leave at 08H05 p.m. Monday.
2. During her familiarization visit, Ms. Elisabeth Lindenmayer will be extensively briefed by all UNAMIR Components. In this connection, I should be grateful if you could kindly indicate whether she can meet you as well as all the Heads of Sections on Monday, 13 November 1995.
3. I would appreciate receiving your suggestions the latest by tomorrow, Thursday 9 so that I would be able to insert them in the programme I am now preparing.

Thank you for your co-operation.

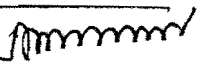
cc: SRSG
ED
SA/SRSG



INTEROFFICE MEMORANDUM

26 octobre 1995

A : Mme Susan Matthew
Chef de l'Administration

De : B. P. Dessandé
Chef du Protocole 

Objet : Commission d'Enquête sur les Armes

Refer.: Votre fax n° 5752 du 26/10/95

Nous nous référons à votre fax relatif à l'objet susmentionné et vous prions de bien vouloir nous confirmer les points suivants :

- date et heure d'arrivée de la délégation à Kigali;
 - réservation de cinq (5) chambres à l'Hôtel Méridien.
2. Ces informations nous sont utiles pour l'établissement du projet de programme.
3. Concernant le transport, nous rappelons à toutes fins utiles qu'une demande a déjà été déposée le 23 octobre 1995 auprès du Service du Transport pour deux véhicules (Type TOYOTA 4 Runner).

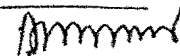
cc. : SRSG
ED
A/COS
MA/FC
MA/DFC
CTO
Accommodation



21 mars 1995

cc: Executive Director

TO: Ms. Nancy Mugo
Logistics

FROM: Beadengar Dessande 
Chef de Protocole/Visiteurs bureau
Extension 11069

SUBJECT: Réaffectation au sein de la MINUAR
Référence: Carte d'Accès à l'Aéroport de Kigali

Je me réfère au mémorandum du 20 mars 1995 du Chef du Personnel Civil sur l'objet cité plus haut et vous demande de bien vouloir remettre à mon bureau la carte d'accès à l'aéroport de Kigali récemment emise en votre bénéfice afin de la renvoyer à la Regie des Aeroports du Rwanda qui doit en délivrer une pour votre remplaçante.

Noté de service

Post-it™ routing request pad 7664
BRAND

ROUTING - REQUEST

Please

☐ READ

To

ED

☐ HANDLE

☒

APPROVE *signature*

and

☐ FORWARD

☐ RETURN

☐ KEEP OR DISCARD

☐ REVIEW WITH ME

Date

19/10/95

From


T. DESSANDE, CP



UNAMIR - MINUAR

10 January 1995

TO : Director, Rwanda Airport Authority.

FROM : Beadengar P. DESSANDE 
Acting Executive Director for UNAMIR
Office of the Special Representative of the Secretary General

Subject : Request for Vehicle-Access Passes to Kigali Airport

1. The vehicles listed below belong to the office of the Special Representative of the Secretary General (SRSG), the Executive Director, and the Protocol/Visitors Section. They are frequently used in activities at the airport and should thus be afforded permanent authorizations by the airport authority. This request is for the following vehicles:

1. Special Representative of the Secretary General: Ambassador KHAN

Make & Color : TOYOTA Sedan, White License plate: UNAMIR #1

Make & Color : TOYOTA 4x4 LC, White License plate: UNAMIR #1298

2. Executive Director : Dr. KABIA

Make & Color : CORNICA Sedan, White License plate: UNAMIR #3

3. Visitors/Protocol Section:

A) Beadengar P. DESSANDE, Chief of Protocol

Make & Color : MITSUBISHI Sedan, White License plate: UNAMIR #37

B) Ambassador Mamady CONDE

Make & Color : TOYOTA 4 RUNNER, White License plate: UNAMIR #1081

Thank you for your cooperation.

Copies for distribution to : OIC Administration
AIROPS
MOVCON
SECURITY



INTEROFFICE MEMORANDUM

DATE: 21 Dec 94

REF: AIR OPS 056

TO: Distribution List

FROM: A. Golo
OIC Administration UNAMIR

SUBJECT: PERSONNEL AND VEHICLE AIRPORT PASS REQUIREMENTS

1. There has recently been much confusion surrounding the issuance of passes, both personal and vehicle, for Kigali Airport. An agreement has been reached between UNAMIR and the airport authorities as to the best method for controlling all such passes. All sections are to follow the following procedures

a. Personnel Passes- All applicable sections are to complete a form (a copy of which is attached to this memo as annex A) which details all international and local staff. Included must be the individuals UNAMIR ID Number, nationality, section, sex, age, and address. These forms will be returned, along with three pictures of each individual, to Air Operations who will liase with the airport authorities on behalf of UNAMIR. Please include the pictures, even if your section already has individual airport passes; and

b. Vehicle Passes- All applicable sections are to submit a list which details the following:

i. The UNAMIR vehicle numbers which will hold airport passes. It should be noted that each section has been allotted only a certain number of passes. A copy of the list which shows the allotment of each section is attached to this memo as annex B. If a section is allotted only one pass, then only one particular vehicle will be allowed on the airport premissis, etc...

ii. The personnel from that section which will be required to drive the vehicle at the airport. Please ensure that all personnel on this list are also included on the form which lists all section personnel.

2. Please return all required forms, information, and pictures to Air Operations as soon as possible so that arrangements may be made to fabricate all of the required passes.

3. Any comments or questions should be directed to Steven Smith of Air Operations, UNAMIR local 11134 or "Whiskey-Zulu One" on channel 11.

Distribution List

Office of the SRSG
Office of the FC
Office of the CAO
Office of the DFC
Transport Section
Diplo Mail Section
Communications Section
EDP Section
Logistics Section
PCIU Section
R & I Section
Force Provost Marshal

Movement Control
Air Operations
SO2 G3(Air)
Airport Military Observers
Security Section
Force Medical Officer
Brown & Root Passenger Handling
Brown & Root Warehouse
MGT
Canadian Helicopters
CIVPOL

ANNEX B TO
AIR OPS OSB 21/12/94

UNAMIR AIRPORT VEHICLE PASS DISTRIBUTION

SECTION	ALLOTTMENT	HOLDINGS
SRSG	2	
FC	1	
EXECUTIVE DIRECTOR	1	
CAO	1	
DFC	1	
TRANSPORT	1	
DIPLO MAIL	1	
COMMUNICATIONS	1	
EDP	1	
LOGISTICS	1	
PCIU	1	
R & I	1	
FORCE PROVOST MARSHAL	1	
MCC	3	
AIR OPERATIONS	1	
SO2 G3 (AIR)	1	
AIRPORT MILITARY OBSERVERS	1	
SECURITY SECTION	1	
FORCE MEDICAL OFFICER	1	
BROWN & ROOT PAX HANDLING	3	
BROWN & ROOT WAREHOUSE	2	
MGT	1	
CANADIAN HELICOPTERS	2	
CIVPOL	1	
TOTAL	31	



DATE: 5 October 1994

REF: MCC/APT/130

TO: Distribution List

FROM: OC MOVCON(AIR)

SUBJECT: Proposed VIP Processing - Kigali Airport

1. Continued normalization at subject airport requires VIP processing to be accomplished as follows:

a. Departures

- (1) All vehicles carrying VIP pax will park in the front(ground side) parking lot;
- (2) VIPs will be escorted to the VIP lounge by an Executive Assistant(EA) EA/ADC, to be assigned by the respective UNAMIR component ie Political affairs, DOA or military.
- (3) VIP passports & baggage will be processed through UNAMIR MOVCON(AIR) by EA/ADC who will obtain boarding passes & bring same to VIP lounge;
- (4) VIP baggage will be placed on departure aircraft by MOVCON(AIR) staff;
- (5) MOVCON(AIR) staff will announce departure in VIP lounge & call forward VIP pax to walk or be driven to departure aircraft depending upon ramp location; and
- (6) No personnel or vehicles other than pax & MOVCON(AIR) staff will be allowed beyond VIP lounge/pax holding area;
- (7) The above procedure requires 24 hour notice to MOVCON(AIR) of all VIPs departing UNAMIR.

b. Arrivals

- (1) Arriving VIP aircraft will be parked in front of the main terminal. VIPs will be met by EA/ADC and MOVCON(AIR) personnel and escorted to the VIP lounge.
 - (2) EA/ADC will process passports & baggage and transfer same to VIP vehicles which will be positioned in the front(groundside) parking lot.
 - (3) EA/ADC will escort VIPs from VIP lounge to awaiting vehicles in the front parking lot.
2. The airport manager will assign an area in the main terminal as the VIP lounge. The area recommended is the former VIP lounge presently occupied by (A/C) (C)!



UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

3. To be successful the above requires prior coordination with the MOVCON(AIR) staff. Accordingly, an EA/ADC must be assigned to each VIP contingent, and he must liaise directly with the MOVCON(AIR) staff well in advance of the VIP arrival/departure, ensuring appropriate action by all concerned.

R. Emby
R. EMBY
MAJOR
OC MOVCON(AIR)

Distribution List

MCC
AIRPORT DIRECTOR

For information

AIR OPS
MOVCON(AIR) Pax
MOVCON(AIR) Cargo
RAMP COORD.
ATCCU

⊗ Mr Dessande, apart from VIP issues, are we also to discuss, or raise these other matters?

[VIP movement]

→ supporting staff movements

→ passes / IDs

→ goods / cargo clearance

→ immigration

→ customs

} privileges / immunities
for ~~mission~~ staff

REPUBLIQUE RWANDAISE
MINISTRE DES AFFAIRES ETRANGERES
ET DE LA COOPERATION
B.P. 179 KIGALI

N° 0655/03.03/PROT.

Recd.
2/06/95

COPY

Le Ministère des Affaires Etrangères et de la Coopération de la République Rwandaise / PROTETAT / présente ses compliments à la Nonciature Apostolique, aux Missions Diplomatiques et Consulaires ainsi qu'aux Organismes Internationaux accrédités au Rwanda et à l'honneur de les inviter à se faire représenter dans une réunion qui aura lieu Vendredi le 08 juin 1995 à 10h00 dans la salle des réunion de la Direction de la Régie des Aéroports du Rwanda (RAR) à l'Aéroport Grégoire KAYIBANDA à Kanombe.

Ladite réunion, qui sera présidée par le Directeur du Protocole d'Etat avec à ses côtés le Directeur de la Régie des Aéroports du Rwanda, se penchera essentiellement sur les questions de procédure pour l'obtention d'autorisations d'accès à l'Aéroport ainsi qu'aux problèmes de sécurité.

Le Ministère des Affaires Etrangères et de la Coopération de la République Rwandaise /PROTETAT/ saisit cette occasion pour renouveler à la Nonciature Apostolique, aux Missions Diplomatiques et Consulaires ainsi qu'aux Organismes Internationaux accrédités au Rwanda les assurances de sa haute considération.

B

Kigali, le 01 JUN 1995

NONCIATURE APOSTOLIQUE
KIGALI
-MISSIONS DIPLOMATIQUES ET CONSULAIRES
KIGALI
-ORGANISMES INTERNATIONAUX
KIGALI

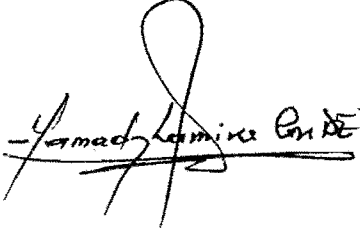
Copy — PROTOCOL / BESSANDE
— AIR OPS (OUATTARA)
— SECURITY / ISCHLIKA



INTEROFFICE MEMORANDUM

5 octobre 1995

A : Mme Matthew Susan
Chef de l'Administration

De : Mamady Lamine Condé 
Chef du Protocole, a.i.

Objet : Hospitalité -
Visite de l'Envoyé Spécial Ambassadeur José Luis Jésus

Je me réfère à mon précédent mémorandum relatif à l'objet sus-mentionné et vous adresse ci-joint la facture N° MGT-CON/CAT/09/95 émanant de MGT-Consolidated (ext. 11222) et se rapportant au dîner-buffet offert par le Représentant Spécial le 19 septembre 1995 à l'occasion de la visite à Kigali de l'Envoyé Spécial du Secrétaire Général, l'Ambassadeur José Luis Jésus. A cette facture, je joins la liste des invités.

Je vous prie de bien vouloir ordonner le règlement de cette facture par la Section Finances.

cc.: SRSG
ED
CFO

P.J.: 2

MGT-CONSOLIDATED

RWANDA, KIGALI

PH.NO.: UN/MIR 287 1/222.

FAX NO.:

INVOICE

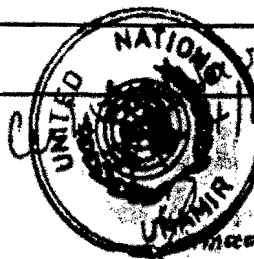
INVOICE NO.MGT-CON/CAT/09/95

DATE: 19.09.95

CLIENT: BEADENGAR P. DESSANDE- CHIEF OF PROTOCOL

QTY	UNIT	PARTICULARS	RATE	VALUE US \$
		DINNER-BUFFET OFFERED BY SRSG UNSG SPECIAL ENVOY'S VISIT		
28✓	PAX	BUFFET DINNER	13.00	364.00
9✓	CANS	BEER	1.00	9.00
37✓	CANS	SODAS	0.50	18.50
7✓	PEGS	BLACK LABEL -SCOTCH WHISKY	1.50	10.50
8✓	PEGS	GORDON'S GIN	1.00	8.00
55✓	GLASS	AUSTRALIAN CASK WINE	1.00	55.00
1✓	PEGS	RED LABEL WHISKY	1.00	1.00
4✓	PEGS	BLACK & WHITE WHISKY	1.00	4.00
11✓	BTLS	MINERAL WATER	1.00	11.00
5✓	CANS	JUICE	1.00	5.00
2✓	PEGS	CORUBA-DARK RUM	1.00	2.00
3✓	PEGS	CANADIAN CLUB	1.00	3.00
3✓	PEGS	SMIRNOFF VODKA	1.00	3.00
TOTAL US \$ FOUR HUNDRED NINETY TWO ONLY			US \$	492.00

PROJECT MANAGER

Po
Machangine GATE

DINER-BUFFET OFFERT PAR LE REPRESENTANT SPECIAL DU
SECRETAIRE GENERAL DES NATIONS UNIES, AMBASSADEUR SHAHARYAR KHAN
EN L'HONNEUR DE L'ENVOYE SPECIAL DU SECRETAIRE GENERALs POUR LA
REGION DES GRANDS LACS DE L'AFRIQUE CENTRALE,
AMBASSADEUR JOSE LUIS JESUS

RESTAURANT DU VILLAGE BELGE, LE 19 SEPTEMBRE 1995

HEURE : 19H30

LISTE DES INVITES

Délégation

- | | | |
|----|--------------------------|-------------------------------|
| 1. | S. E. M. José Luis Jesus | Envoyé Spécial |
| 2. | M. Ismaël A. Diallo | Assistant de l'Envoyé Spécial |

Gouvernement

- | | | |
|----|-------------------------------|--|
| 3. | S. E. Dr. Anastase Gasana | Ministre des Affaires Etrangères
et de la Coopération
Internationale |
| 4. | S. E. M. Patrick Mazimpaka | Ministre de la Réhabilitation et
de l'Intégration Sociale |
| 5. | S. E. Mme Martha Muikamurenzi | Ministre de la Justice |
| 6. | Col. Frank Mugambage | Directeur de Cabinet, Présidence |
| 7. | Mme Edith Gasana | Directrice du Cabinet du Plan |
| 8. | M. Claude Dusaidy | Conseiller Politique,
Ministère de la Défense |
| 9. | M. Gedeon Rudahunga | Directeur du Protocole d'Etat |

.../...

C. Probal
12/9 3mmmm

Corps Diplomatique

- | | |
|-----------------------------------|-------------------------------------|
| 10. S. E. Mgr. Juliusz Janusz | Nonce Apostolique |
| 11. S. E. M. David Rawson | Ambassadeur des E.U.A. |
| 12. S. E. M. Jacques Courbin | Ambassadeur de France |
| 13. S. E. M. August Hummel | Ambassadeur d'Allemagne |
| 14. S. E. M. Frank De Coninck | Ambassadeur de Belgique |
| 15. S. E. M. Ignatius Katetegirwi | Ambassadeur de l'Ouganda |
| 16. S. E. Mme. Lillian Wong | Représentante de la Grande-Bretagne |
| 17. S. E. M. B.C. Van Loosdrecht | Représentant des Pays-Bas |

AGENCES DES NATIONS UNIES ET ORGANISATIONS INTERNATIONALES

- | | |
|----------------------------|---------------------------|
| 18. M. Sukehiro Hasegawa | Représentant du PNUD |
| 19. M. Roman Urasa | Représentant UNHCR |
| 20. M. Dan Toole | Représentant de l'UNICEF |
| 21. M. Tekeste Zergaber | Directeur du PAM |
| 22. M. William Clarance | Représentant UNHCHR |
| 23. M. Randolph Kent | Coordonateur UNREO |
| 24. M. Amidou Baba Moussa | Représentant OMS |
| 25. M. Joost Van Der Aalst | Chef de Mission OIM |
| 26. M. Philippe Lazzarini | Représentant CICR |
| 27. M. Julio Gamba | Rep. Res. Banque Mondiale |
| 28. M. Buddy Shanks | Chargé de Bureau USAID |
| 29. M. J. Felli | Représentant de l'OUA |

.../..

Chief of Mission
14/11/1971

MINUAR

30. General-Major Tousignant	Commandant des Forces de la MINUAR
31. M. Wilfrid De Sousa	Directeur Exécutif
32. M. Sammy Kum Buo	Senior Politique Adviser
33. M. Mamady L. Condé	Senior Politique Affairs Officer
34. M. Beadengar Dessandé	Chef du Protocole

* * * * *

Chief Protocol
12/9/99



INTEROFFICE MEMORANDUM

5 octobre 1995

A : Mme Matthew Susan
Chef de l'Administration

De : Mamady Lamine Condé
Chef du Protocole, a.i.

Objet : Hospitalité -
Visite de l'Envoyé Spécial Ambassadeur José Luis Jésus

Je me réfère à mon précédent mémorandum relatif à l'objet sus-mentionné et vous adresse ci-joint la facture N° MGT-CON/CAT/09/95 émanant de MGT-Consolidated (ext. 11222) et se rapportant au dîner-buffet offert par le Représentant Spécial le 19 septembre 1995 à l'occasion de la visite à Kigali de l'Envoyé Spécial du Secrétaire Général, l'Ambassadeur José Luis Jésus. A cette facture, je joins la liste des invités.

Je vous prie de bien vouloir ordonner le règlement de cette facture par la Section Finances.

cc.: SRSG
ED
CFO

P.J.: 2



INTEROFFICE MEMORANDUM

A : M. A. BAH
CGSO

Date: 15 September 1995

DE: Beadengar P. Dessande
Chef du Protocol
Bureau 4060 - Ext: TT069

OBJET: Fourniture de Bureau (SRSG/Protocole)

Nous vous saurions gré de bien vouloir fournir pour le bureau du Protocole les articles suivants :

- 500 cartes d'invitation avec enveloppes; (module joint)
- 1000 enveloppes pour lettres avec entête;
- 500 enveloppes moyens avec entête.

Merci de votre coopération.



Monsieur Shaharyar M. KHAN
Représentant Spécial du Secrétaire Général pour le Rwanda

pris.....

de lui faire l'honneur d'assister.....

qui aura lieu à.....

le..... à

R.S.V.P

Tél. 842 65/66 73
ext 11069/11071

COPY

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

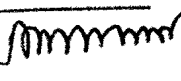
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR

INTEROFFICE MEMORANDUM

TO : Mr. William Clive
Officer-in-Charge Administration

Date: 15 September 1995

FROM: Beadengar P. Dessande
Chief of Protocol 
Room 4060 - Ext: 11069

SUBJECT: Dinner-Bufferet To Be Offered By the SRSG

Re: UNSG Special Envoy Visit to Kigali.


Please be informed that the Special Representative, Ambassador Khan will offer a dinner-buffet on Tuesday, 19 September at 19H30 at the Belgium Village on the occasion of the visit of H.E. Mr. José Luís Jesus, Special Envoy of the Secretary General for the Great Lakes Region.

The list of guests is being set up and it will be sent to you as soon as possible.

One copy of this memorandum will be forwarded to the MGT Catering to keep them informed of this function.

Thank you for your assistance.

cc: SRSG
ED
CFO


169



20 Septembre 1995

Matinée:

Entretiens avec les Ambassadeurs (RAD)	Protocole MINUAR
Entretiens avec le Premier Ministre S.E. M. Pierre-Celestin Rwigema	Prot/Etat Ministère
Entretiens avec S.E. Général-Major Paul Kagame, Vice-Président et Ministre de la Défense	Prot/Etat Ministère
Entretiens avec le Représentant de l'OUA M. Joe Felli	Protocle MINUAR

Après-Midi:

Entretiens avec le Président de la République, S.E.M. Pasteur Bizimungu	Prot/Etat Présidence
Poursuite des Consultations	

21 Septembre 1995

Matinée:

Poursuite des Consultations

Départ pour Entebe (Ouganda) par vol spécial de la
MINUAR

NB: Les heures seront fixées en fonction de l'heure exacte de
l'arrivée à Kigali de la délégation.

RAD - Reste à Désigner

ep
~~ep~~



COPY

INTEROFFICE MEMORANDUM

TO : Mr. William Clive
Officer-in-Charge Administration

Date: 15 September 1995

FROM: Beadengar P. Dessande
Chief of Protocol
Room 4060 - Ext: 11069

A handwritten signature in dark ink, appearing to be "B. Dessande", written over a horizontal line.

SUBJECT: Dinner-Bufferet To Be Offered By the SRSG

Re: UNSG Special Envoy Visit to Kigali.

Please be informed that the Special Representative, Ambassador Khan will offer a dinner-buffet on Tuesday, 19 September at 19H30 at the Belgium Village on the occasion of the visit of H.E. Mr. José Luís Jesus, Special Envoy of the Secretary General for the Great Lakes Region.

The list of guests is being set up and it will be sent to you as soon as possible.

One copy of this memorandum will be forwarded to the MGT Catering to keep them informed of this function.

Thank you for your assistance.

cc: SRSG
ED
CFO

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR

INTEROFFICE MEMORANDUM

TO : Mr. Kel Gleeson
Chief MOVCON

Date: 14 September 1995

FROM: Beadengar P. Dessande
Chief of Protocol
Room 4060 - Ext: 11069

SUBJECT: Booking for UN Flight.

... Herewith please find copy of the MOP for Mr. Wilfrid De Sousa, UNAMIR Executive Director who is supposed to travel with the UN flight from Nairobi to Kigali on the 16 of September 1995.

Mr. De Sousa will arrive in Nairobi on 16 September at 09H00 with the flight AF . In this connection we kindly request you to make the necessary arrangements for Mr. De Sousa to take the UN flight the same day.

Your prompt action would be highly appreciated.



PLEASE PRINT OR TYPE
IN FOUR COPIES

REQUEST FOR LEAVE

Name: Wilfrid DE SOUZA Section: OSRSG

Index Number: 117163 Functional Title: Executive Director Grade: D.2

Parent Organization: U.N. SECRETARIAT EOD UNAMIR: 29/5/95

LUMP SUM OPTION REQUESTED: YES ☐ NO ☐

Type of Leave:

<input checked="" type="checkbox"/> Annual Leave	<input type="checkbox"/> Home Leave
<input type="checkbox"/> Family Visit Travel	<input type="checkbox"/> Accelerated Home Leave

Place of Leave: NAIROBI/PARIS (For official Leave)

Duration of Leave: from : 07/9/95 to 15/9/95

Contact Address: 35, Rue Pergolese - 75116 PARIS

Phone: (331) 40.67.16.12

Staff Member's Signature : [Signature] Date : 24 August 1995

Section Chief's Approval :

Signature: x [Signature] Date : 28/8/95

For Personnel Use Only : [Submit one to FO when this section is completed].

Annual Leave Requested : _____ Balance as of : _____

R & R Requested : _____

MSA Leave credit balance as of : _____

Cable/Administrative Report to New York : _____

New York Approval : _____

Date of Departure : _____

Approval Chief Civilian Personnel Officer (CCPO):

Signature: _____ Date : _____

CC: Personnel Section (Original)
Finance Section (1st Copy)
Staff Member's Section
Staff Member's Section



UNAMIR - MINUAR

Please print or type
in two copies

REQUEST FOR R AND R

1. Name: Wilfrid DE SOUZA Section OSRSG

2. Date of entry on duty *UNAMIR, Kigali*: 29 May 1995

3. Full address of place of R & R: 35 Rue Pergolese - 75116 PARIS

Phone: (331) 40.67.16.12

4. Duration of R and R: from 04/9/95 to 06/9/95

5. R and R combined with Annual Leave:

AL from 07/9/95 to 15/9/95

[Please complete separate request for AL and attach to this request]

Section Chief's approval:

Signature: [Signature] Date: 28/8/95

FOR PERSONNEL USE ONLY

6. Last *Home Leave* from _____ to _____
7. Last *Family Visit* from _____ to _____
8. Last *R and R* from _____ to _____
9. Last *official travel* outside Rwanda
from _____ to _____ from _____ to _____
from _____ to _____ from _____ to _____

}
}
} Verified by _____

I hereby certify that I will take R and R within the mission area at the place indicated under 3 above and request payment of *MSA* during R and R.

10. Staff member's Signature _____ Date _____

I hereby certify that I will take R and R outside the mission area and do not request payment of *MSA* during R and R.

11. Staff member's Signature [Signature] Date 28-8-95

Chief Civilian Personnel's Approval:

Signature: _____ Date _____

NB: An MOP duly completed must be attached to this request.

cc: Personnel Section [Original]
Finance Section
S/M's Section



MOVEMENT OF PERSONNEL

PLEASE PRINT CLEARLY

Executive Director
TITLE/RANK

Wilfrid DE SOUZA

LAST, FIRST NAME (TYPE OR PRINT IN BLOCK CAPITALS)

BENIN

NATIONALITY

003
UNAMIR ID No

OSRSG
SECTION/OFFICE/BRANCH

11002
CONTACT No

UNLP 3912
PASSPORT No

TRAVEL FROM KIGALI	TRAVEL TO NAIROBI	DATE : DD/MM/YY 04/9/95
RETURN FROM NAIROBI	TRAVEL TO KIGALI	DATE : DD/MM/YY 16/9/95

Purpose of Travel : R and R and Annual Leave

Mode of Transportation : Air (UNAMIR FLIGHT)

(Specify) :

Initiating Officer 21/8/95

Authorized By : * Shalvey, J. Khan
fc/cao

Applicable for movement outside the Mission area only
Approved by :

CAO

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

Kigali, le 12 septembre 1995

Excellence,

Nous avons l'honneur d'accuser réception de votre correspondance du 17 août par laquelle vous avez voulu porter à notre connaissance la présentation à Son Excellence M. Pasteur Bizimungu, Président de la République Rwandaise, les Lettres vous accréditant auprès de lui en qualité de Nonce Apostolique.

C'est avec plaisir que nous saisissons cette occasion pour vous adresser nos vives félicitations auxquelles nous joignons tous nos vœux les meilleurs de succès pour la mission que Votre Excellence a à conduire dorénavant auprès de la République Rwandaise.

Nous sommes persuadés que les liens qui unissent déjà nos deux missions se renforceront davantage et que votre coopération personnelle ne nous manquera pas pour qu'ensemble nous assistions le Peuple et le Gouvernement du Rwanda à se relever et à reconstruire le pays éprouvé.

Veuillez agréer, Excellence, les assurances de notre très haute considération.

A handwritten signature in dark ink, appearing to read 'Shaharyar Khan'.

Shaharyar Khan

Représentant Spécial du
Secrétaire Général des Nations Unies

S.E. Monseigneur Juliusz Janusz
Nonce Apostolique

Kigali, RWANDA

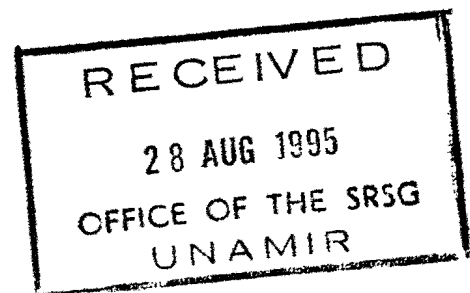


NONCIATURE APOSTOLIQUE
AU RWANDA

Kigali, 17 Août 1995

N. 22/95

ED
g




Excellence,

J'ai l'honneur de porter à votre connaissance que j'ai présenté aujourd'hui à Son Excellence Monsieur Pasteur Bizimungu, Président de la République Rwandaise, les Lettres qui m'accréditent auprès de lui en qualité de Nonce Apostolique.

Je saisis avec plaisir cette occasion pour entrer en rapports tant officiels que personnels avec vous, persuadé qu'ils contribueront à maintenir et à renforcer les relations qui si heureusement unissent nos Missions.

Je vous prie d'agréer, Excellence, les assurances de ma très haute considération.

Protocol
30-8-95
ws


Juliusz Janusz
Nonce Apostolique

Son Excellence
Monsieur l'Ambassadeur
SHAHARYAR M. KHAN
Représentant Spécial de la MINUAR

KIGALI

Reçu le 28 AOÛT 1995

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR

INTEROFFICE MEMORANDUM

TO : Ms. Susan Matthew
Chief Administrative Officer

Date: 8 September 1995

FROM: Beadengar P. Dessande
Chief of Protocol *[Signature]*
Room 4060 - Ext: 11069

SUBJECT: Accommodation for the Deputy General Prosecutor,
International Criminal Tribunal for Rwanda, Kigali.

Please be informed that the Special Representative of the Secretary General of the United Nations has recently decided to provide to Judge Rakotomanana, until otherwise decided, the apartment n° 2 at the Belgium Village which will be from now his provisional residence.

For the judge's comforts the above apartment should be equipped with a minimum essential of equipment as the manager does not provide services such as breakfast, lunch and dinner anymore.

In this connection, please find below a list of the necessary equipments for the above apartment:

- 1 cooker
- 1 refrigerator
- 1 small table for the kitchen
- curtains for door and windows
- 2 sets of pillow cases
- 2 sets of bedsheet
- 1 flask (thermos) 11/2 l or 2l)
- 4 tea cups
- tea spoons
- water cups
- plates
- cutlery

*Surely all these extra
facilities should be
provided from Tribunal
budget not ours.*

*Bec/
CP
CAO -*

Shahmy 2

In view of the above we would also like to request that the other two appartments n°3 and n° 4 which are reserved for VIP guests, be furnished with the following items :

- 1 electric stove
- 1 electric kettle

Thank you in advance for your prompt action.

cc: SRSG

ED

CISS

STO

ICTR



INTER-OFFICE MEMORANDUM

DATE: September 9, 1995

TO: Beadengar P. Dessande
Chief of Protocol

FROM: J. Lombardo
Special Task Officer

SUBJECT: **ACCOMMODATION FOR THE DEPUTY PROSECUTOR**

In reference to your memo of 8 September, 1995, please be advised that UNAMIR is not in a position to supply the requested material to the apartment of the Deputy Prosecutor. I have discussed the matter with Bill Clive, the OIC Administration and both he and I are of the opinion that personal items such as the one outlined in your memo are not items to which the judge, as well as any staff member of UNAMIR, apart from the SRSG, are entitled.

As the Judge is an employee of the Tribunal, by copy of this memo I am requesting Mr. Hermann Gili, Chief of Administration for the Tribunal, to review the request and revert back to the Judge on what his appropriate entitlements are.

Further, please be advised that we will be providing each apartment with an electric kettle for visiting guests. An electric stove for each apartment was deemed unnecessary by the OIC Administration, who views the apartments as short-term accommodation for visiting VIPs.

To ensure prompt response to any future request you may have regarding the International Tribunal, please feel free to address them to me, as administrative and logistics liaison officer for the ~~KTR~~.

cc: SRSG
OIC Administration
Mr. H. Gili



cc. Mr Desautels

- NOTE TO EXECUTIVE DIRECTOR -

With reference to the attached "final version" of a UNAMIR protocol list ("Liste Protocolaire de la MINUAR"), I would like to make the following comments:

- (a) I do not know the purpose of such a list and at this stage in the Mission, do not see a need for it. If it is meant for internal use, we already have a UNAMIR telephone list. If it is meant for the Government and other non-UNAMIR users, I believe that it is already well-known who the three most important officials are, namely the SRSG, the FC and the ED. Even for the purpose of invitations to Government or diplomatic receptions, UNAMIR staff other than the above-mentioned three officials, are likely to be invited on the basis of their working relations with the inviting party. Thus, even a hierarchically junior UNAMIR staff member could be invited to a reception to which more senior colleagues have not. This is not unusual and has been the practice even at United Nations Headquarters.
- (b) As you are aware, seniority in the United Nations (which I suppose is what is meant by a protocol list) is determined, above all, on the basis of grade. Thus, with reference to the attached list, the determination of seniority in the Office of the SRSG contradicts United Nations practice.
- (c) I would suggest that the list not be circulated and if it has already been circulated, should be revised, taking into account also the recent changes in the Administration and in the Military Component.

Sammy Kum Buo
7 September 1995

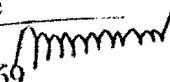
cc.: SRSG
FC



INTEROFFICE MEMORANDUM

TO : Ms. Susan Matthew
Chief Administrative Officer

Date: 5 September 1995

FROM: Beadengar P. Dessande
Chief of Protocol 
Room 4060 - Ext: 11069

SUBJECT: Dinner-Buffer for Ms. OGATA

Reference is made to our memo dated 1st September 1995 on the above subject matter.

... Herewith please find the invoice N° MGT-CON/CAT/09/95 dated 4 Septembre 1995 in the amount of USD 1,180.00 for payment.

Please note that the invoice is duly certified and the number of buffet served is in accordance with the number of invitees as it can be seen in our list attached.

We would be most grateful if the Finance Section could be directed to pay the above-mentioned invoice as soon as possible.

Thank you for your usual cooperation.

cc : SRS
ED

MGT-CONSOLIDATED

RWANDA, KIGALI		PH.NO.: FAX NO.:		
INVOICE				
INVOICE NO.MGT-CON/CAT/09/95			DATE: 04.09.95	
CLIENT: BEADENGAR P. DESSANDE- CHIEF OF PROTOCOL				
QTY	UNIT	PARTICULARS	RATE	VALUE US \$
69	PAX	DINNER-BUFFET FOR Ms.OGATA BUFFET DINNER	13.00	897.00
49	CANS	BEER	1.00	49.00
56	CANS	SODAS	1.00	56.00
34	PEGS	BLACK LABEL -SCOTCH WHISKY	1.50	51.00
28	PEGS	GORDON'S GIN	1.00	28.00
24	GLASS	AUSTRALIAN CASK WINE	1.00	24.00
4	PEGS	RED LABEL WHISKY	1.00	4.00
2	PEGS	GLENFIDDICH-SCOTCH WHISKY	1.50	3.00
2	PEGS	MARTINI DRY WHITE	1.00	2.00
9	PEGS	BLACK & WHITE WHISKY	1.00	9.00
3	BTLS	MINERAL WATER	1.00	3.00
32	PEGS	BAILEY'S IRISH CREAM	1.00	32.00
18	CANS	JUICE	1.00	18.00
2	PEGS	REMY MARTIN-COGNAC	2.00	4.00
TOTAL US \$ ONE THOUSAND ONE HUNDRED EIGHTY ONLY			US \$	1180.00

Certified Services rendered
BEADENGAR P. DESSANDE
Chief of Protocol



[Signature]
CASHIER/BARMAN

4/9/95

1 Beer ✓
 1 Beer ✓
 2 Banleys ✓
 2 Banleys ✓
 1 Coke ✓
 2 R/label ✓
 2 Beer ✓
 1 Soda ✓
 2 Blacklabel ✓
 1 Soda ✓
 1 Wine ✓
 2 Gin ✓
 1 Tonic ✓
 2 Blacklabel ✓
 1 Soda ✓
 2 Gin ✓
 1 Tonic ✓
 2 Blacklabel ✓
 1 Tonic ✓
 1 Beer ✓
 2 Blacklabel ✓
 1 Beer ✓
 1 Tonic ✓
 1 Juice ✓
 2 Gin ✓
 1 Tonic ✓
 1 Beer ✓
 2 B/white ✓
 1 Soda ✓
 1 Beer ✓
 2 Gin ✓
 1 Tonic ✓
 2 B/white ✓
 1 Soda ✓

56

52

6 Slurpees ✓
2 Beers ✓
2 Gums ✓
1 Tonic ✓
1 Soda ✓
2 Black label ✓
1 Wine ✓
1 Beer ✓
1 Coke ✓
4 Black label ✓
1 Juice ✓
1 Tonic ✓
2 Beer ✓
2 Juice ✓
1 Beer ✓
2 PONTIAC ✓
1 T/Water ✓
2 Coke ✓
1 W/Wine ✓
1 W/Wine ✓
2 B/L ✓
1 Beer ✓
1 R/Wine ✓
2 B/Label ✓
1 Coke ✓
2 Red wine ✓
2 Coke ✓
1 W/Wine ✓
1 B/L/Water ✓
1 R/Wine ✓
1 W/Wine ✓
2 Beer ✓
1 Tonic ✓
1 Juice ✓

52

2.

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

DINNER-BUFFET OFFERT PAR LE REPRESENTANT SPECIAL DU

SECRETAIRE GENERAL DES NATIONS UNIES,
AMBASSADEUR SHAHARYAR KHAN

EN L'HONNEUR DU HAUT COMMISSAIRE AUX REFUGIES,
Mme. SADA KO OGATA

RESTAURANT DU VILLAGE BELGE, LE 4 SEPTEMBRE 1995

LISTE DES INVITES

Haut-Commissariat

- | | | |
|----|----------------------------|--|
| 1. | Mme. Sadako Ogata | Haut-Commissaire |
| 2. | M. Soren Jessen Petersen | Directeur du Bureau de Liaison du HCR
à New York |
| 3. | M. Kamel Morjane | Directeur du Bureau Régional pour
l'Afrique au siège du HCR à Genève |
| 4. | M. Manoel da Silva | Directeur, Département des Affaires
Humanitaires, Siège des Nations Unies à
New York |
| 5. | M. Carrol Faubert | Envoyé Spécial du Haut-Commissaire
pour la Région des Grands Lacs |
| 6. | M. Wenceslaus Romani Urasa | Délégué du HCR à Kigali |
| 7. | M. Anthony O'Connell | |

Ministres

- | | | |
|-----|------------------------------|---|
| 8. | S.E. M. Celestin Rwigema | Premier Ministre |
| 9. | S.E. Col. Alexis Kanyarengwe | Vice-Premier Ministre et
Ministre de l'Intérieur |
| 10. | S.E. M. Patrick Mazimpaka | Ministre de la
Réhabilitation et de
l'Intégration Sociale |
| 11. | S.E. Mme. Martha Mukamurenzi | Ministre de la Justice |
| 12. | S.E. Dr. Anastase Gasana | Ministre des Affaires
Etrangères et de la
C o o p é r a t i o n
Internationale |
| 13. | S.E. M. Jacques Bihozagara | Ministre de la Jeunesse
et du Mouvement
Associatif |
| 14. | S.E. Col. Joseph Karemera | Ministre de la Santé |
| 15. | S.E. Dr. Charles Muligande | Ministre des Transports
et Communications |
| 16. | S.E. M. Charles Ntakirutinka | Ministre des Travaux
Publics |
| 17. | S.E. M. Pie Mugabo | Ministre du Travail et
des Affaires Sociales |
| 18. | S.E. M. Augustin Iyamureme | Ministre de l'Agriculture |
| 19. | S.E. M. Laurien Ngirabanze | M i n i s t r e d e
l'Enseignement Primaire
et Secondaire |
| 20. | M. Sam Nkusi | Rwandatel |
| 21. | M. Justin Murara | Directeur Général,
Ministère de la
Réhabilitation |
| 22. | Ms. Christine Umutoni | Directrice de Cabinet,
Ministère de la
Réhabilitation |
| 23. | Mme. Edith Gasana | Directrice du Cabinet du
Plan |

24. M. Emmanuel Gasana	Directeur de Cabinet, Presidence
25. M. Claude Dusaidy	Conseiller Politique, Ministère de la Défense
26. M. Gedeon Rudahunga	Directeur du Protocole d'Etat
27. Dr. Ephrem Kabaija	Conseiller, Présidence
28. Juge Rakotomanana	Substitut du Procureur, Tribunal International P/Rwanda

MINUAR

29. S.E. Ambassadeur S. Khan	Représentant Spécial
30. Col.Maj. A. Toumia	Commandant-Adjoint des Forces
31. M. B.P. Dessande	Chef du Protocole
32. M. Lamine Conde	Snr.Political Officer

UNHCR

33. M. R. Quintero
34. M. C. Assare
35. M. W. Wolff
36. M. K. Diagne
37. M. O. Sandrasagren
38. Mme. R. Ou
39. Mme. M.C. Martin
40. Mlle. A. Principe
41. Mme. Agnes Mukamali
42. M. Jacques Bisengimana

CORPS DIPLOMATIQUE

43. S.E. Mgr. Julius Janusz
Nonce Apostolique
44. S.E. M. August Hummel
Ambassadeur d'Allemagne
45. S.E. M. Anatoli Smirnov
Ambassadeur de Russie
46. S.E. M. Frank De Coninck
Ambassadeur de Belgique
47. S.E. M. David Rawson
Ambassadeur des Etats-Unis
48. S.E. M. Jacques Courbin
Ambassadeur de France
49. S.E. M. Huang Shejiao
Ambassadeur de Chine
50. S.E. M. Ignatius Katetegirwi
Ambassadeur de l'Ouganda
51. S.E. Salvator Ntihakose
Ambassadeur du Burundi
52. M. Brunot Hebert
Ambassadeur du Canada
53. Mme. Lilian Wong
Représentation de la Grande Bretagne
54. M. B.C. J. Van Loosdrecht
Représentation des Pays-Bas
55. M. Kurt Reiniger
Ambassade de Suisse
56. M. Michel Zeletzki
Consul Général Honoraire, Autriche
57. M. Achim Kratz
Envoyé Spécial, Union Européenne
58. Mlle. Marie Spaak
Représentante ECHO

AGENCES DES NATIONS UNIES

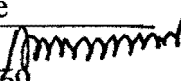
- 59. M. Sukehiro Hasegawa
Représentant Résident PNUD
- 60. M. Dan Toole
Représentant UNICEF
- 61. M. Tekeste Zergaber
Directeur du PAM
Directeur a.i. FAO
- 62. M. William Clarence
Représentant UNHCHR
- 63. REPRESENTANT DE L'UNESCO
- 64. M. Julio Gamba
Représentant Résident Banque Mondiale
- 65. M. Amidou Baba Moussa
Représentant OMS
- 66. M. Randolph Kent
Coordonnateur, UNREO
- 67. M. Joost Van Der Aalst
Chef de Mission OIM
- 68. M. Philippe Lazarini
Représentant, CICR
- 69. M. Buddy Shanks
Chargé de Bureau, USAID



INTEROFFICE MEMORANDUM

TO: Ms. Susan Matthew
Chief Administrative Officer

Date: 1st September 1995

FROM: Beadengar P. Dessande
Chief of Protocol 
Room 4060 - Ext: 11069

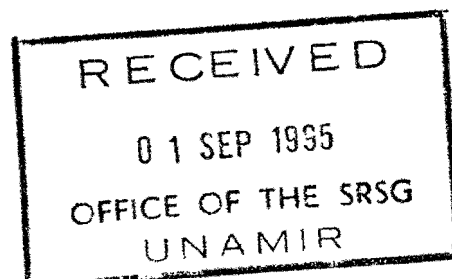
SUBJECT: Dinner-Bufferet for Ms. OGATA

Please be informed that on the occasion of Ms. OGATA's visit to Rwanda, the SRSG, Mr. S. Khan will offer a dinner-bufferet, on monday 4 Septembre 1995 at 19H00, at the Belgium Village.

... Herewith please find a list of the seventy (70) invitees which will attend the dinner-bufferet.

In this connection, we would be most grateful if the Finance Section could be informed accordingly.

Thank you for you co-operation.



cc: SRSG ✓
ED

LISTE DE LA DELEGATION DU HAUT COMMISSAIRE

DATE DE LA VISITE: 4-5 SEPTEMBRE 1995

1. Mme. Le Haut Commissaire, Mme. Sadako Ogata
2. M. Soren Jessen Petersen, Directeur du Bureau de Liaison du HCR a New York
3. M. Kamel Morjane, Directeur du Bureau Régional pour l'Afrique au siège du HCR a Genève
4. M. Manoel da Silva, Directeur, Département des Affaires Humanitaires, Siège des Nations Unies à New York
5. M. Carrol Faubert, Envoyé Spécial du Haut Commissaire pour la Région des Grands Lacs
6. M. Wenceslaus Romani Urasa, Délégué du HCR à Kigali

7. Mr. Anthony O'Connell



S. E. M. August Hummel
Ambassade d'Allemagne

S. E. M. Franck de Coninck
Ambassade de Belgique

S. E. M. David Rawson
Ambassade des Etats-Unis

S. E. M. Jacques Courbin
Ambassade de France

S. E. M. Huang Shejiao
Ambassade de Chine

S.E. Ambassadeur de la République
de l'Ouganda

S.E. Ambassadeur de la République
du Burundi

S.E. le Nonce Apostolique

Mme. Lilian Wong
Représentation de la Grande Bretagne

M. B. C. J. Van Loosdrecht
Représentation des Pays-Bas

M. Brunot Hebert
Ambassade du Canada

Dr. Kurt Reiniger
Ambassade de Suisse

M. Michel Zeletzki
Consul Général Honoraire, Autriche

M. Achim Kratz
Envoyé Spécial, Union Européenne

Mlle. Marie Spaak
Représentante, ECHO

Ambassadeur Shahryar Khan
Représentant Spécial du Secrétaire Général des Nations Unies

M. Sukehiro Hasegawa
Représentant Résident PNUD

M. Dan Toole
Représentant UNICEF

M. Tekeste Zergaber
Directeur du PAM
Directeur a.i. FAO

M. William Clarence
Représentant UNHCHR

M. Julio Gamba
Représentant Résident Banque Mondiale

M. Amidou Baba Moussa
Représentant OMS

Représentant UNESCO

M. Randolph Kent
Coordinateur, UNREO

M. Joost van der Aalst
Chef de Mission OIM

M. Philippe Lazarini
Représentant, CICR

M. Buddy Shanks
Chargé de Bureau, USAID

Ambassador of Russia

Prime Minister, Mr. Celestin Rwigema

Ministers:

Rehabilitation and Social Integration, Mr. Patrick Mazimhaka

Vice-Prime Minister/Minister of Interior: Col. Alexis Kanyarengwe

Justice: Miss Martha Mukamurenzi

Vice President/Minister of Defence: H>E> Maj. Gen. Paul Kagame

Foreign Affairs: Dr. Anastase Gasana

Family & Women Affairs: Miss Alysia Iyumba

Youth and Cooperation: Dr. Jacques Bihozagara

Health: Col. (Dr.) Joseph Karemera

Transport and Communication: Dr. Charles Morigande

Public Works, Mr. Charles Ntakirutinka

Labour and Social Affairs: Mr. Pie Mugabo

Agriculture: Augustin Iyamureme

Primary Education: Laurien Ngirabanze

Mr. Sam Nkusi - Rwandatel

Chrisitine Mutoni

Edith Gasana

Emmanuel Gasana

Claude Dussaidy

Judge Rakotomanana

Dr. Ephrem Kabaija

UNAMIR

Mr. W. de Souza

M. B. Dessande

Col. Maj. A. Toumia

UNHCR

Mr. R. Quintero

Mr. C. Assare

Mr. W. Wolff

Mr. K. Diagne

Mr. O. Sandrasagren

Mrs. R. Ou

Mrs. M.C. Martin

Mr. L. Bedjelti

Mr. R. Omphrey

Mr. I. Mitchell

Ms. D. Goodman

Ms. A. Principe

Mr. M. Mukhalled

Ms. C. Haddad

Mr. C. Armstrong

Mr. M. Demeuleneere

Mr. N. Jappah

Mr. N. Boothby

Mr. Ch. Bowers

Mr. J. Vargas

Ms. J. Perlevlits

Ms. J. Zarchin

Mr. A. Muka Kamafi

Mr. J. Bisengimana

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Excellence,

Comme vous l'avez souhaité hier matin
toutes les modifications ont été faites et envoyées
hier après-midi en la base de la
liste du HCR.

Toutefois je suis convaincu
que la remarque -

Nous n'avons pas
Pt. ask UNHCR si
ont donné. After all
we have only 5 senior
officers.

CP

SC

2/9/95
7

(1)
Rec'd. 2/09/95
CP.