UNAMIR

INTEROFFICE MEMORANDA

22 AUG - 27 SEPT 1995

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NATIONS NATIONS UNIES

MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INFORMATION CIRCULAR NO. 48/95

DATE: 16 September 1995

TO: All UNAMIR Military, Civilian Police and Civilian Personnel

FROM: William CLIVE, OIC/Administration

SUBJECT: Mail delivery between UNAMIR HQ Amahoro and TRAFIPRO Buildings

Further to my IOM on the above subject dated 2 August 1995, I am pleased to inform you that with effect from 14 September 1995, a sub-unit for handling Mail Operations & Diplomatic Pouch has now been established at TRAFIPRO Building.

To dispatch mail from TRAFIPRO, you are requested to deliver mail to the sub-unit office which is located in the main TRAFIPRO Building next to the MOVCON Office.

Hours of the Mail shuttle Amahoro Hotel to TRAFIPRO remains the same. You are also reminded that pouch to New York is on every Friday. Pouch Materials should be delivered so as to reach Mail Operations and Diplomatic Pouch Unit at Amahoro Hotel before 2.00 pm every Friday.

If you need an urgent delivery within TRAFIPRO, please contact Mail Operations Sub-Unit Ext. 11778.

Thank you for your cooperation.

UNITED NATIONS
ASSISTANCE MISSION TO RWANDA

UNAMIR-MINUAR

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

INFORMATION CIRCULAR No. 046/95

DATE: 12 August 1995

TO: All UNAMIR Staff

FROM: Chaim Ouziel, CAO

SUBJECT: **Foreign currency exchange**

The Government of Rwanda views as illegal the exchange of foreign currency through persons who are not "authorized agents". It has issued explicit instructions to the Gendarmerie to arrest any person indulging in such unauthorized exchange. All staff are thus advised and warned of this situation, and instructed to exchange foreign currency only at banks, government institutions or other authorized agencies displaying signs that they are so authorized.

Reçu le 15 AOUT 1995
ED's office

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

ADMINISTRATIVE INSTRUCTION NO. 047/95

DATE: 7 September 1995

To: All UNAMIR Civilian Staff

From: William Clive,
Officer-in-Charge/Administration

Subject: **UNAMIR mission area**

I am pleased to inform all international civilian personnel that the Office of Human Resources Management, through Field Administration and Logistics Division (FALD)/DPKO, has now agreed to redefine the mission area of UNAMIR to include Rwanda, Uganda and Kenya as a whole, and not only Nairobi, with effect from 1 September 1995.

Consequently, we are authorized to pay the applicable MSA rate to mission personnel travelling on official business within the mission area: US$ 97.00 in Rwanda and Uganda, and KSh. 5,660.00 in Kenya. In addition, if they are compelled to maintain their accommodation in their base duty station in the mission area, reimbursement of the actual cost of the accommodation is authorized up to a maximum of US$ 27.00 per day upon presentation of relevant receipts.

Please note that personnel who travel to their parent duty station are not entitled to any subsistence allowance in the location.

For rest and recuperation purposes, the above redefined mission area will also apply as from 1 September 1995. As for personnel assigned to UNAMIR Office in Nairobi, given that the conditions of life and work are different from those prevailing in Rwanda, the R & R policy would not be applicable to them.

Reçu le - 8 SEP. 1995

JE 50024 ED

UNITED NATIONS — NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR – MINUAR

ADMINISTRATIVE INSTRUCTION NO. 026/95

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21 July 1995

To: All UNAMIR International Staff Members

From: Chaim Ouziel, CAO

Subject: International Staff - Regularisation of Visa for Rwanda

1. Please refer to my earlier circular no. 024/95 of 22 June 1995 concerning the abovementioned subject.

2. The procedure for obtaining the visas for International Staff Members is outlined below. In all, we have to arrange Rwandan visas for more than 200 persons. Therefore, staff are requested to submit their visa requests in accordance with the schedule below.

*** *** ***

1. Please approach the Travel Unit to obtain visa forms, complete them and submit them to the Travel Unit with 2 passport-size photographs, no later than the following dates:

Names starting with		
A and B	...	Tuesday, 25 July
B to F	...	Friday, 28 July
G to K	...	Tuesday, 1 August
L to O	...	Friday, 4 August
P to S	...	Tuesday, 8 August
T to Z	...	Friday, 11 August

2. Staff members should complete the visa form in all respects, indicating one year against length of stay.

3. We are informed by the Ministry of Foreign Affairs that they will require two weeks for visa issuance.

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

Date: 27 September 1995

To: Mr. Kimso Nilsvang
CCPO

From: Wilfrid de Souza
Executive Director

Subject: **Update of staffing list**

1. Reference is made to your memorandum of 19 September 1995 on the above subject.

2. As requested, I have reviewed the list you submitted and would like to draw your attention to the following:

a) Ms. Zena Zelleke will leave the mission by 31 October as agreed at our last meeting on the staff list.

b) Mr. Shaka Ssali has given notice that he would be leaving the mission on 16 October 1995.

c) Ms. Geneviève Salvat has left this office effective 26 September and should be replaced by Mrs. Fatimata Diarra.

d) Mr. J. Khan and Mr. A. Jabbar have joined the SRSG's office, effective September 1995, at the P.3 and FS.3 levels respectively.

3. You may also note that Mr. Sammy K. Buo is scheduled to conclude his assignment to the mission on 30 September 1995.

4. Thank you for your cooperation.

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM
MEMORANDUM INTERIEUR

Date: 19 September 1995

TO: Mr. W. De Souza
Executive Director
Office of the SRSG

FROM: K. Nilsvang
Chief Civilian Personnel Officer

SUBJECT: **Update of Staffing List**

... Please find attached the list of staff members assigned to your Office. Kindly verify and forward it to Personnel Section, with any correction, in order that we may update our UNAMIR Staffing List.

Your assistance in this regard is highly appreciated.

cc: Mr. William Clive

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

POSTING TABLE AS AT 19 September 1995

OFFICE OF THE SPECIAL REPRESENTATIVE OF THE SECRETARY GENERAL (01)

	USG	ASG	D2	D1	P5	P4	P3	P2	P1	TOTAL	SENIOR GS	INTER. GS	FS	SS	TOTAL INTER	LOCAL	UNV	GRAND TOTAL
AUTHORIZED*[1]	1		1	1	3	2	-	-		8	1	7			16	6	-	22
CURRENT STAFFING	1		1	-	3	7	2	2		16	-	8			24	10+ 2 SSA	2	38
SELECTED PENDING ASSIGNEMENT	-		-	-	-	-	-	-		-	-	-			-	-	-	-
BALANCE	-		-	-1	-	+5	+2	+2		+8	-1	+1			+8	+6	+2	+16

POST NO	STAFF MEMBER	LEVEL	NATN	TITLE	DATE OF ARRIVAL DD/MM/YY	TYPE OF APP./ DUTY STATION	EXPIRY DATE DD/MM/YY	INDEX NO.	REMARKS
USG-001-01	KHAN, S.	USG	PAK	SRSG	22/06/95	Mission App.	31/12/95	85923	
D-2-001-01	DESOUZA	D-2	BEN	Executive Director	29/05/95	/UNHqs	31/12/95	117163	
D-1-0010-01				Sr. Pol. Advisor					
P-5-001-01	DIALLO, I.	P-5	BKF	Spokesperson	27/02/95	Mission App.	31/12/95	222489	
P-5-002-01	BUO, S.	P-5	CAM	Sr. Pol. Aff. Off.	22/01/94	/UNHqs.	31/12/95	21770	
P-5-003-01	GAYE, C.	P-5	SEN	Director, Liaison Of.	07/07/95	Mission App.	31/12/95	337670	
P-4-001-01	RIVERO, I.	P-4	USA	Special Asst SRSG	31/08/94	/UNHqs.	31/12/95	106271	
P-4-002-01	BENAMADI	P-4	ALG	Head of Radio Unit	19/01/95	Mission App.	31/12/95	047712	
P-4-003-01	DESSANDE, B.	P-4	CHD	Chief Protocol	09/11/93	Mission App.	31/12/95	836438	

[1] *AUTHORIZED * => AS PER STAFFING TABLE AUTHORIZATION OF 29 NOVEMBER 1994*

	ZELLEKE, Z.	P-4	ETH	Pol. Aff. Officer	12/10/94	/UNCTAD	31/10/95	267618	GISENYI
	CONDE, M.	P-4	GUI	Sr. Pol. Aff. Officer	13/12/94	Mission App.	31/12/95	91905	
	TIKOCA, I.	P-4	FIJ	Sr. Pol. Aff. Officer	10/06/95	Mission App.	31/12/95	048700	
	TOME, P.	P-3	FRA	Information Officer	10/01/95	Mission App.	31/12/95	707433	
	SSALI, S.	P-3	USA	Radio Producer	17/04/95	Mission App.	31/12/95	137752	
	RAFII, L.	P-2	IRA	Pol/Leg. Officer	06/09/94	Mission App.	31/12/95	89172	
	VERGARA, M.	P-2	FRA	Radio Producer	06/12/94	Mission App.	31/12/95	091815	
S-GS-001-01									
I-GS-001-01	KIRU, B.	G-6	KEN	Adm.Asst/Sec to ED	02/01/94	/UNEP	31/12/95	345231	
I-GS-002-01	RETTA, A.	G-6	ETH	Secretary	24/08/94	/UNECA	31/12/95	293045	
I-GS-003-01	WARD, M.	G-6	BAR	Information Assistant	22/04/95	/UNHQ	31/12/95	591258	
I-GS-004-01	SCHACHT, M.A.	G-5	POR	Secretary to Protocol	18/04/95	Mission App.	31/12/95	755974	
I-GS-005-01	KIFLE, A.	G-4	ETH	Secretary	25/09/94	/UNECA	31/12/95	603706	
I-GS-006-01	OUAZANY, L.	G-4	MOR	Secretary	04/01/94	/UNESCO	31/12/95	67459	
I-GS-007-01	URASA, P.	G-4	TAN	Secr. to Exc. Dir.	27/05/95	/UNOG	31/12/95	334340	
	SALVAT, G.	G-4	FRA	Secretary/Radio - UN	8/02/94	/UNOG/MA	31/12/95	962607	
LS-001-01	MANASSE, M.	LG-5	RWA	Journalist	14/09/94	LDA			
LS-002-01	NYEMAZI, P.	LG-5	RWA	Journalist	10/10/94	LDA			
LS-003-01	KARERA, C.	LG-4	RWA	Radio Technician	18/10/94	LDA			
LS-004-01	KALISA, N.	LG-5	RWA	Journalist	14/10/94	LDA			
LS-005-01	MUKAMAZIMPAKA, M.J.	LG-5	RWA	Secretary(Radio)	3/7/95	LDA			
LS-006-01	KANZAYIRE, E.	LG-5	RWA	Journalist	21/3/95	LDA			
	GATABAZI, V.	LG-5	RWA	Journalist	21/3/95	LDA			
	DUSHIMIYIMANA, J.J.C	LG-5	RWA	Journalist	01/09/95	LDA			
	NSENGUMUREMYI, D.	LG-4	RWA	Radio Technician	27/3/95	LDA			
	HALIDI, H.	LG-5	RWA	Journalist	27/3/95	LDA			

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

Date: 27 September 1995

To: Mr. William Clive
OIC, Chief Administration

From: Wilfrid de Souza
Executive Director

Subject: **Request for Office furniture**

1. As you are aware, Mr. A. JABBAR has been recently assigned to the Office of the SRSG.

2. Pending the relocation of the Radio Unit to TRAFIPRO it has been decided that Mr. JABBAR and Mr. J. KHAN who has also joined the Office of the SRSG recently should share office no. 4085 on the 4th floor.

3. In view of the above, I should be grateful if you would arrange for an additional desk to be placed in that office to accommodate Mr. JABBAR.

4. Thank you for your cooperation.

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA
UNAMIR MINUAR

INTEROFFICE MEMORANDUM

TO : Mr. Kimso Nilsvang
Chief Civilian Personnel Officer

Date: 25 September 1995

FROM: Wilfrid de Souza
Executive Director

SUBJECT: DFC Secretary

1. I wish to refer to your memorandum of 21 September 1995 to Lt.Col. A. Chabir and to our conversation of yesterday on the above subject.

2. In this connection, I should like to inform you that the DFC, whom I consulted yesterday, has no objection to the assignment to his office of Ms. Geneviève Salvat instead of Mrs. F. Diarra.

3. As discussed, the latter will continue to assist in my office pending a reassessment of our needs in matters of secretarial assistance.

4. I have informed Ms. Salvat that she should report to the DFC's office as from Tuesday 26 September 1995. I should therefore be grateful if you would kindly take the necessary administrative action accordingly.

5. Thank you for your cooperation.

cc. DFC
Lt.Col. Chabir
Ms. G. Salvat
Mrs. F. Diarra

UNITED NATIONS
ASSISTANCE MISSION TO RWANDA

UNAMIR-MINUAR

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

INTEROFFICE MEMORANDUM

Kigali 23 September 1995

TO: William Clive
Acting CAO

Mtshana Ncube
Chief, Boards of Inquiry

Gilles Brière
CMCO

Ladan Rafii
Legal Officer

FROM: Wilfrid de Souza
Executive Director

SUBJECT: Indian Ocean Company vs Brown & Root

1. The attached facsimile from the Director of the General Legal Division - OLA - on the above subject was received by this office on 22 september 1995.

2. In view of the importance of the subject and possible developments in the future, I propose that we meet on Wednesday 27 September at 3.00 pm in the SRSG's conference room to discuss the matter so as to harmonize our views.

Thank you for your co-operation

UNITED NATIONS NATIONS UNIES

POSTAL ADDRESS—ADRESSE POSTALE: UNITED NATIONS, N.Y. 10017
CABLE ADDRESS—ADRESSE TELEGRAPHIQUE: UNATIONS NEWYORK

RECEIVED
22 SEP 1995
OFFICE OF THE SRSG
UNAMIR

REFERENCE:

TO: Mr. Shaharyar Khan Special Representative of the Secretary-General UNAMIR	FROM: Bruce C. Rashkow Director General Legal Division OLA
Fax : 212-963-3090	Fax : 212-963-3155 Tel :
Info: -	Drafted by: Frank J. Eppert
Date: 20 September 1995	Total no. of pages including this cover page:

Subject: Indian Ocean Company v. Brown and Root Services Corp.

1. Reference is made to your 9 September 1995 facsimile regarding the above and to the several telephone conversations regarding same between this Office and the UNAMIR Legal Office. I regret the delay in providing you with a written reply. However, as you are aware, in the meantime, we have been dealing with the matter through your Legal Office.

2. With respect to the questions posed in paragraph 4 of your facsimile, our comments, most of which we have already discussed with UNAMIR's Legal Office, are as follows:

A. We agree that Brown and Root Services Corp. ("BRSC") should make the court appearance and that failure to do so risks the possibility of a default judgement being issued by the court. We understand that the court appearance has been postponed until 27 October.

B. We understand that BRSC has decided not to send a lawyer from the USA and has engaged local counsel in Rwanda for the hearing. We welcome that decision.

C. In our view, UNAMIR should assist and support BRSC to the extent feasible and without prejudice to the UN's interests bearing in mind that those interests may, at some stage, differ from or come into conflict with those of BRSC.

3. Regarding your paragraph 5, we have taken due note of the possibility of harassment. In this connection, we will be forwarding a suggested draft letter from you to the Government seeking its assistance in dealing with the matter. As to the questions posed in your paragraph 5, and the related one posed in your paragraph 10, please note the following:

ED
Lakan
Mr Nenge
22 9

A: To the best of our knowledge, neither Indian Ocean nor Mr. Hosh have filed a claim against BRSC in Somalia. By letter of 15 December 1994 addressed to Mr. Hosh's Kenyan attorney, Mr. Ibrahim (copy enclosed), UNOSOM II informed Mr. Hosh that the subject of the law suit in Rwanda, namely the use and occupancy of the so-called "Hosh Compound/Hunter Base" premises located in Mogadishu, was the responsibility of UNOSOM II. There has not been a joint claim filed against UNOSOM II and BRSC. Until the law suit was filed against it in Rwanda, BRSC has not been involved in the matter.

B: In June 1995, following unsuccessful settlement negotiations at Headquarters with Mr. John Kamya, Mr. Hosh's legal representative in the USA, the UN offered Mr. Hosh arbitration as the vehicle for resolving the dispute between the parties regarding reasonable compensation for use and occupancy of the premises in question. Through Mr. Kamya, Mr. Hosh accepted the offer to arbitrate the dispute. As to where matters stand presently regarding the arbitration proceeding, please see the enclosed copy of my 19 September letter to Mr. Kamya.

4. We recommend that UNAMIR engage local counsel in Rwanda to attend the preliminary hearing solely as an observer and as an amicus curiae. Engaged counsel should clearly understand that the UN is not a party and is not submitting itself to the court's jurisdiction. We will provide a draft letter to counsel regarding this matter.

5. Regarding paragraph 9 through 11 of your facsimile, the assertion of "functional immunity" on behalf of BRSC is not a viable option under the circumstances.

6. We would appreciate UNAMIR's keeping us fully informed of any developments regarding this matter. We will endeavor to do the same with respect to UNAMIR.

Regards.

Cleared by: BCR

Bruce C. Rashkow
Director
General Legal Division, OLA

If transmission not received in good order, call 212-963-2251

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UNITED NATIONS NATIONS UNIES

POSTAL ADDRESS—ADRESSE POSTALE: UNITED NATIONS, N.Y. 10017
CABLE ADDRESS—ADRESSE TELEGRAPHIQUE: UNATIONS NEWYORK

REFERENCE:

19 September 1995

Dear Mr. Kamya,

Re: Hosh Compound/Hunter Base Premises

Thank you for your 11 September 1995 letter regarding the above-captioned matter. I apologize for the delay in getting back to you regarding the organization of the arbitration to resolve this matter. As Mr. Eppert has no doubt explained, this is no simple matter for the United Nations. We must engage outside counsel, which itself takes considerable time and effort, before we can provide you with a draft of an agreement to organize the arbitration. While we have initiated that process, outside counsel has not yet been engaged.

Unfortunately, contrary to your 11 September letter, it would appear Mr. Hosh, through Indian Ocean Company, Ltd., has initiated legal proceedings in Rwanda against Brown and Root Services Corporation ("BRSC"). Enclosed you will find a copy of a 31 August 1995 Summons, with an English language free translation of same, issued by the Court of First Jurisdiction, Kigali, Rwanda, to BRSC requiring that it appear before the Court on 15 September 1995 to defend against a law suit filed by Mr. Hosh's company, Indian Ocean Company, Ltd. As I understand, that hearing has now been put off until October 7 1995.

As you are aware, any occupancy by BRSC of the subject premises was under the authority of UNOSOM II and is the acknowledged responsibility of the United Nations (see enclosed copy of UNOSOM II's 15 December 1994 letter to Mr. Hosh's Kenyan lawyer, Mr. Ibrahim). In light of that responsibility, in May and June of 1995, the United Nations engaged in settlement discussions with you as Mr. Hosh's legal representative. Those negotiations were unsuccessful and culminated in the parties agreeing to submit the dispute to arbitration.

Mr. John Kamya
Management Consultants and Certified Public Accountants
Gardiner, Kamya & Associates, P.C.
1717 K Street, N.W., Ste. 601
Washington, D.C. 20036

Mr. Hosh's decision to file a law suit in Rwanda against BRSC has unnecessarily complicated our mutual efforts to provide a forum for resolving the dispute between the parties. I regret having to inform you that, for the reasons mentioned above, we are required to assist BRSC in its efforts seeking dismissal of the law suit in Rwanda and that, until the matter is resolved, the United Nations is not in a position to move forward with its efforts to organize the arbitration.

Looking forward to hearing from you on this matter, I remain,

Yours sincerely,

Bruce C Rashkow

Bruce C. Rashkow
Director
General Legal Division
Office of Legal Affairs

bcc: FJE Hosh claim case file
Mr. M. Ncube, UNAMIR Legal Officer

10/25

UNOSOM II
UNITED NATIONS OPERATION IN SOMALIA

15 December 1994

Dear Mr. Ibrahim:

Subject: Claim of Mr. Abdi Hosh for Monies allegedly Owed by UNOSOM II for Use of "Hosh Compound/Hunter Base" in Mogadishu, Somalia

The purpose of this letter is to inform you that any occupancy by Brown and Root Services Corporation of the property known as "Hosh Compound/Hunter Base" located in Mogadishu, Somalia from 4 May 1993 was under the authority and responsibility of the United Nations Operation in Somalia II (UNOSOM II).

Very truly yours,

David Ijalaye
Legal Counsel, UNOSOM II

Mr. Mohammed Ibrahim
Mohammed Ibrahim & Associates
5th Floor
Hughes Building
Kenyatta Avenue
P. O. Box 66975
Nairobi, Kenya

cc: Alan N. Tonnon, Esq.
Attorney at Law
Cypress Building
Bellefield Park
1500 114th Avenue, Suite 120
Bellevue, Washington 98004 USA
Fax: 206 453 2268

ASSIGNATION.

6/8

Nsne kuwa 31 w'ukwezi kwa 08 umwaka wa 1995
et jour du mois de de l'an

Jye Gisagara Innocent umwanditsi w'Urukiko rwa Mbere rw'Iremezo
Je soussigné Greffier près le Tribunal de 1 ère Instance

Menyeshaje Brown & Root Services Corporation Kigali
ai notifié

mwana- na
fils(fille) de et de

utuye Komuni Prefegitura
résidant à Commune Préfecture.

yuko agomba kwitaba Urukiko rwa Mbere rw'Iremezo rwa Kigali
d'avoir à comparaître devant le Tribunal de Première Instance de Kigali

kuwa 11/09/95 saa mbili za mu gitondo
le à 8 heures du matin.

Agiye kuburana na Société Indian Ocean Company représentée par
dans l'affaire qui l'oppose à

na Me Rukangira Sylvain
fils(fille) de et de

Utuye Komuni Perefegitura
résidant à Commune Préfecture.

IKIBURANWA:
OBJET DU LITIGE: Paiement d'un montant équivalent en francs rwandais de 29 400.000 francs représentant les frais de son hôtel et son équipement lorsque pendant la période du mois de Mai 1994 jusque Juillet 1995. D.I et réception indisponible monétaire

ICYITONDEWA:
1. Niba ababuranyi bashaka gutangana abagabo mu rubanza, ntibazitabe batabazanye.
2. Niba ikiburanwa ali isambu ababuranyi ntibazitabe batazanye imetero zimpande zose s'ababuranwa bazihuje, n'amazina y'abo badikanije, n'igishushanyo cyaho.

Ndo atazavaho yitwaza ko atabimenye, nkuko byateganijwe n'ingingo ya 9 kugeza kuya 22. et pour que l'assigné n'en ignore, conformément aux articles 9 à 22 du Code de Ubutegeko bishinga imiburanishirize y'imanza z'amahugu n'ubucuruzi, musigiye Kopi Procedure Civile et Commerciale, je lui ai laissé copie de mon présent exploit. y'uko gutumirwa ngo izamwibutse.

Nainyiye ko mbonye kopi none kuwa
signé pour réception de la copie, le

Urega Indian Ocean Company Uregwa Brown & Root Services Corporation
Demandeur Défendeur

LE GREFFIER.

ICYITONDEWA: Musabwe kutugarulira urupapuro rubanza(original) rusinyweho.
N.B.: prière de nous retourner l'original de l'exploit dûment signé.

REPUBLIQUE RWANDAISE TRIBUNAL DE 1ère INSTANCE KIGALI

7/8

N° R.C. 8294967/2

REPUBLIQUE RWANDAISE
TRIBUNAL DE PREMIERE
INSTANCE DE KIGALI.

Transmis pour exécution à Monsieur

translation (original: French)

8/8

SUMMONS

The 31st day of 8th month of the year 1995, I the undersigned, SEBANTU Isaac *[?]*, Clerk of the court of First Jurisdiction have notified BROWN & ROOT SERVICES CORPORATION, Kigali, to appear before the Court of First Jurisdiction of Kigali on 15*[?]*.09.95 at 8 a.m. in the suit at law between itself and the firm INDIAN OCEAN COMPANY represented by Me R(illegible) Emmanuel.

SUBJECT OF THE ACTION: Payment of an amount equivalent in Rwanda francs to 29 400 000 dollars which represents the rent for his hotel and equipment *[furnishings? amenities? facilities?]* rented during the period from May 1993 to March 1995. D.I. *[?]* and provisional execution any appeal notwithstanding.

And for the (person) summoned not to be in ignorance (thereof?), in accordance with articles 9 to 22 of the Civil and Commercial Procedural Code, I have left him a copy of my writ.

Plaintiff: INDIAN OCEAN COMPANY
Defendant: BROWN & ROOTS SERVICES CORPORATION

signed: THE CLERK OF COURT,
SEBANTU Isaac*[?]*
stamped: official stamp of the
Court of First Jurisdiction
Kigali.

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: MR. Bruce Rashkow Director, General Legal Division, Office of Legal Affairs UNATIONS, New York U.S.A.	FROM: Shaharyar M. Khan Special Representative of the Secretary-General UNAMIR, KIGALI RWANDA
Info: Mr. Denis Beissel Deputy Director FALD/DPKO Attention: Mr. Frank Eppert Legal Officer Office of Legal Affairs	DATE: 9 September 1995
FAX: (212) 963-3155	FAX: 212 963 3090 (250) 86877
DRAFTED BY: Mtshana M. Ncube	Section: Administration/ Legal Office
SUBJECT: Indian Ocean Company v. Brown & Root	

NUMBER OF TRANSMITTED PAGES: 4

1. ON 4 SEPTEMBER 1995, UNAMIR WAS INFORMED BY BROWN & ROOT THAT IT HAD BEEN SERVED WITH A SUMMONS (A COPY AND TRANSLATION ATTACHED) BY A LOCAL ATTORNEY, MR. EMMANUEL RUKANGIRA, REPRESENTING A COMPANY CALLED INDIAN OCEAN COMPANY. THE SUMMONS WAS ISSUED BY A RWANDESE COURT. IT REQUIRES BROWN & ROOT TO APPEAR IN COURT ON 15 SEPTEMBER 1995 TO ANSWER A CLAIM AGAINST IT BY THE SAID INDIAN OCEAN COMPANY RELATING TO BROWN & ROOT'S OPERATIONS IN SOMALIA. WE DO NOT KNOW WHETHER THE CLAIM REFERS TO THE PERIOD BEFORE OR AFTER UNOSOM'S TIME IN SOMALIA.

2. THE BROWN & ROOT CONTRACTS/BUSINESS MANAGER (MR GERARD W. HILLMAN) INFORMS US THAT HE DID NOT OFFICIALLY ACCEPT THE SUMMONS, BUT IT WAS LEFT AT HIS OFFICES. IN OUR VIEW, TO ALL INTENTS AND PURPOSES, THE SUMMONS WAS SERVED.

3. NO ONE IN UNAMIR AT THE PRESENT MOMENT HAS FULL KNOWLEDGE OF WHAT, IF ANYTHING, HAPPENED IN SOMALIA IN THE OPERATIONS OF BROWN & ROOT TO GIVE RISE TO THE CLAIM BY INDIAN OCEAN COMPANY. ON THE BASIS OF INFORMATION GLEANED FROM INDIVIDUALS HERE WHO WERE IN SOMALIA, IT APPEARS THAT THE CLAIM ARISES FROM THE OCCUPATION OF CERTAIN PREMISES (HUNTER BASE AND/OR MOONSTAR HOTEL). WE HAVE VAGUE INFORMATION THAT A MR. HOSH IS BEHIND THE LAW SUIT.

4. NOT KNOWING THE BASIS AND THE NATURE OF THE CLAIM, UNAMIR IS WARY OF PROPOSING A DEFINITE COURSE OF ACTION, IF ANY, HERE WITHOUT GUIDANCE FROM THE OFFICE OF LEGAL AFFAIRS (OLA). BROWN & ROOT HAS ASKED US A NUMBER OF QUESTIONS WHICH REQUIRE ANSWERS URGENTLY. ANSWERS TO THE QUESTIONS, AND THE NATURE OF THOSE ANSWERS, ARE IMPORTANT BECAUSE UNAMIR DOES NOT WANT TO ADVISE ON ANYTHING THAT MIGHT PREJUDICE BROWN & ROOT'S CASE OR PREJUDICE THE UNITED NATIONS FINANCIALLY IN VIEW OF SOME OF THE PROVISIONS OF THE UN CONTRACT WITH BROWN & ROOT. THE CRUCIAL QUESTIONS ARE:

A) SHOULD BROWN & ROOT APPEAR IN COURT ON 15 SEPTEMBER 1995 IN ACCORDANCE WITH THE SUMMONS?

B) SHOULD BROWN & ROOT BRING THEIR LAWYER FROM THE U.S.A. TO KIGALI TO APPEAR FOR THEM AT THIS PRELIMINARY HEARING?

(C) SHOULD UNAMIR BE EVEN ADVISING BROWN & ROOT WHAT TO DO IN THIS MATTER GIVEN THAT BROWN & ROOT, AS A CONTRACTOR, IS NOT COVERED UNDER THE CONVENTION ON PRIVILEGES AND IMMUNITIES?

5. I HAVE CONSIDERED THESE ISSUES, AND IT APPEARS THAT WHATEVER MAY BE THE LEGAL POSITION, WE NEED THE SERVICES OF BROWN & ROOT. IF IT WERE TO BE THROWN OUT OF RWANDA AT THIS TIME THE GREATER PART OF OUR ACTIVITIES HERE WILL ALMOST CERTAINLY GRIND TO A HALT. IN THIS CONNECTION, WE WILL EXERCISE WHAT LEVERAGE WE HAVE HERE WITH THE GOVERNMENT TO PREVENT THE MATTER FROM ESCALATING AND MAKING IT DIFFICULT FOR BROWN & ROOT TO REMAIN IN THE COUNTRY. I SEE AN ELEMENT OF HARASSMENT WHICH WE COULD TRY AND DISCUSS WITH THE AUTHORITIES. IT WOULD ASSIST US GREATLY TO DEFUSE THE SITUATION IF WE KNEW:

(A) WHETHER THE CLAIM BROUGHT AGAINST BROWN & ROOT IN SOMALIA IS THE SAME AS NOW BEING BROUGHT BY THE INDIAN OCEAN COMPANY, AND ALSO WHETHER THAT CLAIM WAS BROUGHT JOINTLY AGAINST BROWN & ROOT AND THE UN (UNOSOM); AND

(B) WHETHER THE CLAIM WAS EVER RESOLVED AND, IF NOT, WHEN IT IS THOUGHT IT MIGHT BE RESOLVED.

6. UNAMIR'S TENTATIVE LEGAL POSITION IS THAT EVEN THOUGH WE UNDERSTAND THE INDIAN OCEAN COMPANY RECENTLY REGISTERED ITSELF IN RWANDA, IT IS OUR BELIEF THAT RWANDAN COURTS DO NOT HAVE JURISDICTION IN THE MATTER BECAUSE:

(A) THE ISSUES GIVING RISE TO THE CLAIM TOOK PLACE IN SOMALIA; AND

(B) NEITHER THE INDIAN OCEAN COMPANY NOR BROWN & ROOT IS DOMICILED IN RWANDA.

7. IF NO INSTRUCTIONS TO THE CONTRARY COME FROM YOU, WE PROPOSE TO INFORM BROWN & ROOT TO APPEAR IN COURT ON 15 SEPTEMBER 1995 AND PRESENT THEIR CHALLENGE TO THE JURISDICTION OF THE COURT ON THE GROUNDS OF PARAGRAPH 6 (A) AND (B) HEREIN. A REPRESENTATIVE OF UNAMIR WOULD ALSO BE PRESENT SOLELY IN AN OBSERVER CAPACITY. FOR THIS LIMITED PURPOSE, WE MAY BE ABLE TO PERSUADE BROWN & ROOT TO APPEAR BY LOCAL COUNSEL SINCE THAT ISSUE IS ONLY PROCEDURAL AND NOT SUBSTANTIVE. IT WILL BE MUCH CHEAPER FOR THE UN THAN IF BROWN & ROOT FLEW IN COUNSEL FROM THEIR HEADQUARTERS IN HOUSTON. IT SHOULD BE REMEMBERED THAT THE BROWN & ROOT CONTRACT IS A COST-PLUS CONTRACT ON ANY DIRECT COSTS.

8. THE BEST FOOT FORWARD FOR BOTH BROWN & ROOT AND THE UN IS TO TRY TO PREVENT JUDGEMENT FROM BEING ENTERED BY THE RWANDAN COURT.

9. AS MR. PELLE DEINOFF, SENIOR LEGAL OFFICER AT HEADQUARTERS, HAD PROMISED IN AN EARLIER TELEPHONE CONVERSATION WITH OUR LEGAL OFFICER, HE HAD REFERRED THE MATTER TO MR. FRANK EPPERT, THE LEGAL OFFICER AT HEADQUARTERS HANDLING THE SOMALIA CASES. MR. EPPERT GAVE OUR LEGAL OFFICER THE BACKGROUND TO THE CASE. I AM INFORMED THAT MR. FRANK EPPERT WILL BE SENDING US AN ABRIDGED DOCUMENT ON THE STATUS OF THE CASE. IN THE MEANTIME, I AM INFORMED ALSO, MR. EPPERT WAS OF THE VIEW THAT WE SHOULD TRY TO ASSERT "FUNCTIONAL IMMUNITY" FOR BROWN & ROOT IN ORDER TO BUY TIME WHILE OLA IS RAISING THE MATTER WITH MR. HOSH'S REPRESENTATIVE IN WASHINGTON, D.C. CONCERNING THE ARBITRATION PROCESS WHICH HAS BEEN INITIATED.

10. WE WOULD LIKE TO KNOW IF, IN THE COURSE OF WHAT APPEAR TO BE LONG NEGOTIATIONS WITH MR. HOSH, THERE WAS A WRITTEN UNDERTAKING THAT ALL DISPUTES IN THE MATTER, WHETHER WITH THE UN OR WITH BROWN & ROOT, WOULD BE SETTLED BY ARBITRATION.

11. IT WOULD APPEAR TO US THAT IN ORDER TO ASSERT "FUNCTIONAL IMMUNITY" FOR BROWN & ROOT WE NEED TO ENGAGE LOCAL COUNSEL TO APPEAR FOR THE UN FOR THAT PURPOSE. WE PRESUME THAT IT CANNOT BE THE SAME LOCAL COUNSEL AS THAT FOR BROWN & ROOT BECAUSE OF A POTENTIAL CONFLICT OF INTEREST. WE WOULD LIKE AT THIS POINT TO DRAW OLA'S ATTENTION TO ITS OWN EARLIER ADVICE ON THE STATUS OF CONTRACTORS WITH REGARD TO PRIVILEGES AND IMMUNITIES. COULD WE ASSERT IMMUNITY FOR BROWN & ROOT WITHOUT CONTRADICTION?

UNFORTUNATELY THE SERVICE OF THE SUMMONS ON BROWN & ROOT HAPPENED RATHER SUDDENLY, AND WE HAVE NOT MUCH TIME. WE SHOULD APPRECIATE YOUR URGENT RESPONSE TO OUR QUERIES, PARTICULARLY THOSE RAISED IN PARAGRAPHS 4 TO 11 HEREIN.

BEST REGARDS.

AIR TASK REQUEST FORM (1 JUNE 95)

IDENTITY OF APPLICANT

1. A. Name. Capt Ogilvie
B. Branch or Section. ADC/FC
C. Location, Building, Room Number. HQ
D. Telephone Number or method of Contact. 11121

FLIGHT REQUEST

2. A. Date of task 24 Sept 95 B. Return date 24 Sept 95
C. Task description (incl special instruction/Info).
Transport civilian VIP's to Memorial Ceremony

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

(1) Prefecture Biramba (5)

(2) Prefecture Kibungo (6)

(3) (7)

(4)

B. Luggage (weight).

4. Pick Up Point (PUP).	4. Drop off Point (DOP)
A. FROM KIGALI HELIPORT TIME 9.00 AM CALLSIGN NA	B. TO BIRAMBO TIME Callsign
5. RETURN FLIGHT PUP	5. RETURN FLIGHT PUP
A. FROM BIRAMBO TIME 1.00 PM Callsign	B. TO KIGALI HELIPORT TIME Callsign

6. AUTHORIZING AGENT D.S. Ogilvie APPOINTMENT ADC/FC
DATE SIGNED:

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

8. FLIGHT AUTHORIZED

Comments: _____ Comments: _____

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

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

UNITED NATIONS
ASSISTANCE MISSION TO RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR-MINUAR

(1)

INTEROFFICE MEMORANDUM

Kigali 22 Septembre 1995

A: Général Major G.C. Tousignant
Commandant de la Force

DE: Wilfrid de Souza
Directeur Exécutif

SUJET: Demande de mise à disposition d'un hélicoptère pour le 24/09/1995

1. La demande ci-jointe du Ministre du Travail et des Affaires Sociales en vue de la mise à disposition d'un hélicoptère de la MINUAR pour son déplacement à la sous-Préfecture de Birambo afin de participer aux cérémonies d'inhumation des restes des victimes du génocide, le dimanche 24 septembre 1995 à 10 heures du matin, vient de nous parvenir.

2. Je la soumets, avec avis favorable, à votre décision. Le Ministre du Travail a déjà téléphoné pour savoir la suite que nous avons réservé à sa demande.

(2) Dir. Exec.
Approved by FC.
Col
ADC/FC
11/21

TRES URGENT

22 SEP. 1995

REPUBLIQUE RWANDAISE
MINISTERE DU TRAVAIL
ET DES AFFAIRES
SOCIALES
B.P. 1413 KIGALI.

Kigali, le.....
N° .923./17.00/95

RECEIVED
22 SEP 1995
OFFICE OF THE SRSG
UNAMIR

Monsieur le Représentant
Spécial du Secrétaire Général
des Nations Unies
MINUAR
K I G A L I

S/couvert de Monsieur le
Ministre des Transport et des
Communications
K I G A L I

Objet: Demande d'un hélicoptère
pour le 24/09/1995

Monsieur le Représentant
Spécial,

J'ai l'honneur de m'adresser à votre bienveillance pour solliciter un hélicoptère de la MINUAR pour faciliter mon déplacement à la sous/Préfecture de BIRAMBO en Préfecture de KIBUYE, afin de participer aux cérémonies d'inhumation des restes des victimes du génocide et des massacres d'avril-juillet 1994.

Les cérémonies auront lieu dimanche le 24/09/1995 à 10 h du matin.

Comptant sur votre habituelle collaboration, je saisis cette opportunité pour vous réitérer ma gratitude pour votre bonne compréhension.

Le Ministre du Travail et
des Affaires Sociales,
Pie MUGABO.

P.o NSANZABAGANWA
Directeur Général

UNITED NATIONS
ASSISTANCE MISSION TO RWANDA

UNAMIR-MINUAR

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

INTEROFFICE MEMORANDUM

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ET DES AFFAIRES
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Kigali, le.....
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Le Ministre du Travail et
des Affaires Sociales
Pie MUGABO.

P.o NSANZABAGANWA Sylvain
Directeur Général

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: **The Representatives of UNDP, ITR, HRFOR, UNHCR and UNICEF, Kigali**

FROM: **Wilfrid De Souza**
Executive Director,
UNAMIR, Kigali (Rwanda)

DATE: **22 September 1995**

SUBJECT: **Proposed project on radio broadcasts on peace and national reconciliation in Rwanda**

Mr. Assane Fall-Diop, a journalist with Radio France Internationale (RFI) in Paris, who has previously undertaken consultancy missions for the United Nations in several countries on the subject of the media and human rights, has submitted the attached proposal to UNAMIR for a special programme of radio broadcasts over Radio UNAMIR on the themes of peace and national reconciliation in Rwanda.

As you are aware, these themes are central to the attainment of the objective of the United Nations for sustainable peace and progress in Rwanda. We have therefore invited Mr. Fall-Diop to Kigali from 25 to 29 September 1995 for discussions on his proposal. In view of the important role played by your organization in this field, I would like to invite you or your representative to a working session at UNAMIR on **Tuesday, 26 September at 11h00** at which participants could exchange views with Mr. Fall-Diop on his proposal. At the end of his visit, we shall assess the feasibility of the project, taking into account the various views.

We hope you will be able to attend.

Regards.

cc.: SRSG

AMERICAN EMBASSY KIGALI

GENERAL INFORMATION FOR VISA APPLICANTS FROM DIPLOMATIC AND CONSULAR MISSIONS AND INTERNATIONAL ORGANIZATIONS

HOURS FOR CONSULAR SERVICES: The Consular Section of the American Embassy in Kigali is open for visa services on Wednesdays only from 8:30 to 11:30 AM. In most cases, a visa can be issued on the same day as the application.

OFFICIAL REQUESTS FOR VISAS: Officials of the Apostolic Nunciature and all Diplomatic and Consular Missions traveling on Diplomatic or Official passports for official or personal business need not appear in person to submit their application. They should submit their passport with the standard application form (OF-156), one passport-sized photo, relevant fees, and a diplomatic note requesting issuance of the visa and indicating the reason for travel to the United States, as well as the duration of the travel.

Officials of International Organizations traveling on official business need not appear in person to submit their application. Travelers destined for the U.N. Secretariat should submit a request from the Chief, Transportation Section, U.N. Secretariat, accompanied by their passport, the standard visa application form (OF-156), one passport-sized photo, and relevant fees. Officials traveling on official business with the United Nationas Specialized Agencies may submit a request from their own headquarters or branch office.

CONSULAR FEES: Effective immediately, all applicants for a U.S. visa, except for the limited cases outlined below, must pay a non-refundable visa processing surcharge of $20.00 or equivalent Rwandan Francs, in addition to the relevant reciprocal visa issuance fee. The surcharge applies to visa applications at all U.S. Embassies world-wide that are using a machine readable visa system. All visa applicants must submit a full-face, passport-size photo; the recommended size is 4 cm. by 4 cm.

This non-refundable application fee is uniform for all applicants and reflects the approximate costs incurred in processing each machine readable visa application. The fee will be levied whether the visa is issued or refused and must be paid in exact change.

Only the following classes of applicants are exempt from paying the $20.00 application fee:

a) Applicants for an A, G, C-3 or NATO visa (which categories include most diplomatic and international organization employees on official travel);

b) Applicants for J visas under USIA-sponsored and funded programs;

c) Citizens of Canada and Mexico; and

d) Chinese crew members.

If you have questions about visas, please call Mrs. Bonita Harris, Consular Officer, or Mrs. Bernadette Nyiratunga, Consular Assistant, tel: 75601 or 75602.

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

21/9/95

21 September 1995

TO: Mr. Wilfrid de Souza
Executive Director

FROM: William Clive
OIC, Administration

SUBJECT: **SRSG's team on prisons**

Please refer to your memorandum of 18 September 1995 on the above subject.

Actions in respect if items 2, 3 and 5 of Mr. Kent's memorandum are being taken as follows:

Office space:

It is our intention to move Radio UNAMIR to TRAFIPRO as soon as its studio is ready by the end of this week. The office space for the team who will occupy the offices vacated by Radio UNAMIR should be ready by the beginning of next week. The Chiefs of Communication and Management Information Systems are being requested to take appropriate actions in respect of phone and computer.

Personnel:

Mr. Michael BLUMERIS (not BLUMENS) will continue to be attached to Contract Management Cell but will be available to the team to take responsibility for ensuring that contracts are properly processed and deliveries/distributions are rapidly put in motion.

With reference to the SRSG's memorandum of 15 September 1995 requesting that two full time officers (one civilian, one military) from UNAMIR be assigned to work with the team, I am pleased to inform you that I have designated Mr. Eddy OLER P2, Engineer, in BES, to fill the position of civilian officer.

Nairobi trip:

As regard Mr. R. Kent's trip to Nairobi, he should be advised that there will be no problem for him to leave Kigali on Friday (MOVCON will require an MOP) and return Sunday with the SRSG's party. Two days' DSA presently being prepared.

Trust Fund:

I have instructed the OIC/Finance Section to take necessary action to open a Trust
... Fund account. See attached Fax to New York on subject.

/... 2

cc: SRSG
FC
Chief Radio Unit
CCPO
OIC/CFO
OIC/CBES
CCO
OIC/CMIS
CMC
Mr. Oler
Mr. Blumeris

GS

Please send copy to
- SRSG Dolce
- Mr DAO
- Lt Col. Chabir
for info with
routing slip signed by
me 21-9-95 WS

UNITED NATIONS ATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

OUTGOING FAX NO.: 4938
MIR NO.: 3318

PAGE 1 OF 1

TO: MR. QAZI SHAUKAT FAREED DIRECTOR, HUMANITARIAN AFFAIRS U.N. HQ, NEW YORK	FROM: WILLIAM CLIVE OIC ADMINISTRATION UNAMIR HQ, KIGALI
	DATE: 20 September 1995
FAX NO.: (1-212) 963-1312 OR 963-9489	FAX NO.: (1-212) 963-3090
REFERENCE:	DRAFTER: DANILO A. CARLOS OIC FINANCE SECTION
SUBJECT: TRUST FUND FOR RWANDA	

AAA REFERENCE IS MADE TO GENERAL ASSEMBLY DOCUMENTS A/49/375/ADD.2 AND A/49/501/ADD. 1 WHICH BOTH REFER TO THE ESTABLISHMENT OF TRUST FUND FOR RWANDA AND THE DESIGNATION OF THE DEPARTMENT OF HUMANITARIAN AFFAIRS AS THE RESPONSIBLE OFFICE COORDINATING THE ACTIVITIES FINANCED FROM THE FUND.

BBB THE SPECIAL REPRESENTATIVE OF THE SECRETARY GENERAL IN RWANDA, WHO HEADS THE COMMITTEE THAT MAKES RECOMMENDATIONS FOR THE USE OF THE FUND, HAS ADVISED THAT AN ACTION PLAN FOR THE IMPROVEMENT OF PRISON CONDITIONS IN RWANDA HAS BEEN DRAWN UP, AND WHICH REQUIRE ADMINISTRATIVE ACTION TO IMPLEMENT THE TARGETS CONTAINED IN THE PLAN.

CCC AS WE DO NOT KNOW WHAT MODALITIES, ARRANGEMENTS AND AUTHORIZATIONS (IN THE FORM OF ALLOTMENT) HAVE BEEN ISSUED WITH REGARD THE USE OF THE TRUST FUND, PLEASE CLARIFY WHAT ACTION IS REQUIRED OF UNAMIR IN THE LIGHT OF THE CONDITIONS STIPULATED UNDER PARAS 37 AND 38 (III) OF ST/SGB/188 ARE IN PLACE, AND THE OBSERVATIONS CONTAINED IN GENERAL ASSEMBLY DOCUMENT A/49/501/ADD.1 (PARAGRAPHS 5 TO 8).

DDD PLEASE ADVISE.

CAO CAS CFO

95 SEP 20 17 12
UNAMIR

UNITED NATIONS
ASSISTANCE MISSION TO RWANDA

UNAMIR-MINUAR

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

INTEROFFICE MEMORANDUM

Kigali 18 September 1995

TO: William Clive
Acting CAO

FROM: Wilfrid de Souza
Executive Director

SUBJECT: SRSG's team on prisons

1. Please find attached a memorandum dated 18 Sepember 1995 from M. Randolph Kent to the SRSG on the above subject. I should like to draw your kind attention to items 2-3 and 5 of this memorandum which require action by your office.

2. Please also note the hand written comments of the SRSG. Your prompt intervention particularly in respect of the allocation of office space and furniture will be very much appreciated.

Thank you for your cooperation.

cc: SRSG

UNITED NATIONS **NATIONS UNIES**

Please my comment
Sir 18.9.
ED

UNITED NATIONS RWANDA EMERGENCY OFFICE
BUREAU D'URGENCE DES NATIONS UNIES POUR LE RWANDA
(UNREO)

RECEIVED
18 SEP 1995
OFFICE OF THE SRSG
UNAMIR

MOST IMMEDIATE

To : Ambassador Shaharyar Khan
SRSG
UNAMIR HQ

From : for Randolph Kent Bohe
UN Humanitarian Coordinator

Date : 18 September 1995

I do hope that we will have a moment to review several key issues that as soon as convenient possible to you let me note these:

He is a member of prison team

1. Michael Elmquist

- DIIA expert to arrive this evening re. prisons. We should have a clear agreement on his function, as per my memorandum to Major-General Guy Tousignant, on 14 September 1995.

Please inform

2. Office space - I hope that the proposed office space is ready and is equipped with office furniture, phone and computer.

Is he available?

3. Michael Blumens - I hope he will be available to work with Michael Elmquist as soon as possible. We need someone who is solely dedicated to move contracts for prison issues as soon as possible.

4. UNAMIR Briefing

I shall do so once everyone is in place.

In order to ensure no confusion with UNAMIR about the role of the prison team, I would suggest a 30 min. briefing for the Force Commander, Col. Chabir *et al* as soon as possible.

UNREO c/o UNDP Compound ! BP. 445, Kigali - Rwanda
Tel/Fax: [250] 72951 ! Sat Tel: [871] 137 0660 ! Sat Fax: [871] 137 0661

5. Nairobi Trip

yes. Pl. give him authorisation

I will require your request for a Travel Authorization for me to go to Nairobi, Friday, Saturday, return Sunday. We will have a brief film for you for the Nairobi briefing of the donors. However, may also I ask whether after that 3 pm meeting, you might wish to hold a press conference.

6. Post-Nairobi follow-up

Let's first have a prison tour in Kigali!

If you intend to invite donors from Nairobi on a "prison tour", can we get Kent Page immediately involved and also gain relevant government clearances.

7. IDP Questionnaire

Can we have the questionnaire pl. fill up. Civ. & Hill should fill up. Amb. Gompert to make initial input pl.

Thank you for your response. May I ask how you would wish to proceed with the "SRSG and UNAMIR" follow-up?

18/9

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

20 September 1995

TO: Mr. Bill Clive, OIC Administration

FROM: A. B. Sidique Dao, SA/SRSG

SUBJECT: Official Mission of the SRSG to Nairobi 22-24 September 1995

The SRSG, Ambassador Shaharyar Khan, is scheduled to travel to Nairobi on an official mission covering the period 22-24 September 1995. Other members of the delegation are the UNDP Resident Representative, Mr. S. Hassegawa; UNREO Humanitarian Coordinator, Mr. Randolph Kent and his Deputy, Ms Pat Banks.

Kindly make necessary arrangements re air travel in respect of the SRSG and members of his delegation as scheduled.

cc: Executive Director

UNITED NATIONS
ASSISTANCE MISSION TO RWANDA

UNAMIR-MINUAR

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

Mr Clive
Please follow
that the matter was
being sorted out. Sad.
18.9
ED

INTEROFFICE MEMORANDUM

Kigali 18 September 1995

TO: William Clive
Acting CAO

FROM: Wilfrid de Souza
Executive Director

SUBJECT: Office furniture for the International Tribunal for Rwanda

1. The attached self-explanatory memorandum from M. Rupert Lewis has been copied to you for your consideration by both the drafter and the SRSG.

2. I should be grateful if you would kindly take the necessary action accordingly.

Thank you for your cooperation.

cc: SRSG

ROUTING SLIP **FICHE DE TRANSMISSION**

TO: A: S.DAO

FROM: DE: W. de Souza WS

Room No. – No de bureau	Extension – Poste	Date
	11002	19/9/95

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

For your written analysis
and comments.

Given same day
G.S

UNITED NATIONS NATIONS UNIES

UNITED NATIONS RWANDA EMERGENCY OFFICE
BUREAU D'URGENCE DES NATIONS UNIES POUR LE RWANDA
(UNREO)

RECEIVED
18 SEP 1995
OFFICE OF THE SRSG
UNAMIR

MEMORANDUM

To: Heads of Agencies	Date: 16 Sept 1995 File:
From: Sukeheiro Hasegawa UN Resident Coordinator Randolph Kent UN Humanitarian Coordinator	
Subject: Regional Appeal & Heads of Agencies Meeting	

Attached, please find a copy of a communication from USG Hansen to the UN High Commissioner for Refugees that was received by UNREO this morning.

In discussions with DHA-New York last night, it was explained that the proposal as it affects Rwanda should in practice be as follows:

[1] Phase One [15 September-1 October] Based upon planning assumptions about returnee movements provided by UNHCR, all relevant agencies should determine if in totality there is capacity to respond to those planning assumptions. Essentially, the exercise will be to determine "what adjustments will be needed" to respond effectively to repatriation and reintegration within a timeframe that initially will reflect those assumptions provided by UNHCR;

In addition to determining the capacity of the system to support the returnee and reintegration effort, the first phase should also "highlight" other issues that might be regarded as constraints, eg, disbursement

c/o UNDP Compound - B.P. 445 - Kigali - Rwanda
Telephone (250) 73316 - Fax (250) 72951 - Satphone (871)137 0660 - Satfax (871)137 0661

mechanisms;

[2] Phase Two [mid-October]: You will see from the attached that DHA proposes a mid-October meeting in Nairobi with Heads of Agencies, Resident Coordinators/Humanitarian Coordinators, and in-country agency representatives;

[3] Depending upon the wishes of the Government of Rwanda, the Rwanda portion of this exercise can be under the Government's supervision and direction. It was stressed that this exercise should not "pre-empt" other initiatives or activities, for example, those stemming from the Round Table;

[4] The coordination mechanisms for repatriation and reintegration will continue in the manner agreed with the Government, recognising therefore the particular roles of UNHCR for repatriation and UNDP for reintegration. UN DHA within Rwanda will seek to support the efforts of the Government and the responsible UN coordinating agencies in preparation of this exercise.

In view of this new development, we would appreciate receiving your views either in writing or orally for our regular Wednesday meeting, 20 September at 8:00 in the UNDP Conference Room. While we will seek further clarification on this matter, we would also like to have a clear sense of the positions of agency representatives in-country.

Best regards

UNITED NATIONS NATIONS UNIES

POSTAL ADDRESS: ADRESSE POSTALE: UNITED NATIONS, N.Y. 10017
CABLE ADDRESS: ADRESSE TELEGRAPHIQUE: UNATIONS NEWYORK

REFERENCE

14 September 1995

Dear Mrs. Ogata,

I appreciated our telephone discussion this morning on the urgency of rapidly producing a special United Nations appeal for the return of refugees to Rwanda and Burundi, the resettlement and reintegration of refugees and internally displaced in Rwanda and Burundi, and the provision of priority assistance to populations in host countries. It is essential that the opportunity that your mission has opened be seized, and followed up.

As discussed with you this morning, I am planning to send a senior staff member to the region in a joint UNHCR/DHA effort with agencies in the field to produce a special emergency appeal for the region. The overall special appeal exercise will be based on the agencies in the region, and the initial purpose of the mission will be to ensure the harmonisation of ongoing planning initiatives in the field. Undoubtedly, the starting point of the planning process will be the UNHCR repatriation schedule. The joint UNHCR/DHA team will assist in ensuring the compatibility of this critical schedule with in-country reintegration plans and efforts.

The proposed exercise should lead to the re-focus of ongoing programmes towards supporting the repatriation and resettlement of refugees as well as give a greater sense of urgency to these efforts. In addition to mobilising resources, the special appeal will call attention to the need to accelerate the disbursement of existing commitments by donors.

I am confident that a draft of the special appeal can be produced by the first half of October. In order to hasten the final approval and endorsement of this document by United Nations Agencies operating in the region, I would propose that the draft special appeal be reviewed in a regional meeting held in Nairobi at the end of the exercise. This meeting would assemble the Resident

Mrs. Sadako Ogata
High Commissioner
Office of the United Nations High
Commissioner for Refugees
Geneva

UNITED NATIONS NATIONS UNIES

Coordinators/Humanitarian Coordinators from the region, and the agency representatives from the different relevant countries. Agencies wishing to send representatives from their headquarters would of course be most welcome to do so.

As I mentioned to you, the Secretary-General has endorsed this initiative and I am approaching agency colleagues in the coming days to brief them and seek their collaboration for this process.

Yours sincerely,

Peter Hansen
Under-Secretary-General
for Humanitarian Affairs

COPY

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA
UNAMIR MINUAR

INTEROFFICE MEMORANDUM

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

Date: 15 September 1995

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

SUBJECT: **Dinner-Buffet To Be Offered By the SRSG**

Re: UNSG Special Envoy Visit to Kigali.

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

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

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

Thank you for your assistance.

cc: SRSG
ED
CFO

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: FC
CAO
Spokesman
CFO

FROM: SRSG DATE: 15 September 1995

SUBJECT: **Improvement of Prison Conditions in Rwanda**

1. The Secretary-General has taken serious note of the prison conditions in Rwanda and has directed that every effort should be made to improve humanitarian conditions in the prisons. Accordingly, a Special Advisor on Prisons - Mr. Randolf Kent - has been appointed to co-ordinate the existing activities on this issue by the Rwandese Government (Prison Commission), UNAMIR, UNDP, ICRC and other UN Agencies.

2. An Action Plan has been drawn up which is ready to be launched. In order to implement the targets contained in the Plan, the following administrative action would be necessary.

a) Two rooms to be located, preferably on third floor, for Mr. Kent and his team to be accommodated (The Radio Unit may be moved to Trafipro, releasing the accommodation - **(Action CAO)**

b) An appropriate account opened for Trust Fund to be utilised smoothly - **(Action CAO/CFO**

c) A Prisons Improvement Unit opened in which apart from Mr. Kent, two officers (one civilian, one military) may be assigned full-time. This Unit would liaise with Col. Fox, Col. Chabir, ICRC, UNDP and others in its co-ordinating function. The Unit should be given full support in terms of logistics to achieve objectives stated in the Actio Plan - **(Action FC/CAO)**

d) Close cooperation with Spokesman and Radio Unit would be necessary. - Action Spokesman/Radio).

cc: ED
Chief, Radio Unit

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTERNAL MEMORANDUM
MEMORANDUM INTERIEUR

OFFICE OF THE SRSG

Date: 15 September 1995

TO: All Staff of the OSRSG
All Chiefs of Sections/Units

FROM: Shaharyar M. Khan
Special Representative of the
Secretary-General

SUBJECT: OFFICE OF THE SPECIAL ASSISTANT TO THE SRSG

Ms. Isel Rivero, Special Assistant to the SRSG , has proceeded on home leave with effect from Thursday, 14 September 1995. During the period of her absence, Mr. A. B. Sidique Dao will be acting as my Special Assistant.

Please give him your usual cooperation.

ED

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

To: List A,B,C,D,E & F

From: Capt S Choudhary
SO to COS

Date: 14 Sep 95

Subject: FORCE STANDARD DISTRIBUTION LIST

Reference:OM dated 07 Sep 95 on above subject.

1. Ammendments have been made to Ser Nos 66, 68, 69,77,79 and 80 of distribution list which is attached as appendix to this letter for your information.

40. 95 CMSG
41. Force Engr Coy
42. Force Sig Coy
43. FMO
44. MP Coy
45 - 47 Spare

LIST D - ELEMENTS OF THE FORCE EXTERNAL TO HQ UNAMIR - ADMINISTRATION - NOT TO BE USED IN CONJUNCTION WITH LIST C

48. Indbatt
49. Force Engr Coy
50. Force Sig Coy
51. Ghan Coy - 1
52. Ghan Coy - 2 (Tribunal)
53. Malawi Coy
54. Mali Coy
55. Ni Coy
56. 95 CMSG
57. MP Coy
58. FMO
59 - 60 Spare

LIST E - CIVIL ADMINISTRATIÒN IN HQ UNAMIR

61. Office of SRSG
62. ED
63. CAO
64. CSO
65. CFO
66. FSA Coordinator
67. Claims
68. Gen Services
69. SUMMO
70. CMCO
71. C BOI Unit
72. CCPO
73. CCO
74. CISS
75. CITMM
76. CBES
77. CMIS/EDP
78. Brown & Root
79. PSB
80. PCIU/R&I
81 - 85 Spare

LIST F - OTHER UN AGENCIES

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

- **URGENT** -

To: Mr. Kimso Nilsvang,
Chief, Civilian Personnel Officer

From: Sammy Kum Buo
Senior Political Adviser

Date: 12 September 1995

Subject: **End of Mission Assignment**

As you are aware, I plan to complete my UNAMIR assignment at the end of the current month and to take three weeks of annual leave immediately thereafter before resuming my functions in my parent Department at United Nations Headquarters in New York on Monday, 23 October 1995.

I should therefore be most grateful if the necessary administrative measures could be taken at your earliest convenience.

Many thanks for your usual cooperation and attention to this matter.

cc.: Executive Director

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

GS
Please copy to Mr Diallo
19-9-95
WS
Given 20/9/95
GS

To: Mr. Kimso Nilsvang,
Chief, Civilian Personnel Officer

From: Sammy Kum Buo
Acting Executive Director, OSRSG

Date: 12 September 1995

Subject: **Reassignment of Mr. Saidi Rubagara**

1. Your memo dated 8 September 1995 by which you informed Mr. Saidi Rubagara that he had been reassigned as a driver to the Radio UNAMIR unit, has come to my attention.

2. As you are aware, Mr. Rubagara has been serving as driver attached to the Office of the Spokesman. Under normal circumstances therefore, his reassignment should be coordinated and agreed with the Spokesman. Since the Spokesman is currently absent on mission, I believe that any decision affecting staff members of his Office should be taken after consulting the Executive Director, who has overall responsibility for the Office of the SRSG of which the Office of the Spokesman is a part.

3. Accordingly, in my view, Mr. Rubagara should continue to serve as driver for the Office of the Spokesman until further review of staffing arrangements in the OSRSG as a whole. My position on the matter should, in practical terms, not inhibit Mr. Rubagara's assistance to the Radio Unit since the SRSG has recently designated the Head of the Radio Unit to serve also as Acting Spokesman.

4. Please kindly take the necessary measures to regularize the situation as per para. 3 above.

Many thanks for your usual cooperation

cc.: Executive Director
Head of Radio Unit
Mr. Saidi Rubagara

Seen SRB
9/9
Keep for ED

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA
UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

TO: Mr. Mtshana M. Ncube
Chief, Boards of Inquiry Unit

FROM: Ladan M. Rafii
Political/Legal Officer

DATE: 9 September 1995

SUBJECT: Correspondence on Columbus Trading Company

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1. This morning I received a copy of the attached facsimile transmission from Columbus Trading Company regarding a notice of intention to institute legal proceedings against UNAMIR for recovery of the amount of $ 195,089.03.

2. As this matter appears to be a mainly administrative issue, I am sending the correspondence received to your attention for any necessary action you deem appropriate.

3. Thank you.

No attachment

cc: ED (w/o enc.)
CAO (w/o enc.)

Ms Rafii
Please discuss Dolce 65
21-9-95
WS

Reçu le - 9 SEP. 1995

1 GS

M'en parler 21-9-95 WS

UNAMIR
HEADQUARTERS
KIGALI
DATE 7 SEPT 1995

TO: Office of Executive Director
OSRSG.

Demander circulation [illegible] [illegible] Done Same date!

FROM: Norris Jorsling
Chief Transport Officer
UNAMIR

N.J.

SUBJECT: **Tardy Submission of Vehicle Weekly Trip Tickets.**
UNAMIR Standard Commercial Pattern Vehicles.

Reference:

Chief Administration Officer Administrative Instruction NO. 001/94."UNAMIR VEHICLE REGULATIONS"

1. Your attention is drawn to the non-receipt by this office of the weekly trip tickets for vehicle(s) assigned to OSRSG (Executive Dir)

UNAMIR NO.	Covering the period	Fuel & mileage not Accounted for.
1457	JUNE, JULY, AUGUST 1995	

2. Duly completed Trip Tickets should be submitted weekly to this Office for verification and logging in our records, in accordance with the above referenced Instruction and Directive.

3. The tardy submission of these documents renders it impossible for us to prepare and complete our monthly accounting/logging of POL and mileage reports on time, and results in undue delays in the submission of our report to Headquarters, New York.

4 It would, therefore, be appreciated if the outstanding Trip Tickets are received in this Office as soon as possible, and that your Office ensures these documents are submitted promptly in the future.

cc: I/C Dispatch

Reçu le - 9 SEP. 1995

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

6 September 1995

MEMORANDUM

To: All UNAMIR Personnel

From: William Clive
OIC, Administration

Subject: **Fundraising event on Saturday 09 September 1995 Amahoro Stadium**

I am pleased to inform you that the UNAMIR Basketball team and the UNV Programme will organise a fundraising event on Saturday 09 September 04:00, at Amahoro Stadium (see attached programme).

The fundraising aims at assisting the orphanage Saint Exupery, Kigali, which accommodates 280 orphans aged from 3 months to 15 years. Currently, this institution relies exclusively on support provided by national and international NGOs and individual contributions.

In collaboration with the director of the orphanage, a list of priority needs has been established mainly in the following areas: hygiene, school equipments, building maintenance.

I trust this initiative deserves the attention and support of all UNAMIR staff, civilian and military.

The children are awaiting your presence.

Reçu le - 7 SEP. 1995

PROGRAMME

Date: **Saturday 09 September 1995**
Time: **04:00 p.m.**
Venue: **Amahoro Stadium**

* * *

15:00 - 15:15	Speech by UNAMIR representative and Director of the orphanage
15:15 - 15:30	Photo session with the children
15:30 - 15:45	Rwandese traditional dance
15:45	Basketball game
Half time events:	Fundraising Toys distribution Refreshments Music

Conclusion of ceremony

* * *

Sem Sub
7/9
Keep for ED

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA
UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

Vu
Classer
21-9-95

TO : Ms. Susan Matthew
Chief Administrative Officer

Date: 5 September 1995

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

SUBJECT: Dinner-Buffet for Ms. OGATA

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

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

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

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

Thank you for your usual cooperation.

cc : SRSG
ED

Reçu le - 8 SEP. 1995

MGT-CONSOLIDATED

RWANDA, KIGALI

PH.NO.:
FAX NO.:

INVOICE

INVOICE NO.MGT-CON/CAT/09/95 DATE: 04.09.95

CLIENT: BEADENGAR P. DESSANDE- CHIEF OF PROTOCOL

QTY	UNIT	PARTICULARS	RATE	VALUE US $
		DINNER-BUFFET FOR Ms.OGATA		
69	PAX	BUFFET DINNER	13.00	897.00
49	CANS	BEER	1.00	49.00
56	CANS	SODAS	1.00	56.00
34	PEGS	BLACK LABEL -SCOTCH WHISKY	1.50	51.00
28	PEGS	GORDON'S GIN	1.00	28.00
24	GLASS	AUSTRALIAN CASK WINE	1.00	24.00
4	PEGS	RED LABEL WHISKY	1.00	4.00
2	PEGS	GLENFIDDICH-SCOTCH WHISKY	1.50	3.00
2	PEGS	MARTINI DRY WHITE	1.00	2.00
9	PEGS	BLACK & WHITE WHISKY	1.00	9.00
3	BTLS	MINERAL WATER	1.00	3.00
32	PEGS	BAILEY'S IRISH CREAM	1.00	32.00
18	CANS	JUICE	1.00	18.00
2	PEGS	REMY MARTIN-COGNAC	2.00	4.00
			US $	1180.00

Certified services rendered
Chief of Protocol

BEADENGAR DESSANDE
UNITED NATIONS
UNAMIR

TOTAL US $ ONE THOUSAND ONE HUNDRED EIGHTY ONLY

CASHIER/BARMAN

SRSG Party 4/9/95

2 Baileys
2 Baileys
2 Baileys
4 Baileys
1 Water
2 Coke
2 Juice
2 Black Label
1 Juice
1 Tonic
1 Beer
2 Beer
2 Beer
1 Beer
2 Black Label
1 Beer
1 Soda
2 Blacklabel
2 Gin
1 Tonic
2 Gin
1 Tonic
2 Gin
1 Tonic
2 Gin
1 Tonic
2 Tonic
2 Gin
1 Tonic
2 Gin
1 Tonic
2 Baileys

56

1 Beer
1 Beer
2 Baileys
2 Baileys
1 Coke
2 R/Label
2 Beer
1 Soda
2 Black Label
1 Soda
1 Wine
2 Gin
1 Tonic
2 Blacklabel
1 Soda
2 Gin
1 Tonic
2 Black Label
1 Tonic
1 Beer
2 Black Label
1 Beer
1 Tonic
1 Juice
2 Gin
1 Tonic
1 Beer
2 B/White
1 Soda
1 Beer
2 Gin
1 Tonic
2 B/White
1 Soda

52

1 Beer
2 Beer
1 Juice
1 Juice
2 Black Label
1 Juice
1 Juice
1 Wine
1 Juice
1 B/White
1 Soda
2 Blacklabel
2 S/Drink
2 Gin
1 Tonic
1 Tonic
2 Beers
2 B/White
1 Tonic
2 Beers
2 Red Label
2 Wine
1 Coke
1 Juice
1 Wine
1 Juice
2 Beer
2 Black Label
2 Gin
1 Tonic
1 Coke
2 Beers
3 Wine
1 Wine

53

6 S/Drink
2 Beers
2 Gin
1 Tonic
1 Soda
2 Blackla
1 Wine
1 Beer
1 Coke
4 Black la
1 Juice
1 Tonic
2 Beer
2 Juice
1 Beer
2 PONT
1 T/Wate
2 Coke
1 W/Wine
1 W/ Wine
2 B/L
1 Beer
1 R/Wine
2 B/Lab
1 Coke
2 Red w
2 Coke
1 W/Wine
1 BTL/Wa
1 R/Wine
1 W/Wine
2 Beer
1 Tonic
1 Juice

59

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

DINNER-BUFFET OFFERT PAR LE REPRESENTANT SPECIAL DU

SECRETAIRE GENERAL DES NATIONS UNIES,
AMBASSADEUR SHAHARYAR KHAN

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

RESTAURANT DU VILLAGE BELGE, LE 4 SEPTEMBRE 1995

LISTE DES INVITES

Haut-Commissariat

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

Ministres

8.	S.E. M. Celestin Rwigema	Premier Ministre
9.	S.E. Col. Alexis Kanyarengwe	Vice-Premier Ministre et Ministre de l'Intérieur
10.	S.E. M. Patrick Mazimpaka	Ministre de la Réhabilitation et de l'Intégration Sociale
11.	S.E. Mme.Martha Mukamurenzi	Ministre de la Justice
12.	S.E. Dr.Anastase Gasana	Ministre des Affaires Etrangères et de la Coopération Internationale
13.	S.E. M. Jacques Bihozagara	Ministre de la Jeunesse et du Mouvement Associatif
14.	S.E. Col. Joseph Karemera	Ministre de la Santé
15.	S.E. Dr. Charles Muligande	Ministre des Transports et Communications
16.	S.E. M. Charles Ntakirutinka	Ministre des Travaux Publics
17.	S.E. M. Pie Mugabo	Ministre du Travail et des Affaires Sociales
18.	S.E. M. Augustin Iyamureme	Ministre de l'Agriculture
19.	S.E. M. Laurien Ngirabanze	Ministre de l'Enseignement Primaire et Secondaire
20.	M. Sam Nkusi	Rwandatel
21.	M. Justin Murara	Directeur Général, Ministère de la Réhabilitation
22.	Ms. Christine Umutoni	Directrice de Cabinet, Ministère de la Réhabilitation
23.	Mme.Edith Gasana	Directrice du Cabinet du Plan

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

MINUAR

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

UNHCR

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

CORPS DIPLOMATIQUE

43. S.E. Mgr. Julius Janusz
Nonce Apostolique

44. S.E. M. August Hummel
Ambassadeur d'Allemagne

45. S.E. M. Anatoli Smirnov
Ambassadeur de Russie

46. S.E. M. Frank De Coninck
Ambassadeur de Belgique

47. S.E. M. David Rawson
Ambassadeur des Etats-Unis

48. S.E. M. Jacques Courbin
Ambassadeur de France

49. S.E. M. Huang Shejiao
Ambassadeur de Chine

50. S.E. M. Ignatius Katetegirwi
Ambassadeur de l'Ouganda

51. S.E. Salvator Ntihabose
Ambassadeur du Burundi

52. M. Brunot Hebert
Ambassadeur du Canada

53. Mme. Lilian Wong
Réprésentation de la Grande Bretagne

54. M. B.C. J. Van Loosdrecht
Réprésentation des Pays-Bas

55. M. Kurt Reineger
Ambassade de Suisse

56. M. Michel Zeletzki
Consul Général Honoraire, Autriche

57. M. Achim Kratz
Envoyé Spécial, Union Européenne

58. Mlle. Marie Spaak
Répresentante ECHO

AGENCES DES NATIONS UNIES

59. M. Sukehiro Hasegawa
    Représentant Résident PNUD

60. M. Dan Toole
    Représentant UNICEF

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

62. M. William Clarance
    Représentant UNHCHR

63. REPRESENTANT DE L'UNESCO

64. M. Julio Gamba
    RepréseantRésident Banque Mondiale

65. M. Amidou Baba Moussa
    Représentant OMS

66. M. Randolph Kent
    Coordonnateur, UNREO

67. M. Joost Van Der Aalst
    Chef de Mission OIM

68. M. Philippe Lazarini
    Représentant, CICR

69. M. Buddy Shanks
    Chargé de Bureau, USAID

UNITED NATIONS
ASSISTANCE MISSION TO RWANDA

UNAMIR-MINUAR

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Done 21/9/95 GS

DATE: 4 September 1995

TO: Mr. Shaharyar Khan, SRSG

FROM: Susan Matthew, CAO

SUBJECT: **Some follow-up measures**

Further to our meeting on 1 September 1995 when we discussed your memorandum of 26 August 1995 on the referenced subject, I can now confirm that the Chief Communications Officer has made available on loan basis (against my personal signature) two handy-talkies and one battery charger for the Chief of Protocol. The handy-talkies are not programmed - thus the Chief of Protocol can have them programmed to the frequency of his choice. The equipment is available in my office.

As we discussed the medical services for UNAMIR are provided by NORMED on a LOA basis to the Norwegian Government. There is therefore no possibility of a vacancy for a locally-engaged dentist.

Insofar as the other requests are concerned, it would be my recommendation that we should reply along the lines of other recent requests, namely that we have, for the moment, exhausted the cars and equipment that we can lend without affecting our own needs. After the troop-reduction is completed in October, we will take stock of items we could lend and, if practicable, will lend them.

cc: ED
Mr. Condé
CISS
STO

Reçu le - 5 SEP. 1995

6/9
Keep for ED

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTER OFFICE MEMORANDUM

4 September 1995

TO: Mr W. Clive, CISS
Mr G. Brière, CCM/RO
Mr J. Albert, CMC CA, TOM 1
Mr R. Lewis, SUMMO, TOM 2, 5 &8
Mr M. Lessanu, CBES, TOM 3
Mr T. Anglin, CCO, TOM 4
Mr N. Jorsling, CITMM, TOM 6 & 9
Mr K. Nilsvang, CCPO, TOM 7
Mr K. Gleeson, CMCC, TOM 10
Maj S. Agrawal, FEO, TOM 11
Mr E. Dogbegah , CEDP, TOM 12
Mr J. Lombardo, FSA Coord, TOM 13
Mr T. Woods, BRSC PGM
All CMC CAA's staff
Col W. Fletcher, DCOS Sp (for G4 staff)
LCol R. Primeau, C LSG, CO 95 CMSG

INFO: Mr S. Khan, SRSG
Mr W. De Souza, ED
Ms L. Rafii, SRSG Legal Advisor
Mr M. Ncube, C BOI

FROM: Ms S. Matthew, CAO

REF: BRSC Services Contract PTS/CON/184/95 dated 09 Aug 95

SUBJECT: **DESIGNATION OF AUTHORITIES FOR BRSC SERVICES CONTRACT - UNAMIR**

1. As authorized at article 4.4 (a) of ref, this document confirms the appointment of Mr Gilles Brière as the Responsible Officer for UNAMIR third line Services Support Contract.

2. I delegate to Mr Brière all the Authorities reserved to me in subject Contract (ref) **except** the authority to approve purchase of material exceeding $20,000 and the authority to authorize payments under sub-article 17.2 of the General Conditions of the Contract (ref). This delegation of authorities is effective 01 June 95.

3. Mr Gilles Brière will be in charge of the day-to-day administration and management of subject Contract. He will report to Mr Williams Clive on all aspects of this Contract.

4. In the absence of Mr Gilles Brière for period exceeding 24 hours Mr Jacques Albert, DCCM, will act as the RO with the same delegation of Authorities.

C:\DATA\BRSC\CONTRACT\CONT_NEW\DEL_AUTH.001

Reçu le - 5 SEP. 1995

6/9
Keep for ED

WILFRID DE SOUZA
OSRSG

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA
UNAMIR - MINUAR

INTER-OFFICE MEMORANDUM

1 September 1995

To: All UNAMIR International Staff Members

From: Ms Susan Matthew, CAO

Subject: International Staff - Regularisation of Rwandan visa for UNAMIR staff.

1. Please refer to our circular of 21 July 1995 requesting staff members to obtain an official entry visa for Rwanda before 31 August 1995.

2. As of today, only 116 of a total of 210, have submitted their Laissez-Passer for a visa for Rwanda.

3. It is advisable that those who have not yet obtained an official entry visa for Rwanda, should contact the Travel Unit and submit their LP to the Visa Clerk.

FS
Please copy to Thea
21.9.95

108

NDEX	NAME	REMARKS
[redacted]		
2100	ALBRIGHTSEN, M.	
[redacted]		
[redacted]		
[redacted]		
[redacted]		
[illegible]6	ASHIMA, S.	
[redacted]		
16192	AWAWDEH, Z.	
[redacted]		
20036	BAH, A.	
37871	BALASUBRAMANIAN, T.	
92363	BALASUBRAMANIAN, V.	
[redacted]		
5487	BATIOUK, H.	
36587	BAUDIN, P.	
47712	BENAMADI, Z.	
20930	BENTON P.	
2519	BLUMERIS, M.	
[illegible]3	BOELLA, G.	
[illegible]5	BOOTH, M.	
[redacted]		
[redacted]		
[redacted]		
[redacted]		
[redacted]		
[redacted]		
[redacted]		
[redacted]		
80863	CARBONELL, M.C.	
20635	CARLOS, D.	
11154	CASTELLON G.	
[redacted]		

NDEX	NAME	REMARKS
[redacted]		
39447	CHRISTENSEN, H.	
[redacted]		
1905	CONDE, M.	
[redacted]		
[redacted]		
7906	DAO, A.S.	
[redacted]		
17145	DOMINGUEZ, L.	
24684	DRIGGERS, D.	
0207	DU CHATENET, S.	
77452	EINARSON, P.	
91332	EKESSA, B.	
[redacted]		
85766	FARAH, A.	
[redacted]		
06616	FORSINETTI, M.R.	
16919	GABA-KPAYEDO, K.	
[redacted]		
37670	GAYE, C.	
[redacted]		
37738	GONDJI, Z.	
[redacted]		
83087	GREGOIRE, R.	

INDEX	NAME	REMARKS
[redacted]		
210213	HALL, L.	
[redacted]		
241729	ISAAC, A.	
[redacted]		
213902	JAIRO, M.	
091999	JALLOH, I.	
[redacted]		
704642	KARLSSON, J.	
[redacted]		
091488	KAYAMBA, R.	
[redacted]		
915408	KIDANE, B.	
[redacted]		
603706	KIFLE, A.	
345231	KIRU, B.	
513528	KOUMAGO, A.	
[redacted]		
[redacted]		
070193	LINDSTROM, L.	
[redacted]		
89214	LOMBARDO, J.	

INDEX	NAME	REMARKS
172401	MASRI,A.K.	
714591	MATTHIAS, S.	
[redacted]		
096970	MBAPPE, F.	
[redacted]		
[redacted]		
064047	MCNEILL , P.	
000000	MCNEILL, B.	
077817	MENSAH, B.	
[redacted]		
[redacted]		
[redacted]		
[redacted]		
[redacted]		
[redacted]		
714696	MWAMADI, J.	
[redacted]		
[redacted]		
[redacted]		
599179	NCUBE, M.	
[redacted]		
[redacted]		
279734	NJINE, N.	
[redacted]		
[redacted]		
345796	OCTONG, J.	
[illegible]58	OLER, E.	
625149	OSMAN, O.	
091131	OUATTARA, C.	
[redacted]		
[redacted]		
[redacted]		
[redacted]		
229516	PARKES, E.	
[redacted]		
352900	PARNITUDOM, S.	
062752	RAEKENA, R.	

NDEX	NAME	REMARKS
[redacted]	[redacted]	
:87330	RAMACHANDRA, A.	
;84792	RAMRATTAN, R.	
[redacted]	[redacted]	
:93045	RETTA, A.	
;85393	REYNOLDS, L.	
[redacted]	[redacted]	
[redacted]	[redacted]	
)04088	SALIB, T.H.	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
:40162	SEMRET, A.	
[redacted]	[redacted]	
)92003	SHELLEY, J.	
;90223	SIGURBJORNSSON, S.	
[redacted]	[redacted]	
[redacted]	[redacted]	
38700	SMITH, STEVEN	
[redacted]	[redacted]	
137752	SSALI, S.	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
308388	TADESSE, S.	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
38604	TOUSSIGNANT, G.	
[redacted]	[redacted]	
334340	URASA, T.P.	
276317	URRA, L.	

NDEX	NAME	REMARKS
20688	VALDEZ, H.	
77664	VALENZUELA, C.	
29750	VALENZUELA, F.	
10468	VAN DEN BERG, J.	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
[redacted]	[redacted]	
72637	YOFTAHE, D.	
[redacted]	[redacted]	

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

TO: Ms. Susan Matthew
Chief Administrative Officer

Date: 4 September 1995

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

SUBJECT: **Dinner-Buffet for Ms. OGATA**

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

Please be advised that the list of invitees was reduced to fifty five (55) instead of 70 as previously informed. The final list will be forwarded to you in due course.

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

Thank you for you co-operation.

Reçu le - 4 SEP. 1995

cc: SRSG
ED

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

Date: 4 September 1995

To: All Military and Civilian Personnel

From: Wilfrid de Souza
Executive Director

Subject: **Absence from Mission Area**

1. I will be on leave from 4 to 15 September 1995. During my absence, Mr. Sammy Kum Buo, Senior Political Adviser, would act as Executive Director.

2. Please extend to him your usual cooperation.

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

UNAMIR-MINUAR

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

NOTE TO THE SRSG

Subject: Brown & Root

1. As a follow-up to my note of yesterday, copy of which is attached, I have requested Mr. Mtshana Ncube to look into the matter.

2. His preliminary findings are herewith attached. Mr. Ncube will contact the Office of Legal Affairs for further details. I, therefore, do not believe that we can hold the meeting requested by Mr. Dusaidi until sometime next week.

WS

Wilfrid de Souza
1 September 1995

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION IN RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

Date: 1 September 1995

To: Mr. Wilfrid De Souza
Executive Director

From: Mtshana M. Ncube
Legal Officer

Subject: Brown & Root

1. I refer to your verbal instructions earlier on today in relation to a note dated 31 August 1995, which you sent to the SRSG, and to his margin comments on your note.

2. My preliminary findings are as follows:

(a) Brown & Root in Rwanda is headed by Mr. Tommy Woods who was in Somalia only very briefly. In Somalia, Brown & Root was headed by Mr. Tommy Owens who came through Rwanda but has since left.

(b) Brown & Root faced some minor claims:

- one claim to do with a vehicle accident, which was eventually settled at mutually agreed sum

- procurement of gravel in which the vendor claimed to have supplied a certain quantity of gravel, but which Brown & Root disputed, and accepting to pay for only a part. It is not clear whether this matter was finally resolved

- minor complaints that Brown & Root had poisoned the water system; was stealing water; and was sabotaging the water pipeline.

(c) Brown & Root and the UN were locked in a case arising from the occupation by Brown & Root of a plot of land called Hunter Base before they worked for UNOSOM. There is a long history of litigation brought against the UN and Brown & Root in connection with Brown & Root's accommodation in Moonstar Hotel. The vendor claimed that lease payments on Moonstar Hotel had not been paid. I am informed there is a large file of correspondance between New York (OLA) on the litigation. Apparently this was a very large claim including damages to property and livestock said to have been on the property when Brown &

Root moved onto Hunter Base which, I presume, holds Moonstar Hotel which was Brown & Root's first accommodation in UNOSOM before being moved to UN provided accommodation. It would appear that this is the case which has given rise to the reports from the Rwandese Government.

3. As pointed out above, this is only a preliminary sketch of the situation. If required further investigations could be carried out, especially with OLA.

4. There are one or two Brown & Root officials in Kigali now who, I am told, may shade some light on these claims.

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

31 August 1995

- NOTE TO THE SRSG -

Subject: **Brown & Root**

1. Mr. Claude Dusaidi, Political Adviser to the Vice-President and Minister of Defence called me yesterday evening to say that he wanted to know the terms under which Brown & Root operates in Rwanda. It had come to their attention that Brown & Root had failed to settle a dispute which had opposed it to a businessman in Somalia while it was operating with UNOSOM II. Brown & Root occupied the premises of that businessman and when came the time to pay, the company claimed immunity and left the country without settling the matter.

2. As he understood that Brown & Root was still headed by the same director that operated in Somalia, Mr. Dusaidi would not like the same problem to occur in Rwanda. Therefore, he was under instruction to clarify the status of that company as soon as possible. For that purpose, he proposed that a meeting between Government officers and the relevant officers of UNAMIR be held before the end of this week, preferably today or tomorrow.

3. Mr. Dusaidi took that opportunity to remind me of a promise which was made by my predecessor to provide him with a computer for his office. I told him that I knew nothing about this and that I would look into the matter.

WS

Wilfrid De Souza

We may discretely check-out paras 1 & 2. As regards para 3, we should examine quickly how we can help.

Sah.
31.8

ED

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

31 August 1995

- NOTE TO THE SRSG -

Subject: **Brown & Root**

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Wilfrid De Souza

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

TO: Ms. Susan Matthew
Chief Administrative Officer

Date: 1st September 1995

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

SUBJECT: Dinner-Buffet for Ms. OGATA

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

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

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

Thank you for you co-operation.

Reçu le 1 SEP. 1995

cc: SRSG
ED

LISTE DE LA DELEGATION DU HAUT COMMISSAIRE

DATE DE LA VISITE: 4-5 SEPTEMBRE 1995

1. Mme. Le Haut Commissaire, Mme. Sadako Ogata

2. M. Soren Jessen Petersen, Directeur du Bureau de Liaison du HCR a New York

3. M. Kamel Morjane, Directeur du Bureau Régional pour l'Afrique au siège du HCR a Genève

4. M. Manoel da Silva, Directeur, Département des Affaires Humanitaires, Siège des Nations Unies à New York

5. M. Carrol Faubert, Envoyé Spécial du Haut Commissaire pour la Région des Grands Lacs

6. M. Wenceslaus Romani Urasa, Délégué du HCR à Kigali

7. Mr. Anthony O'Connell

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

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

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

S. E. M. Jacques Courbin
Ambassade de France

S. E. M. Huang Shejiao
Ambassade de Chine

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

S.E. Ambassadeur de la République
du Burundi

S.E. le Nonce Apostolique

Mme. Lilian Wong
Représentation de la Grande Bretagne

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

M. Brunot Hebert
Ambassade du Canada

Dr. Kurt Reineger
Ambassade de Suisse

M. Michel Zeletzki
Consul Général Honoraire, Autriche

M. Achim Kratz
Envoyé Spécial, Union Européènne

Mlle. Marie Spaak
Représentante, ECHO

Ambassadeur Shahryar Khan
Représentant Spécial du Secrétaire Général des Nations Unies

M. Sukehiro Hasegawa
Représentant Résident PNUD

M. Dan Toole
Représentant UNICEF

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

M. William Clarance
Représentant UNHCHR

M. Julio Gamba
Représentant Résident Banque Mondiale

M. Amidou Baba Moussa
Représentant OMS

Représentant UNESCO

M. Randolph Kent
Coordinateur, UNREO

M. Joost van der Aalst
Chef de Mission OIM

M. Philippe Lazarini
Représentant, CICR

M. Buddy Shanks
Chargé de Bureau, USAID

Ambassador of Russia

Prime Minister, Mr. Celestin Rwigema

Ministers:

Rehabilitation and Social Integration, Mr. Patrick Mazimhaka

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

Justice: Miss Martha Mukamurenzi
Vice President/Minister of Defence: H>E> Maj. Gen. Paul Kagame
Foreign Affairs: Dr. Anastase Gasana
Family & Women Affairs: Miss Alysia Iyumba
Youth and Cooperation: Dr. Jacques Bihozagara
Health: Col. (Dr.) Joseph Karemera
Transport and Communication: Dr. Charles Morigande
Public Works, Mr. Charles Ntakirutinka
Labour and Social Affairs: Mr. Pie Mugabo
Agriculture: Augustin Iyamureme
Primary Education: Laurien Ngirabanze

Mr. Sam Nkusi - Rwandatel

Chrisitine Mutoni
Edith Gasana
Emmanuel Gasana
Claude Dussaidy

Judge Rakotomanana
Dr. Ephrem Kabaija

UNAMIR
Mr. W. de Souza
M. B. Dessande
Col. Maj. A. Toumia

UNHCR

Mr. R. Quintero
Mr. C. Assare
Mr. W. Wolff
Mr. K. Diagne
Mr. O. Sandrasagren
Mrs. R. Ou
Mrs. M.C. Martin
Mr. L. Bedjelti
Mr. R. Omphrey
Mr. I. Mitchell
Ms. D. Goodman
Ms. A. Principe
Mr. M. Mukhalled
Ms. C. Haddad
Mr. C. Armstrong
Mr. M. Demeuleneere
Mr. N. Jappah
Mr. N. Boothby
Mr. Ch. Bowers
Mr. J. Vargas
Ms. J. Perlevlits
Ms. J. Zarchin
Mme. A. Mukakamali
Mr. J. Bisengimana

ED

To : List A, B, C, E and F

From : Force Signal Officer

File : 101/Ind Sigs/Comm

Date : 31 Aug 95

Subject **COMMS FOR GHANCOY-2 (TRIBUNAL)**

1. The comms diagram of GHANCOY-2 (Tribunal) which has taken over security duties in Kigali is attached as annexure A.

2. The call sign of the base station is Golf Kilo Zero and is programmed on channels 3, 4, 8, 11 and 16. The base station will be on listening on channel 8.

3. UNAMIR extn 11032 is available with the Coy HQ.

4. Best regards.

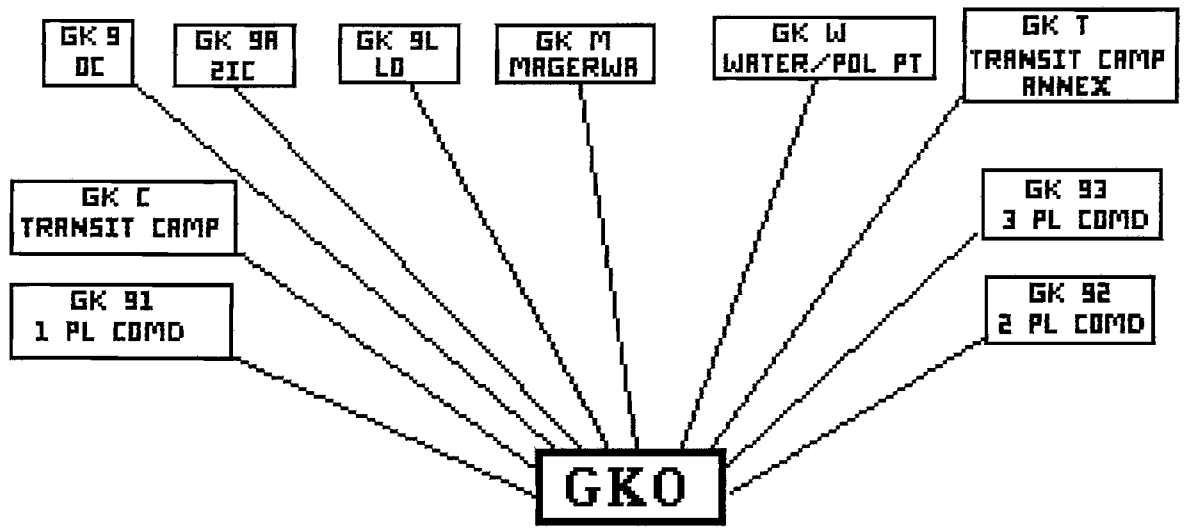
(AV Malhotra)
Maj
Force Signal Officer

Enclosure : 1.

Reçu le 31 AOUT 1995

Annexure A

RADIO DIAGRAM



UNITED NATIONS
MISSION FOR RWANDA
UNAMIR - MINUAR

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

INTEROFFICE MEMORANDUM

Date: 31 August 1995

Mr. Chaim OUZIEL
Chief Administrative Officer

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

SUBJECT: **Trip of Mrs. RAKOTOMANANA to Nairobi.**

Upon request of the Prosecutor Goldstone and the SRSG's approval, Mrs. RAKOTOMANANA will accompany her husband the Juge Rakotomanana on his trip to Arusha-Nairobi-Kigali.

... Herewith please find the MOP for Mrs. Rakotomanana duly filled in for your signa

Thank you for your cooperation.

.....
UNAM

UNLP.
PASSPORT

TRAVEL FI
KGL

RETURN FRO
NBO

Reçu le 3

Purpose of Travel : TO A mission

Mode of Transportation : A.

(Specify) : .....

cc: SRSG
ED

DESSANDE
protocol.

...ed By : CHAIM OUZIEL

fc/cao

Applicable for movement outside the Mission area only
Approved by :

CHAIM OUZIEL
CAO

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

Date: 31 August 1995

To: Mr. William Clive
Chief, ISS

From: Wilfrid de Souza
Executive Director

Subject: **Installation of television equipment at the residence of Force Commander**

1. Captain Dave Ogilvie, ADC to the Force Commander, came to see me this morning to draw my attention to the fact that the request made by the Force Commander 2 months ago for the installation at his residence of a piece of equipment that would allow him to watch CNN, has still not been granted.

2. Information received subsequently indicate that Procurement has so far not issued the related requisition.

3. I should be grateful if you would kindly look into this matter at your earliest convenience.

4. Thank you for your cooperation.

cc. Force Commander
Cpt. D. Ogilvie

ROUTING SLIP **FICHE DE TRANSMISSION**

TO: A: Mr. Khan

FROM: DE: Wilfrid de Souza WS

Room No. – No de bureau	Extension – Poste	Date
		02/9/95

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

Please find attached the suggestions of the Chief Security Officer regarding how we can improve vehicle safety.

cc. W.J. Fletcher, DCOS
N. Jorsling, CTO

COM.6 (2-78)

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: **Mr. Wilfrid De Souza**
Executive Director

DATE: 31 August 1995
REF.: UNAMIR/SO/136

FROM: Paul Ischlika
CSO

SUBJECT: **Vehicle Safety**

1. Reference your request to comment on Col. W.J. Fletcher's (DCOS) (SP) memorandum on the above subject matter, I wish to say that I quite agreed with his views on the issue but there is more to it than vesting the responsibility on just Unit Commanders/Supervisors as a leadership issue.

2. Every UNAMIR staff member be they military/civilian should be squarely responsible for their conduct on the road, the safety and protection of lifes and properties including their own very lifes.

3. The general standard of driving in Rwanda as a whole leaves much room to be desired. Probably this is due to the fact that the bulk of the people behind the steering never had any formal training in driving and may have just grabbed themselves a car after the war and started driving. The general trend of investigating road traffic accidents is that UNAMIR drivers are held responsible for nearly all road traffic accidents even though they may not be at fault. The reason perhaps being that UNAMIR is in a better position to meet claims than the other parties.

4. Factors responsible for most of the road accidents are:

   (1) Overspeeding;
   (2) Driving while drunk;
   (3) Most of our staff members are not conversant with right driving regulations;
   (4) That the right hand driving rules in Rwanda is different from other countries in that in Rwanda vehicles in the round about give way to the approaching traffic on the right.

Reçu le 1 SEP. 1995

5. Requesting the military police to intensify vehicle checks on the highways could be an answer, but this is only applicable in the city, as the other vehicles plying the highways in the sectors, cannot be checked by the military police and this is where most of the serious accidents are reported i.e. the particular case in reference.

6. Perhaps the suspension of the staff members driving license where it is established that he/she is at fault could also be added punitive measures.

7. Finally, Administrative Standing instructions titled " **UNAMIR VEHICLE** REGULATIONS " of 15 July 1994 is quite explicit on all aspects of the use of UNAMIR vehicles. Perhaps these standing instructions could be reproduced for the general information of all staff members.

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

Date: 30 August 1995

To: Mr. Paul Ischlika
Chief, Security Officer

Mr. Norris Jorsling
Chief, Transport Officer

From: Wilfrid de Souza
Executive Director

Subject: Vehicle Safety

1. The attached memorandum from Colonel W. J. Fletcher, DCOS (SP) is self explanatory.

2. You are kindly requested to let us know your views in answer to the SRSG's comments and question.

3. Thank you for your cooperation.

cc. SRSG

OFFICE OF SRSG

UNITED NATIONS | NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA | MISSION POUR L'ASSISTANCE AU RWANDA

From: Col W J Fletcher
DCOS (Sp)

Extn 11109

RECEIVED
28 AUG 1995
OFFICE OF THE SRSG
UNAMIR

To: List B, D

Info: List A, E, F
File Reference: 4000.1/LOG-41

Date: 28 Aug 95

Subject: VEHICLE SAFETY

Reference: DCOS SP Memo 4000.1/LOG-41 dated 28 Jul 95

1. On 26 August, a Ghanian vehicle was involved in a serious traffic accident in which ten soldiers of GHANBATT were injured. Fortunately there was no loss of life, but the medical prognosis for one of the injured is that he will have a permanent physical incapacity. The cause of the accident was speed to fast for conditions.

2. Addressees are reminded that the chain of command is ultimately responsible for the fate of all personnel under command. Safety is not an issue which is left solely to the individual. It is a leadership issue. The death of or serious injury to any UNAMIR member as a result of improper driving practices is unacceptable and any such negligent action should be severely disciplined. Of secondary importance, the loss of vehicles through accident damage places an additional burden on the unit administrative system as replacements are not available.

3. Addressees are requested to reinforce their respective vehicle safety programs through personal intervention. Our collective approach should be to make tomorrow an accident free day: one accident free day, every day.

I am deeply concerned at the standard of driving by our personnel. What can be done to improve the situation?

Shaharyar

E)

Reçu le 28 AOUT 1995

FC.

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

TO: Mr. Chaim Ouziel
Chief Administrative Officer

FROM: Wilfrid de Souza
Executive Director

DATE: 30 August 1995

SUBJECT: SRSG's scheduled trip to Arusha, Tanzania

I am writing to inform you that the SRSG will not be accompanying members of the International Tribunal for Rwanda during their visit to Arusha scheduled for Friday, 1 September 1995. He will, however, be replaced by Ms. Ladan Rafii, our Political/Legal Officer, on this trip.

Please ensure that the necessary arrangements are made to take into account the above changes.

Thank you.

cc: Protocol
MovCon

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

TO: Mr. Chaim Ouziel
Chief Administrative Officer

FROM: Ladan M. Rafii
Political/Legal Officer

DATE: 29 August 1995

SUBJECT: Payment of Customs Penalty for UNAMIR Containers

1. I am writing in response to your recent inquiry as to whether, under the terms of the Status of Mission Agreement (SOMA), UNAMIR should pay a penalty of 120,000 RWF required by the Rwandese Department of Customs for the wrongly manifested containers imported into Rwanda by UNAMIR's Indian contingent.

2. Firstly, I would like to bring to your attention the fact that under Article II of the Convention on the Privileges and Immunities of the United Nations: "The United Nations...shall enjoy immunity from every form of legal process except insofar as in any particular case it has expressly waived its immunity." Under paragraph 4 of the SOMA, this article has been incorporated and made applicable to UNAMIR, and it has also been extended to "also apply to the property, funds and assets of participating States used in connection with UNAMIR."

3. The three "procès-verbaux" issued by the Department of Customs would be considered a form of legal process from which the United Nations, including UNAMIR, is immune and, therefore, the customs penalty would not be applicable. However, even if a decision is made to waive immunity in this case, I would advise that UNAMIR should not be held liable because it does not bear responsibility for the misdeclared goods.

4. Based upon information I have obtained, the party liable for misrepresenting the contents of the containers holding small arms ammunition, vehicle spare parts and military matériel (under subparagraph 2 (a) of S. Smith's memo dated 24 August 1995) is the Indian High Command based in Bombay which received poor advice from an officer in the Port Authority of Bombay.

5. Apparently, the party responsible for misidentifying the other containers (under subparagraphs 2 (b) and (c) of the same memo) is Ocean Consult, the subcontractor hired by Global Containers, Ltd., the shipping company for the Indian contingent.

6. Therefore, I would advise against payment of the amount due by UNAMIR.

7. I hope the above will be of assistance to you.

cc: ED

Reçu le 29 AOUT 1995

UNITED NATIONS
INTEROFFICE MEMORANDUM

NATIONS UNIES
MEMORANDUM INTERIEUR

Date: 29 August 1995
Ref: MIS/EDP/General

TO: All Chiefs of Section/Unit, CIVPOL
Military Branches/Units

THROUGH: Mr. William V. Clive, Chief
ISS

FROM: Eric Dogbegah, Chief
MIS/EDP

SUBJECT: Acting Arrangement

During my absence on annual leave from 01 to 23 September 1995, Ms. Elena Batiouk will be the Officer-in-Charge of the MIS/EDP Section.

Please extend to her your usual cooperation.

RECEIVED
31 AUG 1995
OFFICE OF THE SRSG
UNAMIR

Reçu le 31 AOUT 1995

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTERNAL MEMORANDUM
MEMORANDUM INTERIEUR

Date: 28 August 1995

To: **ED**
DFC
COS

From: **Shaharyar M. Khan**
SRSG

Subject: **Ghana Band**

I have received two requests from the Vice-President requesting that members of the Ghana contingent who have so successfully trained the Rwandese Army Band may not be rotated for the present. They could be rotated after imparting the full training course with the Rwandese contingent.

In view of the high level of the request, the Ghana band contingent may stay back temporarily. If necessary, I shall intercede with the Ghana government.

Reçu le 28 AOUT 1995

Protocol
Please follow this matter and report back.
30-8-95
WS

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTERNAL MEMORANDUM
MEMORANDUM INTERIEUR

Date: 28 August 1995

To: **ED**
DFC
CAO

From: **Shaharyar M. Khan**
SRSG

Subject: **Restaurant at Beligan Village**

The restaurant at the Beligan Village has closed down, evidently for reason of cost effectiveness. One cannot blame a commercial organization for closing down a unit that was not yielding sufficient returns.

However, the closing down of the restaurant cannot be seen in isolation of profit and loss. The Belgian Village restaurant provided a morale boosting picturesque, secure meeting place for all UN personnel. It provided an excellent convivial atmosphere and added to the general uplift of morale. The closure definitely leaves a social and morale-boosting vacuum.

Secondly, a succession of VIP's who stay at our guest rooms in BV have now no facility for breakfast, lunch or dinner available at the restaurant.

For the above reasons I would like a review of option open to us to revive the restaurant eg:

a) Can it open selectively (week-ends, evenings)?
b) Can someone else take it on?
c) Any other options?

Reçu le 28 AOUT 1995

UNITED NATIONS
ASSISTANCE MISSION TO RWANDA

UNAMIR-MINUAR

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

DATE: 25 August 1995

TO: All UNAMIR Staff

FROM: Chaim Ouziel, CAO

SUBJECT: **Staff meeting**

FD
Please discuss
28.9.95
WS

This is to inform you that there will be a meeting of all UNAMIR staff on Tuesday, 29 August 1995, at 2:00 p.m. in the conference room on the ground floor.

The purpose of the meeting is to introduce the new CAO, Ms. Susan Matthew.

fait 29/8/95

Reçu le 24 AOUT 1995

UNITED NATIONS
ASSISTANCE MISSION TO RWANDA

UNAMIR-MINUAR

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

FD
Prière me le rappeler
24-8-95

DATE: 25 August 1995

TO: All UNAMIR Staff

FROM: Chaim Ouziel, CAO

SUBJECT: **Staff meeting**

This is to inform you that there will be a meeting of all UNAMIR staff on Tuesday, 29 August 1995, at 2:00 p.m. in the conference room on the ground floor.

The purpose of the meeting is to introduce the new CAO, Ms. Susan Matthew.

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

24 August 1995

TO: Mr. Shaharyar Khan,
SRSG

FROM: Kimso Nilsvang,
Chief Civilian Personnel Officer

SUBJECT: **Use of interpreters/translators**

With reference to your memorandum of 18 August 1995 on the above subject, please be informed that we have three international interpreters including one UNV. Two are under UNAMIR payroll and the third one is under SSA contract with the International Tribunal.

One of UNAMIR interpreters is currently on leave until 15 September 1995 but the second one is available and I have made sure that at least one UNAMIR interpreter is always available at all times.

During the visit of Mr. Shaukat FAREED, one UNAMIR interpreter, Mr. Guillaume TIXIER (UNV) was present in Kigali and was readily available. You might have been misinformed that UNAMIR had no interpreter at that time and that your office would have to request the services of the Tribunal's interpreter. This was due to the fact that Mr. TIXIER was on loan to the Tribunal but it was understood that he could be called back to UNAMIR any time, whenever his services are required by UNAMIR.

In order to avoid such misunderstanding, in future, may I suggest that your office kindly get in touch with this office whenever you need an interpreter/translator.

The names of the interpreter/translators are:

Mr. André GEORGES, P-3 UNAMIR (currently on leave until 15 September)
Mr. Guillaume TIXIER, (UNV) UNAMIR
Mr. Georges FRANK, SSA, International Tribunal

cc: ED
CAO

Reçu le 25 AOUT 1995

INTEROFFICE MEMORANDUM

Date: 24 Aug 95

To: Mr Khan
SRSG

Information: Mr W. de Souza

From: ID Tikoca

Subject: REQUEST FOR THE USE OF 5 X TCV'S FOR CYANGUGU

Reference my verbal brief to you on the situation and the meeting of the Inter-Agencies Crisis Management Committee in Cyangugu it was generally agreed that in order to achieve the best result on the flow of returnees to their commune of origin, agencies are requested to maximise their efforts on acquiring as many trucks as possible to assist these movements.

The transit camp at Nyagatare at present holds 5000 plus returnees and is expected to reach its saturation point in the next three days if we cannot move them out on a daily base to their various communes. At 1200 hours, 23 Aug 95, about 5000 returnees had completed their documentations and were available to be transported to their communes but this was not possible as there were no vehicles available. Whilst at present the situation at hand is manageable and fairly well organised the committee felt that we should immediately solve the transportation problems as we are not in a position to control the influx of returnees. We must also appreciate that if this flow is smooth there may not be any need of establishing another transit camp as it will reduce effectiveness because the management source is small and at present it is not in a position to increase its strength in the next week or so.

UNAMIR mandate is clear and what is happening on the ground is somewhat helping us fulfilling one of the requirements of our mandate. We should take advantage of this situation and provide all the assistance possible to promote a quick, smooth and safe flow of these returnees. This message will be reaching the other camps in Zaire very fast and will pull the refugees in Zaire into Rwanda with or without the assistance of the Zairian Authority.

I request your approval for the provision of 5 x TCV's to Cyangugu by 1000 hours on Thursday 26 Aug 95, to the Sector Commander of Cyangugu who is the UNAMIR member of the Crisis Management Committee.

For your Urgent consideration and approval please, Regards.

Vu

Reçu le 24 AOUT 1995

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

Date: 24 August 1995

To: Mr. Chaim Ouziel
CAO

From: Shaharyar Khan
SRSG

Shaharyar Khan

Subject: **Staffing arrangement of the period of 9 June to 8 December 1995**

1. As you are aware, Headquarters is expecting us to propose a reduction of the civilian component of the Mission following the mandated scaling down of the forces.

2. In order for me to assess the situation and make the necessary recommendations, I must have an overall picture of the size of all the civilian staff of the Mission including those of the support services.

3. I should therefore be grateful if you would submit for my consideration not only the staff serving in my Office, as you have already done, but also those serving in the other Units of the Mission, with a clear indication of their contract status as well as your projections in that respect. It is my intention to organize a review meeting following that submission.

4. Your urgent attention to this matter will be very much appreciated.

cc. CCPO

UNITED NATIONS
ASSISTANCE MISSION TO RWANDA

UNAMIR-MINUAR

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

INTER OFFICE MEMORANDUM

DATE: 24 August 1995

TO: All UNAMIR Staff

FROM: Chaim Ouziel, CAO

SUBJECT: **Foreign currency exchange**

I reproduce below, to bring to your attention once more, the circular issued on 12 August on the above subject. The Rwandan authorities have again informed us that they view as illegal the exchange of foreign currency through persons who are not "authorized agents", and warned of arresting offenders.

Again: all staff are advised and warned of this situation, and instructed to exchange foreign currency only at banks, government institutions or other authorized agencies displaying signs that they are so authorized.

INFORMATION CIRCULAR No. 046/95

DATE: 12 August 1995

TO: All UNAMIR Staff

FROM: Chaim Ouziel, CAO

SUBJECT: **Foreign currency exchange**

The Government of Rwanda views as illegal the exchange of foreign currency through persons who are not "authorized agents". It has issued explicit instructions to the Gendarmerie to arrest any person indulging in such unauthorized exchange. All staff are thus advised and warned of this situation, and instructed to exchange foreign currency only at banks, government institutions or other authorized agencies displaying signs that they are so authorized.

Reçu le 24 AOUT 1995

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

URGENT

TO: **Mr. Paul Ischlika**
CSO

DATE: 24 August 1995

FROM: Wilfrid De Souza
Executive Director

SUBJECT: **Visit to Kigali of the Human Rights Special Rapporteur DEGUI-SEGNI**

1. This is to inform you that the Human Right Special Rapporteur for Rwanda, Professor DEGUI-SEGNI will visit Rwanda from 25 to 28 August 1995.

2. You are requested to assign to him a Security Officer, from his arrival at the aeroport to his departure. He will arrive in Kigali on Friday, 25 August 1995, at 6.05 am, Sabena Flight No. SN 571. His departure from Kigali is scheduled for Monday, 28 August 1995, at 7.05 pm on Sabena flight No. SN 565.

3. He will be accommodated at the Belgium Village, Suite No.4. His programme during his stay is handled by the Office of the Human Rights Field Operation in Rwanda. The contact officer in that office is Mr. Abdelaziz Essaid, Deputy Chief, HRFOR, ext: 11210 and 11219.

4. Your early attention to this matter will be very much appreciated.

cc: DFC
CAO
COS

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

DSCAPR/95 258

Date: 24 August 1995

To: Mr. Chaim Ouziel
CAO

From: Shaharyar Khan
SRSG

Subject: **Staffing arrangement of the period of 9 June to 8 December 1995**

1. As you are aware, Headquarters is expecting us to propose a reduction of the civilian component of the Mission following the mandated scaling down of the forces.

2. In order for me to assess the situation and make the necessary recommendations, I must have an overall picture of the size of all the civilian staff of the Mission including those of the support services.

3. I should therefore be grateful if you would submit for my consideration not only the staff serving in my Office, as you have already done, but also those serving in the other Units of the Mission, with a clear indication of their contract status as well as your projections in that respect. It is my intention to organize a review meeting following that submission.

4. Your urgent attention to this matter will be very much appreciated.

cc. CCPO

Enclosed as requested.

OUZ 24/8/95

UNITED NATIONS NATIONS UNIES
ASSISTANCE MISSION FOR RWANDA MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

Date: 24 August 1995

To: Mr. Kimso Nilsvang
CCPO

From: Wilfrid de Souza
Executive Director

Subject: Mr. Benamadi - Extension of annual leave

1. According to a note, dated 15 August 1995, addressed to your Office by the Officer in Charge of the Radio Unit, Mr. Benamadi, Chief of the Radio Unit who was supposed to resume work on 16 August, had to extend his leave until the 21st of August because of unforeseen circumstances.

2. Since Mr. Benamadi as of today has still not resumed work, I should like to know whether any further communication has been received from him.

3. Thank you for your cooperation.

cc. SRSG
OIC Radio Unit

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

KIGALI, 15 August 1995

TO : Joey Aguirre
OIC Civilian Personnel Section

FROM : Patricia Tomé
OIC Radio Unit

SUBJECT : DELAYED RETURN OF MR BENAMADI

As informed by a phone call yesterday 14 August 1995, I want to let you know that Mr Zouaoui Benamadi, Head of the Radio Unit cannot be back in Kigali as scheduled for today. His annual leave was from 28 July 1995 until 15 August 1995. He has been delayed and will arrive probably by the end of the week.

UNITED NATIONS NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA — MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTEROFFICE MEMORANDUM

Date: 23 August 1995

To: Mr. Koffi KETEMPI
OIC, Finance Section

From: Wilfrid DE SOUZA
Executive Director

Subject: **Payment of MSA**

1. As I have to travel on R and R and annual leave beginning on 3 September, I should be grateful if you would kindly make the necessary arrangement for my MSA to be paid on 2 September 1995.

2. Thank you for your cooperation.

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: All Chief of Sections
UNAMIR

Date: 23 August 1995

FROM: Thad Anglin
Chief Communications Officer

SUBJECT: **TELEPHONE DIRECTORY**

1. With the relocation of several offices between the Amahoro Hotel and the Trafipro Complex, and the change/allocation of telephone numbers, there is an urgent need for the review of the Telephone Directory.

2. You are therefore required to supply this Section, by Monday 28 August, with a list of numbers allocated to your Section, using the attached form as a guide. The completed forms could be left at the Communications Centre (Radio Room) at the Amahoro Headquarters or at the office of the CISS at the Trafipro Complex, to be forwarded to this office.

3. Your early response would be appreciated.

RECEIVED
23 AUG 1995
OFFICE OF THE SRSG
UNAMIR

Reçu le 26 AOUT 1995

LIST OF TELEPHONE NUMBERS

SECTION: _____

NAME (TO WHOM ALLOCATED)	TITLE	TELEPHONE EXTENSION

417.

UNITED NATIONS
ASSISTANCE MISSION IN RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR-MINUAR

INTEROFFICE MEMORANDUM - MEMORANDUM INTERIEUR

To: ALL UNAMIR PERSONNEL
MERIDIEN and CHEZ LANDO Hotels

Date: 22 August 1995
Reference: MH/ACC228

From: William V. Clive
CISS

Subject: Hand-Over of Rooms to Accommodation Unit

1. It has come to our attention that on occasion UNAMIR personnel staying at the Meridien and Chez Lando hotels depart Kigali on leave without turning in their hotel keys to the Accommodation Unit. In other cases, UNAMIR personnel claim they asked friends to turn in hotel keys to the Accommodation Unit.

2. In order to prevent any further confusion, the Accommodation Unit only will accept keys directly from and issue receipts directly to those UNAMIR personnel proceeding on leave prior to their departure. The Accommodation Unit will not accept keys from or issue receipts to a third party.

3. Failure to follow the above guideline will result in the continuous deduction of the accommodation portion of MSA until the S/M who has signed for the room turns in the hotel key to the Accommodation Unit.

4. For your information and action as necessary.

Receipt

We have received the Keys of room No._____

occupied by Mr. / Mrs. / Miss_____

on _____1995.

_____

Ali. M. Abdalla
CPFCU

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR MINUAR

IMPORTANT

INTEROFFICE MEMORANDUM

Date: 22 août 1995

A : M. Chaim Ouziel
Chef de l'Administration

s/c : Mr. Wilfrid de Souza
Directeur Exécutif

De : Beadengar P. Dessande
Chef du Protocole
Bureau 4060 - Poste 11069

Objet : **Visite du 30 au 31 août 1995 du Président et du Procureur général du Tribunal international pour le Rwanda**

1. Nous voudrions par la présente vous informer que le Président **Leity KAMA** et le Procureur général **Richard GOLDSTONE** du Tribunal international pour le Rwanda effectueront une visite au Rwanda du 30 au 31 août 1995 puis à Arusha en Tanzanie, le 1er septembre 1995.

2. Outre les personnalités citées au premier paragraphe, le Représentant spécial, l'Ambassadeur **KHAN**, le Juge **Honoré RAKOTOMANANA** et **M. Alain SIGG**, Chargé des Relations extérieures au bureau du Tribunal à Kigali, seront du voyage.

3. Le programme de cette visite s'établit ainsi qu'il suit :

.../...

Mercredi 30 août 1995 :

09 h 30 locales : Arrivée à Nairobi du Président KAMA et du Procureur général GOLDSTONE.

Des dispositions devront être prises pour que les deux personnalités prennent place sur le vol de la MINUAR de ce jour à destination de Kigali.

A Kigali : le Président et le Procureur général seront hébergés dans deux (2) suites du Complexe du Village Belge. Deux voitures VIP avec chauffeurs leur seront affectées.

Jeudi 31 août 1995 : Rencontres avec les Hauts Dirigeants du Rwanda et le Représentant spécial du Secrétaire général.

Vendredi 1er sept.1995 : Départ pour Arusha (Aéroport international) dans la matinée.

Activités à Arusha.

Coucher à Arusha.

Samedi 2 sept. 1995 : Départ d'Arusha pour Nairobi.

cc. SRSG
DFC
ED
SA
CISS
MOVCON/AIROPS
CSO
CTO