Administrative Files

Claims
C/ADM/630 - Office of Personnel and Civilian Operations

16/11/1961 - 28/10/1964

12

PLEASE RETAIN
ORIGINAL ORDER

UN ARCHIVES
SERIES S-0731
BOX 14
FILE 1
ACC. DAG 13/1.6.1.0

O . N . U . C.

PERSONNEL REGISTRY

This file C/ ADM 630 part A

dating from NOV. 1961 to ~~DEC.~~ Oct. 1964

CLOSED

For further correspondence
on this subject
see part B

C/ADM 630

Administrative Report No. 17

From: N. J.

Dated: 28/10/64

Info:

To:

Gauvreau: ✓ MG

Paquin: ✓

Buccianti: ✓

Coutsinas: ✓

Makovicka: ✓

Chakra: ✓

To:

Caronis: ✓ 4

Tcubassi: ✓ S.

Ismirlian:

Finance:

Travel:

Files:

11. Compensation for Loss of or Damage to Personal Effects

Administrative Instruction ST/AI/149 of 16 July 1962 defines the limits and conditions governing compensation for losses of and damage to personal effects.

The Chairman of the Headquarters Claims Board has requested our Service to remind all field offices that claims submitted should adhere strictly to the rules outlined in the Administrative Instruction; he indicated that many claims received from the field include losses of items as jewelry which is excluded under the terms of the Administrative Instruction, and pertain to requests for reimbursement in excess of the established financial limits or greatly exceeding the value of items according to Headquarters prices. All Mission Administrative Officers are requested to ensure that claims are prepared in accordance with the rules and are transmitted in triplicate with full details and recommendation as per paragraphs 8 and 9 of the Administrative Instruction.

REGISTRY
4 NOV 1964
ONUC

/at

ACTION

ADM 630

OCT 28 1964

~~ACTION~~ INFO.

TO: 1 MR Gallopien
2
3
- Action Completed
- Acknowledged
- No Action Required
INITIALS

PERSONNEL

YC47 NY 72 27 2205Z ;

LTF

ONUC

LEO ;

3346 OSORIOTAFALL FOR LORENZO FROM SCHACHTER RECLAMATION MILLEL FRANCO. ECHEC PREVISIBLE DISCUSSIONS TENDANT REGLEMENT TRANSACTIONNEL DU DIFFEREND, RENDRA INEVITABLE ARBITRAGE A ELISABETHVILLE, A DATE ENCORE INCONNUE. A CET EFFET, IMPORTANT ENTREPRENDRE, DES A PRESENT, PAS NECESSAIRES POUR ASSURER PRESENCE AU ;

P2/22 ;

CONGO MEMBRES PERSONNEL ONUC NOTAMMENT SERVICE LOGEMENT, ENTRE AUTRES M. CONSTANTINIDIS, POUR ETRE DISPONIBLES COMME TEMOINS A PROCEDURE ARBITRALE ;

FIELDSERV "

COL 3346 "

C/ADM 630

x ref. C/PER 600

REGISTRY 18 SEP 1964 GVUC

BAT
Léopoldville

LEO/ADMIN/CM.84 16 September 1964

Destinataires: Tous les chefs de mission des institutions spécialisées, les conseillers principaux des autres unités d'assistance technique, et les chefs de section au Siège du BAT/FS;

Origine : John M. Saunders, Représentant résident adjoint (admin) J M Saunders

Objet : Assurance contre le vol des effets personnels.

Me référant à la circulaire LEO/ADMIN/CM.39 du 16 juillet dernier, je porte à votre connaissance que l'Alliance Insurance Company de Londres, représentée à Léopoldville par MM. R. Van Goethem et Cie (Building Crédit Commercial Africain, B.P. 1960, Tél. 5151) offre d'assurer les effets personnels contre le vol dans la région de Léopoldville. Cette assurance peut être contractée en monnaie locale ou autre; bien entendu, la prime devra être payée dans la même monnaie.

Voici certaines conditions générales de l'assurance:

(1) Il est nécessaire de présenter un inventaire détaillé des biens à assurer, avec leurs prix. La prime est fixée à 25 pour mille de la valeur de ces biens.

(2) L'assurance sera limitée aux biens placés dans des maisons ou appartements suffisamment protégés par des barreaux aux portes et fenêtres et par des serrures de sûreté à toutes les entrées, faute de quoi l'assurance ne sera pas valide.

(3) En même temps que cette assurance contre le vol, l'intéressé devra contracter une assurance contre l'incendie, en monnaie locale ou autre et pas nécessairement dans la même monnaie que l'assurance-vol.

Les experts et fonctionnaires désireux de s'assurer doivent écrire à MM. R. Van Goethem et Cie, en donnant les informations mentionnés plus haut. La Compagnie, de son côté, enverra une note de débit pour la prime. L'assurance entrera en vigueur à partir de la date de paiement de cette prime.

Pour plus amples renseignements, veuillez vous mettre en rapport avec M. Van Goethem, à l'adress indiquée.

TAB
Leopoldville

LEO/ADMIN/CM. 84

16 September 1964

To : All Chiefs of Mission of Specialized Agencies, Principal Advisers of other Technical Assistance Units and Section Chiefs of TAB/SF Headquarters;

From : John M. Saunders, Deputy Resident Representative (Administration)

Subject : Insurance against theft of personal belongings

With reference to LEO/ADMIN/CM.39 of 16 July 1964, you are hereby advised that the Alliance Insurance Company, London, represented in Leopoldville by Messrs. R. Van Goethem and Cie (Bldg Crédit Commercial Africain, B.P. 1960, Tel 5151) offers to undertake the insurance of personal possessions in the Leopoldville area, against burglaries. This insurance may be taken in local or other currency; the premium would, of course, be paid in the currency of the insurance coverage.

The following are some of the general conditions of insurance:

(1) A priced detailed inventory of possessions to be insured should be submitted. Premium is fixed at 25 per thousand of value of possessions.

(2) Insurance coverage will be limited to possessions located in houses or apartments adequately protected by window and door bars and safety locks in all entrances. Failure to satisfy this condition will invalidate the insurance coverage.

(3) Concurrently with the insurance against house burglaries, the insured must take a fire insurance. The latter may be either in local or other currency and need not necessarily be in the same currency as the former.

Experts and staff may apply for insurance coverage by writing to Messrs. R. Van Goethem, giving the information requested on the attached form. They, in turn, will send a debit note for the premium. Insurance coverage will take effect from the date of payment of the premium.

For additional information, please contact Mr. Van Goethem at the address indicated above.

R. Van Goethem et Cie
3ème Etage, Building Crédit Commercial Africain
B. P. 1960
Tel 5151
Léopoldville

PROPOSITION D'ASSURANCE

(1) Incendie

Nom et adresse de l'assuré(e) _____

_____

Situation du Risque _____

_____

	Montant de la couverture
Risques Locatifs - Valeur du Bâtiment	_____
Risques Locatifs - Valeur du Mobilier	_____
Chômage Immobilier (égal au loyer annuel)	_____
Recours des Voisins (égal à la valeur du bâtiment)	_____
Valeur des effets et objets personnels de l'Assuré(e)	_____

(2) Vol

Valeur des Effets et Objets personnels de l'Assuré(e) selon Inventaire valorisé ci-joint _____

N.B. (1) Si le prix du bâtiment n'est pas connu, il peut être estimê à 10 fois le loyer annuel; quant à celui du mobilier, il peut être considéré comme égal au loyer annuel.

(2) Les taux d'assurance incendie sont:

Risques Locatifs	0,80‰
Chômage Immobilier	1,00‰
Recours des Voisins	0,25‰
Effets et objets personnels de l'assuré(e)	1,20‰

Leo/Admin/CM.39

16 July 1964

To : All Agency Chiefs of Mission and Senior Advisers of other Technical Assistance Units

From : John M. Saunders, Deputy Resident Representative (Administration)

Subject : Staff Claims

J. M. Saunders

Please be advised that, effective immediatly, no claims for compensation for losses of personal property by TAB/SF experts and staff will be considered by the ONUC Staff Claims Board.

Any claims for loss or damage in the following cases should be referred to your agency Headquarters, or in the case of UN experts, through me to New York Headquarters :

a) personal possessions being shipped under an official authorization to or from the Congo or within the Congo,

b) personal possessions lost in evacuation or other emergency conditions.

As from today, other claims covering losses of or damages to personal property, such as by thefts from private residences, will not be considered. Claims that have already been filed will be dealt with by the ONUC Staff Claims Board.

You are requested to notify all experts and staff under your supervision of the above.

C/ADM 630

ORGANISATION DES NATIONS UNIES AU CONGO

UNITED NATIONS ORGANIZATION IN THE CONGO

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

JUL -9 1964
ACTION/INFO
TO: Mr. Gauvreau
1 Miss Makarinski
2 Miss Bagum
3
☐ - Action Completed
☐ - Acknowledged
☐ - No Action Required
INITIALS

CLSBD 3/4

GAD/kp

9 July 1964

To: Chief Finance Officer

From: Secretary, ONUC Staff Claims Board

Subject: Claims of TAB Staff settled by ONUC Staff Claims Board

Further to our CLSBD 3/4 of 1 July.

In view of the information submitted by the Deputy Resident Representative (Administration) in memo BAT/1/64 of 6 July 64, would you kindly make the necessary amendment of accounts.

cc: Mr. C. Seward, Chief Administrative Officer
Mr. J. Saunders, Deputy Res. Rep. (Administration)
✓ Mr. M. Gauvreau, Chief of Civilian Personnel
Mr. G. Beliard, Congo Fund

C/ADM 630

SS/by

JUL-9 1964

ACTION/INFO

TO: Mr. Gauvreau
1 ~~Miss Pasquier~~
2
3 Mrs. Muhalusha
☐ - Action Completed
☐ - Acknowledged
☐ - No Action Required
INITIALS

BAT/1/64

6 July 1964

Mr G.A.Dunn, Secretary, Staff Claims Board

John M. Saunders, Deputy Resident Representative (Administration)

Claims of TAB settled by ONUC staff Claims Board

I refer to your memorandum CLSBD-3/4 of 1 July 1964 on the subject and notice that the following staff shown on the attachment to your memorandum were not assigned to the Civilian Operations at the time the circumstances leading to a claim occurred.

Name	Time of Occurence	Section assigned to	Amount of settlement
P.Howe	August 1962	OPI	$ 416.00
Ch.Capt	January 1964	Civilian Personnel	$ 25.00 + $ 45 PX coupons + CF 750
I.Sheikh	January 1964	Elisabethville	$ 252.00 + CF 7,200
D.Antoniou	January 1964	Kamina	$ 98.40

c.c. Mr C.Seward
Mr T. De Candia
Mr M.Gauvreau
Mr C.Beliard

C/ADM 630

CC/ef

29 June 1964

TO: Secretary, ONUC Staff Claims Board (Box 59)

FROM: Maurice Gauvreau, Chief of Civilian Personnel

SUBJECT: Staff Claims

With reference to your memo SVYBD 1/10.1 of 27 June 1964, ... we are returning you enclosed your list with the requested annotations against the names of the staff members under CIVOPS budget.

C/ADM 630

OPERATION DES NATIONS UNIES AU CONGO

UNITED NATIONS OPERATION IN THE CONGO

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

769

JUN 27 1964
ACTION
TO: CHUREAU COUTSINAS
2
3
☑ - Action Completed
☐ - Acknowledged
☐ - No Action Required
INITIALS

SVYBD 1/10.1

GAD/kp

27 June 1964

To: Chief of Civilian Personnel

From: Secretary, ONUC Staff Claims Board (Box 59)

Subject: Staff Claims

1. It has been decided by the Chief Administrative Officer that claims by Civilian Operations staff settled by the ONUC Staff Claims Board between 1 January 64 and 31 June 64 will be reversed against the TAB account.

2. Before action can be taken to refer this matter to the Chief Finance Officer, we require information regarding the attached list of staff members whose claims have been settled by ONUC.

3. Would you, therefore, kindly check the attached list, noting the staff members designated as coming under the Civilian Operations budget.

cc: Chief Administrative Officer
Deputy Chief Administrative Officer, Civilian Operations
Chief, Audit and Inspection Service
Chief Finance Officer

CLAIMS

ADMINISTRATIVE REPORT No. 42

FROM: NEW YORK

DATED: 6 APRIL 1964

C/ADM 630

TO

SCHOELLKOPF

GAUVREAU

CHELL

CACOURIS

BUCCIANTI

CARONIS

COUTSINAS

TOURASSI

SEILAZ

ISMIRLIAN

FINANCE

TRAVEL DIRECT

CLAIMS direct ✓

COPY SENT TO

FILES

CLEARED BY 10 APR 1964 REGISTRY

6. Indemnity Claim

..... Enclosed is a copy of letter dated 31 Mar 64 from Mr. E. Von Hofmannsthal concerning claim #1306/SL/63/SP/GS. Please advise in order that we prepare a reply.

C/ADM 630

TC/rs

19 February 1964

To: Secretary, Staff Claims Board

Through: Chief Administrative Officer

From: Chief, Civilian Personnel

Subject: Entitlement

With reference to your memo dated 15 February 1964, we wish to advise you that whilst on transfer within the Congo, the entitlement of unaccompanied luggage granted to staff members with and/or without dependents is the same as the one authorized on the inbound and repatriation travels, in accordance with the staff rules under which staff members fall. The luggage entitlements have already been communicated to you previously.

274

mp

ORGANISATION DES NATIONS UNIES AU CONGO

UNITED NATIONS ORGANIZATION IN THE CONGO

CLSBD-3/1.2

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

INTER-OFFICE MEMORANDUM

ADM 630

15 February 1964

To : Chief of Civilian Personnel

Through : P. Chief Administratife Officer

From : Secretary, Staff Claims Board

Subject : Entitlement of unaccompanied luggage whilst on transfer within the Congo.

In order we may process equitably the claims resulting from losses of unaccompanied personal belongings during shipment whilst on transfer within the Congo, we would appreciate your advising us the entitlement of unaccompanied luggage granted to staff members with and/or without dependents.

Checked with Mr Trisciuzzi & Mr Pichler who confirm that s/ms may use same entitlement as for inbound or repatr. travels.
18/2/64

FEB 17 1964

ACTION

TO:
1 Miss Cheel
2 Mr. Caroni
3
☒ - Action Completed
☒ - Acknowledged
☐ - No Action Required
INITIALS

17 FEB 1964

17/II

C/ADM 630

UNITED NATIONS ORGANIZATION
IN THE CONGO - LEOPOLDVILLE

REGISTRY
22 FEB 1964
ONUC

18 February 1964

EC/EG

TO : Office of the Chief Administrative Officer

FROM : Office of Civilian Personnel - Local Staff Unit.

PROPOSED INSERTION IN ONUC ADMINISTRATIVE REPORT TO NEW YORK

SUBJECT : Compensation claim for family of deceased - locally-recruited staff.

..... Attached please find memorandum adressed to the Secretary Advisory Board on Compensation claims re the above-quoted subject.

NOTE from the Office of the C.A.O. : The above item has been included in _____ A.R. No. 22 / 8 of 26/2/1964

C/ADM 630

PROCEDURE TO BE FOLLOWED FOR PRESENTATION OF A SHIPMENT CLAIM

In cases of loss and damage to your personal effects during shipment TO or FROM the Congo, the following documents have to be submitted to the ONUC Staff Claims Board:

1) Bill of lading if shipped by sea and/or Airwaybill if shipped by air.

2) Travel Authorization.

3) Shipping Authorization.

4) Itemized inventory with individual price in US $. Staff Members arriving from Headquarters, New York or Missions where inventories can be established by UN are to forward a copy of the approved inventory. Staff members departing from ONUC must produce a copy of the ONUC established inventory in support of any claim for shipping losses sustained between the Congo and home station and/or next assignment.

5) Survey Report (which should be made within 48 hours after receipt of the luggage).

6) List of damaged or lost items with individual prices in US $.

7) Copy of Claim against the carrier (which should be done within 48 hours after receipt of the luggage).

As regards damage or loss of shipments TO the Congo, the Travel Unit will, on request, assist you in obtaining the necessary documents.

The Companies to be contacted to establish a SURVEY REPORT within the Congo are as follows:

Leopoldville: Compagnie Congolaise de Commerce et de Representation
12, Avenue des Aviateurs
B.P. 3063
Leopoldville - Kalina

ask for Mr. Pierre Pauwels - tel. 3035

Elisabethville: Compagnie Katangaise de Commerce et de Representation
"SIGNAL"
660, Avenue de Kato
B.P. 1383
Elisabethville

Tel. 2460

Coquilhatville: Maison Bogaerts
1 Avenue Grenfell
B.P. 282
Coquilhatville

Tel. 2247

.../

For other Field Stations: A survey established by Administrative Officer or Movement Control Officer or another UN Official will be taken into consideration.

Survey fees should be paid directly by the claimant and the receipted bill should be presented with the claim.

All the documents mentioned above should be submitted at the same time to the ONUC Staff Claims Board. No claim will be considered unless all these documents are available. It is the staff member's responsibility to obtain the requested documents.

P/ADM 630.

PROCEDURE TO BE FOLLOWED FOR PRESENTATION OF A SHIPMENT CLAIM

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ask for Mr. Pierre Pauwels - tel. 3035

Elisabethville: Compagnie Katangaise de Commerce et de Representation
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B.P. 1383
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Tel. 2460

Coquilhatville: Maison Bogaerts
1 Avenue Grenfell
B.P. 282
Coquilhatville

Tel. 2247

.../

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C/ADM 630

ONUC
Leopoldville

9 January 1964

INFORMATION CIRCULAR NO. 223

To : All ONUC Personnel

From : Carey Seward, Chief Administrative Officer

Subject : ONUC Staff Claims

1. All claims by staff members should be submitted to the Secretary, ONUC Staff Claims Board which is under the administrative control of the Unit Stores and Accounts Control Section.

2. The Staff Claims Section is located in room BE-21 where inquiries should be directed to Mrs M. Pêche.

3. All correspondence relating to claims by staff members should be addressed as follows:

Secretary, ONUC Staff Claims Board
ONUC (Box 59)
Leopoldville

Carey Seward

ONUC
Leopoldville

Le 9 janvier 1964

CIRCULAIRE D'INFORMATION No. 223

Destinataires: Tout le personnel de l'ONUC

Origine: Carey Seward, Chef des Services administratifs

Objet: Demandes de compensation du personnel ONUC

1. Toutes les demandes de compensation doivent être présentées au Secrétaire du Service des demandes de compensation, relevant administrativement de la Section du contrôle des approvisionnements et comptes d'unités.

2. Le Service des demandes de compensation est installé au bureau BE-21 où les demandes de renseignements doivent être adressées à Mme M. Pêche.

3. Toute la correspondance concernant les demandes de compensation doit être adressée comme suit:

Secrétaire du Service des demandes de compensation
ONUC - Boite 59
Léopoldville

Cary Seward

ADMINISTRATIVE REPORT NO. 1

FROM: NEW YORK

DATED: 2 JAN 1964

C/ADM 630

TO

SCHOELLKOPF

FULCHERI

CHELL

CACOURIS

CARONIS

COUTSINAS

GOHILL

TOUBASSI

FINANCE

TRAVEL DIRECT

CLAIMS direct ✓

COPY SENT TO

FILES ✓

REGISTRY 7 JAN 1964 ONUC

Claims Board

15. Comandante Renato Humberto Felippa - Claim for Loss of Suitcase (your 101-40)

..... Enclosed is a copy of note verbale from Argentine Mission to UN dated 26 Dec 63 together with the copy of statement of above-mentioned re his claim for your action.

JS/rs

REGISTRY

C/ADM 630

23 December 1963

To: Dr.R. Gorgé,
Principal Legal Adviser and Political Adviser

From: Jacques Schoellkopf,
Chief of Civilian Personnel

Subject: Claim of Arovias Panama

Please find below the addresses of the civilian officials mentioned on the list attached to your memorandum of 17 December 1963:

Mr. C.C. Timbrell	- Executive Officer, Office of General Services U.N. Secretariat, New York.
Mr. G. Lanser	- c/o Mrs. E. Epp, 48 Russell Street, Toronto 4, Ont., Canada.
Mr. Salvadore P.Nucci	- 2228 So. 13th Street, Philadelphia 48, Pa., U.S.A.
Mr. J.P. Fournier	- No forwarding address. Probably c/o Office of Personnel, ICAO, Montreal, Canada.
Mr. Helio Costa	- ICAO, Montreal, Canada.
Mr. Brezis	- still with ONUC
Mr. C. Bassols	- " " "
Mr. D. Gardellin	- " " "

as well as Mr. H.S. Ahmed, Mr. Madan, Mr. Koehler and Pêche

A
CLEARED BY
24 DEC 1963
REGISTRY

C/ADM 630

RP/mm

ORGANISATION DES NATIONS UNIES AU CONGO

UNITED NATIONS ORGANIZATION IN THE CONGO

DEC 19 1963

ACTION

TO:
1 Mr Schoelkopf
2 Mr Goulie
3

☐ - Action Completed
☐ - Acknowledged
☐ - No Action Required
INITIALS .....

BOITE POSTALE 7248
LEOPOLDVILLE
REPUBLIQUE DU CONGO
CABLE : ONUC LEOPOLDVILLE

INTER - OFFICE MEMORANDUM

17 December 1963

TO : Chief of Civilian Personnel

FROM : Rémy Gorgé, ~~Prin~~cipal Legal Adviser and Political Adviser

SUBJECT : Claim of Aerovias Panama

... As the persons listed in the annex may produce testimony on the case under consideration, we would be obliged if you would communicate to us, concerning the civilian officials, their functions and the last known addresses of those who have left the Congo.

We would be grateful if you would provide us with this information at your earliest convenience.

... Encl.

See reply dated 23.XII.63.

OPERATION DES NATIONS UNIES AU CONGO

UNITED NATIONS OPERATION IN THE CONGO

INTER-OFFICE MEMORANDUM C/ADM/610 Air Panama

To: C. Seward, Chief Administrative Officer Date: 16 December 1963

From: A.W. Cooper, Chief Purchasing and Supply Section

Subject: Claim of Aerovias Panama

Re: Attached letter.

With reference to the captioned letter, please find listed herebelow names of UN officials and others who could provide helpful information on Aerovias Panama :

Air Commander H.A. Morrison, ONUC Air Commander
Major General J. Ryg, ONUC Air Commander
W/C Pearce, Chief Air Ops
W/C McCarthy, Chief Air Ops
Major Ljundgkvist, Air Ops Info and Stat Officer, ONUC
Col. Holmen, USAF, USA Air Attaché, c/o US Embassy
Col. Matlick, USAF, USA Air Attaché, c/o US Embassy
with ONUC — Col. N.N. Madan, CLO (Senior Administrative Officer ONUC)
" " — Mr. S.H. Ahmed, CAO ONUC (Chief Civilian Operations)
— Mr. C.C. Timbrell, DCAO
Mr. N.G. Lanser, CPO
ONUC — Mr. J.J. Koehler, FAA Inspector, c/o ONUC
Mr. S.P. Nucci, FAA Inspector, c/o ONUC
Mr. P. Fournier, Chief ICAO Mission
Mr. H. Costa, Chief ICAO Mission
still in Congo — Mr. Pêche, Chief ICAO Mission
Mr. Brezis, ICAO Adviser to Airport Commandant, c/o ONUC
Mr. G. Bassols, OIC ICAO, N'Djili Airport, c/o ONUC
Mr. D. Gardellin, Purchasing Officer, Contracts Unit.

Such other information as we can gather will be advised to you soonest.

C/ADM 630

PROCEDURE TO BE FOLLOWED FOR PRESENTATION OF A SHIPMENT CLAIM

In cases of loss and damage to your personal effects during shipment TO or FROM the Congo, the following documents have to be submitted to the ONUC Staff Claims Board:

1) Bill of lading if shipped by sea and/or Airwaybill if shipped by air.

2) Travel Authorization.

3) Shipping Authorization.

4) Itemized inventory with individual price in US $. Staff Members arriving from Headquarters, New York or Missions where inventories can be established by UN are to forward a copy of the approved inventory. Staff members departing from ONUC must produce a copy of the ONUC established inventory in support of any claim for shipping losses sustained between the Congo and home station and/or next assignment.

5) Survey Report (which should be made within 48 hours after receipt of the luggage).

6) List of damaged or lost items with individual prices in US $.

7) Copy of Claim against the carrier (which should be done within 48 hours after receipt of the luggage).

As regards damage or loss of shipments TO the Congo, the Travel Unit will, on request, assist you in obtaining the necessary documents.

The Companies to be contacted to establish a SURVEY REPORT within the Congo are as follows:

Leopoldville: Compagnie Congolaise de Commerce et de Representation
12, Avenue des Aviateurs
B.P. 3063
Leopoldville - Kalina

ask for Mr. Pierre Pauwels - tel. 3035

Elisabethville: Compagnie Katangaise de Commerce et de Representation
"SIGNAL"
660, Avenue de Kato
B.P. 1383
Elisabethville

Tel. 2460

CLEARED BY 11 DEC 1963 REGISTRY

Coquilhatville: Maison Bogaerts
1 Avenue Grenfell
B.P. 282
Coquilhatville

Tel. 2247

.../

For other Field Stations: A survey established by Administrative Officer or Movement Control Officer or another UN Official will be taken into consideration.

Survey fees should be paid directly by the claimant and the receipted bill should be presented with the claim.

All the documents mentioned above should be submitted at the same time to the ONUC Staff Claims Board. No claim will be considered unless all these documents are available. It is the staff member's responsibility to obtain the requested documents.

ADMINISTRATIVE REPORT NO. 146

FROM: NEW YORK

DATED: 6 Dec 1963

C/ADM 630

TO

SCHOELLKOPF

FULCHERI

CHELL

CACOURIS

CARONIS

COUTSINAS

GOHILL

TOUBASSI

FINANCE

TRAVEL DIRECT

COPY SENT TO CLAIMS

FILES ✓

CLEARED BY 17 DEC 1963 REGISTRY

6. Settlement of Shipping Claims - Your 135-53 - Our 136-26

Please note that the settlement of shipping claims is based on Staff Rules 107.21 and 107.22. For general guidance, please refer to Field Administration Handbook pages B-49 to B-53, keeping in mind that we apply the same rules for self-insurance as do insurance companies. Concerning Administrative Circular No. 75, its issuance was primarily based on Staff Rule 106.5 to cover compensation for loss or damage of personal effects attributable to service.

IL/rd

C/ADM 630

A : Miss Irene Lorenzo, Legal Claims Officer

De : W. Fulcheri, Chef-Adjoint, Bureau du Personnel

Objet : Réclamation de M. J. Staquet - REF/IL/977

Me référant à votre demande, je veux bien vous confirmer qu'il a été porté à ma connaissance qu'au début du mois de décembre 1961, des Unités de la Gendarmerie Katangaise ont pris position et ont érigé des barrages autour de l'aéroport, dont un à environ 200 ou 300 mètres de la villa STAQUET, contraignant ainsi les civils occupant la dite villa à évacuer d'urgence.

Par ailleurs et afin de rétablir la libre circulation entre l'Aéroport et le quartier général en ville, les Forces de l'ONUC ont été contraintes de forcer le barrage par des moyens militaires et ainsi réoccuper la zone en question.

ONUC REGISTRY 21 NOV 1963

C/ADM 630

OPERATION DES NATIONS UNIES AU CONGO

UNITED NATIONS OPERATION IN THE CONGO

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

NOV 1963

ACTION
INFO
Mr Fedorzkow

TO:
1
2
3
☐ - Action Completed
☐ - Acknowledged
☒ - No Action Required
INITIALS

CLAIMS

GAD/kp

15 November 1963

To: Deputy Chief Administrative Officer

From: Claims Section

Subject: Procedure to be followed for presentation of a Shipping Claim

1. As requested by you, the above-mentioned instructions were forwarded to the Chief of Civilian Personnel for circulation to new and departing staff members to avoid publication of an Administrative Circular.

2. The Chief of Civilian Personnel's reply is attached.

cc: Chief of Civilian Personnel (Re: your memo dated 14 Nov 63)

ADMINISTRATIVE REPORT NO. 136

FROM: NEW YORK

DATED: 14 Nov 1963

TO

SCHOELLKOPF ✓

FULCHERI ✓ Gf

CHELL ✓

KNOLL

ACHTON

CARONIS

DECAUX

GOHILL

TOUBASSI

FINANCE

TRAVEL

COPY SENT TO

FILES

c/Adm 630

26. Settlement of Shipping Claim (your 126-38)

We apply the same rules on self-insurance as insurance companies for the shipment of personal effects. When items such as diamonds, gold, expensive paintings, rare editions and similar objects are included, the staff members should, prior to shipment, be in possession of a reliable appraisal slip in order to prove that the inventory value is as stated, and cannot exceed the insurance entitlement of $1,500 for single s/ms and $3,000 for s/ms with dependents as per Staff Rule 107.22. No shipment of currency will be insured by our insurance policy.

NOV 19 1963

ACTION

TO: 1 Mr Schoellkopf 2 Mr Fulcheri 3 Mr Chell

☐ - Action

☐ - Acknowledged

☐ - No Action Required

INITIAL

cc/ 20/xe.

ADMINISTRATIVE REPORT NO. 134

FROM: NEW YORK

DATED: 8 Nov 1963

TO

SCHOELLKOPF

FULCHERI ✓

CHELL

KNOLL

ACHTON

CARONIS

DECAUX

GOHILL

TOUBASSI

FINANCE

TRAVEL

SEILAZ ✓

ISMIRLIAN ✓

COPY SENT TO

FILES

1/ADM 630.

NOV 18 1963

ACTION

TO:
1 Mr Fulcheri
2 Mr Seilaz
3 Mr Ismirlian
☐ - Action Completed
☐ - Acknowledged
☐ - No Action Required
INITIALS .....

3. ONUC Survey Board Action

With further reference to our AR 132-1 "Final Pay and Clearance Arrangements", we wish to have your confirmation that all pending ONUC Survey Board action with particular reference to reimbursement due from departing staff has been completed. It would be useful if a list of pending cases concerning international staff could be forwarded to Hqs. to be used as an alert whenever there are amounts due to the organization.

GF/ef

C/ADM 630

14 November 3

TO: Claims Section

FROM: Jacques Schoellkopf,
Chief of Civilian Personnel

SUBJECT: Procedure to be followed for presentation of a Shipping Claim

I have taken note of the instructions contained in your memorandum of 6 November 1963 on the above subject.

I think that the best procedure to be followed is that such instructions should be embodied in a CAO circular, which would then be handed to all incoming and outgoing staff members.

..... Attached I am returning the instructions in question for your action.

REGISTRY
15 NOV 1963
ONUC

CVBTE ONUC TEOBOTDAITTE
BEHBTIÓNE DU CONGO
TEOBOTDAITTE
BOITE POSTALE 3598

IN THE CONGO
UNITED NATIONS ORGANIZATION

AU CONGO
ORGANISATION DES NATIONS UNIES

ORGANISATION DES NATIONS UNIES
AU CONGO

UNITED NATIONS ORGANIZATION
IN THE CONGO

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

C/ADM 630

ADMINISTRATIVE REPORT Nº 135
FROM: NEW YORK
DATED: 11 November, 1963

(Copy)

8. Delegation of Authority by the Controller to the C.A.O. for Settlement of ONUC Claims.

... Enclosed is a copy of Controller memorandum dated 6 No 63 delegating authority too CAO of ONUC to settle operational claims as follows:

"... the Controller has agredd to delegate authority to the Chief Administrative Officer to settle operational claims which are identified as category I claims in the general policy paper on sompensation claims deted 3 Nov 1960 up to the limit of $10,000. This delegation is retrosctive to 14 June 63 as it was intended that this authority be included in my memorandum of that date.

The Controller's delegation to the CAO to settle ONUC claims of a personnal nature as described as category II claims in the paper of 3 Nov 1960 is limited to $1,000 as set forth in the memorandum of 14 June 64.

Any settlement of an operatinnal claim exceeding $10,000 or a personal claim under category II exceeding $1,000 shall be approved by the Controller before payment is authorized."

ADMINISTRATIVE REPORT N° 135
FROM: NEW YORK
DATED: 11 November 1963

(Copy)

8. Delegation of Authority by the Controller to the C.A.O. for Settlement of ONUC Claims.

... Enclosed is a copy of Controller memorandum dated 6 No 63 delegating authority too CAO of ONUC to settle operational claims as follows:

".... the Controller has agreed to delegate authority to the Chief Administrative Officer to settle operational claims which are identified as category I claims in the general policy paper on sompensation claims deted 3 Nov 1960 up to the limit of $10,000. This delegation is retrosctive to 14 June 63 as it was intended that this authority be included in my memorandum of that date.

The Controller's delegation to the CAO to settle ONUC claims of a personnal nature as described as category II claims in the paper of 3 Nov 1960 is limited to $1,000 as set forth in the memorandum of 14 June 64.

Any settlement of an operatinnal claim exceeding $10,000 or a personal claim under category II exceeding $1,000 shall be approved by the Controller before payment is authorized."

yes [illegible] 9/11

	Schoellkopf		Cohill
	Buccianti		Haigh
	Chell		Ismirlian
	Cacouris		Paquin
	Caronis		Prokopiou
	Coutsinas		Sellas
	Dabbagh		Toubassi
	Fulcheri		Registry

Why don't we issue a circular, copy of which will handed to all departing or arriving S/M's?

[illegible]

ORGANISATION DES NATIONS UNIES AU CONGO

UNITED NATIONS ORGANIZATION IN THE CONGO

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

C/ADM 630

C/ADM 630

2449 - C/ORG/100/1/1

GAD/pjm

6 November, 1963

TO: Chief of Civilian Personnel

FROM: Claims Section

SUBJECT: Procedure to be followed for presentation of a Shipping Claim

1. I have been directed by the DCAO to forward to you the regulations governing the submission of claims against ONUC for losses of personal effects during shipment to and from ONUC.

2. You are requested to ensure that arriving staff members and those departing from the mission are made aware of these regulations.

NOV 8 1963
ACTION
TO: ~~Mr Schaetzel~~ Mr Fulcher
☐ - Action Completed
☐ - Acknowledged
☐ - No Action Required
REMARKS

cc: DCAO
HQ Travel Unit, Office of General Services

C/ADM 630

9 October 1963

TO : Mr. C. Taff
Legal Adviser

FROM : Jacques Schoellkopf
Chief of Civilian Personnel

SUBJECT : MIBA BAKWANGA CLAIM.

As requested in your memorandum of 3 October 1963, the following information is supplied concerning the staff members you mentioned.

INTERNATIONAL STAFF :

Dr. Jacques DELCLOS, District Medical Officer of WHO. Is at present on home leave in France and is due back at ONUC on 13 November 1963.

Dr. Margaret Hasselmann, Medical Consultant WHO, repatriated 18 December 1961. Forwarding address : C/o WHO Geneva

Mrs. Suzanne Librecht, Nutritionist, repatriated on 24 July 1961. Returned to FAO Hqs. Forwarding address : 5, rue Fantin Latour, Paris 16.

Mr. Jacques Besner, Delegate, International Red Cross, Contract expired 31 March 1963. Could perhaps be contacted through Mr. Norredam of International Red Cross, Leopoldville. Mr. Besner's mailing address is given as : General Delivery Station "H", Montreal, Canada.

.../...

.../...

Dr. Henrik Forss, District Medical Officer, WHO, repatriated 28 July 1963. Forwarding address : 21 Mechelingatan, Helsingfors (Helsinki).

LOCAL STAFF :

Mr. Christian Moutier. Supply Assistant, Economic Relief Co-ordination. Summarily dismissed for abandonment of post 11 October 1962. Last address known : 16 rue de Versailles, Clamart (Dept. Seine) France.

ADMINISTRATIVE REPORT NO. 118

FROM: NEW YORK

DATED: 3 October 1963

C/ADM 630

TO

SCHOELLKOPF

FULCHERI

CHELL

KNOLL

ACHTON

CARONIS

DECAUX

GOHILL

[illegible]UBASSI

FINANCE

TRAVEL

COPY SENT TO

FILES ✓

CLEARED BY 8 OCT 1963 REGISTRY

24. Corporal A. Franklin and Private M. Purcell (Irish Army) - Claim

..... Enclosed is a copy of note verbale with attachments A,B,C,D dated 27 Sept 63 from Irish Mission to UN concerning injuries sustained by above-mentioned when serving with Irish Contingent in Congo which is self-explanatory. It would be appreciated to have your complete report on this subject as well as Local Claims Board action.

Also of the CAO.

.../...

OCT - 4 1963
ACTION

ORGANISATION DES NATIONS UNIES AU CONGO

UNITED NATIONS ORGANIZATION IN THE CONGO

BOITE POSTALE 7248
LEOPOLDVILLE
REPUBLIQUE DU CONGO
CABLE : ONUC LEOPOLDVILLE

TO SCHOELLKOPF
1 MISS CHELL
2
3
☐ - Action Com
☐ - Acknowledge
☐ - No Action Re
INITIALS

INTER - OFFICE MEMORANDUM

3 October 1963

C/ADM 630

TO : Mr. J. Schoellkopf, Chief of Civilian Personnel

FROM : Charles Taff, Legal Adviser

SUBJECT : MIBA Bakwanga Claim

A part of this claim for 2,227,308 CF represents the cost of accommodation and utilities allegedly furnished to civilian personnel stationed in Bakwanga. Mr. J. Wood is at present investigating this claim and has requested MIBA to furnish an explanation as to how the individual staff members were not charged separately for the accommodation that they occupied. It is known that certain personnel, mostly local non-Congolese, are no longer working for ONUC, and in all probability we will undertake on behalf of MIBA to forward correspondence concerning these unsettled obligations to the last known address of the staff member, in accordance with the usual practice. It is unlikely that ONUC would accept the charges, unless there are some very special circumstances connected with these rentals.

However, as a precautionary measure, we would like to establish whether the staff members alleged to have occupied accommodation are still on ONUC strength, whether they are local or international and up to what date their contracts run. It may be that some urgent action must be taken to settle with the individual staff member his liability or otherwise before his departure.

The names of the staff members are listed below. In some cases the spelling of these names, as provided by MIBA, may be erratic, and when conducting your search we would be obliged if due allowance is made for this. We would assume that the majority of the personnel concerned worked either for Food Relief or the Bakwanga Refugee Operation.

Delcos (believed WHO) ✓ — on leave thru 13 Nov. Jacques DELCOS, WHO
Hasselmans (believed WHO) ✓ — repatriated 18-12-61 Marguerite HASSELMANS, WHO
Librecht LIEBRECHT, S. ✓ — repatriated 24-7-61 Suzanne LIEBRECHT, Nutrionist Refugee Relief Coord.
~~Housty~~ (possibly Moutier) ✓ — dismissed 11 Oct '62 Christian MOUTIER, local recruit (was in France in Nov '62
~~Besner~~ BESNER, J. ✓ — contract expired, Jacques BESNER, delegate INT. Red Cross 31-3-63; could check w/ NORRESKAM
Forst (believed WHO) FORSS ✓ — repatriated 27-7-63 Henrik FORSS, WHO

c/ADM 630

ADMINISTRATIVE REPORT NO. 98

FROM: New York

DATED: 16 August 1963

TO

Gray

Achton

Chell

Fulcheri

Knoll

Caronis

Gohill

Toubassi

Finance

Travel Direct

Files ✓

9. Claim for Loss of Suitcase - Comandante Renato H. Felippa - Argentine Military

General Services

..... Enclosed is copy of a Note Verbale from the Permanent Mission of the Republic of Argentina to the United Nations dated 9 August, together with a copy of a letter from the above-referenced officer concerning the loss of his suitcase in Pisa during the return trip for his assignment with ONUC. Since this claim was submitted directly to the Commanding Officer of his contingent in Leopoldville, it is requested that you determine and advise us what action was taken in this case.

REGISTRY 22 AUG 1963 ONUC

ADMINISTRATIVE REPORT NO. 94

FROM: New York

DATED: 8 Aug 1963

C/ADM 630

TO

Gray

Achton

Chell

Fulcheri

Knoll

Caronis

Gohill

Toubassi

Finance

Travel

CLAIMS SECTION DIRECT

Files ✓

23. Major Tor Helgesen

..... You will find enclosed a Note Verbale and related papers from the Permanent Mission of Norway to the United Nations dated 30 July 1963, concerning a claim submitted by Major Tor Helgesen. Please review the material and advise us in order that we may respond to the Norwegian Mission as soon as possible.

REGISTRY 13 AUG 1963 ONUC

C/ADM 630

UNITED NATIONS ORGANIZATION IN THE CONGO

LEOPOLDVILLE FC/GG

CLEARED BY 4 JUL 1963 REGISTRY

20 June 1963

TO: Office of the Chief Administrative Officer

FROM: Office of Civilian Personnel - Local Staff Unit -

PROPOSED INSERTION IN ONUC ADMINISTRATIVE REPORT

TO KAMINA BASE

SUBJECT: Mr. J. Selemani -

Encloses is ~~Please transmit attached~~ letter to Mr. J. Postma, re the above-mentioned person.

21/6

NOTE from the Office of the C.A.O.: The above item has been included in A.R. No. 258 / 7 of 21/6 1963

e/ADM 630

ADMINISTRATIVE REPORT NO. 72

FROM: New York

DATED: 20 June 1963

To

Gray

Caronis

Chell

Espinar

Falcheri

Knoll

Robbins

Ruby

Toubassi

Finance

Travel

Files

CLEARED BY
26 JUN 1963
REGISTRY

7. Payment of Claims (your 55-47)

Please note following decision received from Controller re above subject:

"Claims against ONUC should be settled in accordance with the policy set forth in the Financial Rules for UNEF, under Article VII, para. 107.5, with the exception that the local limitation is hereby increased from $500.00 to $1,000.00."

Copy of this item sent to Claims Section.

24.6.63

C/ADMIN 630

FC/GG

20 June 3

- Local Staff Unit -

KAMINA BASE

Mr. J. Selemani -

Please transmit attached letter to Mr. J. Postma, re the above-mentioned person.

REGISTRY
22 JUN 1963
ONUC

F.A.R. 25B/7

21/6/63

20 June 1963

TO : Mr. J. POSTMA
Base Administrator - Kamina

FROM : Nancy A. Gray
Chief of Civilian Personnel

SUBJECT : Communication from Mr. J. Selemanic

..... I send you herewith copy of a communication I have received from Mr. J. Selemani which he has addressed to various officials concerning a claim against the Kamina Base.

May I please be supplied with full details on this matter, so that I may be informed for any future action which may be deemed necessary.

ROUTING SLIP

TO Miss F. Chell.
Chief of Locality Recruit Staff
Unit

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

Mr. P. Rogers would like you to bring this up for the meeting with Mr. Postma.

DATE 19/6/63

FROM Menon

ROUTING SLIP

TO

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

DATE

FROM

ROUTING SLIP

TO

Wright

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

DATE

FROM

/ COPIE /

SELEMANI Joseph
Ancien Combattant 1914 - 18 et 1940 - 45
Ex Caporal-Comptable
Nº Matricule 9263P.M. ONUC Baka
à K I N D U

Kindu le 4 Mars 1963

C/ADM 630

Objet :- Plainte contre
MM. J'Postma AT. O.N.U.C.BAKA
- G. Khalifa ATA. O.N.U.C."
- Poirier Directeur Personnel CongolaisBaka
- Longe Commandant Chef d'Etat Major "

Note Télégramme nºCAB/221.30/
308C du 24 mai 1963 ONUC
MININTERGOUCENTRAL LEO

Trasmis copie pour information à
MM. Le Député National MWAMBA R. à LEOPOLDVI
- Le Président du Gouvernement Provincial du Katanga-Nord à ALBERTVILLE
- Le Répréseintant des Nations-Unies au Congo ROBERT GARDINER à LEOPOLDVILLE
- Le Président du Gouvernement Provincial à KINDU
- Le Ministre des Affaires Intérieures à KINDU
- Le Substitut du Procureur de l'Etat à KINDU

AMonsieur le Ministre des Affaires Intérieures du Gouvernement Central à LEOPOLDVILLE

Monsieur le Ministre,

J'ai l'honneur de vous poser mes doléances pour ma maison construite en matériaux durables ainsi que pour tous mes objets personnels qui étaient resté à Kamina lors de mon expulsion à Kamina par l'O.N.U.C.

Engagé le 8 juin 1960 à Kamina-Base,je remplissais la fonction du Contrôle de réglement de roulage.Me voyant déjà à l'âge trop avancé j'ai eu l'obligence de construire ma maison se trouvant sur l'avenue Kabalo,Bloc nº 15 ,Parc.Nº 165.

Je vous demande comment est-ce que j'aurai le moyen de regagner encore tous ces propres biens ainsi rester sans surveillant lors de mon déplacement inattendu et aventuré par L'ONUC sans motif? Agé de quatre-vingt et trois ans déjà,à qui est-ce que j'aurai encore secours en étant resté sans aucune famille prise en considération dans le monde actuel ?? Je me demande comment l'ONUC m'avait fait partir sans savoir le motif par lequel j'étais éxpulsé.Je ne sais pas vous dire que c'est le Gouvernement Tscombe ou celui du Gouvernement Central qui m'a fait quitté Kamina mais bien l'ONUC. J'insiste beaucoup sur les quatre dirigents en marge de régler mon affaire moi qui n'ai rien fait de mauvais .

Pour tout cela je vous demande,par votre haute fonction,du Ministre de l'Intérieur,essayer de faire une enquête très sérieuse pour cette affaire. Evidement sans vous obliger.,si la maison reste sans rien dedans,oubien si celle-ci s'est écroulé avec tout matériel et objet quoique ce soit,je vous prie de faire le nécessaire d'éffectuer le payement soit par l'ONUC soit par tout autre moyen exigé,du faite que ma force humaine soit compensé suivant le droit de l'homme.

Voici le croquis de ma dépense egagée pour cette maison qui a été construite en mai 1956 + annexe magasin :-

1 maison en bloc-ciment à quatre chambres	40.000, -
Toles + frais maçons annexe magasin	25.000, -
1000 blocs ciment 40 X 20 X 20	10.000, -
8 fenêtres métalliques 1,24 X 0,84	3.600, -
72 vitres pour dito	1.440, -
8 portes en bois encadres métalliquement	5.800,-
20 sacs de ciment	4.000, -
- soubassement moellons 6,400 m3	10.400, -
Valeur totale pour les deux maisons	100.240, -

Report valeur totale pour les deux maisons		I00.240 -
- I machine à coudre à pieds FARS	5.600,-	
- I " " " " main SINGER	3.500,-	
- 2 vélos dames	7.000,-	
- I " homme	5.000,-	
- meubles divers	7.500,-	
		28.600-
		I28.840 -

Je certifie sincère et véritble à la somme de cent-vingt et huit mille huit cent-quarente frabcs .

Veuillez agréer, Monsieur le Ministre, l'assurance de ma très haute considération .

SELEMANI Joseph

Ancien Combattant de I9I4-I8 et I940-45 à Kindu

Adresse:- c/o Minijustice B.P.I5 à Kindu

N.B. Ci-dessous les noms des expulsés par ONUC le 3/II/62 à 9 heures 30 du matin sans motif ,sans préavis et sans licenciement.

I. SELEMANI Joseph p.M.Contrôleur de réglement de roulage Chef de poste
2. BISAHE Jacques Directeur Technicien de la télécommunication
3. KALOHALA Amo-s A.M. congolais hôpital
4. TWITE Benoît Directeur SV Taill Bu c/o
5. MKUBA Joseph Commis S.V. M.O.C.

C/ADm 630.

ADMINISTRATIVE REPORT NO. 71

FROM: New York

DATED: 17 June 1963

To

Gray ✓

Caronis

Chell

Espinar

Falcheri

Knoll

Robbins

Ruby

Toubassi

Finance

Travel

Files ✓

CLEARED BY
28 JUN 1963
REGISTRY

ITEM 58-37 WAS SENT BY THE OFFICE OF CAO.

7. Compensation for Loss of Personal Effects (your 58-37)

Please note following comments received from the Controller regarding the above-referenced subject:

"It is understood that the main changes provided in this Instruction as compared with AI/149 dated 16 July 1962 is to reduce the maximum amounts which may be claimed by staff members, as well as to indicate items of loss for which no compensation will be made. It is not entirely clear to us why these proposals have been made and we would, therefore, appreciate a more detailed explanation in support of the proposals. We see some difficulty in applying one set of limits generally under AI/149 as compared with a lower set of limits for ONUC. From a Hqs. standpoint, it may be difficult to maintain such a distinction unless it can be clearly demonstrated that conditions in ONUC are different in this respect than in other missions or in other areas of the world. Before taking any action, therefore, on this proposed ONUC circular, we would appreciate receiving further information and justification in support of it."

C/ADM 630

ADMINISTRATIVE REPORT NO. 45

FROM: New York

DATED: 18 April 63

To

Gray

Caronis

Chell

Espinar

Fulcheri

Knoll

Robbins

Toubassi

Finance

Travel

CLAIMS ✓ Copy Sent.

Files ✓

CLEARED IN
22 APR 1963
REGISTRY

26. ONUC Claims Board - Case No. 0081 - La Societe Frigos Damseaux, Leopoldville (your 17-37)

The Controller approves the recommendation contained in paragraph 7 of the above case.

Copy sent to Claims

B 22/4

ADMINISTRATIVE REPORT NO. 40

FROM: New York

DATED: 5 April 1963

C/ADM 630

To
Gray
Achton
Caronis
Chell
Espinar
Fulcheri
Knoll
Robbins
Toubassi
Finance
Travel
CLAIMS DIRECT
Files ✓

REGISTRY APR 10 1963 ONUC

22. Settlement of Shipping Claims (Your AR36/32)
Enclosed is a copy of a memorandum dated 28 March from our Traffic Section concerning Mr. Landau's memorandum of 22 March which is self-explanatory. Furthermore, our Claims Board is of the opinion that you should be guided by the provisions established by AC 75 and by ST/AI/149 dated 16 July 1962, where applicable.

C/ADM 630

EC/kek

2 April 1963

Mr. G. Dunn, Survey Board
Nancy Gray, Chief of Civilian Personnel
Case No. 254.

... With reference to the attached extract, we wish to inform you that we have no record of Mr. Nicolas Irani ever having been a staff member, and in any event he is not a staff member at this time. Therefore the extract is returned for any action you may deem necessary.

REGISTRY APR 2 1963 ONUC

Chell

ROUTING SLIP

TO

Miss N. GRAY

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

This is a Survey Board Case and therefore should be sent to Mr. Dunn - BE-20 Royal.

Thank you

Pêche
(PÊCHE)

DATE	FROM
30/3/63	Claims Section

Survey Board

ORGANISATION DES NATIONS UNIES AU CONGO

UNITED NATIONS ORGANIZATION IN THE CONGO

INTER-OFFICE MEMORANDUM

29 March 1963

A: Mr. S. Landau, Chief, Claims Section

DE: for Nancy Gray, Chief of Civilian Personnel

OBJET: Case No. 254.

With reference to the attached extract, we wish to inform you that we have no record of Mr. Nicolas Irani ever having been a staff member, and in any event he is not a staff member at this time. Therefore the extract is returned for any action you may deem necessary.

REGISTRY APR 2 1963 ONUC

I. N. 8045

Regsdy

EC/kek

C/ADM 630

29 March 1963

Mr. S. Landau, Chief, Claims Section

Nancy Gray, Chief of Civilian Personnel

Case No. 254.

... With reference to the attached extract, we wish to inform you that we have no record of Mr. Nicolas Irani ever having been a staff member, and in any event he is not a staff member at this time. Therefore the extract is returned for any action you may deem necessary.

APR 1 1963

C/ADM630

SL/dn

Administrative Report

MAR 11 1963
ACTION
TO: GRAY
1
2
3
☐ - Action Completed
☐ - Acknowledged
☐ - No Action Required
INITIALS

Ref: CLSBD/3/10(0080) 7 March 3

Stephen Landau, Chief Claims Officer

ONUC Claims Board -- Case No. 0080.Rev.I

With reference to AR 142 of 29 November 1962, item 13, the points raised therein can be answered as follows:

1. No officer gave Sesomo express authority to honour the signature of a local staff member. It was nevertheless established by the Claims Board at its meeting of 21 September 1962 that responsibility for the expenditure must devolve on the officer who was at the material time Administrative Officer at Stanleyville, Mr J. Marek, currently Administrative Officer at Albertville. This officer was reprimanded in writing by the Chief Administrative Officer on 5 November 1962 and the case against him must therefore be considered closed.
2. The amount of the fraudulent payments was CF.698.294.
3. The period involved was 1 June to 8 August 1961.
4. The observations in paragraphs (b), (c) and (d) of the AR item under reference are, in the opinion of the ONUC Chief Claims Officer, perfectly correct and justified. A substantial loss was indeed incurred and the special pleading adduced by the Claims Board in an attempt to show that the said loss was effectively mitigated cannot stand the test of logic.

A/R N° 30/16 of 9/3/63
to New York

Having regard, however, to the time which was permitted to elapse - particularly in the light of the very strong opinion of the Legal Adviser of 24 August 1961 - and the fact that disciplinary action has in fact been taken, the only course now open seems to be to write-off the loss.

cc: Miss N. A. Gray, Chief of Civilian Personnel - your memo of 6 December 1962 refers.

C/ADM 630

ADMINISTRATIVE REPORT NO. 13/6

FROM: New York

DATED: 31 January 1963

To

Gray

Caronis

Chell

Espinar

Fulcheri

Knoll

Marejko

Robbins

Toubassi

Finance

Travel

Claims.

Files ✓

6. ONUC Claims Board Case No. 397 - Nigerian Contingent (your 8-26)

The Controller has approved the recommendation of the ONUC Claims Board in connection with Case No. 397 regarding the loss of personal effects sustained by the Nigerian Contingent in Kindu from 1 to 6 February 1961.

C/Adm 630

ORGANISATION DES NATIONS UNIES AU CONGO **UNITED NATIONS ORGANIZATION IN THE CONGO**

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

Ref: CLSBD/3/7(0080) INTER-OFFICE MEMORANDUM 13 December 1962

To : Miss N. A. Gray, Chief of Civilian Personnel

From : B. Halbert, Secretary, Claims Board

Subject : ONUC Claims Board - Case No. 0080, Rev. I
SESOMO Contract, Stanleyville

Reference is made to your memorandum of 6 December 1962, subject as above.

I am waiting for the Finance Office to provide a reply to points (iii) and (iv) under paragraph (a) of item 13 of HQ AR 142, dated 29 November 1962. When all information is available I shall let you have a copy of our reply to Headquarters.

DEC 14 1962
ACTION
TO: M. GRAY
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2 Robbins
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Acknowledged
Acknowledged
No Action Required
C/ADM 630

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C/Adm 630
(for subject file)

6 December 2

To: Mr. B. Halbert, Secretary, Claims Board

From: N.A. Gray, Chief of Civilian Personnel

Subject: ONUC Claims Board - Case No. 0080, Rev.I

We have noted below for your action AR 142 item 13 which appeared under Personnel Items.

"This case cannot be disposed of without adequate substantiation for a write-off. Substantiating evidence is undoubtedly available in ONUC and should be submitted to the Controller to support write-off action in accordance with the Financial Rules. The following points require comment:

(a) As regards the fraudulent payments in Stanleyville the following should be mentioned:

(i) the name of the officer who authorized Sesomo to honour the signature of a local ONUC staff member;

(ii) the present status of that officer;

(iii) the amount of the fraudulent payments (the information we have is: 'approx. CF 700,000.-');

(iv) the period during which the fraudulent payments were made.

(b) It does not appear correct to state that it was doubtful as to whether ONUC had suffered a financial loss, since it is quite clear from the minutes of the 23 March meeting that there was a loss of some CF 700,000.-.

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"(c) It is correct to state that it was the administration's desire to terminate the contract and that the fraudulent payments in Stanleyville and the incorrect payments in Leopoldville were used as grounds to claim cancellation of the contract. It is not, however, correct to state that this to some extent compensated the financial losses suffered by ONUC.

(d) As regards the incorrect payments in Leopoldville, it is understood that it was difficult to determine the amount and that these overpayments were partially caused by Sesomo following accepted local practice in paying for holidays and overtime, while there was little documentation available to prove that ONUC had informed Sesomo that this should not be done."

We would appreciate having a copy of your response.

LR/cw

4.12.62

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AR 142. N.Y. 29 Nov. 62

13. ONUC Claims Board - Case No. 0080, Rev.I

This case cannot be disposed of without adequate substantiation for a write-off. Substantiating evidence is undoubtedly available in ONUC and should be submitted to the Controller to support write-off action in accordance with the Financial Rules. The following points require comment:

(a) As regards the fraudulent payments in Stanleyville the following should be mentioned:

(i) the name of the officer who authorized Sesomo to honour the signature of a local ONUC staff member;
(ii) the present status of that officer;
(iii) the amount of the fraudulent payments (The information we have is: "approx. CF 700,000.-")
(iv) the period during which the fraudulent payments were made.

(b) It does not appear correct to state that it was doubtful as to whether ONUC had suffered a financial loss, since it is quite clear from the minutes of the 23 March meeting that there was a loss of some CF 700,000.-.

(c) It is correct to state that it was the administration's desire to terminate the contract and that the fraudulent payments in Stanleyville and the incorrect payments in Leopoldville were used as grounds to claim cancellation of the contract. It is not, however, correct to state that this to some extent compensated the financial losses suffered by ONUC.

(d) As regards the incorrect payments in Leopoldville, it is understood that it was difficult to determine the amount and that these overpayments were partially caused by Sesomo following accepted local practice in paying for holidays and overtime, while there was little documentation available to prove that ONUC had informed Sesomo that this should not be done.

CLAIMS BOARD?

C/ADM 630

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A.R. No. 132 - N.Y. - 5 NOVEMBER 1962

17. ONUC Claims Board (Your 126-52)

..... We are returning Case File No. 357 which, in accordance with our AR 127-16, should be considered by the ONUC Board.

Direct to Claim.