

CHIEF OF STAFF

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Office of the chief of staff
UNAMIR HQ
Kigali

4000. 61/ICG

23 February 1996

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MINUTES OF COS ADMINISTRATIVE MEETING - 23 FEB 96

Present :

Col D C K Kattah	- COS/Chairman
Col C A Nelson	- CMO
Lt Col Ndiaye	- ADCOS (OPS)
Lt Comd Gunat Yale	- A/FMO
MAJ J Sichilima	- Ag ADCOS (SP)
Mr Michael Haner	- ISS OPs Officer
Capt H Muzyamba	- SO TO COS/Secretary

ITEM I - OPENING REMARKS

1. The meeting commenced at 1430 hours. The chairman welcomed the members who were present. He said that first a review of the previous minutes would be done to determine if matters discussed at the last meeting were actioned.

ACTION
BY

ITEM II - MATTERS ARISING FROM PREVIOUS MINUTES

2. Destruction of Arms, Ammo & Explosives. The chairman informed that a decision was yet to be made on the long standing issue of arms and ammo disposal. He said that there will be no destruction of ammo, arms or explosives. He reiterated that none of the mentioned items will be handed over to the RPA. He further stated that the matter was now being taken up by SRSG with UNHQ NY. A decision was being awaited pertaining to policy on the disposal of arms and ammunition. The ISS OPS Officer added that some countries like Tanzania would not accept the conveyance of arms and explosives on land. He further stated that the option of transporting the items by air was not viable since it would be rather costly to the United Nations and that time was running out for preparation of the material for shipping or airlifting.

CISS

3. Move of UNAMIR HQ to Trafipro. The ISS OPS Officer said that there was an extension of lease of Amahoro Hotel to UNAMIR HQ and there would be no relocation of the HQ to Trafipro as earlier envisaged. He added that from 1 April 96 the Hotel will be on lease to the ITR with agreement that UNAMIR HQ will continue to occupy it until closure of the mission on

CISS

or about 19 April 1996.

4. Aircraft Acquisition. On matters pertaining to the acquisition of aircraft for repatriating troops, ISS OPs officer informed that the procurement section had embarked on a program of evaluating performance records of airlines with a view to contracting efficient and reputable airlines to forestal delays experienced in the past. Chief
MOVCCN

5. The MALAWI Contingent Commander was yet to write to the CISS to acknowledge having turned in ex Belgian radio equipment as UNOE. CONTICC
MALAWI

6. Repair to Kigali Central Hospital. It remained unclear whether or not funds for repairing Kigali Central Hospital had been sent to the ministry of health as earlier directed by CAO. The A/FMO said he would confirm this at the next meeting.

ITEM III - LIQUIDATION OF MILOBS SECTORS AND
SUBSEQUENT REPATRIATION

7. The chairman informed that no MILOBs would be repatriated before 8 March 96. He stated that a day after 8 March would be devoted to packing up within the sector areas. The next two days will be committed to clearance in Kigali. The following three days up to the 14 th of March will be assigned to MILOBs personal interviews with the CMO, such that the repatriation of MILOBs would start about 14th March 96. The CMO expressed concern about moving all the MILOBs to Kigali at one time. He wondered if it would be possible to accomodate all MILOBs in Kigali at one time during the clearance and interview period between 9 and 14 March. The Chairman said that he acknowledged the CMO's concern regarding insufficient accomodation facility for all MILOBS in Kigali, he however directed that all the sector Commanders should submit status of accomodation for their MILOBs in Kigali. This would help to determine the number of MILOBs who will not have accomodation so that extra accomodation could be found, possibly in the Transit Camp. The CMO also stated that all MILOBs who were holding staff appointments at HQ UNAMIR were now under the jurisdiction of HQ to establish their repatriation dates. The chairman added that the dates for MILOBs repatriation were, however, to be confirmed by A/FC later the same day. CMC
ADCOS
(SP)
COS

ITEM IV : HELICOPTER REQUESTS

8. The ADCOS OPs informed that G3 Air was facing some difficulties in scheduling of Helicopter flights because of late requests submitted to him. He reiterated information passed earlier that persons intending to travel by helicopter should submit their requests at least 24 hours in advance G3
AIR
ALL

to facilitate effective helicopter flight scheduling.

ITEM V: UNAMIR PROPERTY IN GITARAMA

9. The ADCOS OPs wanted to find out how long the Indian guards at Gitarama would remain guarding the vehicles and generator impounded by the Church authorities there. The ISS OPs officer answered that the matter involving UNAMIR properties impounded at Gitarama was not yet resolved and that the issue was now with the SRSG. In light of the above, the Chairman directed that the guards should remain in location till the matter is resolved and he hoped this would occur before the end of the current mandate.

CISS

ITEM VI : REDUCTION OF WATER ALLOCATION

10. The CMO wondered why a reduction of water allocation was to be effected for the MILOBs as of 1st March 1996, from 15 litres of water per person per day to 20 litres of water per person per week. The ISS OPs officer said that a careful calculation was carried out and that the water allocation will still be sufficient for personnel to consume up to 8 March considering that there was always a balance carried forward. The Chairman reminded that the liquidation was fluid and that the MILOBs were to use water allocated to them judiciously and that the water storage and conveyance facilities are also being reduced in line with the liquidation plan.

CISS

OTHER MATTERS

11. The ISS OPs officer expressed concern at the rather slow pace at which the MP reports involving accidents, losses of, or damage of properties reach the Property Survey Board. He said there was a backlog of reports involving the mentioned cases which could not be entered for property survey action due to the mere fact that these cases had not reached the board yet. He appealed to ADCOS SP to ensure that he did his best to accelerate processing of the MP reports especially now that the liquidations is on.

ADCOS
(SP)

12. The CMO said that he had received a telephone call from Senegal earlier in the morning asking him to find out when the ammo, medical equipment and personal belongings of the Senegalese personnel would reach Senegal. He added that the items were handed to UNAMIR's MOVCON when the last Senegalese Contingent repatriated on 22 Feb 95. The Chairman asked ISS OPs officer to get more details about the status of the Senegalese consignment from the CMOVCON.

Chief
MOVCON

ISS OPS
OFFR

ITEM VII: CLOSING REMARKS

13. Having nothing more to deliberate on, the Chairman thanked the members for their attendance and contributions. The next admin conference is due on 8 March 1995. Agenda items are to be submitted to SC to COS by 5 March 1995. The meeting ended at 1510 hrs.

HM

HM MUZYAMBA
Capt
SO TC CCS/Sec

Distribution:

Action:
DCOS OPS
ADCOS SP
CISS
ISS OPs OFFR
CA CMC
G3 Plan
FMO
CMO
CBMS

Information
MA TO FC
CAO

FROM : SO TO COS
TO : Distribution list
DATE : 2 Feb 96

09
[Signature]

SUBJECT ; COS ADMIN MEETING - 30 JAN 96

Reference A : Minutes of COS Admin Meeting dated 30 Jan 96.

1. Paragraph 2 of subject minutes quoted Mr Michael Haner (ISS OPs Officer) as having wondered if explosives would be given to the RPA for their de-mining program. What Mr Haner actually said was that **no explosives** would be given to the RPA, not even for their demining programs.

2. In this connection, the inconvenience caused to Mr Haner is deeply regretted.

3. Regards.

[Signature]
H M Muzyamba
Capt
SO TO COS
EXT 11111

Distribution :

Action :

DCOS OPS
A/DCOS SP
CISS
ISS OPS OFFR
CA CMC
✓ G3 PLANS
FMO
CBMS

Information

MA TO FC
CAO

also mentioned that communications facilities would equally be installed.

ITEM IX - WITHDRAWAL OF VEHICLES TO OTHER MISSIONS

9. The DCOS OPs expressed concern regarding the manner in which vehicles (SCPVs) were withdrawn to other missions by the CITMM. He made reference to the recent withdrawal of Land-cruiser II vehicles and wondered why information was not initially passed to the holding persons to alert them of impending action of withdrawing the vehicles. He added that as it were, vehicles turned in at the CITMM workshop for scheduled maintenance were simply impounded. The Chairman directed that in future SOTPT/MOV should liaise with CITMM to inform individuals in advance, before vehicles are withdrawn.

ADCOS
(SP)

ITEM X - SECURITY AT KIBUNGO

10. The CMO informed he had directed Milobs Sector Commander to submit to him a report on the security situation in Kibungo. The CBMS added that some generators and water containers were still in location and that he was awaiting a status report from the UNHCR. He also stated that the report would be ready by the time the next meeting was held.

CBMS

ITEM XI - MATTERS ARISING

11. The ISS OPS Officer informed that MALAWICOY had turned in 3 boxes of old ex-Belgian radio equipment as UNOE. He requested the MALAWI Contingent Commander to furnish him with a memorandum acknowledging such equipment was turned in by the contingent as UNOE for records purposes.

ISS
OPS
OFFR

12. The CBMS informed that the CAO had directed that funds which were to be used for repairing the Kigali Central Hospital were now to be channeled to the Ministry of Health who would carry out the repairs to the hospital.

CBMS

13. The ISS OPS Officer wanted to find out if there was any agreement between the Convent (Former residence of ex-FC) and the UNAMIR Military to the effect that 2 drums of diesel fuel are still being supplied to the Convent weekly. The Chairman informed that he would find out from the A/FC if such an agreement existed.

14. The next meeting tentatively scheduled for 13 Feb 96 at 14.00 hrs in the FC Conference Room
Agenda items to be sent to SO to COS By 10 Feb 96.

HM

HM MUZYAMBA
Capt
SO TO COS/Sec

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Information

DCOS OPS
A/DCOS SP
CISS
ISS OPS OFFR
CA CMC
✓ 3 PLANS
JO
JMS

MA TO FC
CAO

G3⁰⁹ PLANS

Office of the Chief of Staff
UNAMIR HQ
Kigali
Rwanda

23 January, 1996

1000.7(COS)/G/4

See Distribution

MINUTES OF COS ADMINISTRATIVE MEETING
HELD ON TUE 16 JANUARY 1996
AT 1400 HRS AT THE UNAMIR HQ CONFERENCE ROOM

Present:	Col WJ Fletcher	-	COS
	Col DCK Kattah	-	DCOS Ops
	Col CA Nelson	-	CMO
	LtCol I Abubakar	-	A/DCOS SP
	Maj Fensom	-	FMO
	Mr. William Clive	-	CISS
	Mr. Michael Haner	-	ISS Ops Offr
	Mr. Dennis Stuckless	-	CA CMC
	Capt HM Muzyamba	-	SO To COS/Sec

ITEM I - OPENING REMARKS

1. The meeting started at 1400 hrs with the Chairman welcoming everyone present. The Chairman briefly read through the minutes of previous meeting.

ITEM II - DESTRUCTION OF AMMO

2. The CISS informed members that UN HQ NY had responded to the issue of ammo by instructing that no ammunition would be given to the RPA and that it was all to be destroyed.

ITEM III - RETURN OF VEHS TO CHAD

3. The Chairman informed that the return of vehicles to Chad was a long standing issue and that it was important a solution to it was found. The CISS stated that the matter had now turned into a political one. He further said that according to UN HQ NY, the vehicles were to be returned to Chad by air and not by sea. He added that the best solution was to use large aircraft to carry all the vehicles in one sortie.

Action by

G3 PLANS
ISS OPS
OFFR

CISS

ITEM IV - LIQUIDATION SITREP

4. The Chairman informed that an amendment had been done to the liquidation schedule. He however, stated that the liquidation was still on schedule and that part of MALAWICOY was departing the mission area on 17 Jan 96. ISS Ops Offr informed that he was still awaiting for instructions from UN NY on the disposal of UNOE and hoped to receive the details by next week.

ISS OPS
OFFICER

ITEM V - SECURITY OF SECTOR 3

5. The ISS Ops Officer informed that the troops providing security to Sector 3 in Gikongoro had abandoned the position even before B & R had completed dismantling the camp. He expressed concern about this and wondered why troops had left before the on site personnel completed the task. DCOS Ops answered that the liquidation schedule outlines timing for these tasks in respect of all the sectors and that if the on sight personnel being given protection may take any more time than scheduled, then he should be informed in advance so that adjustment is made to keep the troops in location until the on sight personnel completed their task.

DCOS OPS

ITEM VI - HAND/TAKE OVER OF TASKS-CMSG AND B & R

6. The CA CMC informed that the hand/take over of tasks between 95 CMSG and Brown and Root had so far gone smoothly. The Chairman said DCOS Ops and ADCOS SP were infact due to have a meeting with Capt SIEBER (95 CMSG) on the same hand/take over taskings.

CA CMC

ITEM VII - ALTERNATE DRIVERS FOR WATER TRUCKS

7. The CISS intimated there was intention by the Rwanda Government to tax B & R and that the Government had threatened to seize the assets of B & R if the tax was not paid, this include possible seizure of the water trucks. It had become necessary that alternate drivers for water trucks be found, possibly military drivers. He also mentioned that negotiations were still going on between the contractor and the government.

CISS

1975 11 11 10 00 AM

8. The Chairman informed that the steamer loads of COB for the 11th had been shipped and that MO7CON had estimated 18 1/2 days for shipment of the same back to China. He also stated that the delay was because the COB was shipped along with Cores Equipment which was being sent to Liberia.

CISS

9. The Chairman said that U.S. had limited USAMIR LOA to medical equipment and that to USAMIR and that he hoped the LOA would be fulfilled without any problems.

ITEM IX - MATTERS ARISING

10. The Chairman asked if any members present if they had any other matters to bring at the meeting. The Chairman said that the Mill was being repaired and that the repair parts which were to be transported to the Mill, were still at Trafalgar because Italy was not sending them. He further stated that other parts, possibly Germany, were still being sent.

DT Ag
NY

11. The FMO informed that the medical liquidation commission was out and that a qualified surgeon trained in Tanzania would be in the area the next day in the mission area.

FMO

ITEM X - NEXT MEETING

12. Next meeting due 30 11 75. A letter item to be sent to SO to COS by 27 11 75.

13. Having nothing more to discuss the meeting ended at 1425 hrs.

14. MUZYAMBA
15. 16. COS/Sec

Distribution:

Action:

DCOS OPS
A/DCOS SP
CISS
ISS OPS OFFR
CA CMC

FMO



Inter-Office memorandum

TO: All UNAMIR Staff

FROM: William Clive
OIC, Administration

DATE: 04 January 1996

SUBJECT: Fire prevention

1. Please be informed that a UNAMIR fire department has been established and located at the Brown & Root Camp.
2. In case of any fire accident please contact the dispatcher Bravo Romeo 31 or Mr. Bill Griffeth, Bravo Romeo 16A on channel 6. Mr. Griffeth can also be reached at the Meridien Hotel telephone No. 82176/77/ or 78 Room No. 302.
3. Regards.