

C/PER. 111 CONF.

SEP - 1 1964

ACTION

JRB/jps

882

TO:	Mr. Gaudreau
1	Mr. Cautsinar
2	
3	Mr. Pagnon IP
<input type="checkbox"/>	Action Completed
<input type="checkbox"/>	Not Action Required
<input type="checkbox"/>	No Action Required
INITIAL August 1964	

BAT/442/64

Mr. J. Saunders, Deputy Resident Representative (Administration)

James R. Brooks, Deputy Resident Representative

Staffing Pattern

HY informed
4/3/64
4/

In connection with the Manning Table for the Office of the Resident Representative, I should be grateful if you would arrange that, effective 19 September 1964, Mr. A. Succar fill Post No.9. In addition, will you please change the designation of this post as follows: delete "Research Assistant and Statistician", and substitute "Senior Programme Officer".

This gives effect to the decision taken to transfer from TAB/SF Budget the post of Mr. Stathis, effective 1 July 1964, to the Secretariat for Counterpart Funds, Economic Analysis and Coordination (35-04).

To cover the additional cost of Mr. Succar, I propose that in addition to the saving from the transfer of Mr. Stathis to the Economic Analysis and Coordination project, we add the savings from the two posts of Auditors carried on your Administration Budget, who will also be transferred to the Secretariat for Counterpart Funds, BCE.

My memo L552/64 dated 29 August 1964 to Mr. W.H. Miller, copy attached, refers.

Accordingly, I should be grateful if you would instruct Personnel to take the necessary action with New York to effect the transfer of Mr. Succar as of 19 September 1964 and arrange for a one-year contract.

cc: Mr. B.P. Osorio-Tafall
Mr. M. Gauvreau

C/PER III CONF.

OPERATION DES NATIONS UNIES
AU CONGO



UNITED NATIONS OPERATION 11964
IN THE CONGO

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

ACTION

TO:	Mr. M. Gauvreau
1	Mr. Cautsina
2	
3	
<input checked="" type="checkbox"/>	- Action Completed
<input type="checkbox"/>	- Acknowledged
<input type="checkbox"/>	- No Action Required
INITIALS	

Leopoldville, 19th August 1964

To : Mr. M. Gauvreau, Chief of Personnel ONUC
From : A. Succar, Director a.i., Bureau of Economic Coordination
Subject: Expert Staff List as at 1 August 1964

This is to acknowledge receipt of your memo of 17 August 1964 together with the expert staff list for the project 35-04, Economic Analyses and Coordination.

The list appears to be correct, except for the posts F-01 and G-01, the source of financing of which should be the International Monetary Fund who has agreed to take over 4 posts of the Bureau of Economic Coordination.

I also should like to ask that my grade, which is actually P-5, be corrected.

Project No.: 35-04

No. of Posts Approved: 23

page 58

Project Title: Economic Analysis
and Coordination

No. of Posts Filled: 10

ECONOMIC ANALYSIS
AND COORDINATION

EPTA Account Code No.: 80198

USPROAG Account Code No.: 90198

Source of Financing	No.	Title of Post	Post Description	Duty Station	Name Nationality	EOD	Remarks
			No.		Level	ETD	
UN EPTA	1.	<u>Expert (Operational)</u> Director of Bureau	Y-01		Vacant		
US PROAG	2.	<u>Experts (Operational)</u> <u>Office of the Director</u> Assistant to the Director	A-01		Vacant		
" "	3.	Legal Adviser	B-01	Leopoldville Building Administratif	Mr. S. SAID Syria	12 May 62 31 Dec 64 P-4	
I.M.F.	4.	<u>Programming and Studies</u> <u>Section</u> Chief of Section Economic Research and Programme Officer	C-01	Leopoldville	Mr. Y. HELBAOUI Syria	2 Jun 64 -	
US PROAG	5.	Assistant Agricultural Economist	D-01		Vacant		
" "	6.	Assistant Industrial Economist	E-01		Vacant		
" "	7.	Economic Statistician	F-01		Vacant		
" "	8.	Assistant Economist	G-01		Vacant		

Project No.: 35-04
 Project Title: Economic Analysis
 and Coordination
 EPTA Account Code No.: 80198
 USPROAG Account Code No.: 90198

No. of Posts Approved: 23
 No. of Posts Filled: 10

page 59

ECONOMIC ANALYSIS
 AND COORDINATION

Source of Financing	No.	Title of Post	Post Description		Name Nationality Level	ETD	Remarks
			No.	Duty Station			
US PROAG		<u>Foreign Aid Section</u>					
	9.	Chief of Section	H-01	Leopoldville	Mr. A.	19 Sep 61	
		Advisor on Foreign Aid and Technical Assistance		Building Administratif	SUCCAR Syria	18 Sep 64	
					P-5		
		<u>Professional Officers</u>					
" "	10.	Financial Assistance	E-01	Leopoldville	J. PRIETO-NUS Spain Vacant	10 Apr 64 9 Apr 65	
						30 Jul 61	
" "	11.	Technical Assistance	J-01	Leopoldville	Mrs. E.	31 Dec 64	
				Building	KNOLL		
			K-01	Administratif	Austria		
" "	12.	Scholarships Assistance	K-01		Vacant		
		<u>Import Control Section</u>					
I.M.F.	13.	Chief of Section	L-01	Leopoldville	Mr. D. THOMPSON U.K.	27 Jun 64	
US PROAG	14.	Adviser - Import Programme	M-01		Vacant		

Project No.: 35-04

No. of Posts Approved: 23

page 60

Project Title: Economic Analysis
and Coordination

No. of Posts Filled: 10

ECONOMIC ANALYSIS
AND COORDINATION

EPTA Account Code No.: 80198

USPROAG Account Code No.: 90198

Source of Financing	No.	Title of Post	Post Description		Duty Station	Name Nationality Level	EOD ETD	Remarks
			No.					
US PROAG		<u>Professional Officers</u>						
	15.	" "	N-01			Vacant		
" "	16.	" "	O-01			Vacant		
		<u>Ministry of National Economy</u>						
" "	17.	Senior Expert on Import and Supply	P-01	Leopoldville Building Administratif	Mr. M. D'ASTUGUES U.K.		10 May 63 9 May 65 P-5	
" "	18.	Expert on Import and Supply	Q-01		Vacant			
" "	19.	Professional Officer	R-01	Leopoldville	Mr. J. BRISSON Haiti		7 Jan 64 6 Jul 65 P-3	
		<u>Ministry of Plan and Industrial Development</u>						
" "	20.	Senior Adviser	S-01	Minister's Office Ministry of Planning	Mr. A. LAWRENCE France		11 May 61 31 Dec 64 L-6	

Project No.: 35-04

No. of Posts Approved: 23

page 61

Project Title: Economic Analysis
and Coordination

No. of Posts Filled: 10

ECONOMIC ANALYSIS
AND COORDINATION

EPTA Account Code No.: 80198

USPROAG Account Code No.: 90198

Source of Financing	No.	Title of Post	Post Description No.	Duty Station	Name Nationality Level	EOD ETD	Remarks
USPROAG	21.	<u>Statisticians</u>	T-01	Leopoldville	Mr. J.	11 Aug 61	
		"		Building	CHAUSSEY	30 Jun 65	
				Administratif	France	P-3	
"	22.	"	U-01		Vacant		
"	23.	"	V-01		Vacant		

C/PER III Conf



CC/cc

28 August 1964

To: Mr. J. Saunders, Deputy Resident Representative
(Administration)

From: Maurice Gauvreau, Chief of Personnel

Subject: Commissary Service Manning Table

According to Mr. Karl Heckmann's letter dated 17 August 1964, which is attached, a few discrepancies were noted in our TAB/SF Administrative Staff Manning Table as at 1 July 1964.

Mr. K. Heckmann's remark pertaining to the correction of some functional titles had already been reported to us at an earlier date.

Post No. 3

Mr. P. COINIDIS was shown as the incumbent of this post in the original draft of the TAB Manning Table. However, on your instructions, the post was deleted and the above named was included in the ONUC Administrative Staff List, pending a further review of the PX establishment.

Posts Nos. 8, 20, 28

The names of the two incumbents and one grade were corrected as requested. However, it should be noted these were copied from Mr. K. Heckmann's original list.

G. Bruce, C. Santongo, J. Kimbeni

The names of these staff members were contained in the ONUC Liquidation Team list and could not therefore appear in the Commissary Services Section of the TAB/SF Manning Table as well.

Posts Nos. 4, 5, 29, 32, 35, 46, 48

The incumbents of these posts were terminated after 1 July 1964 and the deletion of their names could not possibly be effected before that date.

Post No. 6

This post has been occupied by Mr. M. Villefranche, locally recruited, whose services will be terminated on 31 August 1964. Mr. K. Heckmann appointed Mr. L. Denisot, an international staff member, as Floor Supervisor for the Commissary Store, replacing Mr. Villefranche. As provision was not made for an international staff member to occupy Post No. 6 and as Mr. L. Denisot's appointment under PX budget expires on 30 September 1964, your decision regarding the continuation of his services till 30 June 1965 on the same budget, would be appreciated.

Mr. S. Paguidas

Mr. S. Paguidas has been in charge of the Repair Shop. Mr. K. Heckmann informed us that the name of this technician has been omitted in the TAB/SF Manning Table. His name was shown in the ONUC Liquidation Team establishment of the Section.

To summarize, Mr. K. Heckmann's main requests are for additional posts as shown on his proposed Manning Table and which are :

Post No. 3	Chief Administrative Branch	Mr. P. Coinidis (FSL-5)
Post No. 4	Store Manager	Mr. L. Denisot (FSL-5)
Post No. 14	Administrative Assistant	To be recruited (L-6)
Post No. 16	Technician	Mr. S. Paguidas (L-6)

Post No. 14 could be considered as a reclassification only as Mr. Villefranche who was a local is to be terminated

on 31 August.

Compared with the 1 July Manning Table, the total number of posts would be 46 instead of 48 broken down as follows :

	<u>Authorized</u>	<u>Proposed</u>
Professional Category	2	2
FSL and G	1	3
Local Non-Congolese	14	15
Congolese	<u>31</u>	<u>26</u>
	48	46

Please note that in paragraph (f) page 3 of this memo, Mr. Heckmann considers the post of Administrative Assistant as having been established.

It would be in the interest of the Cooperative to have an experienced international staff member as Commissary Store Manager. However, I am inclined to believe that most of the duties to be assigned to the Chief Administrative Branch should be the immediate responsibility of the General Manager.

Instead of establishing a post for a Technician, it might be possible for Mr. Heckmann to make arrangements with the Philips and Telefunken Representatives in Leopoldville to repair the staff members' transistors, tape recorders and record players.

For your consideration, please.

OPER III CONF

OPERATION DES NATIONS UNIES
AU CONGO



UNITED NATIONS OPERATION
IN THE CONGO

INTER-OFFICE MEMORANDUM

14 August 1964

AUG 17 1964
ACTION

TO: Mr. M. Gauvreau, Chief of Personnel
FROM: A. C. Janssen, Chief, FAO Mission
SUBJECT: Manning Table as at 1 July 1964

TO:	Mr. Gauvreau
1	Mr. Carlsmael
2	
3	
<input checked="" type="checkbox"/>	Action Completed
<input type="checkbox"/>	Acknowledged
<input type="checkbox"/>	No Action Required
INITIALS	

With reference to your memo. of 8 August, I confirm that the Stenographer under recruitment by FAO Headquarters will be charged to FAO Funds-in-Trust.

C/PER III CONF

AUG 14 1964
ACTION

UNTAB
HQ TRANSPORT UNIT
LEOPOLDVILLE

C/ADM/200/1

TO:	Mr Chakra
1
2
3
<input checked="" type="checkbox"/>	- Action Completed
<input type="checkbox"/>	- Acknowledged
<input type="checkbox"/>	- No Action Required
INITIALS

13th August, 1964.

To: Chief of Civilian Personnel
From: Acting Garage Manager, Petit Pont Garage
Subject: Civilian Personnel Establishment

Pursuant to the recent request made to Mr. Smith by Mr. Chakra, I am enclosing complete lists of civilian staff assigned to Petit Pont Garage and the Local Transport Unit of Headquarters.

Extra to this present Manning Table, we shall require a Clerk-Typist for our stores at Kingabwa permanently, and also two labourers for a period of two weeks or so only.

cc (for information):-

Mr. K. Mortensen,
Chief Transport Officer.

(PART II)

LOCAL TRANSPORT UNIT - LIST OF PERSONNEL
As at 12th August 1964

NOTE: This list does not include personnel of
Transport HQ Administration

SUPERVISOR

INTERNATIONAL STAFF

I.D. No.

Name

Designation

3967

D. Kitsonidis

Chief Despatcher

DESPATCHERS

LOCALLY RECRUITED EXPATRIATES

A 5320

E. Da Costa ✓ (L-6)

Despatcher

A 5007

A. I. Macauley ✓ (L-5)

Despatcher

ASSISTANT DESPATCHERS ETC.

NATIONAL STAFF

✕ 1066

✕ Bidunga Noel (L-4)

Assistant Despatcher

✕ 2748

✕ Pady Daniel (L-4)

Assistant Despatcher

✕ 1532

✕ Driver Controller (L-3)

Nzazala Pierre

✕ 1247

✕ Lubukaie Celestin (L-3)

Clerk - Typist

DRIVERS (L-3)

✕ 1535

✕ Povelos Sebastian

Driver 'D'

Absent since
25/7/64

*** ✕ 1954

✕ Kanavangawo Joseph

" "

✕ 2078

✕ Imamo Camille

" "

✕ 1070

✕ Lomboto Pius

" VIP

✕ 1299

✕ Gumba Ferdinand

" VIP

✕ 2390

✕ Suza Camille

" 'D'

~~✕ 1138~~

~~✕ Makansu Isidore~~

~~" "~~

DRIVERS (L-2)

✕ 1030

✕ Bazabana Prosper

Driver 'D'

✕ 2993

✕ Muvando Jean

" "

✕ 1923

✕ Kiyau Ignace *Taffall*

" VIP

✕ 1966

✕ Egbango Joseph

" "

✕ 2018

✕ Bintekuzila Andre

" "

✕ 2021

✕ Kibinga Albert

" "

Cont/page two

DRIVERS (L-2) continued

2390

+2036	X Bimbu Patrice	Driver 'D'
+1906	X Kusu Mathias	" "
+2912	X Mpiri Jean	" "
+3012	+ Mawuna Edouard	" "
+2997	X Lutumba Gaston	" "
2323	Mayele Boniface	" "
+2182	+ Mayassi André	" "
+2717	X Muanza Pierre	" "
X1098	X Bayi Martin	" 'C'
+1298	+ Kondi André	" 'C'
+1933	X Gayama Dominique	" 'C'
+2046	X Dikufi Alphonse	" "
+2003	X Kubori Ernest	" "
+1538	+ Miyalu Georges	" "
+2719	X Luvumbu Antoine	" "
+3000	X Sacrius Romain	" VIP
+3007	+ X Bekendji Joseph on loan	" VIP
X1031	X Jocento Antonio	" 'B'
+1552	X Mayaka Alphonse	" "
+1893	X Interebongo Jean	" "
+2130	+ Mena Andre	" "
2040	Ngalamulume Valerien	" "
+3001	X Mbala Pedro G.	" "
+2161	+ Nkumina André	" "
+3008	X Kiala Joseph	" "
+3009	X Makulamene Bastien	" "
2593	Liwala Urbain	" "
+2980	+ Dikambala Joseph	" "

Public Finance

DRIVERS (L-2) continued

		Driver 'B'
+ 1550	+ Mosini Pierre	
+ 1063	+ Bangula Paul	" "
+ 2620	+ Songo Antoine	" "
+ 2627	+ Vita Antoine	" "
+ 2806	+ Kiala Simon	" "
+ 2825	+ Mwa Joseph	" "
+ 2826	+ Lukoto Edouard	" "
+ 2827	+ Bo Emile <i>on loan</i>	" "
+ 2899	+ Mvumina Rostand	" "
+ 2822	+ Belani Esaie	" "
+ 1907	+ Bengi Manuel	" "
+ 2960	+ Nyama Louis	" "
+ 2926	+ Ndoma Nicolas	" " <i>UNESCO</i>
+ 2920	+ Kangu Leon	" "
+ 2924	+ Efoele Thomas	" "
+ 2931	+ Vamisa Gaston	" "
+ 2921	+ Bayakidi Zabulon	" "
+ 2927	+ Ngunza Theodore	" "
+ 2919	+ Mwamba Henri	" "
+ 2937	+ Mingiedi Gabriel	" "
+ 2641	+ Malumba Jean Jarminen	" "
+ 2177	+ Botoyi Arsene	" "
+ 1758	+ Mwa Jean	

TOTAL PERSONNEL LOCAL TRANSPORT UNIT 70

SUMMARY

Field Service Level	1	International Field Service	1
L-6	1	Locally Recruited Expatriates	2
L-5	1	Locally Recruited Nationals	<u>67</u>
L-4	2		<u>70</u>
L-3	9	Supervisor	1
L-2	56	Clerk	1
		Despatchers	2
	<u>70</u>	Assistant Despatchers	2
		Driver Controller	1
		Drivers	63
			<u>70</u>

(PART I)

PETIT PONT GARAGE - LIST OF PERSONNEL

As at 12th August 1964

MANAGEMENT

INTERNATIONAL STAFF

<u>I.D. No.</u>	<u>Name</u>	<u>Designation</u>
3268	V. Hoffmeyer	Garage Manager
5607	A. Benoit	Head Receptionist
3468	V. Swaminathan	Quartermaster
855	C.V. Smith	Administrative Assistant
5838	N. Van Hooydonk	i/c Electric Workshop (Citroen)
2020	A. Deshommes	Chief Mechanic
5514	C. Constantanides	i/c Stores TPM
5477	J. Burns	i/c Stores Petit Pont
3426	E. Tessema	Secretary

TOTAL 9

TEMPORARY MANAGEMENT STAFF

INTERNATIONAL

MIL 25	H.A. Brizgart	Acting Garage Manager
MIL 27	B. Vitting	Stores Assistant (TPM)
MIL 26	B. Jensen	" " "

TOTAL 3

CLERKS and

FOREMEN ETC

LOCALLY RECRUITED EXPATRIATES

A 5347	L. Vital	L-6	Assistant Chief Mechanic
***	- Wieland	L-7	Vehicle Inspector
***	- Kearney	L-6	Citroen Foreman
A 5207	H. Shakalis	L-5	Senior Electrician
A 5122	G. Syrimis	L-6	Volkswagon Foreman
A 5236	A. Texiera	L-5	General Repairs Foreman
A 5199	T. Amah	L-6	Bus and Truck Foreman
A 5070	J. Mutebe	L-5	Maintenance Foreman
A 5073	A. Fiamu	L-6	Reception Clerk
A 5062	F. Da Silva	L-5	P.O.L. Clerk
A 5126	C. Ndongo	L-3	Mechanic

TOTAL 11

*** Expected to arrive during next few days

Continued/Page two

NATIONAL STAFFSENIOR EMPLOYEES

(L.4 and above)

x 2783	+ Camidimba Paul	Storekeeper
+ 2591	+ Paka Phillipe	Gatekeeper
x 1897	x Nzinga Pedro	Senior Driver - Mechanic
x 1023	x Nzau Etienne	Mechanic
x 1904	x Wabwanus Samuel	Tyre Controller

MECHANICS

(L.3)

+ 1911	+ Lobanzadio Joseph	Mechanic
+ 2587	x Bokombe Pierre	"
x 1998	x Kabundji Moise	Greaser
+ 2736	x Matuila Albert	Mechanic
x 2373	x Ngoma Nestor	Mechanic
x 2540	x Nbengi Antoine	"
+ 2139	+ Kakueye Richard	"
x 2536	x Djoko Gabriel	" (Panel Beater)
x 2523	x Muluso Joachim	Electrician
+ 1799	+ Mazoa Andre	Mechanic
+ 2944	+ Gimbi Edouard	Mechanic
+ 2947	+ Bofala Joseph	Mechanic
+ 2952	+ Matondo Alphonse	Mechanic
+ 2953	+ Mubian Athanase	Mechanic
+ 2955	+ Mayele Boniface	Mechanic
+ 2957	+ Lumba Antoine	Mechanic
+ 2358	+ Mwanbo Kalinji	Mechanic
+ 2998	+ Mwanakima André	Mechanic
+ 2999	+ Telemono Bithuel	Mechanic
+ 2971	+ Lesi Augustin	Mechanic
+ 1192	+ Bwatu Alphonse	Mechanic
x 2885	+ Kana Adolphe	Mechanic
+ 2894	+ Omokoto Paul	Mechanic - Stores Clerk
+ 2898	+ Kaninda Jean Marie	Mechanic
+ 1924	+ Katshabala Jean	Mechanic

Continued/Page Three

NATIONAL STAFF - continuedMECHANICS (L.2.)

✕ 1939	✕ Lumbaseko Andre	Welder
✕ 2667	✕ Tsitsi Anicet	Tyre Repairer
✓ 1128	✕ Zuzi Andre	" "
✕ 1583	✕ Basimba Simon	Mechanic
✕ 1101	✕ Bondo Antoine	Mechanic
✕ 1102	✕ Foto Alphonse	Mechanic
✕ 1104	✕ Bulungani Boniface	Mechanic
✕ 1763	✕ Makengo Antoine	Greaser-Tyre Repairer

MECHANICS (L.1)

✕ 1980	✓ Massamba Joseph	Mechanic
--------	-------------------	----------

DRIVERS (L.2.)

✕ 2824	✕ Vala Pierre	Driver 'C'
✕ 2760	✕ Lumingu Kele	Driver 'C'
✕ 2877	✕ Tshimungu Emmanuel	Driver 'C'

PUMP ATTENDANTS (L.2)

✕ 1745	✕ Songani Pierre	<i>in pump 7/8/64</i> Pump Operator
✕ 1997	✕ Mangaya Thomas	" "
✕ 2580	✕ Ihua Arsene	" "

WATCHMEN (L.1)

✕ 1996	✕ Basadila Louis	Watchman
✕ 2776	✕ Bawutanga André	"
✕ 2959	✕ Fwankatuzoao Jean	"
✕ 3011	✕ Ikalaba Manzengele	"

NATIONAL STAFF - continuedLABOURERS/CAR WASHERS (L.1)

★ 1016	★ Bikilaveka Maurice	Car Washer
★ 1936	★ Makivula Pedro	Labourer
★ 1276	★ Puena Vital	Car Washer
★ 1764	★ Seka Michel	Car Washer
★ 1877	★ Monzengele Jean Marie	Labourer
★ 1142	★ Makengo Victor	Labourer
★ 1690	★ Lumeya Marc	Labourer

TOTAL PERSONNEL PETIT PONT GARAGE AND TPM STORES KINGABWA

76 plus 3 temporary

72 at Petit Pont Garage

4 at TPM Kingabwa

SUMMARY

International Field Service	9	(plus 3 temporary)
Locally Recruited Expatriates	11	
Locally Recruited Nationals	56	

76

Management	9	(plus 3 temporary)
Foremen and Clerks	11	
Storekeeper	1	
Gatekeeper	1	
Senior Driver - Mechanic	1	
Mechanic - Stores Clerk	1	
Tyre Controller	1	
Mechanics Etc	34	
Drivers	3	
Pump Attendants	3	
Watchmen	4	
Labourers	4	
Car Washers	3	

76

Field Service Levels	9
L-7	1
L-6	5
L-5	5
L-3	26
L-2	14
L-1	12

76

9/PR III CONF CC/cc



8 August

4

To: Mr. A.C. Janssen, Chief, FAO Mission
From: Maurice Gauvreau, Chief of Personnel
Subject: Manning table as at 1 July 1964

With reference to your letter of 8 August 1964,
please confirm that the Stenographer under recruitment by
your Headquarters in Rome will be charged to FAO Funds-in-Trust.

C/PER III CONF

OPERATION DES NATIONS UNIES
AU CONGO



UNITED NATIONS OPERATION
IN THE CONGO

INTER-OFFICE MEMORANDUM

3 August 1964 ~~AUG - 4 1964~~

ACTION

TO: Chief of Personnel (Att: Mr. C. Coutsinas)
FROM: A. C. Janssen, Chief, FAO Mission
SUBJECT: Manning Table as at 1 July 1964

TO:	Mr. C. Coutsinas
1	Mr. C. Coutsinas
2	Mr. C. Coutsinas
3	
<input checked="" type="checkbox"/>	- Action Completed
<input type="checkbox"/>	- Acknowledged
<input type="checkbox"/>	- No Action Required
INITIALS	

...

With reference to Mr. Saunders' LEO/Admin/CM.35
of 14 July 1964 I return herewith corrected manning
table for the FAO Mission.

1964 Administrative Budget - Manning Table as at 1 July 1964

Post No.	Title of Post	Grade of Post	Name of Incumbent	Nationality	E O D	E T D	Remarks
Food and Agricultural Organization (FAO)							
1	Administrative Assistant Officer	G-6 P-4	Vacant				
2	Secretary	FS-4 G-5	CANE, Miss J. A.	U.K.	13.3.64 25 May 64	12.3.65 30 Jun 65	Charged to FAO Funds-in-Trust
3	BILINGUAL TYPIST Secretary	FSL-3	LAST, Mrs. S.	Canada	5 Dec 60	4 Jun 65	Charged to FAO Funds-in-Trust
4	* STENOGRAPHER	G-4	VACANT				
5A	Clerk/Typist	L-5	TOBAH, Mr. E.	Ghana	17 May 61		
6B	Clerk Shorthand Typist	L-5	MADIAMBA, Mr. P.	Congo	1 Jun 61		
7B	Clerk/Typist	L-5	MUKABA, Mr. T.	Congo	9 Apr 62		
8A	Driver	L-2	DONGALA, Mr. P.	Congo	31 Jul 60		
9B	Driver	L-2	VANGULUA, Mr. J.	Congo	28 Jan 64		
10B	Driver	L-2	Vacant				

* FAO HQ recruiting replacement for Miss Perez-Ortiz who left the Mission in June 1964.

C/PER III CONF

OPERATION DES NATIONS UNIES
AU CONGO



UNITED NATIONS OPERATION
IN THE CONGO

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

File : 2201.2

Folio: 588/64

MD/ms

7 August 1964

AUG - 8 1964
ACTION

TO:	Mr. [Signature]
1	Mr. [Signature]
2	Mr. [Signature]
3	
<input checked="" type="checkbox"/>	Action Completed
<input type="checkbox"/>	Acknowledged
<input type="checkbox"/>	No Action Required
INITIALS	[Signature]

To : Chief of Personnel
From *fa*: Chief of ICAO TA Mission in the Congo *[Signature]*
Subject: Manning Table as at 1 July 1964 - Circular LEO ADMIN/CM.35

With reference to the distribution, we note that Miss M. SIMARD has been charged to US PROAGR when it should have been ONUC.

Since Miss Simard (leaving on 12 August 1964) will be replaced by Miss Françoise GALLAIS, could you kindly verify as to what program Miss Gallais is to be charged and advise.

*abrogated
US Proagr
me*

ON 23 July 1964, driver BULI Evariste replaced driver CAPITAO Samba who was arrested and jailed by the local authorities.

Therefore we confirm that the rest of the list is to our agreement.

C/PER III CONF

JUL 31 1964

ACTION INFO

Mme Buccianti

TO:	M. Gauvreau
1	Mme Buccianti
2	M. Coutsinas
3	M. Coutsinas
<input type="checkbox"/>	- Action Completed
<input type="checkbox"/>	- Acknowledged
<input type="checkbox"/>	- No Action Required
INITIALS	

31 juillet 1964

Monsieur John M. Saunders, Représentant résident adjoint (Administration)

Bachir Tomé, Adjoint à l'Ordonnateur des Finances Publiques

Etat mensuel du personnel des Finances Publiques ONUC au
31 juillet 1964

Veuillez trouver ci-joint un état mensuel du personnel ONUC et IMF travaillant dans le domaine des finances publiques, comme demandé par votre note de service LEO/ADMIN/CH.20 du 17 juin 1964.

Le tableau ci-dessous indique les mouvements du personnel des finances publiques ONUC au cours du mois de juillet :

Arrivées	Départs	Congé	Transfert
MM. Germain Gérard Hesse Déliot	M. Klerokoper	MM. Haukeland Ponticelli Latulippe Hébrard Blanke	M. Rettenmoser (de Bukavu à Léo)

be/be

cc: M. Gauvreau, Chef du personnel civil ✓
 Chef des Opérations civiles
 M. Coutsinas
 Mme Buccianti

Léopoldville

	Nationalité	Situation de famille au Congo (F = Femme)	Adresse	Moyens de communications Téléphone B: Bureau P: Privé	Véhicule
Aaltonen, O	Finlande	seul	Avenue Patrice Lumumba	Bureau : 33 48 Ext. 3	non
W. Blanke	Allemagne	-	-	Bureau : 40 31	-
Brun, R	France	seul	Limete	-	non
de la Celle, R.	France	seule	Limete	Bureau: 39 21 Ext. 138	oui
Deliet, L	France	seul	Avenue Valcke	Bureau: 40 31	non
Denisoff, A	Finlande	seul	Avenue Patrice Lumumba	Bureau: 33 48 Ext. 3	non
Eliès, R	France	seul	Boulevard du 30 juin 64	Bureau: 34 25 Ext. 8 Privé: 48 17	oui
Farès, M.S.	France	seul	Parc Nembise	Bureau: 40 46 Ext. 3 36 48 39 21 Ext. 138 Privé: 98 24	oui
Gérard, R.	Belgique	seul	Avenue de la 8ème Armée	Bureau: 39 21 Ext. 138 Privé : 20 02	oui
Gensain, R.	Haïti	seul	Rue Goffin N° 26	Bureau: 39 21 Ext. 138	non
Hébrard, A.	France	-	Avenue Patrice Lumumba	Bureau: 39 21 Ext. 138 Privé : 44 88	-
Hess, S.	Suisse	seul	Avenue de la 8ème Armée	Bureau: 39 21 Ext. 138 Privé : 20 02	oui

Léopoldville (suite)

Nom	Nationalité	Situation de famille au Congo (F = femme)	Adresse	Moyens de communication Téléphone: Bureau et Privé	Véhicule
Joubert, H.	France	F + 2	Boulevard du 30 juin	Bureau: 40 31	oui
Krantz, A.	Suède	seul	Parc Hembise	Bureau: 39 21 Ext. 138 Privé:	oui
Lamonzie, L.	France	F	Immeuble Astrid	Bureau: 56 19	oui
Latulippe, G.	Canada	seule	Binza	Bureau: 39 21 Ext. 138	oui
Löger, I.	Autriche	seul	Parc Hembise	Bureau 45 71 Ext. 138	oui
Loyen, Ch.	France	F	Avenue Gillain	Bureau: 35 48 Privé: 39 76	oui
Maseaut, J.	Belgique	seul	Hôtel Hemling	Bureau: 40 15	oui
Niehoff, G.	Allemagne	seul	Parc Hembise	Bureau: 35 48	oui
Rettenmoser, J.	Autriche	seul	Parc Hembise	Bureau: 39 21 Ext. 138	-
Scutt, R. D.	Haïti	F	Avenue Major Cambier 76 E	Bureau: 35 48 Ext. 91	oui
Sjöblom, N.	Suède	F + 1	Limete	Bureau: 45 71 Ext. 32	oui
Tomé, B.	Syrie	F + 4	Parc Hembise	Bureau: 39 21 Ext. 138 Privé: 95 95	oui

Provinces

Nom	Nationalité	Situation de famille au Congo (F = femme)	Adresse	Moyens de communication (téléphone ou autres)	Véhicule
Burghardt, H.	Allemagne	F + 3	Coquilhatville	Bureau : 22 78	oui
Delavaud, G.	France	F + 3	Bukavu	Bureau : 21 65 Privé : 25 93	oui
Guerrier, M.	Haïti	F + 1	Luluabourg	Bureau : 26 72	oui
Gurliat, J.	France	F	Stanleyville	-	oui
Haukeland, A.	Norvège	F + 1	Bunia	Bureau : 123 Bureau des Douanes, Bunia	oui
Jahn, N.	Allemagne	seul	Goma	-	oui
Leiner, J.	Autriche	+	Aba	+	oui
Ponticelli, L.	Autriche	F	Albertville - Léo	Bureau	non
Samaha, A.	Liban	F + 4	Elisabethville	Bureau : 39 39	oui
Tarazi, G.	Liban	F	Libenge	PTT	oui
Tjugen, A.	Norvège	F	Matadi	Bureau : 24 01 Privé : 22 18	oui
Turnier, A.	Haïti	+	Elisabethville	+	+
Wide, G.	Norvège	seul	Matadi	Bureau : 24 01 Privé : 26 39	oui

+ Information demandée

31 juillet 1964

Monsieur John M. Saunders, Représentant résident adjoint (Administration)

Bachir Tomsé, Adjoint à l'Ordonnateur des Finances Publiques

Etat mensuel du personnel des Finances Publiques ONUC au
31 juillet 1964

Veuillez trouver ci-joint un état mensuel du personnel ONUC et IMF travaillant dans le domaine des finances publiques, comme demandé par votre note de service LEO/ADMIN/CH.20 du 17 juin 1964.

Le tableau ci-dessous indique les mouvements du personnel des finances publiques ONUC au cours du mois de juillet :

Arrivées	Départs	Congé	Transfert
MM. Gersain	M. Klerckoper	MM. Houkeland	M. Mettenmoser
Gérard		Ponticelli	(de Bukavu à
Hesse		Latulippe	Léo)
Déliet		Hébrard	
		Blanke	

bc/bc

cc: M. Sauvreau, Chef du personnel civil
Chef des Opérations civiles
M. Containas ✓
Mme Puccianti

Léopoldville

	Nationalité	Situation de famille au Congo (F = Femme)	Adresse	Moyens de communication : Téléphone B: Bureau P: Privé	Véhicule
Aaltonen, O	Finlande	seul	Avenue Patrice Lumumba	Bureau : 33 48 Ext. 3	non
W. Blanke	Allemagne	-	-	Bureau : 40 31	-
Brun, R	France	seul	Linete	-	non
de la Celle, R.	France	seule	Linete	Bureau: 39 21 Ext. 138	oui
Deliot, L	France	seul	Avenue Valcke	Bureau: 40 31	non
Denisoff, A	Finlande	seul	Avenue Patrice Lumumba	Bureau: 33 48 Ext. 3	non
Elide, R	France	seul	Boulevard du 30 juin 34	Bureau: 34 23 Ext. 3 Privé: 48 17	oui
Farès, H.S.	France	seul	Parc Hombise	Bureau: 40 48 Ext. 3 36 48 39 21 Ext. 138 Privé: 36 24	oui
Gérard, R.	Belgique	seul	Avenue de la 8ème Armée	Bureau: 39 21 Ext. 138 Privé : 30 02	oui
Germain, R.	Haïti	seul	Rue Goffin N° 26	Bureau: 39 21 Ext. 138	non
Hébrard, A.	France	-	Avenue Patrice Lumumba	Bureau: 39 21 Ext. 138 Privé : 44 08	-
Hess, S.	Suisse	seul	Avenue de la 8ème Armée	Bureau: 39 21 Ext. 138 Privé : 30 02	oui

Léopoldville (suite)

Nom	Nationalité	Situation de famille au Congo (F = femme)	Adresse	Moyens de communication Téléphone: Bureau et Privé	Véhicule
Joubert, H.	France	F + 2	Boulevard du 30 juin	Bureau: 40 81	oui
Krants, A.	Suède	seul	Parc Hembise	Bureau: 39 21 Ext. 138 Privé:	oui
Lamonzie, L.	France	F	Immeuble Astrid	Bureau: 55 19	oui
Latulippe, G.	Canada	seule	Ninza	Bureau: 39 21 Ext. 138	oui
Löger, L.	Autriche	seul	Parc Hembise	Bureau 45 71 Ext. 132	oui
Loyen, Ch.	France	F	Avenue Gillain	Bureau: 55 45 Privé : 39 76	oui
Masseut, J.	Belgique	seul	Hôtel Hemling	Bureau: 40 15	oui
Niehoff, O.	Allemagne	seul	Parc Hembise	Bureau: 55 45	oui
Rettenmoser, J.	Autriche	seul	Parc Hembise	Bureau: 39 21 Ext. 138	-
Scutt, R. D.	Haïti	F	Avenue Major Cambier 76 R	Bureau: 55 45 Ext. 91	oui
Sjöblom, N.	Suède	F + 1	Limete	Bureau: 4571 Ext. 32	oui
Tomé, B.	Syrie	F + 4	Parc Hembise	Bureau: 39 21 Ext. 138 Privé: 95 95	oui

Provinces

Non	Nationalité	Situation de famille au Congo (F = femme)	Adresse	Moyens de communication (téléphone ou autres)	Véhicule
Burghardt, E.	Allemagne	F + 3	Coquilhatville	Bureau : 22 73	oui
Belavaud, G.	France	F + 3	Dukaya	Bureau : 21 65 Privé : 23 93	oui
Guerrier, M.	Haïti	F + 1	Lalunbourg	Bureau : 26 72	oui
Gurliat, J.	France	F	Stanleyville	-	oui
Haukeland, A.	Norvège	F + 1	Bunia	Bureau : 136 Bureau des Douanes, Bunia	oui
Jahn, W.	Allemagne	seul	Goma	-	oui
Leiner, J.	Autriche	+	Aba	+	oui
Penticelli, L.	Autriche	F	Albertville - Léo	Bureau	non
Samaha, A.	Liban	F + 4	Elisabethville	Bureau : 39 39	oui
Tarazi, G.	Liban	F	Libenge	PTT	oui
Tjugen, A.	Norvège	F	Matadi	Bureau : 24 01 Privé : 22 18	oui
Turnier, A.	Haïti	+	Elisabethville	+	+
Wide, G.	Norvège	seul	Matadi	Bureau : 24 01 Privé : 26 39	oui

+ Information demandée

OPERATION DES NATIONS UNIES
AU CONGO



UNITED NATIONS OPERATION
IN THE CONGO JUL 31 1964

BOITE POSTALE 7248
LEOPOLDVILLE
REPUBLIQUE DU CONGO
CABLE: ONUC LEOPOLDVILLE

ACTION

TO:	Mr. L. L. L.
1	Mr. Coutsinas
2	
3	1964.
<input type="checkbox"/>	- Action Completed
<input type="checkbox"/>	- Acknowledged
<input checked="" type="checkbox"/>	- No Action Required
INITIALS	

PW/4437/200.67

Le 30 Juillet 1964.

A: Bureau du Personnel Civil
A l'attention de Monsieur C. Coutsinas

DE: G. Dubuc, Administrative Officer, Travaux Publics

Suite à votre circulaire LE/Admin/CM.35 du 14 Juillet 1964, nous vous confirmons que la liste jointe en annexe à votre circulaire reflète la situation telle que discutée au préalable avec vos services.

A titre d'information, le poste N° 1 d'Administrative Officer, actuellement vacant, sera occupé dès que New York aura marqué son accord sur le recrutement de M. Constantinides. Il est à noter également que le poste N° 6, Contrôleur de travaux, sera occupé incessamment par M. Gommerie, denationalité Congolaise, dont le recrutement est en cours.

Finalement, en ce qui concerne le poste N° 3, le Bureau du Personnel nous a promis une secrétaire pour remplir ce poste avant le 8 Août 1964.

Suite à la réduction du nombre de postes, nous prenons pour acquis que les services de secrétaire requis par nos experts dans les bureaux régionaux seront à charge du budget général administratif du TAB.

OFFICE OF THE RESIDENT REPRESENTATIVE
LEOPOLDVILLE

LEO/Admin/CM. 35

14 July 1964

CONFIDENTIAL

To: All Chiefs of Mission of Specialized Agencies and Section Chiefs
at TAB/SF Headquarters

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

Subject: Manning table as at 1 July 1964 *J m Saunders*

- ... 1- Attached is a copy of the manning table as at 1 July 1964 (or of the section with which you are concerned). Please note that the document is "restricted" and should be filed only in a confidential file.
- 2- Please check the table carefully and send a reply in writing to the Chief of Personnel (attention Mr. C. Coutsinas, room 120) confirming that the list correctly reflects our recent agreement on the staff required, following the recent reorganization, or that it does not reflect that agreement, and in that case indicate what changes are proposed.
- 3- For the future any changes in the manning table - new appointments, promotions, changes in staff, etc. - may only be made after clearance in writing with :
- (a) the Chief of Personnel, Mr. M. Gauvreau, tél. 282, room 110
 - (b) the Budget Unit of this Office, Mr. G. Beliard, tél. 237, room 260
- Clearance in (b) above will be obtained by Personnel.

1964 Administrative Budget - Manning Table as at 1 July 1964

Post No.	Title of Post	Grade of Post	Name of Incumbent	Nationality	E O D	E T D	Nationality
<u>Public Works</u>							
1	Administrative Officer	P-1	Vacant				
2	Secretary	FSL-3	LACHOWSKI, Miss S.	France	7 Jun 63	26 Jun 65	Charged to USPROAG
3	Secretary	FSL-3	Vacant				Charged to USPROAG
4	Book-Keeper	L-6	ITONGA, Mr. C.M. <i>caire</i>	Congo	10 Aug 63		
5	Works Overseer	L-6	KITENGE, Mr. F.	Congo	2 May 61		
6	Works Overseer	L-6	Vacant				
7	Draughtsman	L-4	MUTOMBO, Mr. J.	Congo	26 Jul 61		
8	Draughtsman	L-4	LUFINDO, Mr. N.	Congo	28 Oct 63		
9	Typist	L-4	BALOMBA, Mr. B.	Congo	1 Apr 64		
10	Driver	L-2	TEBO, Mr. A.	Congo	2 Jan 63		
11	Driver	L-2	SAMBY, Mr. R.	Congo	16 Sep 63		

ORGANISATION DES NATIONS UNIES
AU CONGO



UNITED NATIONS ORGANIZATION
IN THE CONGO

BOITE POSTALE 7248
LEOPOLDVILLE
REPUBLIQUE DU CONGO
CABLE : ONUC LEOPOLDVILLE

INTER - OFFICE MEMORANDUM

30th July

CONFIDENTIAL

To : Chief of Personnel - attention : Mr. C. Coutsinas, Personnel Assistant

From: A. Succar, Director a.i., Economic Coordination

Subject: Manning Table as at 1 July 1964

With reference to Mr. Saunders' memo LEO/Admin/CM.35 of 14 July 1964, I should like to call your attention to the following points necessitating a change in the Manning Table :

Post N° 2: Administrative Assistant.

It is correct that Mr. SALDUCCI's services will no longer be needed by ENDA after the 30/9/1964. In fact, it is already by the end of this month that he is able to stop working in this institution. He is working since 27th July 1964 in Mr. d'Astugues' office (Import Programme) and it is expected that his services will be required beyond 30/9/1964. We should therefore appreciate your cancelling the "remark".

Post N° 5: Secretary

It is our understanding that Miss CHEVALIER has been transferred to UNESCO before the 30 June 1964. Her name should therefore be deleted from our Manning Table and transferred to the one of UNESCO. Post N° 5 should therefore be called vacant.

Post N° 7: Secretary

Mr. TAN is actually on leave; he will be working in the Bureau upon his return and no longer be at the disposal of the Monetary Council. Please cancel the "remark".

Post N° 8. Secretary.

Miss d'OLIVEIRA is secretary to Mr. Lawrence and should therefore be listed under "Economic Planning Unit", which reduces the posts of the Bureau and increases those of the Economic Planning Unit.

Post N° 10. Clerk/Typist

OK This post has been filled by Miss I. KAMER, Switzerland, from 25th May 1964. Her grade is L-5.

Post N° 12. Driver.

OK It is incorrect that Mr. BOTOKO is used as a driver for the Red Cross. He is actually driving the VW-Bus of the Bureau and therefore the "remark" should be eliminated.

Post N° 13. Driver.

no!
Economic Planning is "Economic Coordination"
There is a third driver who works for Mr. Lawrence. His name is Julien LENGU, Grade L-2, EOD 1st June 1962. He should be listed in the Economic Planning Unit.

Thus the total number of posts in the Bureau effective 1st July 1964 is 12, whereas the number in the Economic Planning Unit is 3.

Post N° 14. Driver.

OK
Disaction
Mr.
Since this office, in its new location in Kalina, is spread over several buildings, we are in need of a messenger and would like to suggest to change one post of driver (vacant) to a post of messenger, which, we assume, will be on the same level.

Please find attached a corrected Manning Table reflecting the actual situation, effective 1st July 1964.

Please let us know whether the change suggested above is approved.

will be sent as soon as he will be available

Schaere
7/8/64

Post N°	Title of Post	Grade of post	Name of Incumbent	Nationality	E O D	E T D	Remarks
<u>Economic Analysis and Coordination</u>							
<u>Bureau of Economic Coordination</u>							
1	Administrative Asst.	FSL-5	MILLER, Mr. G.	Canada	23 Jan 61	31 Dec 64	Charged to USPROAG
2	Administrative Asst.	G-4	SALDUCCI, Mr. M.	France	29 Sep 60	28 Sep 64	
3	Secretary	FSL-4	DECAUX, Miss M.	Syria	4 Oct 62	31 Dec 64	Charged to USPROAG
4	Secretary	"E"	MOUGNEAU, Miss J.	France	11 Jun 61	30 Sep 64	
5	Secretary	FSL-3	vacant				
6	Secretary	FSL-3	SIMEON, Miss P.	Switzerland	12 Jan 61	30 Sep 64	Charged to USPROAG
7	Secretary	FSL-3	TAN, Mr. T.H.	Vietnam	27 Dec 60	30 Jun 65	
8	Shorthand Typist	L-5	NZADI, Mr. C.	Congo	4 Jun 64		
9	Clerk/Typist	L-5	KAMER, Miss I.	Switzerland	25 May 64		
10	Driver	L-2	MANDIANGA, Mr. T.	Congo	15 May 61		
11	Driver	L-2	BOTOKO, Mr. B.	Congo	10 Aug 62		
12	Driver	L-2	vacant				

Economic Planning Unit (Ministry of Plan and Industrial Development)

1	Secretary	FSL-3	OSTWALT, Miss O.	France	1 Nov 62	31 Dec 64	Charged to USPROAG
2	Secretary	L-6	D'OLIVEIRA, Miss A.	Portugal	11 Sep 61		
3	Driver	L-2	LENGO Mr. J.	Congo	1 Jun 62		

Import Programme (Ministry of National Economy)

1	Secretary	FSL-3	ALEXIS, Mr. A.	Haiti	9 Oct 60	30 Jun 65	
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C/PER III CONF

AUG - 3 1964

OPERATION DES NATIONS UNIES
AU CONGO



UNITED NATIONS OPERATION
IN THE CONGO

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

CO/EV/2

T.A.B. ELISABETHVILLE

KL/sj

Elisabethville, 1 Aug 1964

TO: Mr. Gaubreau
1 Mr. Coutsinas
2
3
☒ Action Completed
☐ - Acknowledged
☐ - No Action Required
INITIALS

To : Mr . M. Gauvreau, Chief of Personnel, TAB Leopoldville
Attention: Mr. C. Coutsinas
From : K. Lambrinos, Adm. Asst. T.A.B. Office Elisabethville
Sub : Manning Table

Reference LEO/ADM/CM 35 of 14 July 1964, hereunder please
find names, levels and entry on duty dates of our personnel as re-
quested.

N° 7	Driver	L 2-5	TSHISOLA LEON	Congolese	EOD	1.8.64
N° 8	"	L 2-1	TSHIPUPI ANACLET	"	"	1.8.64
N° 9	Cleaner	L 1-3	MUTOMBO THEODORE	"	"	1.8.64
N° 10	"	L 1-3	BANZA MUKENGE	"	"	1.8.64
N° 11	Guards	L 1-3	NGOIE MUSHIAMOTO	"	"	1.8.64
N° 12	"	L 1-3	MASENGO ROGER	"	"	1.8.64

Kindly note that except N° 12 who was recruited on the 1.8.64
all others are ex ONUC staff terminated on the 31 July and re-employed
with T.A.B. the 1.8.64

c.c. Mr J. Saunders, Deputy Resident Representative, Leopoldville
Mr G. Beliard , Budget Unit , Leopoldville.

PX { Joseph Malaji , Calmer L1/3
Arthur Tolibanda, " L2/2

AUG 10 1964
ACTION*Mr. Lauterbach*

TAB/BUK/222/64

Bukavu July 29th, 1964

CONFIDENTIAL.

TO:	
1	<i>Mr. Chikwa</i>
2	<i>Mr. Chikwa</i>
3	
<input type="checkbox"/>	- Action Completed
<input type="checkbox"/>	- Acknowledged
<input type="checkbox"/>	- No Action Required
INITIALS	
C/PER/III CONF	

To: Mr. J. SAUNDERS, Deputy Resident Representative,
Leopoldville.

From: H. KUNITZBERGER, Asst. Administrative Officer, Technical
Assistance Bureau, Bukavu.

[Signature]

Subject: Manning table - Reference Leo/Admin/CM./F14

I hereby confirm the receipt of above mentioned manning table, and to para 2 of your letter Leo/Admin/CM35 of July 14th, I refer as follows:

The manning table you sent does not correspond to authorization of engagement for mechanics of our TAB-garage, as also no drivers are mentioned.

Please find attached a list of local recruited staff members which are actually with this Field Office, and note the remarks I gave to each of them.

I would like to draw your attention to the fact that experience has shown, that the two watchmen engaged with this Office are not sufficient, and I therefore made arrangements to have our Office and garage premises guarded on Saturdays and Sundays, as also during nighttime in exchange from drivers, engaged with this Office.

My personal opinion is that the present number of drivers is sufficient, and there could be one of them terminated.

I also would like you to note that the mechanics with TAB-garage are fully occupied with repairs and maintenance of all UN-vehicles.

./.

TAB/BUK/222/64(Contd)

Bukavu July 29th, 1964

To: Mr. J. SAUNDERS, Deputy Resident Representative
Leopoldville.

From: H. KUNITZBERGER, Asst. Administrative Officer,
T.A.B., Field Office Bukavu.

Subject: Manning Table.

It can already be noted that conditions of the vehicles have greatly improved, and it is only a question of time and also of supplying the necessary equipment and spare parts which would impose mere economy in our garage.

H. KUNITZBERGER,
Asst. Administrative Officer,
Technical Assistance Bureau,
BUKAVU.

✓ C2. M. GAUVREAU, Chief Civilian Personnel, Leopoldville.

C2H.K.

OPERATION DES NATIONS UNIES
AU CONGO



UNITED NATIONS OPERATION
IN THE CONGO

JUL 28 1964
ACTION

INTER-OFFICE MEMORANDUM

ITU/ONUC/PERS/876/64

28 July 1964

1	Mr. G. G. G.
2	Mr. Coutsinas
3	
<input type="checkbox"/>	Action Completed
<input checked="" type="checkbox"/>	Acknowledged
<input type="checkbox"/>	No Action Required

TO: Chief of Personnel (Attention Mr. Coutsinas)
FROM: Gabriel Tedros, Chief of ITU Mission
SUBJECT: Manning table as at July 1st 1964.

This refers to the copy of the manning table attached to your Léo/Admin/CM/35 of July 14th.

I am not aware of the agreement that Mr. Saunders reached with the ITU before my arrival but I can inform you that the manning table is incomplete.

1. Four posts are not mentioned:

Draughtsman NTOUATOLO Joachim, Congo
Driver LUNA Jules, Congo
Driver MPOYI François, Congo
Driver BULI Evariste, Congo

Perhaps these posts are charged to other sections of the budget but I must be sure they are not overlooked.

2. Drivers MPOYI and BULI were working part of July with the Mission but have been declared surplus and separated from ONUC.

3. Driver SENGA Benoit has been transferred to the Post Office at Royal and his place is now occupied by Driver BANBI Isaac.

4. Reference post Secretary 63 which is now vacant I would like it filled immediately especially as we are getting behind in our work at this time. I recommend further that this post should be upgraded because the new administrative arrangements within ONUC or TAB is throwing a greater burden on the ITU Mission and requires that the office staff should be well qualified to carry out the administrative tasks leaving the experts to devote their full attention to their specialized duties.

Copy has been made for our discussion with Mr. Saunders

C/PER III CONF

x ref. C/PER 000(2) EVILLE

ELILEO 3 ELISABETHVILLE 39/38 03 27432 ;

LTF

TAP

LEOPOLDVILLE ;

UNCLAS TAB/ADMEL 2

SAUNDERS FAUVREAU COUTSINAS FROM LAMERINOS. IN ADDITION TO OUR
LETTER CO/EV/2 DATED 1 AUGM NAMES OF PX LABOURERS MALAJI JOSEPH

LI-3 AND TSHIBANDA ARTHUR L 2-2 TO COMLOETE MANNING TABLE ;

COLL 2 CO/EV/2 1 1-3 2-2 "

REF CAUVREAU IN FIRST TEXT

OPER III CONF

OPERATION DES NATIONS UNIES
AU CONGO



UNITED NATIONS OPERATION
IN THE CONGO

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

JUL 27 1964

ACTION

C ADM 430 PER

25 July 1964

TO: Mr. Caplan
1 Mr. Coutsmas
2 Mr. Shakra
3
<input checked="" type="checkbox"/> - Action Completed
<input type="checkbox"/> - Acknowledged
<input type="checkbox"/> - No Action Required
INITIALS

To: Mr. M. Gauvreau, Chief of Personnel
(Attention Mr. C. Coutsmas, Room 120)

From: Kai Mortensen, Chief Transport Officer

Subject: Manning Table as at 1 July 1964

The manning table for the Transport Section forwarded with Mr. Saunders' memorandum LEO/Admin/CM.35 of 14 July 1964 is correct except as follows:

International Staff

✓ Post No. 4 should be considered vacant since Mr. Corwell who has been filling the post in an acting capacity is departing ONUC on 25 July 1964. Headquarters has been requested to provide a new Workshop Manager. The grade of the post is FS-5, as indicated.

✓ Post No. 16 will be filled by Mr. C. Constantinidis as from 27 July 1964.

Non-Congolese Local Staff

A total of twelve posts is shown whereas in fact fourteen staff members in this category will be employed as from the beginning of August 1964. The two staff members not shown on the list are Mr. Vital who was transferred from Stanleyville early this month and Mr. Kearney who, according to advice received from Personnel Section, is being transferred to us early August from Elisabethville.

Mr. S. Shakra
Post No. 29 may be utilized for Mr. Vital. The present incumbent, Mr. Ndonga, has not performed satisfactorily and action may be taken to terminate his services.

One additional post needs to be added to the manning table for Mr. Kearney.

Mr. Gauvreau

Your approval please
to terminate this staff member, Art. XXV, para. 2(a).
Shakra
28/7/64

(3)
Jagoe
28/7/64

OPERATION DES NATIONS UNIES
AU CONGO



UNITED NATIONS OPERATION
IN THE CONGO

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

C/PER III CONF

JUL 22 1964

ACTION

1	Mr. Gaubreau
2	Mr. Coutinay
3	Mr. J. Saunders
<input checked="" type="checkbox"/>	Action Completed
<input type="checkbox"/>	Acknowledged
<input type="checkbox"/>	No Action Required
INITIALS	

C/PER 101

21 July 1964

TO: Mr. M. Gaubreau, Chief Civilian Personnel

FROM: D.T. Manson, Chief General Services

SUBJECT: Manning Table - Accommodation and Maintenance Branch

Further to our discussion of today's date on the above-mentioned subject.

1. It is confirmed that changes in the manning table should now reflect the actual incumbents occupying the posts, as per our list, which was handed to you this morning. There is no change in the budgetary obligations.

2. The Building Management-Office Equipment and Supplies Unit was inadvertently omitted from the manning table. It involves one International post and 32 Congolese posts. Budgetary provisions have not been made for these posts.

It would be appreciated if this matter could now be regularized.

Duman Sea

cc: Mr. Alexandrou

Accommodation & Maintenance Branch

1. Chief, Accommodation & Maintenance Officer	✓ FSL 5 (P.2)	E.Alexandrou	Greece	18 Feb 61	30 Jun 65
2. Secretary/Bi-Lingual	✓ FSL 3	A.Ketsopeules	Greece	12 Nov 61	30 Jun 65
3. Administrative Assistant/Billeting Officer	✓ FSL 4	G.Theodessiou	Greece	2 Jan 62	31 Dec 64
4. Contract & Utilities Officer	- FSL 4	D.Tratoles	Greece	11 Aug 60	31 Dec 64
5. Stores & Inventory Controller	✓ FSL 4 (FSL 5)	S.Contestavles	Greece	16 Apr 61	30 Jun 65
6. Chief Foreman of Works	✓ FSL 4 (FSL 5)	C.Efstratiadis	Greece	5 Aug 62	30 Jun 65
7. Building Manager/Stationery & Office Equipment Controller	✓ FSL 4	V.Rahal	Lebanon	13 Feb 63	31 Dec 64

OPER III CONF

Personnel 200 series CC/cc

15 July 1964



Mr. J. Saunders

Headquarters New York

Manning Table

Enclosed please find for distribution to the undermentioned officials 11 booklets of the 1964 budget TAB/ST Manning Table for Administrative Staff as at 1 July 1964.

Mr. Mac Donald (4)

Miss H. Seymour (2)

Mr. A. Hien (Controller's Office) (1)

Mr. E. Leonard (1)

Mr. W. Miller (2)

Mr. H. Sio (1)

X w

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X. m



15/11/60