

040-

UNITED NATIONS ORGANIZATION

AUG. thru ~~Dec.~~ 1947

UN Org.
Aug. - Dec. '47

601

DRAFTED BY: Irving L. Posner

BY AIR MAIL

12/31/47

Mr. Byron Price
Assistant Secretary General
Department of Administrative
and Financial Services
United Nations
Lake Success, New York

My dear Mr. Price:

This will acknowledge your letter dated 17 December, addressed to General
Rocks, concerning the proposed consolidation of the Consultative Com-
mittee on Personnel matters and the Consultative Committee on Budgetary
and Financial Arrangements.

As you know, because of its major concern over the last year with prob-
lems of closure, UNRRA has participated in the work of these Committees
on a somewhat different basis from the other international agencies with
longer-range programs, but we have been very pleased to be able to offer
whatever suggestions and assistance were suitable based on our extensive
experience in the field of international administration.

The proposed consolidation would appear to be quite feasible and ap-
propriate, particularly in view of the differing combinations of functions
among the various agencies. It will be most convenient for UNRRA, since
Mr. Irving L. Posner who is Director of the Division of Personnel and
Management, has been designated as UNRRA's representative on both Commit-
tees. He is also a member of the Subcommittee on Salary Differentials
which was set up at the 27 May meeting of the Consultative Committee on
Personnel Matters. Since the Subcommittee is planning to meet on 12 Janu-
ary, he will be able to participate in other Committee sessions held on
the 12th and 13th of January.

This Administration will be pleased to continue its cooperation with
United Nations and the associated specialized agencies, so long as you
consider that its participation is helpful, or until the progress of
liquidation leaves insufficient staff or facilities for appropriate par-
ticipation.



Sincerely yours,

Richard E. Brown
Deputy Director General and
Chief Executive Officer

✓ 4400 - Posner, Irving - Secretary

Mr,

Posner

pls draft reply

my sig.

Agree the combination is
you plan to attend mtg

RRB



UNITED NATIONS • NATIONS UNIES

LAKE SUCCESS, NASSAU COUNTY, NEW YORK

IN REPLY REFER TO:

17 December 1947

Mr. Lowell W. Rooks, Director-General
United Nations Relief and Rehabilitation
Administration
1344 Connecticut Avenue, N.W.
Washington, D.C.

Dear Mr. Rooks:

The International Labour Office has suggested to the Secretary-General that consideration be given to the consolidation of the Consultative Committee on Personnel Matters and the Consultative Committee on Budgetary and Financial Arrangements in order to simplify the machinery for coordination of the United Nations and the specialized agencies. The United Nations Secretariat is sympathetic to this suggestion.

I have informed the International Labour Office that the specialized agencies would be polled concerning their willingness to make such a change since the existing machinery has been established by joint action. It is expected that the proposal will be placed on the agenda of the third session of the Coordination Committee to be held during January.

In the meantime, the Secretary-General proposes to schedule tentatively a joint meeting of the two Committees early in February. A full schedule of work for the two Consultative Committees has emerged from the resolutions of the second session of the United Nations General Assembly as well as the continuing tasks in the implementation of the agreements between the United Nations and each of the specialized agencies. It appears to us that the most urgent items are:

1. the form of United Nations and specialized agencies budgets for 1949; and
2. salary differentials for various areas of the world where the United Nations and the specialized agencies have offices.

You will remember that considerable attention has been given to these two subjects in 1947. The Consultative Committee on Budgetary and Financial Arrangements, at its meeting on 16 and 17 June 1947, agreed on a summary form to be transmitted to the General Assembly showing comparisons between the 1948 budgets or proposed budgets of the United Nations and the specialized agencies. It also appointed a Working Party consisting of the United Nations, WHO-IC, ILO, UNESCO, FAO and ICAO to explore the technical

UNITED NATIONS • NATIONS UNIES

- 2 -

aspects of standardization of the form of the budgets. The General Assembly has emphasized the importance of this task and it appears desirable to have a further meeting of the Working Party before the meeting of the Consultative Committee. We would suggest that this technical meeting be held on or about 13 January.

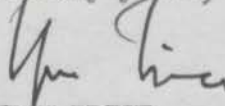
The Consultative Committee on Personnel Matters has had under consideration for some time the question of uniformity in salary rates among the United Nations and the specialized agencies and in particular the question of establishing differentials, considering the cost of living and other factors, in order to obtain equity between areas of the world in which the United Nations or specialized agency offices are located. A Sub-Committee on Salary Differentials composed of the United Nations, ILO and UNRRA was appointed at the meeting of this Consultative Committee on 27 May 1947. A Committee of Expert Consultants on Cost of Living was also established and this Committee has made considerable progress. A system for establishing such differentials is almost ready for consideration and we would suggest that the Sub-Committee meet on 12 January for the convenience of agencies whose representative also serves on the Working Party. We have been informed that several of the agencies are eager to facilitate a conclusion of this work to assist them in establishing proper differentials early in 1948.

If such meetings of the working groups can be scheduled for 12 and 13 January, we trust it will be possible to send their reports to all specialized agencies and to discuss any broader administrative aspects of the questions at the joint meeting of the Consultative Committees proposed for early February.

It is probable that other projects will be assigned to the Consultative Committees by the Coordination Committee at its third session. Some of the long-range projects proposed by the General Assembly need policy consideration by the Coordination Committee before the general lines of the inquiry can be pursued in the Consultative Committees.

If you have suggestions regarding the dates or agenda of these proposed meetings, would you please inform us not later than 5 January.

Sincerely yours,



BYRON PRICE

Assistant Secretary-General for
Administrative and Financial Services

24 DEC 1947

Mr. A. D. K. Owen
 Assistant Secretary-General
 In Charge of Economic Affairs
 United Nations
 Lake Success, New York

Dear Mr. Owen:

I acknowledge with thanks your letter of 15 December 1947 confirming this Administration's proposal to effect a transfer of responsibility with regard to reports on proceeds of sale as from 1 January 1948.

We are now preparing letters to the receiving countries informing them of this arrangement. Copies of these letters will be forwarded to you in the very near future.

I would suggest that, when these copies have been dispatched to you, the Secretary-General might find it advisable to confirm to the receiving governments concerned that the United Nations has undertaken to receive and compile reports for periods after 31 December 1947.

Very truly yours,

Lowell W. Hooks
 Director General

Drafted: FChait/rbs *FC*
 23 December 1947

Clearance: *for* Chief Executive Officer

Copies: Controller
 Woodbridge



*Letter of 15 December
 with Pub. Info. files
 in Mr. Taylor's file*

V-389- (proceeds of sale)

FWeil/rp
23/12/47

0440 - United Nations

23 December 1947

Dear Harold:

General Rocks has directed me to reply to your letter of 19 December 1947, and to inform you that we have in the meantime received the official communication from the United Nations, signed by the Assistant Secretary-General, Mr. David Owen, agreeing to the date of 1st January 1948 as the point from which reports on proceeds will be directed to the United Nations by the recipient countries.

This settles the basic issue of the matter. However, there are still some discussions to be held concerning the administrative aspect and the handling of the reports for the period between 30th June 1947 and 31st December 1947. For this reason the Administration would appreciate it if the functions of the Working Party suggested by General Rocks during his visit to Lake Success, would include also the matter of proceeds of sale of UNRRA supplies.

We appreciate that you have already sent forward a memorandum concerning two other matters -- namely, the transfer of archives and the transfer of accounts; however, we would be grateful if you would also include in the terms of reference of the Working Party, the issue of the transfer of the office of the Historian to the United Nations, so that the Working Party, in one or two sessions, could agree on all aspects of the following problems:

1. Proceeds of Sale
2. Transfer of Archives
3. Transfer of the Residual Accounting
4. Transfer of the Historian's Office

In view of the rigid time limitation on the completion of our liquidation planning, we are most anxious to go forward with these matters at the earliest possible date, and would appreciate it very much if the first session of the Working Party, if such is approved by the Secretary-General, could take place within the first half of January 1948.

Mr. Harold Caustin
Deputy Director
Division of Economic Stability
and Development
Department of Economic Affairs
United Nations
Lake Success, N. Y.

Clearance: General Counsel - 097,001-111 Director General

Sincerely yours

DISPATCHED
DEC 29 1947Frank Weiler
N.R.A.
Deputy Chief Executive Officer

Rocks

1-304-(proceeds sale)
1-212.2-(archives)
1-150-

yellow

31 DEC 1947

0240
K
The Comptroller
United Nations
Lake Success, N.Y.

Attention: Mr. H. B. McLeod

Dear Sir:

Ref: AF: C-1

With reference to your letter dated 9 December 1947 requesting copies of our paybook together with related procedures for operation, we are enclosing two copies of the Field Paybook Procedure, two specimen paybooks and two acquittance rolls.

The procedure covers the paybook operation in general. However, there have been some minor modifications from time to time which would in no way affect the overall procedure.

If there is any assistance that you may require relative to the above, please feel free to contact me at any time.

Yours very truly,

R. W. Ludlow
Assistant Controller.

✓
Enclosures
J.W.Fairchild:ss
30 Dec 47

can-D - 3443



30 DEC 1947

0240-
11
Mr. William H. Wells, Chief
Films and Television Section
Department of Public Information
United Nations
Lake Success, New York

Dear Bill:

In accordance with our telephone conversation, I am sending you by railway express the following:

- 1) Peter Hopkinson 16 mm. film (8 reels) on UNRRA's work in the Ukraine and Byelorussia. The dope-sheet that goes along with the film is enclosed herewith.
- 2) 35 mm. film forwarded to us by the Italian Mission on the UNRRA Tessile Operation.
- 3) Print of 1-reel documentary film on UNRRA made by The World Today Inc.

All good wishes for the New Year.

Sincerely,

Phil H. Stitt
Director of Public Information

✓
Enclosure

PI/Hyde
30/12/47



FORM AD-87
(25 FEB 1946)

UNRRA

CROSS REFERENCE SHEET

DATE

24 December 1947

CROSS INDEX

040 - UNITED NATIONS

TO

Mr. F. Weisl

FROM

Charlotte T. Lloyd

SUMMARY

Restrictions on Use of UNRRA Documents

Transferred to UN

RECORD FILED

212.2 (DOCUMENTS)

TYPIST

et

DATE

31/12/47

22nd December 1947

Mr. Byron Price
Assistant Secretary General for
Administration and Financial Services
United Nations
Lake Success, Nassau County, New York

Subject: UNRRA's Employees Compensation Plan

Dear Mr. Price:

This is to bring again to your attention the problem which this Administration faces in arranging to meet its continuing liabilities under its Employees Compensation Plan after it is no longer in a position to administer this plan through its own facilities.

In your letter of 8 May 1947 (your reference AF-CIC) to which was attached a copy of memorandum dated 15 November 1946 from Mr. Bannerman Clark to Mr. H. C. Elvins, you indicated that you would be able to handle for us only a few cases selected by us as requiring special consideration but that it would not be practicable for you to take over our entire portfolio of Employees Compensation Plan claims since you were not then staffed for such an undertaking and did not expect to acquire the necessary staff in connection with the development of your own program.

We have been exploring the feasibility of an arrangement through commercial insurance channels and it now seems probable that such an arrangement can be made on a satisfactory basis. Before concluding such an arrangement, however, we would like to be sure that your situation has not changed materially in the past seven months and that you are still not equipped to take over our entire portfolio of open compensation claims.

We expect to be able to administer our compensation plan through our own facilities at least until 31 May 1948 and prior to that time we expect to dispose of a number of our pending claims by lump-sum settlement in the case of permanently disabled employees and by payment of compensation and medical expenses in the case of temporarily disabled employees. Nevertheless, it is believed that we will have about three-hundred claims which will have to be considered as open and will have to be turned over to some successor organization. Included in this group will be about thirty-five death claims in which there is nothing to do

8-459-

Page 2 Mr. Byron Price

22nd December 1947

Subject: UNRRA's Employees Compensation Plan

but pay benefits each month. There will be a few permanent disability claims in which the problem will be to negotiate lump-sum settlements or continue monthly compensation benefits. The remainder will be temporary disability claims calling for the payment of medical expense and compensation for the period of disability.

In all cases a certain amount of investigation is necessary to determine whether the injury is an occupational one and also to determine the nature and extent of disability. Many of the investigations will not have been completed by the time we are ready to turn over the handling of the Plan. About 75% of the claimants would be residents of the United Kingdom and Europe, the remainder would be residents of the United States and Canada.

We would greatly appreciate your giving further consideration to our problem, having in mind that we would want to turn over all of our claims and not just a specially selected group, since it is our desire to dispose of our liabilities under our Compensation Plan in one transaction. If you believe that by 31 May 1948 you will be in a position to take over this responsibility, we would like to undertake preliminary discussions with the proper persons in your organization in the near future. If you do not expect to be equipped for this undertaking, we will proceed with our negotiations through commercial insurance channels.

Very truly yours,

Richard R. Brown
Deputy Director General and
Chief Executive Officer

TURNER:HL
Clearance:
Controller
F. Chait



040-United Nations

K
OFPA Ref. 092/14

18 December 1947

(sub)
Mr. Harlan Cleveland
Director, China Office
UNRRA
370 North Soochow Road
Shanghai, China

Dear Mr. Cleveland:

I enclose, for your information, a copy of a letter from Mr. McCloy to General Eocks, together with a copy of his reply. You will, I am sure, regret that the International Bank are unable to follow through on this question. It was, however, gratifying to see that they did give the matter very careful consideration before turning the proposal down.

General Eocks is proceeding to New York tomorrow morning, 19 December, to interview Mr. David Owen on the question of UN appointing a nominee.

Yours sincerely,

F. D. Harris
Chief
Far Eastern Affairs

✓
Enc.



A-7489

312
Central
Registry
225

12/12/47

Mr. Byron Price
Assistant Secretary General
Department of Administrative
and Financial Services
United Nations
Lake Success, New York

Oct 10
x

My dear Mr. Price:

As the UNRRA office in China enters the final stage of liquidation, it is of course necessary to terminate arrangements under which our China Office has been rendering various types of administrative services to other international organizations on a reimbursable or special convenience basis. These organizations have included the Preparatory Commission for the World Health Organization, the International Childrens' Emergency Fund, the Preparatory Commission for the International Refugee Organization, the United Nations Food and Agriculture Organization, the United Nations Information Centre, and the Economic Commission for Asia and the Far East.

The facilities and services provided in varying amounts to individual agencies include vehicles and automotive maintenance, billeting facilities, office space, office furniture and equipment, "PX" and commissary privileges, communication facilities such as cable, post office, and telephone, travel arrangements, procurement assistance, and clinical services.

The Director of our China Office informs us that most of these facilities and services could ideally be organized on a cooperative basis under an arrangement whereby the closure staff of the UNRRA China Office, as well as the international staff attached to the proposed Board of Trustees (serving as the successor agency for UNRRA in the control of certain large-scale equipment and financial assets) would participate as a co-member rather than as the owner or manager of the facilities and services involved. The central garage, the Embankment Building space, the switchboard, the "PX" sales store, and possibly a clinic, fall into this category, as would other services of lesser importance.

If such a Central Administrative Services Office could be formed, UNRRA would be prepared to relinquish ownership of the equipment involved, assign leases on go-down and office space, transfer drivers and personnel from its rolls, and pay its proportionate share of expenses during the closure period.

✓
x-306.1-(facilities and services)

Mr. Byron Price

Page 2

Formation of such a central Administrative Services Office would require, however, the attention of a special organizer from U.N. headquarters who would be authorized to negotiate with non-U.N. organizations which might be interested in cooperating.

The special conditions in China make it not only advantageous but almost essential that some arrangement of this nature should be worked out by the international agencies concerned, which may in the future include additional agencies such as UNRSC. It will be most difficult for these maintaining relatively small staffs in China to manage their own service needs effectively and economically on an independent basis.

As has already been indicated in earlier conversations with members of your staff, the chief interest of this Administration in the matter has been to facilitate the continuing operations of other international agencies maintaining programs and representation in China. In this respect we are prepared to turn over the necessary facilities and equipment without reimbursement wherever practicable.

In view of the necessary steps which will be involved in working out this arrangement and the closure of active UNRSC operations by the end of the year, it would be greatly appreciated if we might have your reaction to this proposal within the next week so that our China Office can be put on notice by 22 December concerning the possibility of establishing such a cooperative arrangement.

Sincerely yours,

Drafted by: IL/owner/iam

Richard B. Brown
Deputy Director General and
Chief Executive Officer

Cleared by:

Col. Harris

Irving Handler

F. Chait

WES
JDS
per HP
by phone

Copies to:
Mr. Cleveland, China
Mr. Joseph
Col. Harris
Mr. Owner

1 December 1947



China office
able 8214
endorses sending
letter.
(Held for dispatch
pending Meri
Conurrence -
per our 8285)
to Shanghai

240 -
Mr. David Weintraub
United Nations
Lake Success, New York

Dear Dave:

10 DEC 1947

A unit in the Office of Economic Analysis of the Greek Mission prepared what we understand is a very comprehensive report on the natural resources of Greece and long-term plans for their development. The report, undertaken at the request of the Government was completed shortly before the abolition of the Mission's Office of Economic Analysis and was not translated into English.

I am enclosing herewith a note prepared in our London Office describing the content of the report, as well as a clipping from the New York Times in which the report is publicized and discussed.

The Administration is not in a position to undertake translation and publication at this time, although it would appear that the report deals with matters of considerable interest to the United Nations in its economic work, as well as perhaps to the International Bank. Since the publication of the enclosed press story, we have had a number of requests from other international agencies for the report, which we have not been able to supply.

In the circumstances, it occurred to us that the United Nations might be interested in using its facilities for the translation and publication of the report, so that it will be generally available to interested agencies. The Administration feels that this is a project involving no excessive difficulty which your Department might very usefully undertake. Should there be an interest in arranging for translation and publication, it might be advisable to arrange for Mr. Zighdis to be consulted in connection with the final editing.

I would appreciate it if you would let us know whether your Department would consider undertaking this work, in which event we would try to make the necessary arrangements to have the report made available.

Sincerely yours,

FW

Drafted: FChait/rbs
9 December 1947

Clearance: Ward
Brown
Rooks

[Handwritten initials and signatures]



Frank Weisl
Deputy Chief Executive Officer

040-United Nations

5 December, 1947.

My dear Mr. Secretary-General:

This will acknowledge your communication of 24 November in which you make reference to the communication of 20 September from Mr. Gunnar Myrdal, Executive Secretary, Economic Commission for Europe.

I fully appreciate the interest which you and Mr. Myrdal have in suggesting that residual funds be made available to the Commission for carrying on certain training work in the industrial field begun by the Administration.

Mr. Myrdal's request has been placed on the Agenda for the next meeting of the Central Committee of the Council for UNRRA. Although we recognize the value of and the need for such training, the Administration finds itself unable to recommend the suggested transfer of funds. The residual funds of the Administration, of a type which might be available for transfer, are depleted to the extent that the Administration believes it essential to maintain such balances for any exigencies which might arise. The Administration likewise feels obligated, in view of the extant Council Resolutions, to place rigid priority upon its residual funds for transfer to the International Children's Emergency Fund.

As soon as the Central Committee has reviewed and taken action with respect to Mr. Myrdal's request, I shall inform you as to their decision.

Very sincerely yours,

Lowell W. Rocks
Director General

The Honorable Trygve Lie,
Secretary-General
United Nations
Lake Success, New York.



40-United Nations

5 December, 1947.

My dear Mr. Myrdal:

Under date of 14 October, Mr. Frank Weisl, Deputy Chief Executive Officer, made an interim reply to your communication of 20 September, addressed to Commander Jackson.

The staff of the Administration has reviewed your communication with sympathetic consideration. We fully appreciate the benefits which would derive from establishing a program of training work in the industrial field, but at this period in the Administration's liquidation program, we regret that we cannot recommend such a transfer of funds for action by the Central Committee of the Council for UNRRA. We are placing the matter upon the Agenda of the next Central Committee meeting and shall attempt to put forth an objective analysis of the need, as well as stating the Administration's position in not being able to recommend such action.

It is with real regret that we find our residual funds, which might be used for such purposes, so close to the point of exhaustion that to make even a small transfer of funds would place in jeopardy balances of funds for which we may later have a prior claim.

The Honorable Trygve Lie, Secretary-General of the United Nations, has communicated with us under date of 24 November supporting your proposal. I regret that I have had to reply to Mr. Lie informing him of the Administration's inability to comply with your request.

Very sincerely yours,

Lowell W. Rooks
Director General

Mr. Gunnar Myrdal
Executive Secretary
Economic Commission for Europe
European Office of the United Nations

Palais des Nations,
Geneva.



FORM AD-87
(25 FEB 1946)

UNRRA

CROSS REFERENCE SHEET

DATE

2 Dec. 1947

CROSS INDEX

040 - United Nations

TO

Cable 894 to New Delhi

FROM

M.E.Jenkins

SUMMARY

United Nations interested in hiring Indian Nationals. etc.....

RECORD FILED

India ~~India~~ - 442

TYPIST

vk

DATE

5-12-47

25 November 1947

Mr. Cyril Burton
Chief, Field Operations Section
Bureau of Personnel
040- UNITED NATIONS
Lake Success, New York

Dear Cyril:

Thank you once again for stopping in to see us while you were in Washington. We enjoyed your visit and we think that it will prove fruitful in terms of working relationships.

I am sorry that because of limited time it was not possible for you to finish reading the history papers on some of our overseas recruiting experience. Perhaps you can finish them when you are next in Washington.

In line with our talk just before you left, I will be grateful if you will send me a copy, or a digest, of your manning tables and/or recruitment summaries when they are issued.

I hope that you will visit us again on your next trip to this city.

Sincerely yours,

Hiram Milton
Assistant Director,
Division of Personnel
and Management



21 NOV 1947

Mr. Ivan Kerno
Assistant Secretary-General
Department of Legal Affairs
United Nations
Lake Success, New York

Dear Mr. Kerno:

The Secretary General of the United Nations and the Director General of UNRRA have, in an exchange of letters, discussed in a general way the problem of arranging for an ultimate transfer of UNRRA records to the United Nations. May I refer you in this connection to the following correspondence: M. Laugier to Mr. LaGuardia, 15 October 1946; Mr. LaGuardia to Mr. Lie, 1 November 1946; Mr. Lie to Mr. LaGuardia, 24 December 1946; and General Rooks to Mr. Lie, 15 January 1947.

The Administration hopes that it will soon be possible to resume discussions with the United Nations as to the means of effecting this transfer, and its administrative problems and aspects. Pending such discussions, however, there are special problems which arise in connection with records of a restricted character. It would be most helpful to obtain assurance that arrangements could be made by the Secretary-General for the adherence to restrictions which the Administration will find it necessary to impose on certain of its records, regardless of their custody. By way of illustration, it is tentatively contemplated that the types of records described below would be subject to restriction on use or inspection in accordance with the standards generally indicated as to each:

- (a) Certain files of documents or other papers referring to negotiations with individual governments in regard to programs or other matters. These records might be considered restricted for a period of 25 years, during which period they would be available for inspection only with the consent of the Government concerned, or, perhaps, upon request by an appropriate Committee or organ of the United Nations.
- (b) Certain files containing correspondence between UNRRA officials and officials of Governments, and documents concerning officials or representatives of Governments. These might be subject to similar restrictions.

✓
X-212.2 - (Records - Transfer of)

- (c) Records of personnel security investigations. These might be retained for possible administrative use in connection with applications of individual UNRRA employees for positions at the United Nations or elsewhere for a period of two years, during which inspection would be authorized only with the consent of the employee concerned and after which their destructions would be authorized.
- (d) Records dealing with internal UNRRA matters involving the investigation of UNRRA offices or individuals in connection with the performance of their functions. These records might be made available for inspections, for good cause, at the discretion of the Secretary-General, if he determines that the particular inspection requested will involve no abuse or improper use of the information contained.

It would be our thought that records of the foregoing types would be identified when custody is transferred and the applicable restriction indicated. If that were to be done, it would become the function of the Secretariat of the United Nations to hold the records subject to the applicable restriction and to make them available for inspection only within the limits of the restriction.

Since we are now endeavoring to clarify the position with regard to the ultimate treatment of UNRRA records, it would be appreciated if you would inform me as to the feasibility of making arrangements as indicated above with respect to restricted records.

Sincerely yours,

Frederick Chait
General Counsel

18 November 1947

Clearances:
Morse
Leavitt
McMillen
Sverdlov
Woodbridge

CXD
DQ.

cc: Schacter



Mr. Leavitt:

Please note my comments.

Do you concur?

F. Chait

Sect. D. - I concur in sending
these records up to U N if that
is the general view. But I
do not like the idea of sending
anything up there to be
permanently restricted. - A. H. R.
13.11.47

(15 MAR 45)

UNITED STATES
RELIEF AND REHABILITATION ADMINISTRATION
WASHINGTON 25, D. C.

ROUTE SLIP

To:

Mr. Chart

DATE

12/11/47

ROOM NO.

512

- | | |
|---|---|
| <input type="checkbox"/> APPROVAL | <input type="checkbox"/> INVESTIGATE |
| <input type="checkbox"/> COMMENT | <input type="checkbox"/> SIGNATURE |
| <input type="checkbox"/> PREPARE REPLY | <input type="checkbox"/> SEE ME |
| <input type="checkbox"/> NECESSARY ACTION | <input type="checkbox"/> AS REQUESTED |
| <input type="checkbox"/> NOTE AND RETURN | <input type="checkbox"/> FOR YOUR INFORMATION |
| <input type="checkbox"/> NOTE AND FILE | <input type="checkbox"/> PER TELEPHONE CONVERSATION |

REMARKS

Comment on draft letter
to U. N.

From:

A. H. Leavitt

ROOM NO.

330

12 November 1947

NOTES ON DRAFT OF LETTER TO BE SENT TO UNITED
NATIONS CONCERNING TRANSFER OF RECORDS.

✓ The use and position of the word "generally" in the first sentence of the draft does not seem to me quite right. I suggest therefore the following revision of the first sentence:

The Secretary General of the United Nations and the Director General of UNRRA have, in an exchange of letters, discussed in a general way the problem of arranging for an ultimate transfer of UNRRA records to the United Nations.

✓ I suggest the omission of the comma after the word "you" at the beginning of the next sentence.

Section (c) - I think it might be well to indicate why we think these personnel security records should be retained for two years. I suggest therefore the following amplification of the wording:

Records of personnel security investigations - These might be retained for possible administrative use in connection with applications of individual UNRRA employees for positions at the United Nations or elsewhere for a period of two years, during which inspection would be authorized only with the consent of the employee concerned and after which their destruction would be authorized.

* Section (d) - I have in mind the objections which you raised at the meeting against destruction of any records. It seems to me, however, that the records envisaged in this section are solely of internal concern to UNRRA and cannot have any legitimate interest to anyone else after UNRRA is terminated. I would prefer, therefore, to have this section (d) omitted from the letter. If it is retained, I think we should have in mind a definite purpose for the retention and should indicate a time limit as in section (c), after which these records would be destroyed, or freed of restrictions.

Page 3, line 1 - I suggest "types" instead of "type".

Page 3, Line 10 - I suggest "as indicated above" instead of "of the foregoing type."

A. H. Learitt

* Not agreed. We discussed this at length during the meeting, taking the destruction argument into account. You may recall my objections to a time limit.

UNITED NATIONS
RELIEF AND REHABILITATION ADMINISTRATION

1344 CONNECTICUT AVENUE
WASHINGTON 25, D. C.

November 12, 1947

TO: General Counsel
FROM: Chief Historian

I am returning your draft letter to Mr. Ivan Kerno, Assistant Secretary-General, Department of Legal Affairs, United Nations.

I don't think you make it altogether clear whether the personnel of the Secretariat of the United Nations is or is not to have access to the restricted documents. In paragraph (a) on page 2, I think that the Secretariat should certainly have access with or without consent of the Government concerned, but others, however, should only have access with consent. I suggest leaving out the part about "appropriate Committee or organ."

Quite likely in the case of the types of documents covered by (c) and (d) you do not want access to be made available even to personnel of the Secretariat. If that is true, then it should be made clear and a distinction should be drawn between (a) and (b), on the one hand, to which documents the personnel would have access and (a) and (b) to which documents they would not.

As it now seems almost certain that the History will be finished before the documents are turned over, I do not suppose that it is worth making any statement regarding the fact that the History staff of UNRRA is to have access while working on the History. I might conclude with one unimportant point. The very last sentence of all on page 3 is, it seems to me, extremely infelicitous even for legal language.

Goodbridge

FORM AD-2

(15 MAR 45)

UNITED NATIONS

RELIEF AND REHABILITATION ADMINISTRATION

WASHINGTON 25, D. C.

ROUTE SLIP

To:

M. Morse.

DATE

ROOM NO.

520

- | | |
|---|---|
| <input type="checkbox"/> APPROVAL | <input type="checkbox"/> INVESTIGATE |
| <input type="checkbox"/> COMMENT | <input type="checkbox"/> SIGNATURE |
| <input type="checkbox"/> PREPARE REPLY | <input type="checkbox"/> SEE ME |
| <input type="checkbox"/> NECESSARY ACTION | <input type="checkbox"/> AS REQUESTED |
| <input type="checkbox"/> NOTE AND RETURN | <input type="checkbox"/> FOR YOUR INFORMATION |
| <input type="checkbox"/> NOTE AND FILE | <input type="checkbox"/> PER TELEPHONE CONVERSATION |

REMARKS

*May we have
your comments by
Thursday, if possible*

From:

F. Chart

ROOM NO.

-DRAFT-

Mr. Ivan Kerne
Assistant Secretary-General
Department of Legal Affairs,
United Nations,
Lake Success, New York.

Dear Mr. Kerne:

The Secretary-General and the Director General of UNRRA have generally discussed, in correspondence, the problem of arranging for an ultimate transfer of UNRRA records to the United Nations. May I refer you, in this connection to the following correspondence: W. Laugier to Mr. LaGuardia, 15 October 1946; Mr. LaGuardia to Mr. Lie, 1 November 1946; Mr. Lie to Mr. LaGuardia, 24 December 1946; and General Rooks to Mr. Lie, 15 January 1947.

The Administration hopes that it will soon be possible to resume discussions with the United Nations as to the means of effecting this transfer, and its administrative problems and aspects. Pending such discussions, however, there are special problems which arise in connection with records of a restricted character. It would be most helpful to obtain assurance that arrangements could be made by the Secretary-General for the adherence to restrictions which the Administration will find it necessary to impose on certain of its records, regardless of their custody. By way of illustration, it is tentatively contemplated that the types of records described below would be subject to restriction on use or inspection in accordance with the standards generally indicated as to each:

- (a) Certain files of documents or other papers referring to negotiations with individual governments in regard to programs or other matters. These records might be considered restricted for a period of 25 years, during which period they would be available for inspection only with the consent of the Government concerned, or, perhaps, upon request by an appropriate Committee or organ of the United Nations.
- (b) Certain files containing correspondence between UNRRA officials and officials of Governments, and documents concerning officials or representatives of Governments. These might be subject to similar restrictions.
- (c) Records of personnel security investigations. These might be retained for a period of two years, during which inspection would be authorized only with the consent of the employee concerned, and after which their destruction would be authorized.
- (d) Records dealing with internal UNRRA matters involving the investigation of UNRRA offices or individuals in connection with the performance of their functions. These records might be made available for inspection, for good cause, at the discretion of the Secretary-General, if he determines that the particular inspection requested will involve no abuse or improper use of the information contained.

It would be our thought that records of the foregoing type would be identified when custody is transferred and the applicable restriction indicated. If that were to be done, it would become the function of the Secretariat of the United Nations to hold the records subject to the applicable restriction and to make them available for inspection only within the limits of the restriction.

Since we are now endeavoring to clarify the position with regard to the ultimate treatment of UNHRA records, it would be appreciated if you would inform us as to the feasibility of making arrangements of the foregoing type with respect to restricted records. It would be most helpful if we could proceed on the assumption that proper restrictions on inspection which UNHRA imposes in conjunction with a transfer of custody would be applied by the United Nations.

Sincerely yours,

Frederick Chait
General Counsel

Clearances:

Morse ✓

Leavitt ✓

McMillan ✓

Sverdlov ✓

Woodbridge ✓

OXO

D.G.

c.c.: Schacter

20 NOV 1947

Q 40
K
Honorable Trygve Lie
Secretary-General
United Nations
Lake Success
Long Island, New York

My dear Mr. Lie:

In accordance with your letter of 29 October, 1947, the Administration placed before the Central Committee, at its meeting on 17 November, the inquiry of Committee V with regard to the possibility of a grant from UNRRA's residual funds to help finance the advisory social welfare activities undertaken by the United Nations.

Both the Administration and the Central Committee were deeply cognizant of the importance of the work and its great value to the countries benefitting. However, while most appreciative of the contribution made by the United Nations in carrying forward these important activities, neither the Central Committee nor the Administration felt that a grant could be approved.

As you know, Resolution 95 of the UNRRA Council contains no provision contemplating the possibility of a transfer of funds. In view of the history of that Resolution, and taking into consideration the level of the Administration's resources and the status of other claimants with prior interests in participation in a disposition of residues, it was regretfully decided that the grant could not be made.

I would like to express, on behalf of the Central Committee and the Administration, the sincere hope that the United Nations will continue to finance these worthy endeavors in 1948 and thereafter in accordance with the precedent established by the General Assembly with respect to operations in 1947.

Sincerely yours,

Drafted: FChait/rbs *JC*
18 November 1947

Clearance: Chief Executive Officer
Shultz
19/1

Lowell W. Rooks
Director General



UNITED NATIONS



NATIONS UNIES

LAKE SUCCESS, NEW YORK • FIELDSTONE 7-1100

REFERENCE: 1006-5-1-1/BC

18 November 1947

Sir,

I have the honour to inform you that I am sending to you under separate cover a copy of the first issue of "The Yearbook of the United Nations 1946-47", which is scheduled for publication on 25 November 1947.

This first issue is the result of more than a year's work on the part of the Research Section in the Department of Public Information, and contains not only a history of the conferences which led up to the signing of the Charter, but also an account of the many complex problems which have faced the United Nations since that time. The Yearbook will be published annually in the future and it is hoped that it will meet the repeatedly expressed desire

Major General Lowell W. Rooks,
Director-General,
United Nations Relief and Rehabilitation
Administration,
1344 Connecticut Avenue, N.W.,
Washington 25, D.C.

for a completely up-to-date and readable survey of the work of the United Nations.

I regret to inform you that the high cost of production has made it necessary to limit to one the number of copies to be supplied free of charge. Should you require additional copies, they will be available after 25 November 1947, and may be obtained from the Sales Section of the Documents and Sales Division in Room NM-26, at Lake Success.

I have the honour to be,

Sir,

Your obedient Servant,



B. Cohen
Assistant Secretary-General
in charge of Public Information

Faint mirrored text from the reverse side of the page, including "Library of Congress" and "MADE IN U.S.A."

723

040
X
Hon. Trygve Lie
Secretary-General
United Nations
Lake Success
Long Island, N. Y.

17 NOV 1947

My dear Mr. Lie:

You will recall that, by action of the Economic and Social Council, initiated with your very kind cooperation, it has been determined that the United Nations will undertake the performance of certain of UNRRA's functions regarding the proceeds of sale of UNRRA supplies, at a date to be agreed.

Under the arrangements projected, the Secretary-General would receive and review reports from the Governments with regard to their expenditure of proceeds, could comment thereon as appropriate, and would in turn report to the Economic and Social Council, periodically.

After reviewing the present situation and discussing it with your interested staff, this Administration has concluded that 31 December 1947 could best be adopted as an operative date for this purpose.

If agreeable, we would propose to notify receiving countries, which have already concurred in the procedure, that reports concerning proceeds of sale covering periods after 31 December 1947 should be submitted directly to the United Nations. UNRRA would retain the responsibility of reviewing reports for prior periods, whenever received.

Under these arrangements, the Secretariat would begin to receive reports in April or May of 1948. Well before that time, the Administration would propose to turn over to you relevant files and materials concerning proceeds (subject to the requirement of our historian) as well as a detailed statement of the position on the turnover date. Such statement would include the Adminis-

tration's final report to the Central Committee on the subject of proceeds of sale.

It would be appreciated if you would confirm your concurrence in this timing. It would also be appreciated if you could advise me of the appropriate division in the Secretariat of the United Nations to which the reports should be forwarded, so that we can inform the receiving countries accordingly.

Sincerely yours,

Lowell W. Rooks
Director General

cc: Mr. Joel Gordon, UN
Witold Wankowicz

RSC

Chait:hh
12 Nov 1947 *jc*

Clearances:

RSC

Sverdlov *LS*
Woodbridge *gw*
Weisl *SW*



FORM AD-87
(25 FEB 1946)

UNRRA

CROSS REFERENCE SHEET

DATE

14 Nov., 1947

CROSS INDEX

040 - United Nations

TO

Mr. Frank Weisl

FROM

Frederick C. McMillen

SUMMARY

Re letter prepared by General Counsel to UN concerning
Archives etc.....

RECORD FILED

212.2 (Records)

TYPIST

vk

DATE

18-11-47

13 NOV 1947

0.46- Mr. G. E. Wilhelm
United Nations - Nations Unies
Lake Success, Nassau County
New York, New York.

Dear Mr. Wilhelm:

Kindly return the Invoice from the Gisbel Brothers, in New York, in order that we may place in line for payment.

Sincerely yours,

P. R. Curcio, Chief
Space & Maintenance Section
Room 317

PRC/eb
13 November 1947



R E S T R I C T E D

Central Committee

CC(47)137
12 November 1947

040-limited nations
UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION

THE CENTRAL COMMITTEE OF THE COUNCIL

TO: Central Committee
FROM: Director General
SUBJECT: Request by UN for a Grant to Finance Social Welfare Activities

1. The Administration has received a request from the Secretary-General of the United Nations, acting on the direction of Committee III of the General Assembly, for a transfer of \$670,186 to finance the advisory social welfare activities undertaken by the United Nations. A copy of the request is attached hereto.
2. The activities were undertaken by UN after consideration of Resolution 95, by which the UNRRA Council authorized the Director General to consult with UN regarding a transfer of welfare functions and to effect a transfer of such functions as the UN desired to undertake. For the year 1947, the social welfare activities conducted by UN are being financed by an appropriation of \$670,186 made by the General Assembly. It appears that Committee III desires to explore the possibility of a grant from UNRRA before passing upon a similar appropriation for 1948.
3. Although the importance of these activities is fully appreciated, the Administration regrets that it is unable to support the request.
4. The Administration considers that, under the principles established by the Council, its primary obligation, after maximum fulfillment of country programs, is to the Children's Fund. While transfers to other agencies have been recommended these have been pursuant to specific Council Resolutions (I.R.O., Resolution 99; W.H.O., Resolution 94). The only instance of a transfer not specifically contemplated by Council Resolutions was that recently made to F.A.O., which is carrying forward vital work essential to the effective utilization of UNRRA supplies and to the fuller development of UNRRA-initiated programs. The initial F.A.O. transfer was charged against country budgets, and the second transfer was designed to help finish the work instituted on the basis of the first. F.A.O. has no other source of funds for the type of activities which it is continuing on behalf of UNRRA. The UN social welfare activities, as was recognized by the 1947 appropriation, can be financed out of the UN budget and the Administration does not feel that its residual assets, vitally needed for the emergency feeding of children, should be devoted to financing an activity which the UN has previously accepted as a call upon its budget.

X-307-

X-690-

Central Committee

CC(47)127

12 November 1947

- 2 -

5. As a further consideration, the Administration notes the fact that Resolution 95 contemplates no transfer of funds. One of the drafts of that Resolution prepared by the Drafting Office at the Fifth Council Session contained language contemplating the possibility of making funds available. However, when the Resolution was introduced, that language was omitted, for the reason that the sponsors of the Resolution, as well as the then Director General, did not favor an authorization of a transfer of funds. While this does not limit the action which could now be taken, it indicates at least that such a transfer was not within the contemplation of the Council in adopting Resolution 95.

6. The Administration accordingly cannot recommend authorization of the requested grant.

R E S T R I C T E D

Central Committee

CC(47)137
12 November 1947

UNITED NATIONS NATIONS UNIES

LAKE SUCCESS, NEW YORK - FIELDSTONE 7-1100

29 October 1947

Dear General Rocks,

At its Fifth Session, held in Geneva, Switzerland in August 1946, the UNRRA Council adopted Resolution No. 95, "A Resolution relating to the Social Welfare Activities of UNRRA," suggesting that the United Nations should take over the functions being performed by UNRRA in the field of social welfare, exclusive of those relating to displaced persons. This Resolution of UNRRA was considered by the appropriate bodies of the United Nations at their meetings in 1946, and following the recommendations of such bodies, the General Assembly, at its 65th plenary meeting on 14 December 1946, approved the "transfer to the United Nations of the Advisory Social Welfare Functions of the United Nations Relief and Rehabilitation Administration." (Resolution 58.) A sum of \$670,186 was appropriated for the implementation of this Resolution during 1947.

Committee III of the General Assembly, having considered the implementation of this Resolution during 1947, has approved the continuation of this programme during 1948. On 28 October Committee V adopted a proposal that the budget estimates for 1948 for Advisory Social Welfare functions should be approved in the same amount as for 1947 (\$670,186) and in this connection also adopted the following resolution:

"...the Secretary-General be instructed to investigate with the Central Committee of U.N.R.R.A. the possibility of that Organization making a grant in aid from their residual funds of an amount equal to this item of the budget under conditions in which Committee Five may expect to get a reply from the Central Committee before consideration of the 1948 Budget is completed."

I am informed that the Central Committee of UNRRA will meet in Washington during the early part of November. I should appreciate it if you would be so good as to present to this body for consideration the resolution quoted above. After the Central Committee has considered this question, will you advise me of the decision reached,

Major General Lowell Rocks
Director General
United Nations Relief & Rehabilitation Administration
1344 Connecticut Avenue
Washington 25, D. C.

R E S T R I C T E D

Central Committee

CC(47)137
12 November 1947

- 2 -

in order that I may report to Committee V before its consideration of the United Nations budget for 1948 has been completed?

I have the honour to be

Sir

Your obedient Servant,

/s/

TRYGVE LIE

Secretary-General

R E S T R I C T E D

Central Committee

CC(47)138
12 November 1947

UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION

THE CENTRAL COMMITTEE OF THE COUNCIL

TO: Central Committee

FROM: Director General

SUBJECT: Proposed Further Transfer of Funds to the United Nations
International Children's Emergency Fund

1. The Administration has received a further request from the International Children's Emergency Fund (UNICEF) for a transfer of funds from UNRRA residual resources to meet the urgent requirements of children during the coming winter. A copy of the request is attached hereto.
2. The Central Committee, at the time of its approval of the Administration's recommendation for an initial transfer of \$5,000,000 (CC(47)107), concluded that it would take further transfers under advisement as additional funds became available for disposition out of residual assets.
3. On the basis of current reviews of the Administration's resources, it has been determined that an additional \$6,000,000 can be transferred to the Children's Fund at this time without jeopardizing the Administration's financial position. A transfer of that sum would still leave the Administration with substantial reserves, entirely adequate to meet other obligations and contingencies, including the proposed China endowment, any possible extension of China closure, administrative costs until completion of the accounts and all other foreseeable charges and liabilities. Present calculations and estimates of all possible commitments, such commitments being estimated on the high side, indicate that there will be an unspent balance of dollar assets of at least \$14,400,000.
4. In view of the urgent request made by UNICEF, the Administration accordingly recommends that the Central Committee authorize an immediate transfer of \$6,000,000 to that agency, out of residual UNRRA assets.
5. It is anticipated that additional funds, in an amount as yet undetermined, will become available for disposition from time to time. The Administration will inform the Central Committee of such additional availabilities, if and as substantial amounts become firm, so that further disposals can be considered.

RESTRICTED

Central Committee

CC(47)138
12 November 1947

UNITED NATIONS

NATIONS UNIES

INTERNATIONAL CHILDREN'S EMERGENCY FUND FOND INTERNATIONAL DE SECOURS A L'ENFANCE

1344 Connecticut Avenue, N. W. Washington 6, D. C.

22 October 1947

General Lowell W. Rooks
Director General
United Nations Relief and
Rehabilitation Administration
Washington, D. C.

Dear General Rooks:

On 22 September you informed me of the authorization of the Central Committee of UNRRA to transfer \$5,000,000 out of the residual assets of UNRRA to the International Children's Emergency Fund. In the same letter you also informed me that the Central Committee had further decided that as additional funds become available for disposition out of UNRRA assets, the Committee would take further transfers under advisement.

Since the receipt of this first substantial and greatly appreciated contribution to the Children's Fund, the Program Committee of the Fund has met and reported to our Executive Board. The Committee found it possible within the limits of the presently available resources of the Fund to provide a supplementary feeding program for only approximately 4,500,000 children for a period of six months. At the same time, all information the Committee has been able to gather indicates that at least 30,000,000 children in Europe are in need of such supplemental feeding and that conservatively an equal number are in need in Asia.

Clearly the greatest needs of food will appear during the coming winter months which means that procurement and shipping action can not be long delayed if we are to provide supplies for any increased number of children during the period they will need food most. Furthermore, prices of the chief commodities being procured by the Fund, dairy products and fats, along with most other food prices are advancing steadily and as a result contributions become less valuable in purchasing power with each passing day.

Another consideration of timing is the fact that in the case of those items of food which are under allocation, the allocating authorities require evidence of ability to procure before allocation is made. This becomes a matter of very real concern with respect to fats and oils which are, as indicated above, among the basic products most deficient in the diet of the needy children of most of the countries we are assisting.

R E S T R I C T E D

Central Committee

CC(47)138
12 November 1947

- 2 -

In the light of the above considerations, it is a matter of the greatest urgency that the Fund have maximum resources available to it at the earliest possible date. In view of the invaluable cooperation which the Fund has always received from the Administration of UNRRA, I therefore feel that you will give the most sympathetic consideration to an appeal for additional assistance as rapidly as it is practicable. Should there be any way in which the Administration of UNRRA could release additional funds at this time, it would be most helpful if you could find it possible to make further recommendations on behalf of the Fund to the Central Committee at its next meeting.

With sincere acknowledgment of the debt of myself and the Fund for your continued interest and aid, I am

Sincerely yours,

/s/

Maurice Pate
Executive Director

FORM AD-87
(25 FEB 1946)

UNRRA

CROSS REFERENCE SHEET

DATE

10 Nov., 1947

CROSS INDEX

040 - UNITED NATIONS

290-

TO

MEMORANDUM FOR TICKLER FILE - 1 January 1948

FROM

SUMMARY

The attached notes of a meeting concerning UNRRA records should be read in the light of decisions reached subsequently in meetings which Mr. Weisl held with the Historian, the Archivist, General Counsel and Chief, Bureau of Administration. etc.....

RECORD FILED

212.2 - (Records)

TYPIST

vk

DATE

25-11-47

FORM AD-87
(25 FEB 1946)

UNRRA

CROSS REFERENCE SHEET

DATE

10 Nov., 1947

CROSS INDEX

040 - United Nations

TO

Mr. Henry R. Atkinson
Boston, Mass

FROM

Hiram Milton

SUMMARY

This is further to my letter to you of 4 Nov., 1947 regarding
the United Nations employment of Indian personnel

RECORD FILED

India - 442.3

TYPIST

vk

DATE

21-11-47

Mr. Joel Gordon
 0440- United Nations
 Lake Success, New York

Dear Joel:

6 OCT 1947

As I recall, when we had our phone conversation a few days ago, I summarized our plans with regard to the transfer of proceeds of sale functions to UN. Briefly, the position is as follows: We are now completing our review of the situation in each country, with some material still to arrive. The necessary agreements have been negotiated with virtually all countries. Within the next week or two, we should have a draft summary statement of the proceeds situation, country by country, together with most of the material. As soon as the statements in summary form have been made final, we propose to report to the Central Committee. This should be possible some time during the first part of November. We may also attempt a fairly comprehensive statement for publication. Assuming that we can proceed as planned, we would contemplate that the actual turn-over to UN would be made effective 1 January 1948.

We are now, therefore, rapidly approaching the point at which it would be desirable to conduct some preliminary discussions with appropriate UN representatives. The purpose of these discussions would be to acquaint UN with the material with which it will have to deal, as well as to make certain that the manner in which we are proceeding will permit UN to take over smoothly on 1 January 1948.

It would be most desirable to conduct these discussions before the material which we are preparing for the Central Committee is made final, since our report to the Central Committee will, in all probability, determine the ultimate approach to be adopted. Accordingly, I should like to arrange for discussions to be held with you and other interested officials at UN on about 22 October. I realize that, with the General Assembly in session, there must be considerable pressure. However, if necessary, we can arrange to extend the discussions over a period of a few days, so that your other work will not be too much impeded.

Could you phone me by about 9 October to let me know whether this arrangement will be suitable?

Sincerely yours,

Drafted: 6 October 1947

Clearance: Weisl

Frederick Chait
 General Counsel



Central Files

Q 40
K

Mr. William H. Wells, Chief
Films and Television Section
Department of Public Information
United Nations
Lake Success, New York

Dear Bill:

I am enclosing a letter from the Canadian National
Film Board in the hope that you understand more
about it than I do.

If you can handle it from your end, will you please
send a letter direct to Mr. Ralph and a copy to me.
If you think that the reply should come from here,
will you give me an idea of what you think our posi-
tion should be.

With kindest personal regards,

Sincerely,

Phil H. Stitt
Director of Public Information

Enclosure

PHStitt/ah
7/11/47

Mr. Donald B. Kennedy
Engineering Management
& Procedures Division
040- United Nations
Lake Success, New York

5 NOV 1947

Dear Mr. Kennedy:

Since Mr. Cooper is no longer with UNRRA, I am forwarding to you a copy of his monograph, "The Coordination of Policy and Procedure," which you requested in your letter of 31 October.

Sincerely,

Theresa C. Pope

Enclosure
TC Pope



5 NOV 1947

Mr. F. A. Mapes
040- United Nations - Nations Unies
Lake Success, Nassau County
New York, New York

Dear Mr. Mapes:

Attached you will find an itemization of a charge in the amount of \$27.54, purchased from the Gimbel Brothers, in New York. I think the bill was intended for United Nations rather than United Nations Relief & Rehabilitation Administration.

Sincerely yours,

P. R. Curcio, Chief
Space & Maintenance Section

✓ Attachments -

PRC/eb
5 November 1947



FORM AD-87
(25 FEB 1946)

UNRRA


CROSS REFERENCE SHEET

DATE

22 Oct. 1947

CROSS INDEX

040 - United Nations



TO

C. V. Mayne

FROM

Grace W. Tellier

SUMMARY

Subject: Authority for transfer of UNRRA Library to United Nations on Non-Reimbursable basis.

RECORD FILED

280.4 -----

TYPIST

de

DATE

6 Nov. 1947

21 October 1947

040-
c
Fred T. Walker
Special Assistant to
Chief, Purchase Section
United Nations
Lake Success
Long Island, N.Y.

Dear Mr. Walker:

I have your letter of 7 October 1947 to Mr. Cooper which I assume is also in reply to my letter of 24 September.

There seems to be an irreconcilable difference of opinion between Mr. Mapes and our people as to what took place in the negotiations for the sale of the duplicating plant. As stated in my letter none of our people were aware of Mr. Thad Martin's offer and Mr. Mapes did not mention it until after the price of \$25,000 was agreed upon for the plant. I am also advised that Mr. Martin's offer did not include expendables, and that when the Administration agreed to stand by Martin's commitment this was pointed out to Mr. Mapes and \$2,000 fixed as the price for such expendables.

Under the circumstances it is our contention that expendables were not included in the sale of the reproduction plant for \$20,000.

It is impossible to state at this time just when UNRRA will be able to deliver the remaining equipment. By the end of the year we should be in a better position to estimate our future requirements, and we will be glad to advise you then as to when the equipment can be released.

Very truly yours,

Harry L. Isikoff
Survey & Surplus Disposal Officer

Cleared: Mr. Orwick



x-753.31

10 OCT 1947

Mr. Kirstein
Statistical Office
Economic Affairs Department
Room K-161
040-United Nations Organization
Lake Success, New York

Dear Mr. Kirstein:

Further our telephone conversation of 9th October, I am transmitting herewith a table showing the value of UNRRA shipments for the year 1946. The sources from which the data are taken are indicated in the footnotes of the table. I am sure Mr. Tolley has copies of the two documents to which reference is made in the footnotes.

As I informed you on the telephone, the figures for the year 1946 have been developed by subtracting cumulative shipments through 31 December 1945 from cumulative shipments through 31 December 1946. The cumulative figures through 1945 and 1946 do not reflect certain adjustments resulting from the fact that there is always a lag in the flow of certain shipping documents. Thus, for example, if shipping documents relating to 1946 movements were not received until April of 1947 no attempt was made to modify the cumulative figure through 1946. Overall, the margin of error is relatively small and I believe the figures will serve the limited purpose for which you wish to use them.

Sincerely,

ATB
Allen T. Bonnell, Director
Division of Residual Operations
and Records

✓
X-850
Clearance: R. Hill
ATBonnell/fg
9 Oct. 1947



UNRRA SHIPMENTS FOR YEAR 1946

In Thousands of U. S. Dollars Equivalent, F.A.S.

	(A) Cumulative through 31 Dec. 1946*	(B) Cumulative through 31 Dec. 1945**	(C) Shipments for year 1946 (A - B)
Albania	18,343	10,472	7,871
Austria	101,524	100	101,424
Byelorussian SSR	48,798	6,146	42,652
China	294,542	51,413	243,129
Czechoslovakia	232,285	115,169	117,116
Dodecanese Islands	4,000	130	3,870
Ethiopia	214	-	214
Finland	2,282	-	2,282
Greece	329,094	192,257	136,837
Hungary	3,191	-	3,191
Italy	318,162	34,000	284,162
Korea	18	-	18
Philippines	5,346	694	4,652
Poland	401,856	141,773	260,083
Republic of San Marino	30	30	-
Ukrainian SSR	155,308	15,270	140,038
Yugoslavia	362,557	189,715	172,836
Special Projects and Emergency Programs	<u>33,681</u>	<u>33,595</u>	<u>86</u>
Total	2,311,225	790,764	1,520,461

* Figures taken from Bureau of Supply Operational Report No. 10 dated 17th February, 1947.

** Figures taken from UNRRA Program of Relief and Rehabilitation Supplies, Presented by the Director General to the Central Committee, dated 25th January, 1946.

FORM AD-87
(25 FEB 1946)

UNRRA

CROSS REFERENCE SHEET

DATE

7 Oct. 1947

CROSS INDEX

040 - U. N.

450 -----

TO

Mr. Byren Price, Asst. Secretary Gen., Dept. of Adm. Services, United Nations

FROM

Frederick C. McMillen, Chief, Bureau of Administration

SUMMARY

Re: Field Employees.

RECORD FILED

Europe (Area) - 450

TYPIST

dre

DATE

13 Oct. 1947

FORM AD-87
(25 FEB 1946)

UNRRA

CROSS REFERENCE SHEET

DATE

1 Oct. 1947

CROSS INDEX

754.1 (office furniture)

040 - United Nations

TO

Harry Isikoff, Survey & Surplus Disposal Officer

FROM

Lester E. Winfree, Surplus Property officer

SUMMARY

Subject: Surplus office Furniture located at United Nations Report # 196.

RECORD FILED

777 -----

TYPIST

dre

DATE

7 Oct. 1947

30 SEP 1947

0410-
K
Mr. Charles H. Alspach
Chief, Social Services Section
United Nations
Lake Success, New York

Dear Charlie:

In regard to your request of 26 August for copies of mimeographed material prepared for the CNRRA-UNRRA Welfare Conference, I am sorry to report complete failure to locate the items you requested.

Shortly after the closure of the Welfare Division, all the Welfare files that we inherited were turned over to the Records Section. I referred your request to Mr. Paquin, the head of that section, and I am attaching his reply. I regret that we haven't been more successful.

As this is my last day of business I trust you will conduct future negotiations directly with Mr. Paquin.

I shall be seeing you shortly, I hope.

Sincerely yours,

✓ Attachment

SK Jacobs:msf
30/9/47



FORM AD-87
(25 FEB 1946)

UNRRA

CROSS REFERENCE SHEET

DATE

29 Sept. 1947

CROSS INDEX

754.1 (office furniture)

040 - United Nations

TO

Harry Isikoff

FROM

Lester E. Winfree

SUMMARY

Subject: Surplus office Furniture located at United Nations Report # 188.

RECORD FILED

777 -----

TYPIST

are

DATE

10 Oct. 1947

040-
K
Mr. Fred T. Walker
The United Nations
Room AI-178
Lake Success, New York

29 SEP 1947

Dear Mr. Walker:

In accordance with our telephone conversation of 22 September, I am writing you this letter to explain our current and anticipated need for the remainder of the reproduction equipment which was sold by UNRRA to the United Nations. It would perhaps be best, as you suggest, to bring out the original bases for any misunderstandings which may have developed.

As early as last summer, various UNRRA officers tried to interest the United Nations in a plan for taking over the UNRRA reproduction plant with or without its operating personnel. In the meantime, UNRRA's need for the full facilities of the plant continued to diminish. We therefore decided in December 1946 that we would make one last effort to dispose of our surplus equipment to one of the organs of the United Nations before placing the equipment on public sale. We preferred to turn the equipment over to an international organization even though the open market would be more remunerative. This led to the conference in Washington attended by your Mr. Mapes and by representatives of the other organizations that were interested.

Our intention was to set aside a small group of items necessary for our continuing use and that all of the remainder would be sold. Mr. Mapes agreed to purchase the remainder for \$25,000. We agreed to turn over, without charge, several thousand dollars worth of expendable duplicating supplies. At this point the conference disbanded.

Our present difficulty relates to the subsequent working out of the details. In a conversation outside of the conference, Mr. Mapes presented a prior offer of Mr. Thad Martin, of UNRRA, to sell the plant complete for \$20,000. Although this prior commitment had apparently been made without the knowledge or consent of Colonel Palmer, then Chief of the Bureau of Administration, he agreed to honor it. Two reservations were then made: one, that a charge of \$2,000 would be made

X-753.32-

Mr. Fred T. Walker

for the expendable supplies; and two, that UNRRA would retain certain items for its use as long as needed, with title remaining, however, in the United Nations. Mr. Mapes agreed to both reservations. The retention of the equipment as long as needed by UNRRA was noted in the contract of sale.

At the time the sale was made, certain of our people thought we could transfer the remainder of the equipment by 30 June 1947. That estimate has since proven wrong. We continue to have need for the items of equipment yet remaining. Were we to transfer those items to you now, the cost of our obtaining commercial service would in a short while far exceed the nominal sum for which our plant had been sold. That would indeed be an ironical situation for UNRRA.

I am no less anxious than you to settle this matter. At this time, however, I am unable to foresee any specific date when we can deliver the remaining equipment. I have discussed this with senior officials who have instructed me to make no commitment as to a firm delivery date until we can be certain of our own diminished need. I would like to suggest, for example, that our needs might change sufficiently so that we could send you most of the remaining equipment about the end of the year. This may indeed be possible, but I hesitate to hold it out as a promise to which we might be held.

To sum up our position: We never had any intention of giving up the presently remaining equipment. We included it only because of a rather weak commitment which never had official sanction. We made a firm reservation, however, that we would hold the remaining equipment as long as we needed it. The transaction netted UNRRA less than half the amount which public sale would have returned. To give up the equipment as long as we need it would result in substantial loss to us.

I am attaching a list of the items we have for eventual delivery to the United Nations. Would you please confirm one of the copies and return it to me?

Incidentally, Mr. Harry Isikoff, our Survey and Surplus Disposal Officer, has written separately to Mr. Vaughn regarding the balance of \$2,000 due UNRRA for the expendable supplies.

Yours truly,

Joseph D. Cooper
Administrative Planning Staff



Attachment
JDCooper/bls

25 September 1947

UN PROPERTY STILL BEING USED BY USRA
(Bid No. 66)

Item	UNRA Number
Brush, Air, Paschea	-
Addressograph Cabinet, Filing, Wood	3633
Cabinet, Gathering	22931
Cabinet, Gathering	22933
Cabinet, Gathering	22954
Clock, Electric	6075
Clock, Electric	7884
Clock, Electric	22950
Chair, Posture, Steel	6729
Chair, Posture, Steel	6730
Chair, Posture, Steel	6733
Chair, Posture, Steel	6752
Chair, Posture, Cloth Seat	13735
Chair, Posture, Cloth Seat	14416
Cutter, Paper, 34 x 34	2332
Cutter, Paper, Style 265	6754
Desk, Typist, 40"	3312
Desk, Typist	11253
Desk, Varitype, Home Made	22795
Drawing Set, No. 818	22749
Holder, Copy, Line-A-Time	21485
Cutter, Paper, 18"	3682
Lamp, Fluorescent, Desk	6764
Lettering Set, LeRoy	22750
Microscope	10000
Multilith Dupliscopes	3680
Press, Padding, "Champion"	14276
Stool, Home Made	6728
Stool, 28" High	14272
Stool, 28" High	14276
Stool, 24" High	14277
Stool, Drafting	532
Straight-Edge-Metal T Square, 48"	14415
Table, Walnut, 1 Drawer, 24" x 36"	329
Table, Metal, Folding, 72" x 36"	3636
Table, Wood, 36"	6312
Table, Drawing, Wood	14518
Table, Work	22935
Table, Work	22937
Table, Work	22938
Table, Metal, Folding	22956

Item	USFPA Number
Truck, Hand	31455
Addressograph & w/auto feed	6759-6761
Addressograph, Class 100, Hand Operated	6762
Compressor, Air, Pansche	22797
Machine, Typing	30033
Machine, Mimeograph #92	11683
Machine, Multilith	8146
Drill, Paper, Electric	5212
Folder, Convertable	11684
Machine, Rubbing	30613
Machine, Rubbing	30682
Machine, Sealing	13201
Stapler, Bostitch, Electric	6725
Typewriter, Electromatic	22842
Typewriter, Electromatic	30849
Vari-Type Machine	9758

28
19 September 1947

040- United Nations
Lake Success
New York, N.Y.

Attention: D. B. Vaughan
Director,
Conference & General
Services

Dear Dave:

Enclosed is a copy of a letter from McLeod to our external auditors with respect to a claim for \$2,000 representing supplies for the duplicating equipment purchased by UN from UNRRA.

I am informed that the facts concerning this transaction are as follows:

1. In December 1946 at a meeting at which Mr. Mapes represented UN an agreement was reached to sell all the duplicating equipment and supplies to UN for \$25,000.
2. During a discussion of the details of the transfer Mr. Mapes produced a paper in which Thad Martin offered to sell the duplicating plant to UN for \$20,000.
3. None of the UNRRA officials present had any knowledge of Mr. Martin's offer and the matter was referred to Col. Palmer who decided that Martin's offer was a commitment and the Administration was bound by it. Mr. Rand then pointed out to Mr. Mapes that this offer did not include expendable supplies and UNRRA would expect reimbursement in the amount of \$2,000 for such supplies. Mr. Mapes agreed to this.
4. On the 5th of March Mr. Mapes transmitted a contract signed by you on 23 January covering the sale of the plant. The contract called for delivery of all the equipment per UN Purchase Order No. 11989.
5. The Purchase Order called for delivery of specific equipment including expendable supplies for the amount of \$20,000.

Obviously an error was made in accepting this Purchase Order without first obtaining the deletion of the provision calling for delivery of expendable supplies. However, our representatives felt that a firm agreement had been reached to reimburse UNRRA for these supplies in view of our acceptance of a lesser amount than the \$25,000 previously agreed upon and since Mr. Martin's offer did not include expendables, the Purchase Order was accepted.

In view of Mr. Mapes agreement and the fact that UNRRA could have received much more for the plant had we asked for bids, I don't think it is unreasonable for the Administration to expect compensation as agreed upon by Mr. Mapes for the supplies which it delivered.

I would appreciate your looking into this matter at your earliest convenience and advising me of your decision as the auditors are now preparing their report for submission in the near future.

With kindest regards,

Sincerely yours,

Harry L. Isikeff
Survey & Surplus Disposal
Officer

Clearance: Mr. McMillan

FM



83 SEP 1947

040-
Mr. Joel Gordon
United Nations Organization
Lake Success, New York

Dear Joe:

Here are the copies of the D.G.'s Report for
the First Quarter 1947, which have been no
great trouble to obtain.

Very best regards.

Yours sincerely,

R.W. Hill
Residual Operations

✓
Enclosures (6)

RWHill/mc
24/9/47



(Xref)

040-United Nations

22 SEP 1947

K

Mr. D. N. Naravane
Director
UNRRA Procurement and
Recruiting Office
Room 82, Block "L"
New Delhi, India

My dear Naravane:

For your information I attach the list of applications from Indian nationals which are being referred by our Personnel Division to various international agencies. As far as I can determine, these are the only formal applications we have received here, and you can be assured they are being followed diligently.

I can find no record, nor have I any recollection, of having received a formal application from you, although I sent a copy of your outline of experience and qualifications personally to Mr. Caustin at Lake Success. It is possible that your application may have been received during one of my recent several prolonged absences from the office and the form may have become lost in the shuffle. I am enclosing a duplicate set of applications for your completion and would request you to return two copies to me at your earliest convenience.

With kindest regards, I am

Sincerely yours,

A. McIver
Executive Officer
Far Eastern Affairs

Enclosures

AMcIver/ms
22 Sept. 1947

A-690



India Office - 441

040-United Nations

22 SEP 1947

PERSONAL

Mr. Edwin F. Wright
Department of Administrative and
Financial Services of the United Nations
Room A2-100
Lake Success, New York

Dear Mr. Wright:

I am taking the liberty of writing you with regard to recruitment of Indian nationals for positions in the United Nations administration. In this connection I attach a copy of my recent letter to Mr. Caustin on this subject, which I think you will find self-explanatory.

My concern in this matter is entirely impersonal and is based upon the experience I had more than a year ago in endeavoring to offset a feeling of resentment on the part of the Indian Government arising from UNRRA's own failure to give adequate consideration to the employment of Indian nationals, whose government was an active member and a substantial contributor to UNRRA. The results of a concentrated recruiting drive in India early in 1946 were not too substantial quantitatively but, generally speaking, the qualitative achievement was excellent, and we discovered some very outstanding individuals among the thirty persons recruited.

Our activity in this direction went a long way to offset the earlier engendered resentment of the Indian Government, and it was solely because of chaotic internal conditions that UNRRA failed to obtain a second contribution from it for procurement purposes. In view of the disturbed political situation in the Far East, it would appear that India will in the future have a strong voice in Far Eastern affairs. My purely personal feeling is that it would be tragic if UN should lose the support and cooperation of India merely because it failed to give full consideration to the question of utilizing a relatively small number of qualified Indian nationals. However, I can assure you that Indian sensitivity is such that major disasters may easily arise from a set of relatively trivial circumstances.

I am not fully aware as to what extent your own sphere of activities might impinge on this problem, but I am certain my plea will receive at least sympathetic consideration in your hands, and I would appreciate any

YU

Mr. Edwin F. Wright
Page 2

comments you may have to make. For your information, I know that a dozen or more applications by Indian nationals have been sent to UN, either directly or through UNRRA channels, and to the best of my knowledge the individuals concerned have received no acknowledgments.

With kindest personal regards, I am

Sincerely yours,

A. McIver
Executive Officer
Far Eastern Affairs

Enclosure

P. S. I sincerely trust you will consider the above as purely suggestive, informal and personal as I would not for a moment wish to have it felt I was attempting to interfere in matters which do not directly concern me.

AMcIver/ms
22 Sept. 1947



DATE **22 Sept. 1947**

CROSS INDEX

150 *Journal of Management Education* 34(2)

040 - U. N.

212.2 - (Records)

Mr. F. C. McMillen Chief, Bureau of Administration

FROM

Mr. A. H. Leavett, Archivist

SUMMARY

Re: Functions and position of the Archivist.

RECORD FILED

140 - Archivist

 TYPIST

dre

DATE _____

24 Sept. 1947

17 September 1947

Mr. William H. Stoneman
Special Adviser to the Secretary-General
United Nations
Lake Success, New York

Dear Mr. Stoneman:

On 19 August you sent us a letter which you had received concerning an allegation on the part of a former UNRRA employee that he was entitled to compensation for an injury received while he was an employee. As I advised you, we took this matter up with our London Office and have now received a reply which indicates the matter has been thoroughly considered by the London Office and has been settled in accordance with the regulations of the Administration. Attached for your information is a copy of the letter.

I believe that the Administration has taken all the action it can in this case.

Sincerely yours,

Frederick C. McMillen
Chief, Bureau of Administration

✓
Enclosure



✓ 406 - (injury)

FORM AD-87
(25 FEB 1946)

UNRRA

CROSS REFERENCE SHEET

DATE

19 Sept. 1947

CROSS INDEX

040 - United Nations

TO

Gen. L. W. Hooks, Director General

FROM

Mr. A. H. Leavitt, Archivist

SUMMARY

Subject: Suggested Restrictions on Records to be Transferred to U. N.

RECORD FILED

212.2 (Records)

TYPIST

dre

DATE

7 Oct. 1947

17 SEP 1947

040-
K
Miss Maude Barrett
Social Affairs Officer
Department of Social Affairs
United Nations
Lake Success, New York

Dear Maude:

I wonder whether you can help us out on the enclosed inquiry? I have checked with our outgoing mail room and they say that they never handled any material for these ladies. If you know where I might locate the packages I will be glad to attend to shipping them to China.

Molly is in Europe for a short jaunt. My secretary and I are the only ones of the Bureau of Services still left with UNRRA, and we are leaving at the end of this month. I would appreciate a reply to the enclosed query within the next few days, in view of my departure on 30 September.

Best regards,

Sincerely yours,



Special Assistant to the
Chief Executive Officer

✓
Enclosure

SK Jacobs
17/9/47

FORM AD-87
(25 FEB 1946)

UNRRA

CROSS REFERENCE SHEET

DATE

17 Sept, 1947

CROSS INDEX

040 - UNESCO

TO

UNESCO Paris # 2840

FROM

SUMMARY

RECORD FILED

400 - Faucette, W. J.

SECURITY

TYPIST

DRE

DATE

22 Sept. 1947

15 SEP 1947

Miss Frances Orkin
Photo Distribution Officer
Dept. of Public Information
United Nations
Lake Success, New York

040-
K

Dear Miss Orkin:

Under separate cover, and in successive mailings, we are returning photographs furnished from your files for the Agricultural Rehabilitation Exhibit held this summer in the U. S. Department of Agriculture Building in Washington, D. C.

Many additional pictures were collected for this exhibit from other sources, and these are included for your use and safe keeping.

Again my thanks to you and your staff for your help with this project.

Sincerely yours,

Mary D. Mack
Public Information Specialist



← 540- (photographs)

MACK/ah
15/9/47

9 SEP 1947

Mr. H. E. Caustin
Deputy Director
Division of Economic Stability
and Development
United Nations
Lake Success, New York

My dear Caustin:

I am sorry that the promised follow-up of my telephone conversation with you early last week has been delayed. However, since the evening of the day I telephoned you I have been confined to bed with recurrent trouble from my old wound, and I expect to remain in a prone position for at least another week.

As I mentioned in our talk, I am rather concerned with the implied feeling of resentment toward the U. N. which I detect in personal correspondence from various members of our staff in India. This, of course, applies to the handling of applications received from Indian personnel per se. You are probably aware of the fact that at the end of 1945 and in the early part of 1946 UNRRA became distinctly persona non grata with the Indian Government because of its failure to recruit any Indian personnel, particularly in view of the fact that—in spite of tremendous internal difficulties—the Indian Government had made a substantial contribution of approximately 24 million dollars to the Administration. One of my first undertakings after joining UNRRA was to attempt to remedy this situation, and to some extent this was achieved by the recruitment of some 30 Indians for service in Washington headquarters, in China, and in scattered missions in the ERO. A few odd bodies are being taken over by the international agencies in China and elsewhere, but at the moment I am chiefly concerned with our New Delhi staff—where we have two particularly outstanding individuals. One is Mr. Amarjit Singh, formerly Director and currently Honorary Advisor to our New Delhi Office, and the other is Mr. D. N. Naravane, presently Director of the UNRRA Procurement and Recruiting Office in India. While I have not had the opportunity since talking to you of following up on this matter, I am sure that applications for these two men, as well as for others in our New Delhi Office, have been sent on to U. N. through the usual channels. These applications were submitted sometime ago and apparently not even an acknowledgment has been received by those concerned.

I am principally concerned with the fact that, as a successor agency in India, U. N. may inherit a portion of the bad-will which UNRRA originally

Mr. H. E. Caustin
Page 2

incurred and that this feeling may be even exaggerated by administrative carelessness in acknowledging applications and, even more basically, by failure to recruit a reasonable proportion of Indian Nationals who are well qualified to act in whatever field their experience may indicate. Through our administrative branch, I am endeavoring to follow up the course of the applications which have already been submitted. In the meantime, I am sending you a copy of the background of Mr. Naravane, present Director of our India Office, and am sure you will find somewhere in the U. N. files the application of Mr. Amarjit Singh.

I am writing to you personally on this matter because I feel sure you are aware of the sensitivity of Indians in this situation and of the possible repercussions which may develop should not the fullest courtesy and cooperation be extended to such personnel as are qualified in various fields of endeavor.

As a matter of interest, I would appreciate your comments on this question.

With kindest personal regards, I am

Sincerely yours,

A. McIver
Executive Officer
Far Eastern Affairs

AMcIver/ms
8 Sept. 1947

Encl.



8 SEP 1947

(X-100) OHO - United Nations

K

Mr. D. N. Naravane
Director
UNRRA Procurement and
Recruiting Office
Room 82, Block "L"
New Delhi, India

My dear Naravane:

Many thanks for your personal letter of 23 August. I am glad you had the opportunity of talking to Dr. Lokanathan and most certainly appreciate the comments that you made to him as far as my own personal position was concerned.

As soon as I received your letter, I got on the long-distance telephone to U. N. at Lake Success. As you probably realize, I have more than a sentimental attachment to India, and I was rather disturbed to discover that applications for various of UNRRA's Indian personnel had apparently not received the consideration to which they were entitled. However, I am now following up my telephone conversation with a letter which I trust will bring some results, although these things do take more time than one really appreciates. In all fairness, I should say that it is most unlikely that you will hear anything definite either from this end or from Dr. Lokanathan before November.

Regarding your own work on our behalf in India, I can assure you that everyone here at Headquarters is completely satisfied and we are extremely pleased at what appears to be a finalization of the cotton deal in India, which, when it materializes, will undoubtedly be an outstanding achievement. We are fully sympathetic with the difficulties to be met in connection with the reserve which the Indian Government has set aside within its contribution to UNRRA and are fully confident that you are making every possible effort in this direction. I am equally sure everyone in Washington is cognizant of the additional problems arising from the recent division of governmental authority in India, and we rely upon you to make the best of a very difficult situation.

400 - Naravane, D.N.

Mr. D. N. Naravane
Page 2

I am sure that I have already acknowledged the parcel which you so kindly sent through Miss Merrell, and the contents have contributed substantially to several most enjoyable Sunday curry parties.

With kindest personal regards, I am

Sincerely yours,

A. McIver
Executive Officer
Far Eastern Affairs

AMcIver/ms
8 Sept. 1947

A-682



8 SEP 1947

Mr. F. M. Begley
Chief
Maintenance and Engineering Service
040 United Nations
K Lake Success
New York

Dear Mr. Begley:

I am in receipt of your letter of 22 August to Mr. Curcio informing us that it will be necessary to discontinue the use of Room CC-089 which has been occupied by UNRRA at Lake Success.

I can readily realize that due to the expanding staff of U.N. you are in need of all available space and wish at this time to extend my appreciation for the loan of the room in question during the past year.

It is noted that you have arranged to store the UNRRA furniture and we will be getting in touch with you further at an early date regarding disposition of these items.

Yours very truly,

Frederick C. McMillen
Chief
Bureau of Administration



FLang/fb
8 Sept 1947

210 (space)

UNRRA

040-United Nations
OUTGOING CABLEGRAM

NUMBER: 7774
TO: UNRRA Shanghai
RECEIVED CABLE SECTION: 5/9/47 - 4:41 p.m.
DISPATCHED: 5/9/47 - 5:08 p.m.

Reur 7524 UN's interest was for China Welfare Officer replacements only. No possibility Europe. Decision re making replacements now deferred to December or later.

Drafted by:
GHodson (Placement
Officer Personnel)
4 September 1947

Authorized by:
IKKremer (Chief,
Personnel Officer)

Cleared by:
HMilton
Personnel
Cable Control
TThomas
FCMcMillen

STANDARD DISTRIBUTION

ed:ms 051640
tp:mtj 051716
47c

U N R R A

COMMUNICATIONS SECTION
DIVISION OF ADMINISTRATIVE SERVICES

INCOMING MESSAGE

040 - United Nations

NUMBER: 7524
FROM: Shanghai (Signed Cleveland)
DATED: 3/9/47
RECEIVED: 3/9/47 - 8:31 a.m.

Reur 7705.

Menzies and Palevsky both interested U.N. appointments but would appreciate additional details before making commitment. Request information regarding salary, subsistence, repatriation, job description, duration of appointment, and possibility home leave prior accepting assignment. Palevsky needed here thru 31st December and would prefer assignment Europe. Menzies prefers Geneva.

STANDARD DISTRIBUTION
*CBA

ed:djs 030847
tp:mtj 030920
46c

ACTION COPY

NOTE: RECIPIENT OF THIS COPY SHOULD TAKE ACTION IMMEDIATELY. IF NO ACTION REQUIRED INDICATE ☐ NO ACTION AND RETURN TO COMMUNICATIONS SECTION. IF THIS ACTION COPY IS MISDIRECTED FORWARD IMMEDIATELY BY HAND TO PROPER PERSON OR RETURN TO COMMUNICATIONS SECTION.

3 SEP 1947

OFPA Ref. 092/14

040-
K
Mr. Harold Gaustin, O.B.E.
Economic and Social Council
United Nations
Lake Success, New York

Dear Mr. Gaustin:

With reference to our recent conversation on the question of the establishment of a Foundation or Trusteeship in China to handle long range projects, and on the possibility of its affiliation to the Economic and Social Council of the United Nations, I enclose, for your information, two reports by the Office of Far Eastern Affairs, together with a copy of a cable I despatched on 30 August to the Director of the China Office.

In connection with paragraph 1 of my cable to Shanghai, I should greatly appreciate it if you would review these reports and give any instructions you feel are proper to the Executive Secretary of the Economic Commission for Asia and the Far East in Shanghai.

You will note that as a result of information received very recently, there is now some possibility that we might be able to handover agricultural rehabilitation projects to FAO, or alternatively, that any Trusteeship or Foundation which might be agreed upon might itself be affiliated to FAO.

Yours sincerely,



Enclosures: 3

THH:ism
2 September 1947

UNRRA

040-United Nations
INCOMING CABLEGRAM

NUMBER: 7524
FROM: Shanghai (Signed Cleveland)
DATED: 3/9/47
RECEIVED: 3/9/47 - 8:31 a.m.

Reur 7705.

Menzies and Palevsky both interested U.N. appointments but would appreciate additional details before making commitment. Request information regarding salary, subsistence, repatriation, job description, duration of appointment, and possibility home leave prior accepting assignment. Palevsky needed here thru 31st December and would prefer assignment Europe. Menzies prefers Geneva.

STANDARD DISTRIBUTION

*CBA

ed:djs 030847
tp:mtj 030920
46c

28 August 1947

040-United Nations

Mr. William H. Wells, Chief
Films & Television Section
Division of Films & Visual Information
Department of Public Information
Lake Success, New York

Dear Bill:

I am enclosing copy of a letter which I just received from the Paramount Printing and Publishing Company. There seems to be a lack of enthusiasm on the part of the company about the project, and I rather sense a reluctance on their part to go ahead with it. In any event, I hope that you have given them the best available photographs for their purposes--and I assume, of course, that you have--so that our record will be clear throughout. If there are any developments, I will keep you advised.

One other matter: What is the status of the photographs which are being printed for use in the collections which are to be given to Governor Lehman, Mayor LaGuardia, General Rocks and for our archives? I hope we will get some early action on this because they have been needling me here in UNRRA, and Commander Jackson is expected back in Washington early in September. I want to be able to have everything all cleared up when he arrives.

With kindest personal regards,

Sincerely,

Phil H. Stitt
Director of Public Information

Encls.



540

UNRRA

040-United Nations
~~OUTGOING CABLEGRAM~~
81

NUMBER: 7705
TO: Shanghai
RECEIVED CABLE SECTION: 27/8/47 - 12:28 p.m.
DISPATCHED: 27/8/47 - 12:57 p.m.

Please advise soonest whether Gordon Menzies and
Mary Palevsky interested UN appointments in China
as Welfare Officers.

Drafted by:
GPHodson (Personnel)
26 August 1947.

Authorized by:
IKKremer (Personnel)

Cleared by:
FMcMillen
Personnel
Cable
Control

STANDARD DISTRIBUTION

ed:ms 271231
tp:fmw 271401
44c

FORM AD-87
(25 FEB 1946)

UNRRA

CROSS REFERENCE SHEET

DATE

26 Aug. 1947

CROSS INDEX

040 - United Nations

TO

Guy Tombs Limited,

FROM

Canadian Commercial Corp.

SUMMARY

Subject; UN (Availability & Space Request)

RECORD FILED

260 (space)

TYPIST

dre

DATE

9 Oct. 1947

0410 - United Nations

26 AUG 1947

K

Mr. Robert L. Smith
Bureau of Administrative
Management and Budget
United Nations
Lake Success, New York

Dear Mr. Smith:

Thank you for your letter of 5 August 1947 addressed to Mr. Harry W. Marsh, transmitting a draft of the minutes of the first meeting of the Consultative Committee on Personnel Matters. The letter has been referred to me, since I have taken over Mr. Marsh's responsibilities as Chief of the Bureau of Administration. I regret that because of the shift in personnel, there has been a delay in our reply.

UNRRA will be most pleased to continue its participation on the Consultative Committee. It will be represented at future meetings by Miss Isabel Krumer, Chief of Personnel; Mr. Irving L. Posner, Management Analyst; or myself.

Following are our comments on the draft minutes:

1. On page 2, section 1(a), the statement that "UNRRA had found that a committee of this type was of value but felt it should be restricted to policy questions" should be amended to read as follows: "UNRRA had found that an inter-divisional committee to study and review all phases of employee remuneration was most helpful, but this committee was limited to consideration of policy questions and did not deal with individual cases."
2. On page 4, section 1(g), there is the statement that "the practice of the specialized agencies had been to have the salary administration function as a part of the personnel office . . ." since July 1945, position classification in UNRRA has been regarded, with some minor exceptions, as an integral part of the organization and management function. In Washington headquarters, it is true, with the virtual end of classification as a major administrative problem, the one or two remaining analysts were recently transferred to the Personnel Division. However, UNRRA's major experience has been with classification as an organization and management (as differentiated from a budgetary or personnel) function, and you may therefore wish to qualify paragraph (g) accordingly.

X-220 - Consultative Committee

3. On page 4, section 2(a), the last two sentences read: "It was pointed out that in the case of the United Nations, the various allowances amounted to more than fifty percent of base salaries. It would be necessary to consider the total emoluments of staff members if real uniformity were to be achieved." We mention this here simply to reemphasize that if we may rely on UNRRA's extensive experience in this respect, it is essential in the interests of equitable and effective administration that all employee remuneration policies and practices be regarded as part of a single integrated pattern, rather than as independent isolated factors.
4. On page 5, section 3, there is a list of localities to which first consideration should be given in the review of salary differentials. I believe that New York has been inadvertently omitted from this list.

You have undoubtedly noted that a typographical error exists on the first page, showing Mary Pottler as representative of the "Inter-national Relief Organization," rather than of the Preparatory Commission, International Refugee Organization.

If we can be of any further assistance, please let us know.

Sincerely yours,

Frederick C. McGillen
Chief, Bureau of Administration

cc: IKR:W

ILP:W:vp
25 August 1947



FORM AD-87
(25 FEB 1946)

UNRRA

CROSS REFERENCE SHEET

DATE

25 Aug. 1947

CROSS INDEX

040 - United Nations

TO

Maj. Gen. R. G. Lewis, Deputy Director General

FROM

Frederick McMillen, Chief Bureau of Administration

SUMMARY

Re: Two Agreements signed on 25 July, 1947 by the Chief of the WHO, etc.

RECORD FILED

ERO - 212.2 (records)

TYPIST

de

DATE

6 Nov. 1947

22 AUG 1947

840
K2
Mr. Robert L. Smith
Bureau of Administrative Management and Budget
United Nations
Lake Success
Nassau County, New York

Dear Mr. Smith:

Thanks very much for your letter of 13 August, transmitting the redrafted copy of the Terms of Reference for the Committee of Experts on Cost of Living, the minutes of the Sub-Committee meeting, and the draft minutes of the Consultative Committee on Personnel Matters, as well as the pertinent Secretary General Bulletins on Salaries and Allowances. All of the material is most helpful. I have no additional comments to make concerning either the Minutes of our Sub-Committee meeting, or the Terms of Reference for the Cost of Living group.

With regard to the nomination by UNRRA of a member of the Committee of Experts on the Cost of Living, I have asked our personnel staff to suggest possible candidates and have requested our London office to do the same. Certain persons have been suggested as being able to give additional assistance with respect to finding suitable staff. You are undoubtedly aware of their names, but I am bringing them to your attention for possible future reference. They include Dorothy Brady, head of the cost-of-living group in the U. S. Bureau of Labor Statistics who has just returned from an ILO Conference; Faith Williams, who is in charge of international labor statistics at Bureau of Labor Statistics; Irving Kravis, assistant to Miss Williams, and Floyd Mann, formerly of Bureau of Labor Statistics, now at the University of Michigan Survey Research Center working under Dr. Likert. It is possible that Mr. Kravis or Mr. Mann might be available for a short term assignment with the Committee, although none of these individuals has been personally contacted.

There are one or two former members of the UNRRA staff with a general statistical and economics background as well as some experience in wage administration who might be available in the event a more specialized expert cannot be found, but I hesitate to recommend them until further exploration has been made in the field.

One of the unsettled points is the financing of the salary and expenses of the experts. It is my understanding that this will be taken care of by U.N. as a general service to all the specialized agencies. In view of UNRRA's being in the liquidation stage, we would of course derive little direct advantage at this time from the results of the project and there

X-454

Robert L. Smith

2

would therefore be little likelihood of getting an allocation of remaining funds for the purpose of employing an outside expert, although we are very glad to provide whatever information and related assistance in feasible during this liquidation period.

So far as my own situation is concerned, on the basis of present administrative thinking, I shall probably be with the organization for some months to come and therefore will be available for meetings with the Committee of Experts in September and beyond, up to the agreed upon 20% of my time. I will be in New York, by the way, on Tuesday and can be reached at the UNRRA office (111 Broadway, Telephone Worth 2-4050).

You may be interested in the attached copy of the cable which we have just sent to our London Office following up on our earlier request that they send us all available information and material on UNRRA experience in the whole field of remuneration, in connection with the work of the Consultative Committee on Personnel Matters and our Sub-Committee.

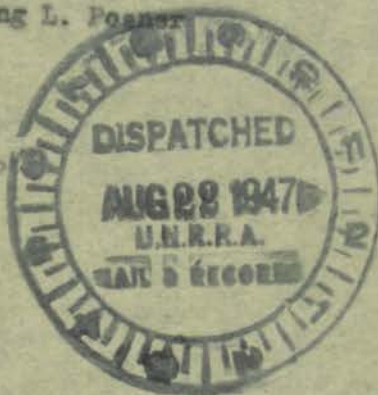
One other point comes to mind and that is the possibility that certain other localities should be added to the list ^{of these} which have priority in view of the fact that U.N. or some of the specialized agencies may have staffs in those cities very shortly. They include Rome, Athens, Copenhagen, and Brussels. But this point can be held for a later date. Thanks again for your help.

Sincerely yours,

Irving L. Posner

✓ Enclosure

ILPosner/lm



20 AUG 1947

Mr. F. A. Stefanini
Director
Bureau of Technical Services
646- United Nations
Lake Success, N. Y.

Dear Mr. Stefanini:

Within the next few days we will ship to your warehouse 800 copies of the Director General's Report to the Council for the last quarter of 1946, DGR-11. As you will recall from our correspondence of last April and May, these reports are for free distribution. We expect that there will be at least two more reports before this series is complete.

Sincerely yours,

Poelin Dai
Chief of the Secretariat



19 AUG 1947

Miss Frances Orkin
Photo Distribution Officer
Department of Public Information
United Nations
Lake Success, New York

Dear Miss Orkin:

Under separate cover I am forwarding to you some
photographic negatives and plates which were re-
ceived from the UNRRA Mission in Yugoslavia.

Very truly yours,

Phil M. Stitt
Director of Public Information



PI/Hyde
19/8/47

A-413
C O P Y

United Nations Relief and Rehabilitation Administration
European Regional Office,
11 Portland Place, London, W.1.

To: Mr. A. H. Leavitt, Archivist,
UNRRA HQ,
WASHINGTON.

Ref: AH.5/28

13th August, 1947

Forwarded herewith is one box containing photographic negatives and plates which were received among the Mission records from Belgrade. This box was parcelled separately and labelled for onforwarding to Washington. We are not sure that these negatives constitute Mission records and suggest therefore that you check this matter with the Office of Public Information in Washington.

/s/ F. T. Reading

F. T. READING
CHIEF REGISTRAR

18 AUG 1947

Miss Leone Muller
Administrative Assistant
to Director of Personnel
040-United Nations
Lake Success, New York

Dear Miss Muller:

Because UNRRA has had no occasion to use such a form as UN/P/X, we are unable to suggest changes based upon experience. Our recommendations, therefore, will be somewhat superficial.

It is believed that the form is too concentrated, spacewise, to be practical. At present it is an odd size, not convenient for attaching to standard sized files. We suggest that it be printed instead on 8" x 10 1/2" stock, on both sides, perforated at the top and printed inversely on the reverse side so that the whole document may be read without being removed from the file.

Such items as #15, for example, should be placed in a larger box.

Other specific points which concern us are items #11 and #14. We do not understand the distinction between "date appointed" and "date appointment was effective". Are they not identical?

It is noted that the form omits reference to the number of children and the birth dates of children. Since allowances are affected by these data, it is recommended that they be included.

Please call upon us for any assistance which we may be able to render in the future, since we are anxious to co-operate with UN to the fullest.

Yours sincerely

Frederick C. Miller
Chief, Bureau of Administration

IKremer/lsm



18 Aug. 1947

18 AUG 1947

Mr. William H. Wells
Chief, Film & Television Section
Division of Films & Visual Information
040- The United Nations
Lake Success, New York

Dear Bill:

This letter will be your authorization to have prints from UNRRA negatives now in the possession of the United Nations made by Lens-Craft Studios, Inc. It is understood that the prints are to be provided at the special price of 50¢ each. On completion of the job, the bill should be send to UNRRA for payment. I have already discussed the matter with the Chief Executive Officer of UNRRA and he has told me to go ahead.

I am enclosing a copy of this letter which I wish you would transmit to Lens-Craft.

Sincerely,

Phil H. Stitt
Director of Public Information

Enc.

DPI/PHStitt/dek
18 August 1947



75 AUG 1947

040- Mr. Paul Johansen
P.O.I. Headquarters Liaison Service
United Nations
Radio Success, New York

Dear Mr. Johansen:

Mr. Phil Stitt, our Director of Public Information, has requested me to forward to you the bulk of our mailing lists, including plates and frames. I therefore want to notify you that the Barrett Transfer Company will deliver these items to the United Nations within the next few days, together with other equipment which we are shipping to the United Nations. It is my understanding that the Barrett Transfer Company will pick up this shipment on Friday, 15 August and that it will be delivered to the Receiving Department of the United Nations.

Under separate cover I am sending to you strip lists in lieu of those of our mailing lists which we find it necessary to retain at this time.

Yours very truly,

Joseph D. Cooper
Administrative Planning Staff

cc: Mr. Stitt
JDC/tp
14 August 1947



5 AUG 1947

DLG-
✓
Mr. Charles H. Alspach
Chief, Services Section
Division of Social Activities
Room 200 - United Nations
Lake Success, L.I.
New York

Dear Charlie:

Since we have recently received two or three copies of the enclosed statement about social Services in Poland, I thought perhaps either you or Maude might like to have one of the copies for your files.

It was good to see you last week, and I hope by the time I return my tan will match yours.

Sincerely,

Molly Flynn
Special Assistant to the
Chief Executive Officer

✓
Enclosure

MFlynn/lw
15 August 1947



*040-United Nations**K*

14 OCT 1947

Gunnar Myrdal, Executive
Secretary
Economic Commission for
Europe
Palais des Nations
Geneve, Switzerland

Dear Mr. Myrdal:

This is to advise you that your letter of 20th September has been received and is under consideration. We shall let you know our answer at the earliest possible opportunity.

Very sincerely,

FW

Frank Weisl, Deputy Chief
Executive Officer

ATBonnell/fg
13 October 1947

*67*

✓
X-201-(fellowships)

Palais des Nations
GENEVE

20 September 1947

Commander R. G. A. Jackson,
Senior Deputy Director-General,
UNRRA
1344 Connecticut Avenue,
Washington, D. C.

Dear Commander Jackson,

We understand that UNRRA began a Fellowship training plan by which experts and technicians from the devastated countries were given important advanced refresher type of training in the field of health, welfare, agricultural and industrial rehabilitation. From conversations with Mr. S. A. Mathiasen of the Social Affairs Department of the United Nations, we learn that this UNRRA programme is being carried forward in the health field by the World Health Organization and in the field of Social Welfare by the Social Affairs Department of the Economic and Social Council, but that no United Nations agency is carrying on this training programme for agricultural and industrial rehabilitation.

The Economic Commission for Europe of the Economic and Social Council is keenly aware of the great need for the retaining of key personnel to carry on the task of rehabilitation and reconstruction of both the agricultural and industrial life of Europe. We hope that it may be possible for F.A.O. to continue the fellowship training plan in the field of agriculture, and that similar training may also be carried on in the industrial field.

Would UNRRA be willing to examine the possibility of making some funds available to the Economic Commission for Europe to carry on the training work begun by UNRRA in the industrial field?

In the course of its investigations into problems of European reconstruction, my staff has been examining manpower shortages and means for their remedy. Our main interest, of course, will be the large surplus pools of manpower. We shall almost certainly raise with an appropriate organ of the Commission the possibility of a census, of some form of European labour exchange, and of improved retraining and migration facilities.

It is evident that it would be of advantage if a certain number of industrial technicians, economists, statisticians and civil servants concerned with economic problems could be afforded fellowships. The shortage of well-trained men and women in these categories is, evidently, an important aspect of the manpower shortage in general.

Should such funds be made available, we would wish to co-ordinate the work of the World Health Organization and the Social Affairs Department to effect economics of administration and co-operative planning. The E.C.E. staff is able to propose the categories most in need of training, the most likely places for re-training, etc.

I hope such a scheme commends itself to you. Should you consider it appropriate, it would be very helpful if you would indicate to me what further steps should be taken by the Economic Commission for Europe in this matter.

Sincerely yours,

(S) Gunnar Myrdal

GUNNAR MYRDAL,
Executive Secretary,
Economic Commission for Europe.

13 AUG 1947

040-
Mr. R. S. Hausner
Assistant Chief
Appointments & Staff Relations Division
United Nations
Lake Success, New York

Dear Mr. Hausner:

Your letter of 5 August 1947, addressed to Mr. H. W. Marsh, has been referred to me, since Mr. Marsh left the Administration a few days ago.

We are glad to provide the information requested in your letter. The attached sheet lists the data you requested.

If you require additional information in connection with the non-reimbursable loan of these persons, please feel free to communicate with us again.

Sincerely,

Isabel K. Kremer
Chief Personnel Officer

Attachment

hm
HMilton/eg
13 Aug. '47



"UNRRA Title"	"UNRRA Salary"	"Effective Date of Transfer to UN"	"Beginning & Ending Date UNRRA Paid Per Diem Allowance During Non-reimbursable Loan"	"Termination Date from UNRRA-or effective date Non-reimbursable loan ended"
Bessie Aboulafia	Secretary Grade 5	\$2800 a yr.	16 May	No per diem allowance 30 June 1947
Dorothy Patrick	Clerk-Steno. Grade 4	\$2730 a yr.	1 May	No per diem allowance 30 June 1947
J. Crawford Brooks	International Agency Liaison Officer Grade 11 <u>1/</u>	\$5975 a yr.	10 Feb.	No per diem allowance 30 June 1947
Mary E. Stockie	Secretary Grade 7	\$3500 - <u>2/</u> 3600 a yr.	29 Jan.	No per diem allowance 30 June 1947
O. Rossman	Observer Grade 11	\$6425 a yr.	3 Apr.	No per diem allowance 30 June 1947

1/ This was Mr. Brooks' title while on loan to UN; previous to the transfer he was Liaison Officer in our Office of Far Eastern Affairs.

2/ Miss Stockie's salary at the time of transfer was \$3500, but on 16 March 1947 her salary was increased to \$3600 as the result of an annual increment for satisfactory service.

NOTE: All salaries above do not include the Administration's contribution to the Provident Fund for the employees; this contribution amounts to 7 $\frac{1}{2}$ % of the salary.

040-limited (Nation)

12 AUG 1947

Miss Ruth M. Williams
Documents Division
UN Secretariat
Lake Success, New York

Dear Ruth:

Thanks for your quick 3-page note of 7 August. I appreciate the information you gave on the Documents Officer jobs.

I have passed on the information to the Placement Officers concerned. For your information, Antoinette Freidman is no longer available; she has gotten another job. Dorothy McCoy and Edythe McMakin are both still interested.

Here is the story on overseas jobs: The War Department's welfare program in Japan encompasses about 25 jobs, all but about 4 of which are for men. All of the jobs are for generalists. Apparently they are not learning their welfare lesson the hard way. In Germany, they have elementary and secondary schools for dependents. They are cooperatively run and are not financed by War Department appropriations. Unfortunately, they have just finished hiring for these schools for the remainder of the year. A Mr. Walker came here from Germany to recruit and has just gone back. Applications for later consideration for the War Department can be sent to the Office of the Secretary of War, Civilian Personnel Division, Overseas Recruitment Branch, Pentagon, Washington. Also, the following persons may be contacted to make application: E.J. Henning, 7th Floor, 292 Madison Avenue, New York; and Mrs. Jean Chapple, Room 133, 166 East Hyde Park, Chicago.

There were recently some overseas teaching possibilities with (of all organizations!) the Afghan Government. They are bringing in a lot of outside technicians and among other things they were looking for teachers. The Afghan Legation is at 2001 Twenty-fourth Street N. W., Washington. There is a Miss Davis at Adams 3770 who can be contacted.

Another possibility is the Arabian-American Oil Company. They are establishing synthetic communities in the Middle East, and it is conceivable that they might have a nursery program. The person to contact is A.E. Routan, 630 Fifth Avenue, Room 420, International Building, New York.

That's all on this for now. If I can give you any more dope, lemme know.

I'll be glad to see you when you come in the weekend of the 23rd. I expect to see you looking very much harried and harassed, but still f. & a.



X-464 (outplacement)

8 AUG 1947

040- Mr. Robert Smith
Division of Salary Administration
Room U-316
United Nations
Lake Success, N.Y.

Dear Mr. Smith:

It just occurred to me that I neglected to get from you a copy of the tentative minutes of the consultative committee on personnel covering the establishment of the subcommittee on salary administration. I should greatly appreciate receiving a copy of those minutes, as well as the preceding and succeeding minutes, since I have not been able to locate a set in our own files.

I enjoyed our sessions and feel hopeful that something good will come out of the plans made.

Thank you for your help and cooperation.

Sincerely yours,

Irving L. Posner
Management Analyst

ILP
ILPosner:vb
8 August 1947



040-United Nations

7 AUG 1947

Miss Leone Muller
Administrative Assistant
to Director of Personnel
United Nations
Lake Success, New York

Dear Miss Muller:

Thank you for your letter of 1 August, 1947, addressed to Mr. Marsh, which accompanied the draft minutes of the second meeting of the Consultative Committee on Personnel Matters, and the statement of the agreements reached.

Mr. Marsh has now left the Administration but, as his successor, I hope to maintain the close working relationship which he established with United Nations.

Our comments on UN/P/X will be forthcoming shortly.

Yours sincerely,

Frederick C. McMillen
Chief, Bureau of Administration



IKKremer/122

6 August 1947

l.f.

7 August 1947

Miss Mary G. Sieton

Director, Personnel Bureau
United Nations
Lake Success, New York

Dear Miss Sieton:

Since I presently occupy the position formerly held by Mr. Harry W. Marsh as Chief of the Bureau of Administration of UNRRA, Mr. Brown, the Chief Executive Officer, has referred to me your letter of 31 July 1947, which states that the first meeting of the Committee to study the problem of cost of living differences is scheduled for 7 August.

We are very happy to send a representative to this meeting. During his employment by UNRRA, Mr. Irving Posner has had a great deal of opportunity to study this particular problem, not only from the standpoint of the Headquarters Office from Washington, but also for a number of weeks in our European Regional Office in London and in the various Country Missions in Europe. I feel sure that Mr. Posner will be able to make a substantial contribution to the work of the Committee.

Mr. Posner will probably already have met with the Committee by the time you receive this letter. I wanted, however, to reaffirm the assurance you have had from Mr. Marsh that we are most anxious to cooperate in all respects with the efforts you are making toward bringing about a degree of uniformity in personnel policies and procedures throughout all international agencies.

Sincerely yours,

Frederick C. Spatcher
Chief, Bureau of Administration



X-220-Committee to Study Cost of Living

040-United Nations

7 August 1947

To: Mr. Joseph D. Cooper
Chief, Procedural Coordination Staff

From: Phil H. Stitt
Director of Public Information

Last spring the Office of Public Information agreed to turn over to United Nations the bulk of our mailing lists, including plates and frames. This arrangement was approved by the General Counsel's office and by the Chief Executive Officer.

I have today talked with Mr. Paul Johansen at United Nations, who advises me that they are now in a position to accept these lists. Accordingly, will you please arrange for the transfer to U.N. of the following codes:

PRESS LIST

<u>Code No.</u>	<u>Designation</u>	<u>No. of Plates</u>
9-Can.	Canadian Newspaper Editors	330
C-9	Cartoonists (Large Newsp.)	108
D-9	Columnists (Large Newsp.)	152
B-9	Editorial Writers (Large Newsp.)	225
9-Sel.	Educational Newspapers	103
E-9	Finance Editors (Large Newsp.)	95
9-Labor	Labor Newspapers	521
9-Lar.	Large Newspapers	207
9-Med.	Medium Newspapers	114
9-NP	Negro Newspapers	96
9-Sma.	Small Newspapers	1205
9-Wk.	Weekly Newspapers	3947

ORGANIZATION LIST

14	Agriculture	134
2	Business	522
1-NC	CIO, National	113
1-SC	CIO, State	236
4	Churches	300
4-LC	Churches, Local Council of	129
1	Labor	158
16	Negro	137

MAGAZINE LIST

<u>Code No.</u>	<u>Designation</u>	<u>No. of Plates</u>
21-CL	Club	35
21-G.Mon.	General Monthly	34
21-G.Wk.	General Weekly	40
21-H&F	Home and Farm	20
21-PIC	Picture	9
21-PUL	Pulp	36
21-REL	Religious	32
21-SCI	Scientific	39
21-TE	Top Editors	65
21-WOM	Women's	19
21-YO	Youth	17

RADIO LIST

11-AG	Agriculture	148
11-CAN	Canadian	81
11-FR	French Canadian	16
11-NE	News Editors	905
11-WD	Women Program Directors	1128

The forwarding address is:

Mr. Paul Johansen
P.U.I. Headquarters Liaison Service
United Nations
Lake Success, New York

In addition, Mr. Johansen has requested, and we have agreed to provide, strip lists of the ~~following~~ codes which will be retained by us. An AD-66 covering this job is attached. If, because of lack of personnel, it is necessary to have someone outside the Administration run off these lists, U.N. will bear the expense.

Attachment

PI/Hyde
7/8/47

4 AUG 1947

040
K
Mr. William H. Wells
Chief, Films and Television Section
Department of Public Information
United Nations
Lake Success, New York

Dear Bill:

I just returned to the office today after an absence of two weeks and found the enclosed letter. I don't know anything about "The People's Charter". Will you let me know what it is all about?

Sincerely,

Phil H. Stitt
Director of Public Information

✓
Enclosure



PHStitt/ah
4/8/47