

UNAMIR

HANDING AND TAKING OVER NOTES

16 FEB - 14 DEC 1995

PLEASE RETAIN
ORIGINAL ORDER

UNCLASSIFIED
RH/WG MAY 2009

UN ARCHIVES

SERIES	<u>5-1060</u>
BOX	<u>27</u>
FILE	<u>1</u>
ACC.	<u>1998/0201</u>



18

6. Kigali prefecture:
- (i) 1 giant staple issued on 1/6/95
 - (ii) 1 typewriter, electric " " " SN 226300
 - (iii) 1 wall clock " " "
 - (iv) 2 chairs w/ o arm " " "
 - (v) 1 chair w/arms, blue issued on 4/3/95
 - (vi) 1 chair w/arms, brown " " "
 - (vii) 1 lamp desk " " "
 - (viii) 1 fan, desk, electric " " "
 - (ix) 4 Helmets " " "
 - (x) 1 dictionary Eng/French " " "
 - (xi) 1 calculator " " "
 - (xii) Personal computer and accessoire (see EDP issue Form)

1 helmet
Gy es tour

7. Butare prefecture:
- (i) 4 flak helmet issued on 4/4/95

Remain 4 Helmets

- (ii) 1 fan, desk electric " " "
- (iii) 1 chair, w/o arm " " "
- (iv) 1 chair with arms, suivel, blue " brought.
- (v) 1 lamp desk " " "
- (vi) 1 personal computer (see EDP issue form attached) with out Printer

Mr. Jere 1 helmet
Held in 11/12/95

8. Gitarama prefecture:
- (i) 3 4 Helmet issued on 3/4/95 NIL
 - (ii) 1 Dictionary Eng/French " " "
 - (iii) 1 fan electric " " "
 - (iv) 1 chair, suivel, blue " " "
 - (v) 1 chair, w/ o arm issued on 3/4/95
 - (vi) 1 chair with arm, suivel " " "
 - (vii) 1 lamp, electric " " "
 - Tape measure clock, wall NIL

9. Byumba prefecture:
- (i) 1 chair, w/arm, brown issued on 3/4/95
 - (ii) 1 chair with arms " " "
 - (iii) 1 lamp, desk " " "
 - (iv) 1 calculator " " "
 - (v) 1 clock wall " " "

10. Gendarmerie Training School:

- (i) Giant staple issued 30/3/95
- (ii) staple small " "
- (iii) filing cabinet 2 door "
- (iv) filing cabinet 4 door "
- (v) Rotary Chair w/arm "
- (vi) Rotary Chair without arm "
- (vii) Collins pocket French/Eng Dictionary issued on 30/3/95.

11. GISHARI T.S.

- 1. 4 chairs
- 2. Two Tables.



ANNEXURE
16

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

ITEMS ISSUED TO PREFECTURES /FHQ LIAISON OFFICE.

1. Ruhengeri prefecture: (i) 4 Helmets issued 8/4/95
(ii) 1 Fan, Desk Electric " "
(iii) 1 Chair R/w/arms, blue " "
(iv) 1 Wall clock " "

2. Gikongoro prefecture: (i) 1 table fan issued on 3/4/95
(ii) 1 table lamp " " "
(iii) 1 wall clock " " "
(v) 4 helmets (returned 2 remaining two) (iv) 4 Helmets

These items were returned on 15/8/95 and are kept in the CIVPOL stores pending retrieval by the new CPMT.

- (vi) 1 writing desk issued 3/4/95
(vii) 3 chairs " "
(viii) 1 Filing cabinet " "

27/11/95
→ ONE chair missed
→ ? check DJI BOUTI

3. Cyangugu prefecture: (i) 1 chair suival issued 4/4/95
(ii) 1 chaire office " "
(iii) 4 Helmets " "

The former CPMT DSP I A Kuskey on 15/8/95 returned the 4 helmet issued to him on 4/4/95. The items are in the CIVPOL store.

4. Gisenyi prefecture: ✓ (i) 1 wall clock issued on 27/5/95 ✓
✓ (ii) 1 chair w/arm " " "
✓ (iii) 1 fan, electric " " "
✓ (iv) 1 chair, swivel, blue " " "
✓ (v) 1 lamp, desk " " "
✓ (vi) 4 helmets flak " " "

7.9.9
Tape measure

Tape measure

5. Kibuye prefecture: (i) 1 wall clock issued on 27/5/95
(ii) 1 chair w/arm " " "
(iii) 1 chair, swivel, blue " " "
(iv) 1 fan electric, Desk " " "
(v) 4 flak helmet " " "

desk organizer 2
stapler 2
puncher 1
radio charger

MINUTE SHEET

[illegible]



UNAMIR - MINUAR

TO: A/SUPT MATHIAS W. IMATAA DATE: 24 AUGUST 1995

INFO: CIVPOL COMMISSIONER

FROM: SUPT. Effiong Bassey, Outgoing Chief Personnel and Logistics Officer

SUBJECT: Handing/taking over notes between SUPT. EFFIONG Bassey CP. 019 and A/SUPT. MATHIAS W. IMATAA P.O. 007621

I have today 24th August, 1995 handed over the duties of Civpol Chief Personnel and Logistics Officer together with all the items on charge to Civpol after a physical check of the stock holding of stationary, flak jackets, UN helmets, UN kits as enumerated in annexure I. Also handed over to you are office furniture in all Civpol offices as per the inventory in annexure 2-15 including the equipment and furniture in annexure 16 issued to all Civpol Monitoring teams in the following prefectures and National Gendarmerie Training School Ruhengeri:

- (i) Kigali prefecture
- (ii) Gitarama "
- (iii) Butare "
- (iv) Cyangugu "
- (v) Gikongoro"
- (vi) Kibuye "
- (vii) Gisenyi "
- (viii) Byumba "
- (ix) Ruhengeli"
- (x) Ruhengeli" Training School

2. COMMUNICATION EQUIPMENTS

(a) I also hand over to you physically two motorola handsets serial Nos. 174 Fsnc 851 and 174 fsq 1764 complete with charger in addition to the photocopies of communication issue voucher dated 16/3/95 issuing one SP-300 radio serial No 174 FUCE 281 to M.W. IMATAA. One radio No 174 IS 6166 together with battery charger issued to Maj. BERTHE ZANGA on 20/12/94. It is relevant to state that you will make efforts to retrieve this handset from him as he would soon be repatriated on 8/9/95 after completing his tour of duty. I also hand over to you the issue voucher for one SP 300 radio serial No 174 IS 6385 together with battery charger issued on 19/12/94 to Major LACENI DIAKITE. You will gear up efforts through the Civpol Commissioner whom I intimated on the dismeamour of the Major. I also hand over to you a copy of the Communication issue voucher I signed and collected five radios and five battery chargers on 16/12/94 for record purposes.

(b) PHOTO COPIER

I have handed over to you the photocopier in your office and one photo copier in National Gendarmerie Training School issued to Training Division.

3. EDP EQUIPMENT

I have also handed over to you the EDP equipment in annexure 17-28. I have also taken you to EDP for all the items I signed for to be transferred to your name for good record and accountability.

4. WELFARE ITEMS

I have handed over to you a list of the welfare items issued to Civpol and their location in annexure 18.29

5. DEEP FREEZER AND FRIDGE: I have handed over to you one deep freezer N^o BC-1780/257 stored in the Cafe room for Civ pol use. Also handed over to you is one giant fridge N^o now being used by the Civ pol Commissioner Col. C. O. DIARRA in his residence.

6. ITEMS COLLECTED FOR RUHENGARI T/S/

COMMUNAL TRAINING CENTRE

I have handed over to you the items in the Training equipment store as per the store list vis-a-vis the issue voucher, and the items already issued.

7. UNAMIR VEHICLES ON CHARGE TO CIVPOL

³⁰ I have handed over to you as per the list of annexure 19 all vehicles on charge to Civpol both operational and the grounded vehicles in the ITMM workshop for one mechanical faults and accidents. I have also taken you to the ITMM workshop for all vehicles I signed for to be transferred to your name for purpose of accountability and good record.

8. OUTLINE BRIEF

I need not remind you about the functions and implication of your office that is expected to extract the best from you. You are not new to the office. Note that all personnel matters are to be handled by you including location/accommodation situation. You are directly responsible to the Civpol Commissioner and DCP

Please be careful in all your transactions and Good luck.

Officer handing over

Name: FRANK BASSY
Signature: [Signature]
UN ID NO: CP 079
Date: 25/8/95

Officer taking over

Name: M.W. IMATAA
Signature: [Signature]
UN ID NO: Po.0076
Date: 25. 8. 95

Certificate

I have physically checked and taken over the items described in all the annexures and certify that I have accepted and assume responsibility for the items, and related documents.

Name: M.W. IMATAA SIGNATURE: [Signature]
UN ID NO: Po.0076 Date: 25. 8. 95

December 14, 1995

TO: Chief Logistics Officer

FROM: CAPT Nedal RASHDAN *Ned*
Force HQ. L/O

INFO: CIVPOL Commissioner Office

SUBJECT: HANDING OVER EQUIPMENTS ON CHARGE THE FORCE
HQ. L.O.

- 1- Reference CIVPOL Commissioner instructions (Repatriation Programme) I am by this letter handing over the attached list of equipments which are on charge to the Force HQ Liaison Officer.
- 2- It is important to note that the computer hard disc and the computer monitor were handed over to the Operation Division during the month of August 1995.

SER	DESCRIPTION	QUANTITY	REMARKS
1	Hand held motorola radio-number 1747 SG and a charger.	1	
2	Table fan	1	is in Aminata office
3	Reading lamp	1	
4	Helmets	2	Brought on 14.12.95
5	Wall clock	1	
6	Office table	2	
7	Office chair	7	
8	Steel cabinet containing documents	1	
9	Holder calendar and calendar Disk	1	
10	Organizer	2	
11	Pencil sharp	1	
12	Scissor	1	
13	Office tray	4	
14	Punch	1	
15	Stapler	1	
16	Computer battery	1	
17	Waste basket	3	
146-	Stapler Remover	1	

TO: CIVPOL COMMISSIONER
CIVPOL HQ

DATE: 05 DEC 95

FROM: PMT KIBUYE, SECTOR 5C

SUBJECT: HANDING AND TAKING OVER NOTES

I HEREBY HAND OVER THE FOLLOWING ITEMS ON CHARGE TO ME TO THE
NEW OFFICER.

THE ITEMS ARE:

1. 1 WALL-CLOCK
2. 1 MOTOROLA CHARGER
3. 2 OPS CHAIRS
4. 4 UN HELMETS
5. 1 TRASH BASKET
6. 1 TABLE FAN
7. 1 RULER
8. 1 DESK PEN HOLDER
9. 1 SECURITY MIR ROCK WITH KEY
10. 1 MOTOROLA BASE STATION IN VEH UNAMIR 1143
11. 1 VEHICLE, UNAMIR 1143, WITH TOOLS

SIGNATURE

OFFICER HANDING OVER

NAME: LT CAMARA SANCUM

UNID No CP 68

DATE: 05 DEC 95

SIGNATURE

OFFICER TAKING OVER

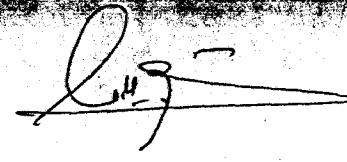
NAME: LT DJAMA MOHAMED

UNID No P0037

DATE: 05 DEC 95

INFO:

SECT COMD 5C KIBUYE
CALOG CIVPOL HQ KIGALI
CPOO CIVPOL HQ KIGALI

To: curpol Commissioner
From CPMI: Kibungo/Byumba 

I Major Neto Domingos hereby state that with reference to the query served on me regarding improper handling over. That when I reported at Gitarama, Major Mends did not hand over any UN property to me. I wish that Mends be contacted and asked if there was any handling and taking over between the two of us please.

Best regards.

1-10-95
2

Received in no. 16.94.....
By: S.
Date: DEC. 5. 1995.....

CP 1003
7

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR
CIVPOL HQ

To: MAJ.E.NETO
CPTM Kibungo/Byumba

Date: 27/11/1995
Ref: CIVPOL/INT/MEMO/1780/95

From: CIVPOL Commissioner *[Signature]*

Subject: Discrepancy in Handing over Equipment

1. Reference is made to the handing over of the Logistics equipment by Lt. Collect Volker Un Id Po.0215 upon the closure of Gitarama prefecture.
2. The items were counter checked together with the records held at CIVPOL Headquarters and it was discovered that 3 ballistic helmets and a tape measure were not accounted for.
3. You are directed in your former capacity as Chief Police Monitoring Officer of the prefecture to hand over the items within 48 hrs upon receipt of this memo to the CPLOGO or submit a report on the same within the same period.
4. Regards.

1. CPLOGO

CURRICULUM VITAE

Received
F. OR.....
RE. M.
Date: DEC 6 1995

7/12

I. IDENTITE COMPLETE

Nom et Prénom : MUREBWAYIRE Jacqueline
Lieu et date de naissance : Bujumbura, le 25/08/1970

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: CIVPOL Commissioner Date: 4 November 1995
FROM: Chief of Police Personnel
CIVPOL HQ
INFO: CPLOGO
SUBJECT: Handing/Taking Over Notes between Supt M.Y. Gumel and Asp M.Scott

I submit here below the following items attached to the above office.

1. Confidential files for the following CIVPOL Observers :
 1. Germany, Nigeria, Djibouti, Ghana, Guinea-Bissau, Switzerland, Mali, Niger, Chad, Jordan, Tunisia and Zambia.
2. Daily state-file
 2. Location and accommodation files
3. Repatriation file
4. Local staff files
5. Office table
6. Office chair
7. One steel cabinet drawer
8. One telephone head 11754
9. 2 office trays
10. I big file of documents for filling and action.
11. UNAMIR 518 (to be handed over on 8/12/95)
WITNESS: *[Signature]*

Supt M.Y. Gumel

Asp M.Scott

Sign *[Signature]*

Sign *[Signature]*

Date 5/12/95

Date 5/12/95

CURRICULUM VITAE



I. IDENTITE COMPLETE

Nom et Prénom : MUREBWAYIRE Jacqueline
Lieu et date de naissance : Bujumbura, le 25/08/1970

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

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10. I big file of documents for filling and action.
11. UNAMIR 518 (to be handed over on 8/12/95)

WITNESS: *[Signature]*

Supt M.Y. Gumel

Asp M.Scott

Sign *[Signature]*

Sign *[Signature]*

TO : CIVPOL COMMISSIONER DATE 8/12/95
FR: CPMT BUTARE REF Supt G. JERE
SUBJECT: HANDING AND TAKING OVER NOTES
INF. CPPLOSO
DATE 8-12-95

I, Supt JERE GERALD, CPMT Butare
hereby handover all office items as
shown on this handingover certificate as
per your minute number CIVPOL/INT/MEMO/
185/95 dated 7th December 1995.

LOGISTICS HOLDING

- (1) One Toyota 4 Runner UNAMIR 1116
- (2) Five office table glass trays
- (3) One wall clock
- (4) One Accident measuring tape
- (5) One Table Lamp.
- (6) One Table Fan.
- (7) One Motorola Charger
- (8) Two Motorola Walkie-talkie ^{1) 1741 T655}
_{2) 1741 T694}
- (9) Two office chairs
- (10) Two Sitrep hardcover files
- (11) Three Correspondence files
- (12) Computer tower; screen; keyboard; Battery processor.
- (13) Waste paper Basket/Red Desk organiser.
- (14) 1995 Desk Callender/Bue Holder.
- (15) One Helmet out of 4 and 3 are with
Capt Roberto Aambi as indicated in the previous

Handing over and taking over notes by
CPL Logo.

One Water Extinguisher.

The above items to be handing over
to CPL Logo Officer at the end of the
Current mandate.

Officer handing over

Date: -----

Officer taking over

Date: -----

I

SP00 Copy



UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

HANDING-OVER NOTES (OPERATIONS DIVISION) UNAMIR
CIVPOL BY SUPT. OFOSU-MENSAH GYEABOUR TO MAJ. ROLF
BASTIAN.

A. INTRODUCTION:

The Operations Division is one of the three divisions at the UNAMIR CIVPOL HQ charged with the responsibility of coordinating the activities of CIVPOL Monitoring Teams in the various prefectures of Rwanda. The office of the CPOO therefore demands critical analysing of in-coming reports from CIVPOL Monitoring Teams in order to keep the CIVPOL HQ especially the CIVPOL Commissioner and staff abreast with current situation and to take prompt action on emergency situations.

It is therefore imperative that a thorough briefing about the general situation in Rwanda as reported by CIVPOL Teams be presented to the UNAMIR Force Commander and other schedule officers at the UNAMIR FHQ every morning at 08:00hrs unless otherwise stated. Generally, it is expected that the CPOO should be conversant and be aware of all call-signs used in CIVPOL Teams, FHQ and other UN organisations and possesses high understanding command.

B. COMMUNICATION EQUIPMENT:

The Division maintains a Duty Officer round the clock to monitor, control, assess the situation and on-going operation within the area of operation. Communication equipments are obtained from the UNAMIR Field Service Unit. (Refer to APPX. A, B and C for CIVPOL Supply/distribution of hand radios/chargers). The FSO is to be contacted for allocation of call-signs to CIVPOL Teams when the need arises to do so.

C. OFFICE EQUIPMENTS:

Limited stock of office stationery are kept in the office steel cabinet vide stores issue voucher file. (Refer to APPX. C for details of office equipments).

D. TRANSPORT:

Three vehicle are assigned to the Division as follows:

- a) UNAMIR 489 (NISSAN PICK-UP)
- b) UNAMIR 754 (TOYOTA PICK-UP)
- c) UNAMIR 726 (TOYOTA PICK-UP) currently in the workshop for servicing.


E. OPERATIONAL MATERIALS:


Materials such as operational maps, tracks, etc..are supplied by G3 PLANS FHQ based on presentation of requisition.

F. CONFIDENTIAL FILE(s):

Fragmentary Orders and documents of related nature are kept in this file.
I wish you a very successful operation in the mission area.

Regards.


(1) OFFICER TAKING-OVER
(MAJ. ROLF BASTIAN)
Date: 25.08.95....


(2) Officer HANDING-OVER
(SUPT O.M. GYEABOUR)
DATE: 25. AUG. 95

APPENDIX-C

A. HAND RADIOS IN STOCK

<u>SERIE N°</u>	<u>S/N° OF RADIO</u>
1.	FSNB 990
2.	IUU 3394
3.	FVE 9608
4.	ISQ 7831
5.	IUU 3835
6.	ISQ 7628
7.	FSQ 1820
8.	FNSC 009
9.	IUU 3781
10.	ISQ 6250
11.	IUU 3810
12.	FUCE 015
13.	IUU 3785
14.	FUCE 110
15.	ITEG 129
16.	FRY 0583
17.	FSS 4559
18.	FSNC 042
19.	IUU 3527
20.	FUCE 607

B. RADIO CHARGERS IN STOCK : 18

C. EXTRA BATTERIES IN STOCK : 7

APPX.D

OFFICE EQUIPMENTS

1. Colour Television (Panasonic) ✓
2. Video Deck (Panasonic) ✓
3. Computer: Printer, battery, and computer table. ✓
4. Study Light 1 ✓
5. Standing Fan 1 ✓
6. Table Fan 1 ✓
7. Wall Clock 2 ✓
8. Steel Cabinet 1 (with only 3 drawers fixed) ✓
9. Writing Desks 4 ✓
10. Arm Chairs 4 ✓

- OPS).
12. Electric Calculator ? 1
 13. Electric Type Writer 1 *taken*
 14. Wooden File Shelf 1 ✓
 15. Office Trays 6 ✓
 16. Desk Organiser 3 ✓
 17. Calender/Holder 3 ✓
 18. Base Radios 2 ✓
 19. Steel Shelf 1 ✓
 20. Letter Opener 1 ✓
 21. Dictionary (Fren/Engl) 1 ✓
 22. Punch - 2 Hole 1 ✓
 23. Waste Paper Basket 2 ✓
 24. Telephones 2 ✓
 25. Fax Machine 1 ✓
 26. Folding Chairs (W) 10 ✓
 27. Chair Folding (R) 2 ✓

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR
CIVPOL HQ

CPLOGO

To: MAJ.E.NETO
CPTM Kibungo/Byumba

Date: 27/11/1995
Ref: CIVPOL/INT/MEMO/1780/95

From: CIVPOL Commissioner

Subject: Discrepancy in Handing over Equipment

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3. You are directed in your former capacity as Chief Police Monitoring Officer of the prefecture to hand over the items within 48 hrs upon receipt of this memo to the CPLOGO or submit a report on the same within the same period.
4. Regards.

Cin/pol UNAMIR.
GILKONGORO
RWANDA.
15.11.95.

HANDING AND TAKING OVER NOTES.

1. THIS IS TO CERTIFY THAT 1 Sup^r
B.C. MWALE HAVE today THE 15-11-95
HANDED OVER THE OFFICE EQUIPME-
NTS TO CplOGO together with ALL
ARTICLES ON CHARGE - viz.

2. (a) ONE WRITING DESK
(b) TWO CHAIRS.
(c) SIDE TRAYS.
(d) ONE TABLE CALENDAR.
(e) " FIRE EXTINGUISHER.
(f) TWO BALLISTIC HELMETS.
(g) FOUR ROLLS ^{Reims} DUPLICATING SHEETS.
(h) WASTE PAPER BASKET.
(i) DESK ORGANISER.

OFFICER HANDING OVER.

Mwa
15-11-95.
Sup^r B.C. MWALE.

OFFICER TAKING OVER.

LT Chandi Kataru



2/12/95
RUHENGRI

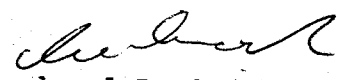
Handing and Taking-Over Note

Capt. Bernhard LENHARD, P00216, certify, that I have handed over the CIVPOL Office to Awaleh Sougueh, P0039, on Wednesday, 20091995. The following equipment was handed over also:


1. 1 Vehicle, Toyota Foarrunner, Reg Nr. Unamir 1081 (Condition of Vehicle on Page 3)
2. Communications Equipment
 - Motorola, in good condition
 - Handset: Nr. 1741346166
3. EDP Equipment: Nil
4. Supplies
 - 4 Helmets
 - 1 Steel Filing Cabinet
 - 1 Rotary Chair
 - 1 Stapler
 - 1 Wall Clock
 - 3 Folding Chairs
 - 1 Table
 - 1 Table Lamp
 - 1 Desk Organizer
 - 1 Streple Pin Remover
 - 1 Ruler
 - 1 Punett
 - 2 Charger
 - 1 Waste Basket

The above items were handed over in good condition

Officer-Handing-Over:


Capt. Bernhard Lenhard, CPO0216

Officer-Taking-Over:

Awaleh Sougueh. P0039 

Received No. 1546.....
 By:.....
 Date: NOV. 13 1995.....

Cirpol Yang

1546
 1546
 1546

HANDING/TAKING OVER NOTES
BETWEEN Supt. EFFIONG BASSEY AND
CAPT. BERNHARD LENHARD ON
12 NOVEMBER 1995

I have today 12 November 1995 handed over to you the Cirpol Command and administration of Cirpol Yangsan Prefecture together with all the underlisted items on Charge to the Station. You are to Superintend the activities of the Three Cirpol Observers under you. Their names are listed on the new postings order also handed over to you. Ensure you sustain the excellent relationship already built with the Milob Sector 4 and other organisations including the local authorities:-

- ① One Toyota 4 Runner Complete with tools & wheel
- ② One Car Radio Complete with Antennas
- ③ Several office files - Created and blank
- ④ One desk organiser
- ⑤ One Staple remover
- ⑥ Three Chairs - one Swivel, 2 solid
- ⑦ One Ruler
- ⑧ One table fan
- ⑨ One waste paper basket
- ⑩ One Ink Stamp

- 2 -
- (1) One Correcting fluid
 - (2) One 1995 Calendar
 - (3) One Calendar holder
 - (4) One two holes punch
 - (5) One pour " "
 - (6) One Smith Corona electric typewriter
model 5A-1 SN. 00795231
 - (7) Four Typewriter ribbon (wrong type?)
 - (8) One stove hot plate, two burners
 - (9) Two Kettle
 - (10) Two pan frying
 - (11) One marker, yellow (28) Fire Extinguisher.
 - (12) One marker, blue
 - (13) One marker, red
 - (14) Five pencil
 - (15) Two message pad
 - (16) Two routing request
 - (17) Four post-it

2. I wish you the best of luck.

OFFICER HANDING OVER

Effiong ~~Bassey~~ ^{Imy}, Supt.

12/11/95

OFFICER TAKING OVER

Capt. Bernhard Lenhard

11. /

L'an mil neuf cent quatre vingt quinze
le treize du mois de novembre à dix heures
vingt minutes.

Chers, soussignés

Commissaire Divisionnaire Kita siello
Chef PRT entrant
et Commandant Kabab Mohamed chef PRT
sortant,

avons procédé à l'inventaire des matériels
dont liste ci dessous.

I Matériels de communication

quatre (4) Talky Walky dont les numéros
sont :

174 TUL 8318V

174 F44 9832V Correct

174 FUCE 477V

et 174 F4CE 118V

quatre (4) chargeurs avec leurs accessoires

II Matériels de bureau

cinq (5) chaises roulantes de couleur.

un (1) classeur

une (1) agrafeuse

un (1) paquet d'agrafes

un (1) paquet de trombones

trois (3) paquets de papier.

III Matériels audio-visuels dans télécomm.

- un (1) Téléviseur de marque PANASONIC
n°... BT 4800/354 UN4504
un (1) magnétoscope de marque PANASONIC
n°... BT 5600/193.

IV Matériels roulants

- un (1) Véhicule MINIBUS de marque RITS.
n° 233 en bon état avec
accessoires. (roue de secours,
cric, clé à roue,
cric.)

Remarques: rétroviseur gauche br.
- aile gauche avant enf.
- clignotant côté gauche
brisé.
- embout pare-chocs ar.
manquant (côté droit)
- pare-chocs arrière, en
sautoir (côté droit).

La pick UP Toyota n°
en panne au garage de
le 15 octobre 1995 à Kiga

En foi de quoi, avons établi le présent proc.
verbal de constat pour servir et valoir ce
qu'il faut.

C. P. K. Kaleb
Major

C. P. K. Kaleb
C. P. K. Kaleb

HANDING-OVER NOTES

OFFICE OF CIVPOL/CPMT- KIGALI

1. I have with effect from 12 Nov. 1995. handed over the administration of the office of CPMT/ Kigali to A/supt Andrew Charles Mwengwe Chuma with the attached listed articles

2. Best Regards.

(A) OFFICER TAKING-OVER

(A/supt. Andrew Charles
Mwengwe Chuma)

Date 12/11/95

(B) OFFICER HANDING-OVER

(Maj. Timothy Kouli)

Date 12/11/95

ARTICLES ON CHARGE CPMT/KIGALI

1 -	Electric Type writer	-	1
2 -	Giant stapler	-	1
3 -	Punch	-	1
4 -	Wall clock	-	1
5 -	Table Fan	-	1
6 -	Table lamp	-	1
7 -	UN Helmets	-	3
8 -	Writing Tables	-	3
9 -	Office chairs	-	9 (additional 6 with Training Div.)
10 -	Metal File Cabinet	-	2 (with Files)
11 -	Desk Pen holder	-	1
12 -	Pocket French Dictionary	-	1
13 -	Stable remover	-	1
14 -	Ruler	-	1
15 -	Wast paper basket	-	1
16 -	Desk calendar	-	1
17 -	Desk Brötter	-	1
18 -	Kigali map	-	1
19 -	Confidential stamp	-	1
20 -	Registered stamp	-	1
21 -	Fire extinguisher	-	1
22 -	Computer Table	-	1
23 -	Office Trays	-	6
24 -	Telephone	-	1

TO: CIVPOL Commissioner
 FROM: CPM KIBUYE

TO DAY 13/11/95] A/Supt M. MAKUYU
 CP 129 HAVE HANDLED-OVER THE FOLLOWING
 CIVPOL PROPERTY FOR KIBUYE OFFICE
 TO LT ISAMA P0037 AS FOLLOWS:-

- 1) UNARMED M/V 1143 with all articles
- 2) CIVPOL STRIP AND CORRESPONDENCE FILES
- 3) COPIES (2)
- 4) Watch (clock 1)
- 5) TABLE ORGANISER (2)
- 6) RULER (2)
- 7) FARM (1)
- 8) Helmet (4)
- 9) BASKETS

OFFICER HANDING OVER: [Signature]
 OFFICER TAKING OVER: [Signature]

Le 13-11-95

C/LO 90

DATE: 14/10/95

H. SUPOL BADEY - Jm.

C/MT YANGUQU

SUBJ: HANDING AND TAKING OVER NOTES

EYE AM AT A LOSS TO UNDERSTAND WHAT YOUR INFORMAL MEMO DATED 120900 HOURS MAYBE OF OCTOBER 1995 TO ME IS ALL ABOUT X EYE AM CONVINCED EYE TOOK MY TIME TO BE OPEN TO YOU AND THOUGHT YOU ALL MATTERS RELATING TO INDENTING X RECEIPT X CLASSIFICATION AND MOVE OF UN MATERIALS X HOPING TO PLACE YOU IN AN INDEPENDENT POSITION TO DISCHARGE YOUR DUTIES WITHOUT SUPERVISION X ALSO BELIEVING THAT ^{YOU} CAN PASS THE KNOWLEDGE TO OTHERS X FIRST WHICH OF THE REQUISITION ARE YOU TALKING ABOUT X HAVE YOU CHECKED TO FIND OUT WHAT QUANTITY WAS SUPPLIED X TO WHAT HOLDING WAS THE ITEM IDENTIFIED X IF MY IMAGINATION IS CORRECT AS YOUR QUERY IS VAGUE X YOU ARE REFERRING TO THE TRAINING SCHOOL X FOR YOUR INFORMATION THE ITEMS WERE EXACTLY REQUISITIONED BY THE SPECIAL TASK FORCE OFFICER X AND COLLECTED BY ME X ALSO I AM SURE THAT EYE HAD NO CAUSE TO ISSUE ANY OF THE ITEMS X THE ITEMS WERE SUBJECT TO BE USED ON THE DIRECTIVE OF THE C/MT WASSONER X THE ITEMS ISSUED ON HIS DIRECTIVE ARE BROUGHT TO YOUR NOTICE X LET ME HOPE YOU ARE HONEST ENOUGH TO ADMIT THAT EYE GAVE YOU ALL THE INFORMATION/REQUISITIONS RELATING TO THE TRG ITEMS X EYE MANDATED

CPMT CYANGUGU
TO: SPT. BASSEY
FROM: C/LOGO

120900 HRS.

11 Sept.

REFERENCE IS MADE TO YOUR HANDING
OVER NOTES ANNEX B-TRG DATED 19TH
AUGUST, 1995. RECORDS SHOW THAT YOU
REQUISITIONED FOR 250 CARTONS A4 PAPER
ON 27TH JULY 1995 AND HANDED OVER 49
CARTONS TO YOUR SUCCESSOR. KINDLY
ENLIGHTEN US ON HOW YOU DISPOSED
OFF THE SHORTFALL AS WE HAVE
FAILED TO TRACE THE RECORDS. REGARDS//

For M/C
W30

TO: CIPOL COMMISSIONER
CIVPOL HQ

FROM: CPMT KIBUYE, SECTOR 5C

DATE: 20.09.1995

SUBJECT: HANDING AND TAKING OVER NOTES

I HEREBY HAND OVER THE FOLLOWING ITEMS
ON CHARGE TO ME TO THE NEW OFFICER.

THE ITEMS ARE:

A. 1 WALL-CLOCK

B. 1 MOTOROLA-CHARGER

C: 2 OPS CHAIRS

D: 4 UN HELMETS

E: 1 TRASH BASKET

F: 1 TABLE VAN

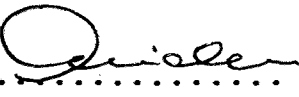
G: 1 RULER

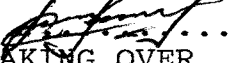
H: 1 DESK PEN HOLDER

I: 1 SECURITY MIR-ROCK WITH KEY

J: 1 MOTOROLA BASE STATION IN UNAMIR 1143

K: 1 VEHICLE, UNAMIR 1143, WITH TOOLS
(PRESENT LOCATION: WORKSHOP KIGALI)

SIGNATURE 
OFFICER HANDING OVER
NAME: CAPT. UDO LINDEN
UN ID No: POO213
DATE: 20.09.1995

SIGNATURE 
OFFICER TAKING OVER
NAME: LT. CAMARA SANCUM
UN ID No: CP 68
DATE: 20.09.1995

INFO: SECTOR COMD 5C KIBUYE
CALOG CIVPOL HQ KIGALI
CPOO CIVPOL HQ KIGALI

162
2

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



UNAMIR - MINUAR

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

Received	No. 1300
By:	[Signature]
Date:	SEP. 26 1995

TO: CIVPOL Commissioner

Date: 26 September 1995

FROM: CPMT/Kigali

Ref: KGL.3/V.1/.1.

SUBJECT: Handing-over Notes


-
1. I forward, herewith, a copy of handing-over notes of CPMT/Kigali which came into effect on 19 September 95.
 2. Best regards.

To: Major O.M. GYEABOUR
From: Capt MOH'D QUDAH
Sub: HANDING OVER


Date: 19.9.95

I am here by to hand over you the follow
items. And I wish you the best as CPMT Kigali
sector 1A.

- | | | | |
|------------------------------|----|------------------------|----|
| 1. Electric Typewriter | 1 | 15. wast basket | 1 |
| 2. giant stapler | 1 | 16. Desk Calendar | 1 |
| 3. Punch | 1 | 17. Sitrep handholder | 2 |
| 4. sonell wallclock | 1 | 18. Investigation file | 1 |
| 5. Accord table fan | 1 | 19. Desk blotter | 1 |
| 6. Table lamp | 1 | 20. Stationery | 1 |
| 7. UNAMIR helmets | 4 | 21. Policy files | 15 |
| 8. Writing table | 3 | 22. Kigali map | 1 |
| 9. Chairs office | 15 | 23. Confidential stamp | 1 |
| 10. File cabinets (metal) | 2 | 24. Restricted stamp | 1 |
| 11. Desk pens holder | 1 | 25. Fire extinguisher | 1 |
| 12. Pocket french dictionary | 1 | | |
| 13. Stubble remover | 1 | | |
| 14. Ruler | 1 | | |


Handing over officer

Capt MOH'D AL QUDAH


Taking over officer

Supt. O.M. GYEABOUR

Received No. 1230
By: [Signature]
Date: SEP 24 1995

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: CIVPOL Commissioner
FROM: LYDIA B. QUARSHIE-Adm. Assistant
SUBJECT: Forwarding of HANDING OVER NOTES
INFO: CPLOGO
DATE: 28th August 1995.

1. I forward herewith a copy of handing over notes to A/SUPT. MIRIAM SCOTT as directed in your posting order Ref.CIVPOL/MEMO/695/95 of 20th August 1995.

2. Regards.

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: A/Supt Miriam Scott

A:

Date: Kigali, 23 August 1995

FROM: DSP Lydia B. Quarshie
DE: Admin/Assistant CIVPOL HQ


Subject: Handing Over Notes
Objet:

1. I Deputy Supt of Police Lydia B. Quarshie, Admin. Assistant CIVPOL HQ hereby handover, logistic items on my charge and the duties of Admin Assistant to A/Supt Miriam Scott:

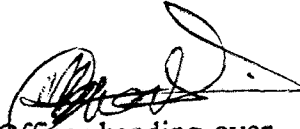
Logistic Items

1. UNAMIR Toyota Pick up 712
2. 1 Calculator ✓
3. 1 Desk Organiser ✓
4. 2 Desk Calender 1995 ✓
5. Trays 2 ✓
6. 1 Waste Paper basket ✓
7. 1 Chair, Typist, Brown W/Arms, Swivel ✓
8. 1 Cabinet, Filling, 4 drawers, lockable Sissay's office
9. 1 Desk, Computer white Sissay's office
10. 2 Desks wood top, 3 drawers, lockable 1 Sissay's office
11. 1 Shelf, metal 6 shelves Sissay's office
12. 1 Chair, typist, blue w/arms swivel Sissay's office

2. Best regards.

Officer taking over
Miriam Scott 
A/Supt.

8/9/95


Officer handing over
Lydia B. Quarshie
Deputy Supt.

8/9/95

INVENTORY OF U.N. OWNED EQUIPMENT IN CIVPOL HQ

DATE 9-May-95

INVENTORY OF: SECRET. COMMISSIONER, CIVPOL

P.C.I.U.

Certified by Chief of Section

Name (bL/Letters), ID: LYDIA B. QUARSHIE CP.034

SIGNATURE

DECAL No	SERIAL No	DESCRIPTION	Q
----------	-----------	-------------	---

AO-1120/106		CHAIR, TYPIST, BROWN, W/ARMS, SWIVEL	1
AO-1600/54		CABINET, FILLING, 4 DRAWERS, LOCKABLE	1
AO-2360/72		DESK, COMPUTER, WHITE	1
AO-2360/73		DESK, WWOOD TOP, 3 DRAWERS, LOCKABLE	1
		DESK, WWOOD TOP, 3 DRAWERS, LOCKABLE	1
		SHELF, METAL, 6 SHELVES	1
		CHAIR, TYPIST, BLUE, W/ARMS, SWIVEL	1

TO: CIVPOL COMMISSIONER
CIVPOL HQ

DATE: 01.09.95

FROM: CPMT KIBUYE, SECTOR 5C

SUBJECT: HANDING AND TAKING OVER NOTES

I HEREBY HAND OVER THE FOLLOWING
ITEMS ON CHARGE TO ME TO THE NEW OFFICER
THE ITEMS ARE:

- a) 1 WALL CLOCK
- b) 1 MOTOROLA - CHARGER
- c) 2 OPS CHAIRS
- d) 4 UN HELMETS
- e) 1 TRASH BASKET
- f) 1 TABLE FAN
- g) 1 RULER
- h) 1 DESK PEN HOLDER
- i) 1 SECURITY MIR ROCK WITH KEY
- j) SPARE WHEEL, JACK WHEEL, SPANNER
- k) 1 MOTOROLA RADIO WITH ANTENNA

Signature

Officer ~~Handing Over~~

Name: Lt. Camara Sausun

UN ID No: CP 68

Date: 01.09.95

Signature

Officer ~~Handing Over~~ ^{Taking Over}

Name: Capt. Udo Linden

UN ID No: POC 213

Date: 01.09.95

INFO:

SECTOR 5C KIBUYE
CPLOG CIVPOL HQ KIGALI
POC CIVPOL HQ KIGALI


Handing and Taking-Over Note

Capt. Bernhard LENHARD, POO216, certify, that I have handed over the CIVPOL Office to Awaleh Sougueh, POO39, on Wednesday, 20091995. The following equipment was handed over also:

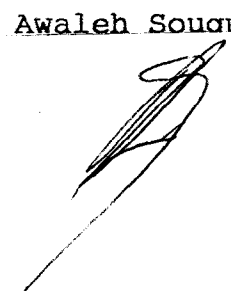
1. 1 Vehicle, Toyota Foarrunner, Reg Nr. Unamir 1081 (Condition of Vehicle on Page 3)
2. Communications Equipment
 - Motorola, in good condition
 - Handset: Nr. 174134(6166)
3. EDP Equipment: Nil
4. Supplies
 - 4 Helmets
 - 1 Steel Filing Cabinet
 - 1 Rotary Chair
 - 1 Stapler
 - 1 Wall Clock
 - 3 Folding Chairs
 - 1 Table
 - 1 Table Lamp
 - 1 Desk Organizer
 - 1 Streple Pin Remover
 - 1 Ruler
 - 1 Punett
 - 2 Charger
 - 1 Waste Basket

The above items were handed over in good condition

Officer-Handing-Over:


Capt. Bernhard Lenhard, CPOO216

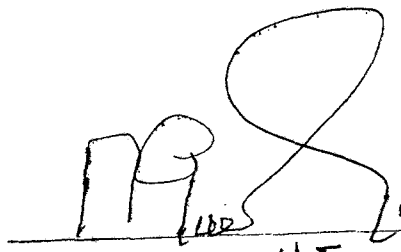
Officer-Taking-Over:

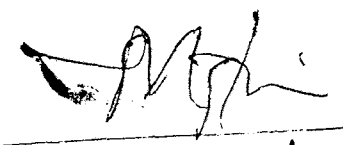
Awaleh Sougueh. POO39 

CIVPOL UNAMIR
KIGALI RWANDA
26.8.95

HANDING OVER NOTES.

1. THIS IS TO CERTIFY THAT, I, SUPT. M-Y. GUMEL HAVE TODAY THE 26th OF AUGUST 1995 HANDED OVER THE ADMIN. DUTIES OF THE CPMT. GIKONGORO TO SUPT. BASIL MWALE TOGETHER WITH ALL ARTICLES ON CHARGE: VIZ.
2. (a) TOYOTA 4x4 RUNNER No. UN 1038 plus spare tyre, JACK & other accessories
b. ONE WRITING DESK
c. THREE CHAIRS
d. QTY OF DUPLICATING SHEETS
e. GLUE, PENCILS, BALLPENS, FILES, TRAYS
f. TWO BALLISTIC HELMETS.
g. STEERING LOCK, WHEEL SPANNER
7. LONG WHEEL SPANNER, JACK.
MOTOROLA RADIO & ANTENNA
3. TWO MOTOROLA HAND RADIOS WITH SERIAL NUMBERS:-
→ 174 FRY 8523 and 174 F59 4559 TOGETHER WITH TWO BATTERY CHARGERS HAVE BEEN RETURNED TO SUPT. MR. GYEABOUR (CPOO) THROUGH ASP. T. ADI.


SUPT. B. MWALE 26/8/95.

 26/8
SUPT. M-Y. GUMEL

2/8/95

TO: CIVPOL COMMISSONER ✓
FROM: CPMT - GIKONGORO
INFO: CALOG - CIVPOL HQ.

SUBJECT - HANDING/TAKING OVER

I CAPTAIN HASSAN DAHEER THE CPMT OF GIKONGORO DO HEREBY HANDED OVER THE FOLLOWING ITEMS TO THE NEW CPMT OF GIKONGORO SUPT. M.Y. GUMEL.

1. ONE WALL-CLOCK
2. UNAMIR 1038 - 4x4 L/CRUISER
3. STEERING-LOCK, CAR-RADIO AND ANTENNA
4. 2 HAND-SET MOTOROLA WITH ² CHARGERS
5. 3 OFFICE CHAIRS & ONE OFFICE DESK
6. ONE TABLE-FAN & ONE TABLE LAMP.
7. 2 HELMETS
8. 1 WASTE PAPER BASKET
9. 1 DESK-ORGANISER
10. 1 DESK CALENDAR

NB - 1 HELMET IS STILL WITH LT. GHANDI - JORDAN
1 HELMET IS STILL WITH ASP AQUA - GHANA
YET TO BE HANDED OVER.

OUT GOING CPMT -
CAPT. HASSAN DAHEER.
Hassan

NEW - CPMT
SUPT. M.Y. GUMEL
[Signature]

TO: CNPOL COMMISSIONER
FROM: CPMT BUTARE (Handwritten signature)
SUBJECT: FORWARDING OF HANDING/TAKING
OVER NOTES

INFO: CPPLOGO

DATE: 21/8/95

• I FORWARD HERewith A COPY OF
BUTARE CPMT HANDING/TAKING OVERNOTES
FOR YOUR INFORMATION, PLEASE.

• YOUR MEMO REF NO CNPOL/INT/MEMO/
56/95 DATED 16TH AUG. 1995 IS
RELEVANT.

Handing over NOTES

I Herely testify that I have to day 3/9/1995
handed over the command and administration
of this sector H.Q to Major Mr. BASSEY
together with all the under listed items on charge

- ① one Toyota 4 RUNNER No 1050
- ② one steel cabinet without Keys .
- ③ one car Radio .
- ④ Three chairs .
- ⑤ one table fan .
- ⑥ Four Ament files covers .
- ⑦ one desk organizer .
- ⑧ one staple Remover .
- ⑨ one ruler .
- ⑩ one waste paper container .
- ⑪ one stamping INK .
- ⑫ one blanko flind - Blue + Red .
- ⑬ office files .
- ⑭ one 1995 calendar .
- ⑮ one calendar holder .
- ⑯ one perforator .

Mr
officer taking over

officer handing over
it Akendi
3-9-1995

P.V. 8/10/5.

CUPOL/EXAMUQU
25-8-95-

HANDING OVER NOTES

I hereby Certify that, I have to-day,
25-8-95 handed over the command and
administration of this Sector H.C. EXAMUQU to
Lt. Mr. Ghandi together with all the under listed
items on charge:-

- ① One Toyota Hilux Vehicle 734.
- ② One Steel Cabinet without Keys.
- ③ One Car Radio
- ④ Three Chairs.
- ⑤ One Table Fan
- ⑥ Four Amest Files Covers.
- ⑦ One Desk Organizer
- ⑧ One Staple Remover
- ⑨ One Ruler
- ⑩ One Waste Paper Container
- ⑪ One Stamping Ink.
- ⑫ One Blanco fluid - Red & Blue
- ⑬ Office Files.
- ⑭ One 1995 Calendar
- ⑮ One Calendar Holder.
- ⑯ One Perforator.

Officer Taking Over
Lt. Mr. Ghandi

25-8-95

Officer Handing Over
D.S.P. Mr. Adu Jaw

25-8-95-

TO: CIVPOL COMMISSIONER
CIVPOL HQ

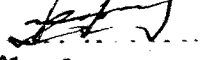
DATE: 01.09.95

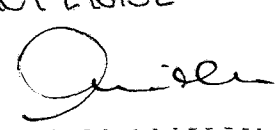
FROM: CPMT KIBUYE, SECTOR 5C

SUBJECT: HANDING AND TAKING OVER NOTES

I HEREBY HAND OVER THE FOLLOWING
ITEMS ON CHARGE TO ME TO THE NEW OFFICER.
THE ITEMS ARE:

- a) 1 WALL CLOCK
- b) 1 MOTOROLA - CHARGER
- c) 2 OPS CHAIRS
- d) 4 UN HELMETS
- e) 1 TRASH BASKET
- f) 1 TABLE FAN
- g) 1 RULER
- h) 1 DESK PEN HOLDER
- i) 1 SECURITY MIZ ROCK WITH KEY
- j) SPARE WHEEL, JACK WHEEL, SPANNER
- k) 1 MOTOROLA RADIO WITH ANTENNE

Signature: 
Officer ~~Handing~~ Over
Name: Lt. Camara Sausen
UN ID No: CP 68
Date: 01.09.95

Signature: 
Officer ~~Handing~~ Taking Over
Name: Capt. Udo Linden
UN ID No: PQD 213
Date: 01.09.95

INFO: SECTOR COMD 5C KIBUYE
CHLOG CIVPOL HQ KIGALI
FROM CIVPOL HQ KIGALI

CNPOL UNAMIR
KIGALI RWANDA
26.8.95

HANDING OVER NOTES.

1. THIS IS TO CERTIFY THAT, I, SUPT. M-Y. GUMEL HAVE TODAY THE 26TH OF AUGUST 1995 HANDED OVER THE ADMIN. & DUTIES OF THE CPMT. GIKONGORO TO SUPT. BASIL MINALE TOGETHER WITH ALL ARTICLES ON CHARGE: VIZ.

2. (a) TOYOTA 4x4 RUNNER No. UN 1038 plus spare tyre, JACK & other accessories

b. ONE WRITING DESK

c. THREE CHAIRS

d. QTY OF DUPLICATING SHEETS


e. GLUE, PENCILS, BALL PENS, FILES, TRAYS

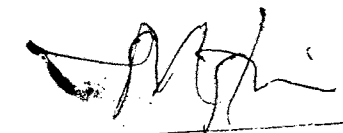
f. TWO BALLISTIC HELMETS.

g. STEERING LOCK, WHEEL SPANNER

7. LONG WHEEL SPANNER, JACK.
MOTOROLA RADIO & ANTENNA

3. TWO MOTOROLA HAND RADIOS WITH SERIAL NUMBERS:-
→ 174 FRY 8523 and 174 FSS 4559 TOGETHER WITH TWO BATTERY CHARGERS HAVE BEEN RETURNED TO SUPT. MR. GYEABOUR (CP00) THROUGH ASP. T. ADI


SUPT. B. MINALE 26/8/95.

 26/8/95
SUPT. M-Y. GUMEL

HANDING AND TAKING-OVER NOTE

I, NO CP 189 AJAAT MAKUYU MUTUMBA
HEREBY CERTIFY THAT I HAVE TODAY
THE 24TH OF AUGUST 1995 HANDED-OVER
THE CUPOL OFFICE TO NO P00216
BERNHARD LENCHARD WITH THE
UNDEMENTIONED UNITED NATION
PROPERTY.

1 VEHICLE

- (i) TOYOTA 4 RUNNER REG NO UNAMR1081
- (ii) LAST KM WHEN HANDED-OVER: 62249 KM
- (iii) SEE CONDITION OF VEHICLE ON PAGE 3

2 COMMUNICATIONS EQUIPMENT

- (a) MOTOROLA II, IN GOOD CONDITION
- (b) HANDSET: NO 1741346166

3 EDP EQUIPMENT: NIL

4 SUPPLIES

- (i) 4 HELMETS
- (ii) 1 STEEL FILING CABINET
- (iii) 1 ROTARY CHAIR
- (iv) 1 STAPLER
- (v) 1 WALL CLOCK
- (vi) 3 FOLDING CHAIRS
- (vii) 1 TABLE
- (viii) 1 TABLE LAMP

- iX, 1 STREPE PIN REMOVER ²
- XI 1 RULER
- XII, 1 PUNCH:
- XIII TWO CHARGERS
- XIV 1 WASTE BASKET.

THE ABOVE ITEMS WERE HANDLED OVER
IN GOOD CONDITION. I ALSO ATTACH
A COPY OF HANDING AND TAKING OVER
NOTES BETWEEN MY PREDECESSOR NO. 021
DSP ADAMS ON 18/8/95.

OFFICER HANDING-OVER: -- *[Signature]*
OFFICER TAKING-OVER: -- *[Signature]*

date: 24/8/95
time: 1000 HRS.

2

UNITED NATIONS ASSISTANCE MISSION FOR RWANDA

To : Capt. Bernhard Leinhard PVO 216 Date: 24.08.95

From : NR CP 189 A/Super M. MAKUYN
Transport Officer

Subject: Issue/Assignment of Standard Commercial Pattern Vehicle(s).

1. Issue/Assignment of the following vehicle(s) has been approved.

UNAMIR NUMBER	MAKE/TYPE	KILOMETER READING	MOTOROLA RADIO	AM/FM RADIO	REMARKS
1081	TOYOTA RUNNER	62249	—	NIL	

2. Please contact the Transport Section (Ext: 1360)
to arrange collection of the above vehicle(s).

3. Complete and sign the following before taking delivery:

Received above vehicle(s):

- a) Complete as per check list and with no visible damages/defects.
b) The following discrepancies/damages/defects noted:

See page 2

Inspected and received in good order by:

Name: B. Leinhard

Signature:

[Signature]

Rank/Title: Captain

ID No: PVO 216

Date: 24.08.95

CC:

Vehicle File
Dispatch Unit
CTO Assignment File
Contingent/Unit/Section File
CCO (for information only)

SEPTOR - 5

UNAMIR TRANSPORT SECTION

VEHICLE CHECK-LIST

KM: 62249

Date: 24.08.95

UNAMIR Vehicle No 1081

Trip Ticket holder

- | | | |
|-------------------------------|----------|---|
| 1. Tools | yes | Yes/No |
| 2. Jack | yes | Yes/No |
| 3. Fire Extinguisher | | Yes/No |
| 4. Cigar Light | | Yes/No |
| 5. Spare Wheel | | Yes/No |
| 6. Door Mirror- | 1. Left | Yes/No |
| | 2. Right | Yes/No |
| 7. All Glass (Cracked/Broken) | | Yes/No |
| 8. Car Radio/Cassette Player | | Yes/No |
| 9. Road Wheel Hub Caps | | Yes/No |
| 10. Winch Cover | | Yes/No |
| 11. Winch Switch (Electrical) | | Yes/No |
| 12. Trip Ticket Holder | | Yes/No |
| 13. First Aid Kit | | Yes/No |
| 14. Key # | | Yes/No |
| 15. Steering Lock | | Yes/No |
| 16. Body Dents | | Yes/No (If yes write details in Remarks Col.) |
| 17. Other/s | | |

Remarks : Slight dent on the left fender and at the back Brush
dent on right indicator and slight depression on roof

Signature
I/c Accident Unit I/C Workshop
FVIU

Checklist

Signature & ID No.
Driver

HANDING-OVER OFFICER —
TAKING OVER OFFICER —

TO: CIVPOL COMMISSIONER

FROM: CPMT-BUTARE

SUBS: HANDING AND TAKING OVER NOTES.

INFO: CPPLOGO

DATE: 27th AUGUST 1995

I, Supt. R. B. MVULA, CPMT-BUTARE
HEREBY HANDOVER THE OFFICE OF
CPMT-BUTARE TO Supt. G. JERE VIDE
YOUR MEMO REF NO 62/95 DATED
25/8/95.

LOGISTICS HOLDING.

- (1) ONE TOYOTA 4 RUNNER UNAMIR 1116
- ✓(2) FIVE OFFICE TABLE TRAYS
- ✓(3) ONE WALL CLOCK
- ✓(4) ONE ACCIDENT MEASURING TAPE
- ✓(5) ONE TABLE LAMP
- ✓(6) ONE TABLE FAN
- ✓(7) ONE MOTOROLA CHARGER
- ✓(8) TWO MOTOROLA WALKIE-TALKIES
NOS 0174TE4510
0174TE4430
- ✓(9) TWO OFFICE CHAIRS
- ✓(10) TWO SITTING HORN CHAIRS

✓(11) THREE CORRESPONDENCE FILES


(12) COMPUTER TOWIT. SCREEN-KEY - BOARD.
(13) BATTERY x PROCESSOR.

✓(13) WASTE PAPER BASKET / RED DESK ORGANIZER

✓(14) 1995 DESK CALENDAR / BLUE HOLDER


(15) TWO HELMETS OUT OF 4 AS INDICATED
BY C PLOGO.

REMAINING TWO WITH CAPT. ROBERTO JAMES
CPI06 AND LT. ABULHAKIM MOHAMMED
CPO81 AS INDICATED BY OUTGOING
CPMT OF CILONGORO.

OFFICER HANDING OVER:  Supt. R.B. Mulla

DATE: 27/8/95

TIME: 1620 HRS.

OFFICER TAKING OVER:  Supt. S. JERE

DATE: 27/8/95

TIME: 1621 HRS

Civ/CS.8/V.1/5

CIVPOL/EXANGUGU
25-8-95

HANDING OVER NOTES.

I hereby certify that I have to-day
25-8-95 handed the Command and administration
of this Sector de EXANGUGU to Lt. Mr. Ghandi
together with all the underlisted items on charge:

- ① One Toyota Hilux Vehicle No. 734.
- ② One Steel Cabinet without Keys.
- ③ One Car Radio.
- ④ Three Chairs.
- ⑤ One Table Fan - Serviceable.
- ⑥ Four Arrest File Covers.
- ⑦ One Dex Organizer.
- ⑧ One Staple Remover.
- ⑨ One Ruler
- ⑩ One Waste Paper Container
- ⑪ One Stamping Ink.
- ⑫ One Blanco Fluid - Red & blue.
- ⑬ Office Files
- ⑭ One 1995 Calendar
- ⑮ One Calendar Holder
- ⑯ One Perforator.

Officer Taking Over
Lt. Mr. Ghandi

~~25-8-95~~

~~Officer Handing Over~~
S.S.P./Mr. Adu Jom
25-8-95



TO: Admin/log
From: A/SUPT M. SCOTT *[Signature]* Date: August 23.95.
INFO: CIVPOL COMMISSIONNER
Subject: Handing over notes

1. I started working as the CIVPOL PO since I come into the mission on the 27/4/95 after the orientation course.
I was assisting DSP Owalabi Chris, after the posting of DSP Owalabi on the 4/7/95 to training section I took over the personnel section. Amongst the duties I took over and performed during my tenure include the following:

- (a) monthly rendition of the CIVPOL location list
- (b) monthly rendition of the CIVPOL accommodation list
- (c) monthly rendition of the attendance of duty by the local staff
- (d) monthly collection of the CIVPOL personnel attendance sheets
- (e) maintenance and updating of personnel records files
- (f) Reception and repatriation of CIVPOL Officers
- (g) preparation of a daily parade state of CIVPOL Officers
- (h) Processing of leave/CTO forms etc
- (i) Performance of routine personnel duties as appropriate.

2. The inventory of the personnel section in an office shared with the Logistics Section include VIZ:

- (a) Two (2) office tables with drawers.
- (b) Two (2) arm chairs (one blue/one cream coloured)
- (c) one (1) filing cabinet
- (d) One phonebox with extension number 11752
- (e) Other minor office accoutrements, desk organizer table calendrier, files scissors, calculator etc.

3. It is important to point out that while I tried to perform my duties as diligent as possible, some tasks remain uncompleted, such as:

- (a) Ascertaining the specific dates on Supt Bhakta from Pakistan currently serving in Angola arrived and departed Rwanda. He wishes to receive the UN Medal/ribbon for 90 days service with UNAMIR. Efforts to trace relevant records have failed.

- (b) The return of completed forms on security plan listing and emergency contact persons, to the office of the Chief Security Officer and Chief personnel officer respectively.

These returns are being delayed due to the lacklustre response of some CIVPOL Officers towards the completion of the forms.

(c) Please note that the miniature medals/metres of ribbon are still being awaited according to Maj Deepak Das. Please again note that the 110 \$ which was handed over to me by DSP Owolabi he collected the some 110 \$ from me on the 19th July 1995, he was going to inform me after seeing Maj Deepak Das which I am still awaiting to hear from him.

Note: Necessary letters/documents relating to the a above mentioned uncompleted tasks can be found in the medal parade file and the personnel general correspondence file.

4. The personnel section was issued with UNAMIR vehicle n°463 for the performance of duties.
5. I wish the new Chief of administration and Logistics a successful tenure of office.

GOD BLESS.

Noted *[Signature]*
22/8/95

TO: CIVPOL COMMISSIONER

FROM: CPMT BUTARE *[Signature]*
18/8/95

SUBJECT: HANDING AND TAKING OVER NOTES

INFO: CPPLOGO

DATE: 18TH AUGUST, 1995

I SUPOL CHRIS ERO, CPMT BUTARE
~~HEREBY~~ HANDOVER THE OFFICE OF CPMT
BUTARE TO SUPOL R. B. MVULA, AS
ADVISED IN YOUR MEMO REF NO CIVPOL
INT/MEMO/56/95 DATED 16TH AUG, 1995.

PERSONNEL

DEPUTY SPT. HUBERT DUKU: GHANA

ASST SPT. AFRICA LINGU: ZAMBIA

LOGISTICS HOLDING

- (1) ONE TOYOTA 4RUNNER LINAMIR 1116
- (2) FIVE OFFICE TABLE TRAYS
- (3) ONE WALL CLOCK
- (4) ONE ACCIDENT MEASURING TAPE
- (5) ONE TABLE LAMP
- (6) ONE TABLE FAN
- (7) ONE MOTOROLA CHARGER
- (8) TWO MOTOROLA WALKIE-TALKIE
- (9) TWO OFFICE CHAIRS

1741TEG510
1741TEG430

- (10) TWO SITREP HARDCOVER FILES
- (11) THREE CORRESPONDENCE FILES
- (12) COMPUTER, TOWIT: SCREEN X KEYBOARD X BATTERY X PROCESSOR X
- (13) WASTE PAPER BASKET / RED DESK ORGANISER
- (14) 1995 DESK CALENDAR / BLUE HOLDER
- (15) TWO HELMETS OUT OF 4 AS INDICATED BY CPPLOGO REMAINING TWO WITH CAPT. ROBERTO DAMBI CR100 AND LT. ABDULHAKIM MOHAMMED CP.081 AS INDICATED BY OUTGOING CPMT GIKONGORO.

DUTIES OF CPMT

THE CPMT IS THE CHIEF EXECUTIVE OF THE CIVPOL SECTOR AND HE EXERCISES ADMINISTRATIVE CONTROL OVER OTHER MEMBERS OF THE TEAM, AS MAY BE DIRECTED BY CIVPOL COMMISSIONER. THERE ARE 20 COMMUNES IN BUTARE PREFECTURE, AS AN OLD HAND IN THE PREFECTURE YOU DO NOT NEED FURTHER TUTORING ON HOW TO GO ABOUT MONITORING FUNCTIONS HERE IN BUTARE X I WISH A SUCCESSFUL TENURE AND GOD'S GUIDANCE X

Chris Ero
1: CHRIS ERO, DSP
OUTGOING CPMT, BUTARE

R.B. Myula
2: R.B. MYULA, SP
INCOMING CPMT BUTARE

TO: CIVPOL COMMISSIONER
FROM: CPMT BUTARE *Chaudhary*
SUBJECT: FORWARDING OF HANDING/TAKING
OVER NOTES

INFO: CPPLOGO

DATE: 21/8/95

I FORWARD HERewith A COPY OF
BUTARE CPMT HANDING/TAKING OVER NOTES
FOR YOUR INFORMATION, PLEASE.

YOUR MEMO REF NO CNPOL/INT/MEMO/
56/95 DATED 16TH AUG. 1995 IS
RELEVANT.

TO: CNPOL COMMISSIONER
FROM: CPMT BUTARE (Handwritten signature)
SUBJECT: FORWARDING OF HANDING/TAKING
OVER NOTES

INFO: CPPLOGO

DATE: 21/8/95

• I FORWARD HERewith A COPY OF
BUTARE CPMT HANDING/TAKING OVER NOTES
FOR YOUR INFORMATION, PLEASE.

YOUR MEMO REF NO CNPOL/INT/MEMO/
56/95 DATED 16TH AUG. 1995 IS
• RELEVANT.

TO : CIVPOL COMMISSIONER
FROM : CPMT BUTARE *[Signature]*
SUBJECT: HANDING AND TAKING OVER NOTES
INFO: CPPLGO
DATE: 18TH AUGUST, 1995

- I SUPOL CHRIS ERO, CPMT BUTARE HEREBY HANDOVER THE OFFICE OF CPMT BUTARE TO SUPOL R. B. MVULA, AS ADVISED IN YOUR MEMO REF NO CIVPOL INT/MEMO/56/95 DATED 16TH AUG, 1995

PERSONNEL

- DEPUTY SPT. HUBERT DUKU: GHANA
- ASST SPT. AFRICA LINGU: ZAMBIA

LOGISTICS HOLDING

- (1) ONE TOYOTA 4RUNNER LINAMIR 1116
- (2) FIVE OFFICE TABLE TRAYS
- (3) ONE WALL CLOCK
- (4) ONE ACCIDENT MEASURING TAPE
- (5) ONE TABLE LAMP
- (6) ONE TABLE FAN
- (7) ONE MOTOROLA CHARGER
- (8) TWO MOTOROLA WALKIE-TALKIES
- (9) TWO OFFICE CHAIRS

1741EG5
1741EG4

- (10) TWO SITREP HARDCOVER FILES
- (11) THREE CORRESPONDENCE FILES
- (12) COMPUTER TOWIT: SCREEN X KEYBOARD X BATTERY X PROCESSOR X
- (13) WASTE PAPER BASKET / RED DESK ORGANISER
- (14) 1995 DESK CALENDAR / BLUE HOLDER
- (15) TWO HELMETS OUT OF 4 AS INDICATED BY CPPLOGO
REMAINING TWO WITH CAPT. ROBERTO DAMBI CP100 AND
LT. ABDULHAKIM MOHAMMED CP.081 AS INDICATED BY OUTGOING
CPMT GIKONGORO.

DUTIES OF CPMT

- THE CPMT IS THE CHIEF EXECUTIVE OF THE CIVPOL SECTOR AND HE EXERCISES ADMINISTRATIVE CONTROL OVER OTHER MEMBERS OF THE TEAM,
- AS MAY BE DIRECTED BY CIVPOL COMMISSIONER. THERE ARE 20 COMMUNES IN BUTARE PREFECTURE, AS AN OLD HAND IN THE PREFECTURE YOU DO NOT NEED FURTHER TUTORING ON HOW TO GO ABOUT MONITORING FUNCTIONS HERE IN BUTARE X I WISH A SUCCESSFUL TENURE AND GOD'S GUIDANCE X

Chris ERO
∴ CHRIS ERO, DSP

2: R. B. MVULA, SP



UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

ATTESTATION/ACKNOWLEDGEMENT FOR VEHICLE/COMMUNICATIONS/EDP
EQUIPMENT & SUPPLIES ON CHARGE TO CIVPOL OFFICERS

ATTESTATION

NOTE: WRITE NAME IN BLOCK LETTERS

NAME: CHRISTOPHER O. FRO RANK: DSF DATE: 28/8/95

ID NUMBER: C/O 22 STATUS: CPMT

NATIONALITY: NIGERIAN LOCATION: BUEARE
(PRESENT)

ITEMS

1. VEHICLE:

a) i) VEHICLE REG. NO: 1116 ii) LAST KMS WHEN HANDED
OVER.....

ii) TYPE OF VEHICLE: 4 RUNNER

iii) MOTOR CAR RADIO: YES CONDITION HANDED
OVER: GOOD

iv) TOOLS & EQUIPMENT: COMPLETE/NOT COMPLETE

v) STATE MISSING ITEMS: NIL

NIL

b) [REDACTED]

2. COMMUNICATIONS EQUIPMENT

DESCRIPTION	SERIAL NO	QUANTITY	CONDITION OF SET	REMARK
i) MOTOROLA		TWO ONE CHARGER	GOOD ✓	
HANDSET				
ii) TELEPHONE		NIL	NIL	
iii) PHOTO COPIER		NIL	NIL	

3. EDP EQUIPMENT

ACCESSORIES

QUANTITY	SERIAL NO	CONDITION OF EQUIPEMENT	REMARK
A) PERSONAL COMPUTER			
i) DESK TOP MONITOR		✓ GOOD	
ii) DESK TOP CPU		✓ GOOD	
iii) LAPTOP	KEYBOARD ✓	GOOD	
iv) LAPTOP CARRYING BAG			
B) PRINTER			
i) HP DESKJET 500	X		
ii) HP DESKJET PORTABLE	X	✓	
iii) LASERJET 4	X		
iv) CANON BUBBLEJET	X		
BATTERY			
i) UPS BATTERY		✓ GOOD	
ii) EXTENSION CORD			
iii) NETWORK CABLE			

4) SUPPLIES

DESCRIPTION	QUANTILY	SERIAL NO	CONDITION OF EQUIPEMENT	REMARK
i) BLUE HELMET		TWO	GOOD	
ii) FLAK JACKET		X		
iii) FRIDGE		X		
iv) DICTIONARY (FRENCH)		X		
v) DICTIONARY (ENGLISH)		X		
vi) a) TELEVISION WITH REMOTE CONTROL (PANA-SONIC) b) TELEVISION WITH REMOTE CONTROL (SONY)		X X		
vii) VCR		X		
viii) CABINET, FILING 4 DRAWERS		X		
ix) CHAIR, ROTARY		TWO		
x) PUNCH		X		
xi) STAPLER		X		
xii) CABINET, WOOD WITH DRAWERS		X		
xiii) CALCULATOR		X		
xiv) TYPEWRITER ELECTRIC, PANASONIC		X		
xv) CLOCK, WALL		ONE		
xvi) FOLDING CHAIR				
xvii) EXECUTIVE ROTARY CHAIR		X		
xviii) LAMB, TABLE		ONE		

TABLE FAN ONE /
 ACCIDENT MEASURING TAPE ONE /
 WASTE-PAPER BASKET ONE /
 1995 DESK CALENDAR/HOLDER ONE /

Chris Fred
 CHRIS FRED

ACKNOWLEDGEMENT BY CIVPOL CHIEF LOGISTICS OFFICER.

I,Rank.....ID NO.....
do hereby certify that the items listed in paragraphs (1), (2),
(3) and (4) on charge to the above named CIVPOL Officer have been
physically checked and taken over in good/poor condition. He has
failed to account for items.....and is hereby
authorised/not authorised to commence his checkout and clearance.

Date:..... Signature:.....

Designation:.....

UNITED NATIONS



NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: CIVPOL COMMISSIONER Date: 18/8/95

FROM: CPMT- RUHENGRI. *Ar*

INFO: CPLOGO.

SUBJECT: HANDING OVER NOTES.

1. With reference to your let. CIVPOL/INT/MEMO/56/95 dated 16/8/95, I have today 18/8/95 handed over the administration of RUHENGRI CIVPOL PREFECTURE to A/SUPT. M. Makuyu with all the equipment on charge.

2. Attached herewith is a copy of the handing over notes for your nec. action.

3. Regards.

RUTHERFORD PREFECTURE

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR
CIVPOL

HANDING AND TAKING OVER NOTE

I With UNID No CP 021 ASP Adamu Adams hereby handed over the mantle of leadership, Civpol Office and the under mentioned UN property to NO CP 189 A/Supt. M. Makenya on 18/8/95.

(1) VEHICLE: Presently at the Workshop for Maintenance.

(ii) TOYOTA 4 RUNNER REG. NO UNAMIR 1081

(iii) LAST KM WHEN HANDED OVER: 061847

(iii) SEE CONDITION OF VEHICLE ON PAGE 6.

(2) COMMUNICATIONS EQUIPMENT:

(a) MOTOROLA (1) in good Condition.

(b) Handset NO 1741 SY6766

3 EDP EQUIPMENT: NIL

4. SUPPLIES:

(i) 4 Helmets

(ii) 1 Steel filing cabinet

(iii) 1 Rotary chair

(iv) 1 stapler

(v) 1 wall clock

(vi) 3 Folding chairs

(vii) 1 Table fan

(viii) 1 Table Lamp

(ix) 1 Desk Organizer

(x) 1 Staple pin remover

(xi) 1

was handed over in

(2)

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR
CIVPOL

good Condition

I also attach a copy of handing over
taking over notes between my predecessor Supt.
R. B. Mvula and me dated 12/7/95.

OFFICER HANDING OVER: - *Ar DSK 18/8/95*
OFFICER TAKING OVER: - *[Signature] 18/8/95*

DATE: 12/7/95
(S)
ATTESTATION/ACKNOWLEDGEMENT FOR M/V/COMMUNICATIONS/ETC

EQUIPMENT & SUPPLIES ON CHARGE TO ~~REPORT~~

IN COMING CIVIL OFFICER.

I NG P00075 Supt. R.B. MVULA HEREBY
CERTIFY THAT I HAVE TODAY THE 12TH
JULY 1995 HANDED OVER THE CIVIL
OFFICE TO NO. CP 021 DSP A. ADAM
WITH THE UNDERMENTIONED CN
PROPERTY IN HIS CHARGE:

1. VEHICLE REG NO UNAMIR 1081 Toyota 4Runner
LAST KM 57774

2. (i) TYPE OF VEHICLE: - TOYOTA 4 RUNNER

(ii) M/V. CAN RADIO IN GOOD CONDITION

2. COMMUNICATION EQUIPMENT.

→ TWO ONE
(a) ~~THREE~~ WALKIE-TALK RADIOS

IN SERVICEABLE CONDITIONS.
(b) ONE YET TO BE HANDED OVER BY LT. HOFFMAN.

(3) SUPPLIES.

(i) THREE HELMETS

(4)
- Fan to (one)

- TABLE LAMP (one)

OFFICER HANDING OVER: ~~B~~ Supt.
H. Mulla.

OFFICER TAKING OVER: A JN/2/71

UNAMIR
TRANSPORT SECTION

UNITED NATIONS ASSISTANCE MISSION FOR RWANDA

To : AD. CP 001 DSP A. ADAMS
From : NS 00075 Supt. R.B. MURPHY
Subject: Issue/Assignment of Standard Commercial Pattern Vehicle(s)

Date: 12/7/95

1. Issue/Assignment of the following vehicle(s) has been approved.

UNAMIR NUMBER	MAKE/TYPER	KILOMETER READING	MOTOROLA RADIO	AM/FM RADIO	S
1081	TOYOTA 4Runner	57724	✓	NIL	

2. Please contact the Transport Section (Ext: 1360) to arrange collection of the above vehicle(s).

3. Complete and sign the following before taking delivery
Received above vehicle(s):

- a) Complete as per check list and with no visible damages/effects.
b) The following discrepancies/damages/defects noted

See page 2.

Inspected and received in good order by:

Name: A. ADAMS Signature: [Signature]

Rank/Title: DSP CPMT. ID No.: 4021

Date: 12/7/95

CC:

UNAMIR TRANSPORT SECTION
VEHICLE CHECK LIST

Date: 12/7/95
KM: 5777.4

UNAMIR VEHICLE NO:

- | | | |
|--------------------------------|---------------------|---|
| 1. Trip ticket holder | Yes/No | |
| 2. First Aid kit | Yes/No | |
| 3. Fire Extiguister | Yes/No | |
| 4. *Tods= 1. Jack, | Yes/No | circle the
missing item. |
| 2. Wheel Nutwrench, | Yes/No | |
| 3. Jack Handle | Yes/No | |
| 4. Jack Handle extension, | Yes/No | |
| 5. Wheel ornament remover, | Yes/No | |
| 6. wheel ornament replacer, | Yes/No | |
| 7. Tool bag | Yes/No | |
| 5. Cigar lighther | Yes/No | |
| 6. Car radio casette player | Yes/No | |
| 7. Radio antenna | Yes/No | |
| 8. Motorola antenna | Yes/No | |
| 10. Spare whell | Yes/No | |
| 11. Door mirrors | 1. Left
2. Right | circle the
missing item |
| 12. All glass (Cracked/broken) | Yes/No | |
| 13. Road wheel Hub caps | Yes/No | |
| 14. Winch Cover | Yes/No | |
| 15. Which switch Electrical | Yes/No | |
| 16. Body Dents | Yes/No | if yes, write
details in
remarks col. |
| 17. Other/s | Yes/No | |

Remarks: Slight dent on the left fender and at the back right bush
also on the body.

HANDING OVER OFFICER: [Signature] SUPT

Signature
I/C Dispatch/ I/C Workshop

TAKING OVER OFFICER: [Signature] 12/7/95

TO: CIVPOL COMMISSIONER
FROM: CPMT BUTARE *[Signature]*
SUBJECT: HANDING AND TAKING OVER NOTES
INFO: CPPLOGO
DATE: 18TH AUGUST, 1995

I SUPOL CHRIS ERO, CPMT BUTARE
~~HEREBY~~ HANDOVER THE OFFICE OF CPMT
BUTARE TO SUPOL R. B. MVULA, AS
ADVISED IN YOUR MEMO REF NO CIVPOL
INT/MEMO/56/95 DATED 16TH AUG, 1995.

PERSONNEL

DEPUTY SUPT. HUBERT DUKU: GHANA
ASST SUPT. AFRICA LUNGU: ZAMBIA

LOGISTICS HOLDING

- (1) ONE TOYOTA 4RUNNER LINAMIR 1116
- (2) FIVE OFFICE TABLE TRAYS
- (3) ONE WALL CLOCK
- (4) ONE ACCIDENT MEASURING TAPE
- (5) ONE TABLE LAMP
- (6) ONE TABLE FAN
- (7) ONE MOTOROLA CHARGER
- (8) TWO MOTOROLA
- (9)

- (10) TWO SITREP HARDCOVER FILES
- (11) THREE CORRESPONDENCE FILES
- (12) COMPUTER, TOWIT: SCREEN X KEYBOARD X BATTERY X PROCESSOR X
- (13) WASTE PAPER BASKET / RED DESK ORGAN
- (14) 1995 DESK CALENDAR / BLUE HOLDER
- (15) TWO HELMETS OUT OF 4 AS INDICATED BY CPPL REMAINING TWO WITH CAPT. ROBERTO DAMBI CP100 AND LT. ABDULHAKIM MOHAMMED CP.081 AS INDICATED BY OUTGOING CPMT GIKONGORO.

DUTIES OF CPMT

THE CPMT IS THE CHIEF EXECUTIVE OF THE CIVPOL SECTOR AND HE EXERCISES ADMINISTRATIVE CONTROL OVER OTHER MEMBERS OF THE TEAM AS MAY BE DIRECTED BY CIVPOL COMMISSIONER. THERE ARE 20 COMMUNAL OLD HAND IN THE PREFECTURE, AS AN OLD HAND IN THE PREFECTURE YOU DO NOT NEED FURTHER TUTORING ON HOW TO GO ABOUT MONITORING FUNCTIONS HERE IN BUTARE. I WISH A SUCCESSFUL AND GOD'S BLESSING AND

CPMT. E. R. M. M. VULA C.D

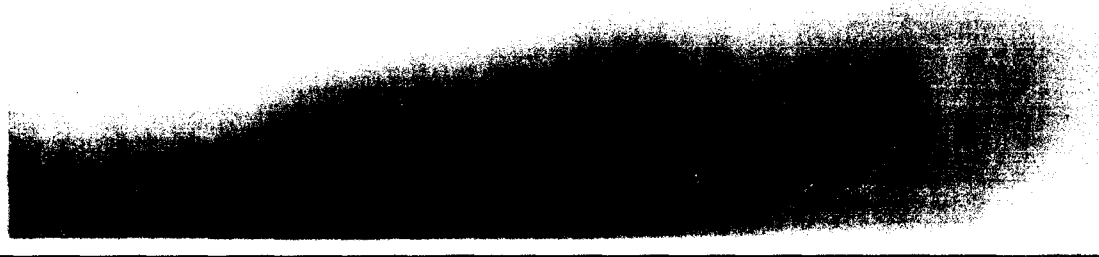
TO: CIVPOL COMMISSIONER
FROM: CPMT BUTARE *Chaudhary*
SUBJECT: FORWARDING OF HANDING/TAKING
OVER NOTES

INFO: CPPLOGO

DATE: 21/8/95

I FORWARD HERewith A COPY OF
BUTARE CPMT HANDING/TAKING OVER NOTES
FOR YOUR INFORMATION, PLEASE.

YOUR MEMO REF NO CNPOL/INT/MEMO/
56/95 DATED 16TH AUG. 1995 IS
RELEVANT.



REF CIV/CY.8/V.1/6.

TO: CPPLOGO

10/8/95

FROM: CPMT/CYANGUGU

INFO - CIVPOL/COMMISSIONER AND CPPO/KIGALI.

SUBJECT: Discrepancy in Handing/Taking over Notes

I refer to your letter No. CIVPOL/HATO/LOG/9/95 dated 24/7/95 and have to state as follows:-

① Four (4) Helmets - These were being handed over to me by my Predecessor S.S.P. Mr. Kugbey but I refused with my understanding that the Helmets were some of UNAMIR Accommodations issued to individuals to use and was only to be accounted for when time came for the possessor to be repatriated. In short, I have communicated to Mr. Kugbey to send them to you.

② The 1995 Desk Calendar as well as the Calendar Holder have both been traced to one of the Cabinet drawers intact. It might have been an oversight for not embodying ^{it} in the Handing over notes.

③ I hope this would help you to Straighten your Records.

Regards.

UNITED NATIONS



NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: CIVPOL COMMISSIONER Date: 18/8/95
FROM: CPMT- RUHENGRI. *AL*
INFO: CPLOGO.
SUBJECT: HANDING OVER NOTES.

1. With reference to your let. CIVPOL/INT/MEMO/56/95 dated 16/8/95, I have today 18/8/95 handed over the administration of RUHENGRI CIVPOL PREFECTURE to A/SUPT. M. Makuyu with all the equipment on charge.

2. Attached herewith is a copy of the handing over notes for your nec. action.

3. Regards.

RUKHENGIRI PREFECTURE

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR
CIVPOL

HANDING AND TAKING OVER NOTE

I WITH UNID NO CP. 021 DSP Adamu Adams hereby handed over the mantle of leadership, Civpol Office and the under mentioned UN property to NO CP 189 A/Supb. M. Makungu on 18/8/95.

(1) VEHICLE: Presently at the Workshop for Maintenance.

(ii) TOYOTA 4 RUNNER REG. NO UNAMIR 1081

(iii) LAST KM WHEN HANDED OVER: 061847

(iii) SEE CONDITION OF VEHICLE ON PAGE 6.

(2) COMMUNICATIONS EQUIPMENT:

(a) MOTOROLA (1) in good Condition.

(b) Handset NO 174846166

3 EDP EQUIPMENT: NIL

4. SUPPLIES:

(i) 4 Helmets

(iii) 1 Steel filing Cabinet

(iii) 1 Rotary chair

(iv) 1 stapler

(v) 1 wall clock

(vi) 3 Folding chairs

(vii) 1 Table fan

(viii) 1 Table Lamp

(ix) 1 Desk organizer

(x) 1 staple pin remover

(xi) 1 Ruler

(xii) 1 punch.

(xiii) 2 chargers

(xiv) 1 waste basket.

The above items were handed over in

(2)

UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR
CIVPOL

good condition

I also attach a copy of handing over and taking over notes between my predecessor Supt. R-B. Mvula and me dated 12/7/95.

OFFICER HANDING OVER: - *Ar DSA 18/8/95*

OFFICER TAKING OVER: - *[Signature] 18/8/95*

(5)
ATTESTATION/ACKNOWLEDGEMENT FOR M/V/COMMUNICATIONS/ETC

EQUIPMENT & SUPPLIES ON CHARGE TO

IN COMING CIVILIAN OFFICER.

I NG P00075 Supt. R.B. MVULA HEREBY
CERTIFY THAT I HAVE TODAY THE 12TH
JULY 1995 HANDED OVER THE CIVILIAN
OFFICE TO NO. CP 021 DSP A. ADAMS
WITH THE UNDERMENTIONED CN
PROPERTY IN HIS CHARGE:

1. VEHICLE REG NO UNAMIR 1081 Toyota 4Runner
LAST KM - 57774

2. (i) TYPE OF VEHICLE: - TOYOTA 4 RUNNER

(ii) M/V. CAN RADIO IN GOOD CONDITION

2. COMMUNICATION EQUIPMENT.

→ TWO ONE
(a) ~~THREE~~ WALKIE-TALK RADIOS

IN SERVICEABLE CONDITIONS.
(b) ONE YET TO BE handed over by LT. HOFFMAN.

(3) SUPPLIES.

(i) THREE HELMETS.

(ii) ~~BLIND~~ ~~CAR~~ ~~TIRE~~

UNAMIR
TRANSPORT SECTION

UNITED NATIONS ASSISTANCE MISSION FOR RWANDA

To : ~~DD~~ CP 001 DSP A. ADAMS

Date 12/7/95

From : NS 00075 Supt. R.B. MURPHY
Transport Officer

Subject: Issue/Assignment of Standard Commercial Pattern Vehicle(s).

1. Issue/Assignment of the following vehicle(s) has been approved.

UNAMIR NUMBER	MAKE/TYPE	KILOMETER READING	MOTOROLA RADIO	AM/FM RADIO	
1081	TOYOTA 4Runner	57724	✓	NIL	
					See the

2. Please contact the Transport Section (Ext: 1360) to arrange collection of the above vehicle(s).

3. Complete and sign the following before taking delivery

Received above vehicle(s):

- a) Complete as per check list and with no visible damages/effects.
b) The following discrepancies/damages/defects noted

See page 2.

Inspected and received in good order by:

Name: ADAMU ADAMU Signature: *ADAMU*

Rank/Title: DSP CPMI

ID No: 94021

Date

12/7/95

CC:

Vehicle File

Dispatch Unit

Transport Section

(6)

UNAMIR TRANSPORT SECTION
VEHICLE CHECK LIST

Date: 12/7/95
KM: 5777.4

UNAMIR VEHICLE NO:

- | | | |
|--------------------------------|--------|---------------|
| 1. Trip ticket holder | Yes/No | |
| 2. First Aid kit | Yes/No | |
| 3. Fire Extiguister | Yes/No | |
| 4. Tools= 1. Jack, | Yes/No | |
| 2. Wheel Nutwrench, | Yes/No | circle the |
| 3. Jack Handle | Yes/No | missing item. |
| 4. Jack Handle extension, | Yes/No | |
| 5. Wheel ornament remover, | Yes/No | |
| 6. wheel ornament replacer, | Yes/No | |
| 7. Tool bag | Yes/No | |
| 5. Cigar lighter | Yes/No | |
| 6. Car radio cassette player | Yes/No | |
| 7. Radio antenna | Yes/No | |
| 8. Motorola antenna | Yes/No | |
| 10. Spare wheel | Yes/No | |
| 11. Door mirrors 1. Left | Yes/No | circle the |
| 2. Right | Yes/No | missing item |
| 12. All glass (Cracked/broken) | Yes/No | |
| 13. Road wheel Hub caps | Yes/No | |
| 14. Winch Cover | Yes/No | |
| 15. Which switch Electrical | Yes/No | |
| 16. Body Dents | Yes/No | if yes, write |
| 17. Other/s | Yes/No | details in |
| | | remarks col. |

Remarks: Slight dent on the left fender and at the back right brush
also on the body.

HANDING OVER officer: [Signature]

Signature
I/C Dispatch/ I/C Workshop

TAKING OVER officer: [Signature]

12/7/95

CLOSURE OF CINPOL STATION.

BYUMBA - PROPERTIES RETURNED

26 — 8 — 95

- | | | |
|-----|----------------------|-------------|
| 1. | Three office chairs. | — 3. |
| 2. | One wall clock. | — ONE |
| 3. | Four trays. | — FOUR |
| 4. | TYPE WRITING PAPERS | — Five. |
| 5. | PENCIL SHARPNER | — ONE. |
| 6. | DESK CALENDER. | — ONE |
| 7. | HOLDER CALENDER | — ONE. |
| 8. | CALCULATOR | — ONE |
| 9. | STAPLE REMOVER | — ONE |
| 10. | FILE JACKETS | — FIFTEEN |
| 11. | MARKERS | — FOUR |
| 12. | BALL PENS ASSORTED | — TEN |
| 13. | SOLITAPE | — TWO |
| 14. | GLUE STICKS | — THREE |
| 15. | ENVELOPES | — TEN |
| 16. | DETOL | — TWO |
| 17. | CLIPS | — TWO PKTS. |
| 18. | CORRECTING FLUID | — TWO |
| 19. | RULER | — ONE |
| 20. | PUNCH | — ONE |
| 21. | PERMANENT COLOUR | — FOUR |
| 22. | ORGANIZER | — ONE |
| 23. | POST IT | — THREE |
| 24. | SCOTCH | — TWO |
| 25. | WRITING PAD | — TWO |
| 26. | MESSAGE FORM | — TWO |
| 27. | ROUTINE REQUEST | — TWO |
| 28. | PENCILS | — THREE |
| 29. | WASTE BASKET. | — ONE |

I Certify to have received the above
items correct from DSP. KUGBEY EPO29

~~Reup~~ B. 0076 26/8/95
Logo.



UNAMIR - MINUAR

File.

TO : CPOO
CPMT BUTARE
CPMT RUHENGARI
CPMT CYANGUGU
CPMT KIBUYE

DATE : 24/7/1995

FROM : CPPLOGO

REF : CIVPOL/HATO/LOG/9/95

INFO : CIVPOL Commissioner

SUBJECT : Discrepancy in handing/taking over notes and missing tools
in UNAMIR 754

1. I have noticed that your handing over notes does not tally with the following items issued to you on signature on the dates indicated against your prefecture.

2. You are therefore requested to account for the omitted items and to say whether the omission is an oversight, or whether the items are missing :

(i) Butare Prefecture

Date issued

- 4 Helmet (accounted for 3) : 1 unaccounted	4/4/95
- 1 Desk organiser	"
- 1 Waste paper basket	"
- 1 1995 desk calendar	"
- 1 Holder calendar	"
- 1 Ruler	"

(ii) Ruhengeri Prefecture

- 4 Helmet (accounted for 3) 1 missing	8/4/95
- Desk organiser	"
- Waste paper basket	"
- Staple pin remover	"
- Ruler	"

(iii) Kibuye Prefecture

- 1995 desk calendar	3/4/95
- Holder calendar	"
- Desk organiser	"
- Staple pin remover	"
- Waste paper	"

(iv) Cyangugu Prefecture

- 4 UN Helmet
- 1995 Desk Calendar
- Holder Calendar

4/4/95

"

"

CPOO

3. ~~CPOO~~ only : It is observed that UNAMIR 754 which was previously assigned to your division on 25/1/95 complete with the following tools :

- (i) Jack
- (ii) Wheel nutiorench
- (iii) Jack handle
- (iv) Jack handle extension
- (v) Wheel ornament remover
- (vi) Wheel ornament replaces was on 7/7/95 detected while on routine

maintenance at ITMM workshop to be operating without the above enunciated tools and the detection was accordingly recorded.

You are therefore requested to submit a detailed report stating who operated the vehicle and whether the tools were removed for safe custody and by whom, or whether the tools are missing and to apportion blame where necessary, please.

4. Regards.



UNAMIR - MINUAR

TO : Compol Almamoud SIDIBE
LO/Special Assistant
DATE : 9/7/1995
FROM : DSP K.A. LASISI
CPMT Kibungo
INFO : CALOG/CPOO

SUBJECT : Handing over duties and equipments on-charge the FHQ L.O

1. Reference posting of CIVPOL Observers number CIVPOL/MEMO/561/95 dated 4th July 1995 in which you are now to act as the Special Assistant /LO FHQ. I am by this letter handing-over the underlisted equipments which are on charge to the FHQ Liaison Office and duties being performed as L/O.

- a) Computer hard disc with serial number — BT-2000/850.
- b) Computer monitor with serial number FCC ID ARSCM8200.
- c) Handheld motorola radio with serial number 1747 SG and a charger
- d) i. One table fan
ii. One reading lamp
iii. 2 ~~machine~~ helmets *crasques bonds*
iv. One wall clock
- e) Furniture and steel cabinet containing document

2. It is important to note that most of these equipments were signed for before collection and should therefore be handled with care.

Compol A. Sidibe
ok.

2- CHAIRS
1. TABLE.

2 photos
keep all
refugees
AD and PO



Received No. 364
By: [Signature]
Date: 18-8-1995

8

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

TO : THE CIVPOL COMMISSIONER,
CIVPOL HQ, KIGALI
FROM : CPMT KIBUYE

SUBJECT : HANDING AND TAKING OVER NOTES

1. I refer to memo no. 56/95 of 04/07/95 redeploying me to ops division and bringing Supt R B Mvula to occupy my position as CPMT Kibuye. In view of the aforementioned development, I hereby hand over the following items on charge to me to the new officer, the items are :

- a. Wall clock
- b. Motorola charger
- c. 2 Chairs
- d. Four UN Helmets
- e. Trash basket
- f. One table fan
- g. Motor vehicle NO.UNAMIR. 1143 with its motorola, antenna and tools.

[Signature]
.....
Signature
Officer taking over
Name : Supt. R B Mvula
UN ID NO : CP 075
Date : 17-07-95

[Signature]
.....
Signature
Officer handing over
Name: Supt. Zaki M Ahmed
UN ID NO : CP 023
Date : 17-07-95

Info:
Sector Commander 5C, Kibuye
CALOG CIVPOL HQ, Kigali
CPOO CIVPOL HQ, Kigali

Above for your information, please.



By: 11-7-95
 Date: 11-7-95

HANDING OVER NOTE

I have handed over the command and administration of Sector 4C to DSP Mr. YAW ADU together with the following items on charge: -

1. One 4Runner vehicle No. 1050. ✓
2. One Steel Cabinet but without keys. ✓
3. Two hand radios - ✓
4. One vehicle radio. ✓
5. Three office chairs. ✓
6. One table fan. ✓
7. Two radio chargers. ✓
- ~~8. One ~~PRINTER~~ ~~handmate~~ ONE PERFORATOR~~
9. Four Amest file covers. ✓
10. One Desk organizer. ✓
11. One Staple remover. ✓
12. One ruler. ✓
13. One waste Paper rubber. ✓
14. One stamping ink. ✓
15. One blanco fluid - red and blue. ✓
16. Office files. ✓

OFFICER TAKING OVER
 DSP YAW ADU
 11-7-95

OFFICER HANDING OVER
 DSP. I. A. KUGBEY

11-7-95

cc. Commissioner CIVPOL

DATE: 12/7/95 7

ATTESTATION/ACKNOWLEDGEMENT FOR M/V/COMMUNICATIONS/EDP
EQUIPMENT & SUPPLIES ON CHARGE TO
IN COMING CIVIL OFFICER.

I NG P0075 Supt. R.B. MVULA HEREBY
CERTIFY THAT I HAVE TODAY THE 12TH
JULY 1995 HANDED OVER THE CIVIL
OFFICE TO NO. CP021 DSP A. ADAMS
WITH THE UNDERMENTIONED CN
PROPERTY IN HIS CHARGE:

1. VEHICLE REG NO UNAMIR 1081 Toyota 4 runner
LAST KM 57774

2. (i) TYPE OF VEHICLE: - TOYOTA 4 RUNNER
(ii) M/V. CAN RADIO IN GOOD CONDITION

2. COMMUNICATION EQUIPMENT.

→ TWO ONE
(a) ~~THREE~~ WALKIE-TALK RADIOS
IN SERVICEABLE CONDITIONS.
(b) ONE YET TO BE HANDED OVER BY LT. HOFFMAN.

(3) SUPPLIES.

- (i) THREE HELMETS.
- (ii) FILING CABINET (ONE)
- (iii) CHAIR ROTARY (1)
- (iv) STAPLER (1)
- (v) WALL CLOCK (1)
- ✓ FOLDING CHAIRS (3)

- Fan is (one)
- TABLE Lamp (one)

OFFICER HANDING OVER: ~~B~~ SUP T.
OFFICER TAKING OVER: ^{Moule.} A JN 12/2/55

HANDING OVER NOTE

I have handed over the command and administration of Sector 4C to DSP MR. YAW ADU together with the following items on charge: -

1. One 4Runner vehicle No. 1050. ✓
2. One Steel Cabinet but without keys. ✓
3. Two hand radios - ✓
4. One vehicle radio. ✓
5. Three office chairs. ✓
6. One table fan. ✓
7. Two radio chargers. ✓
8. ~~Four ballistic helmets~~ ONE PERFORATOR ✓
9. Four Amest file covers. ✓
10. One Desk organizer. ✓
11. One Staple remover. ✓
12. One ruler. ✓
13. One waste Paper rubber. ✓
14. One stamping ink. ✓
15. One blanco fluid - red and blue. ✓
16. Office files. ✓

OFFICER TAKING OVER
DSP YAW ADU
11-7-95

OFFICER HANDING OVER
DSP I/A KUGBEY
11-7-95

4 4 flat helmet not reported to Commissioner CIVPOL

5
To: CNPOL Commissioner
From: CPMT BUTARE

SUBJECT: FORWARDING OF HANDING/TAKING
OVER NOTES

INFO: CPLOGO/ADMIN

DATE: 11th JULY, 1995

I FORWARD HEREWITH A COPY
OF BUTARE CPMT HANDING/TAKING OVER NOTES
THE 11th JULY 1995 CONCLUDED ON
AFTER A
TOUR OF SOME OF THE COMMUNITIES
AND OTHER STRATEGIC INSTITUTIONS
WHICH COMMENCED ON THE 10th
JULY, 1995, PLEASE X

YOUR MEMO REF NO CNPOL MEMO/561/95 OF 4/7/95
IS VERY RELEVANT.

TO: CIVPOL Commissioner
FROM: CPMT BUTARE
SUBJECT: HANDING/TAKING OVER NOTES
INFO: CPL 090 / ADMIN
DATE: 11TH JULY, 1995

I SUPOL M.Y. GUMEL, CPMT BUTARE
HEREBY HAND OVER THE OFFICE OF CPMT
BUTARE TO SUPOL CHRIS ERO AS
DIRECTED IN CIVPOL MEMO, REF NO
561/95 DATED 4/7/1995.

2. PERSONNEL

AS YOU CAN SEE FROM THE POSTING UNDER
REFERENCE THE ONLY PERSONNEL LEFT
IS SUPOL LUNGU AFRICA

3. LOGISTICS HOLDINGS

- (1) ONE COMPUTER
- (2) ONE VEHICLE UNAMIR 1116 4X4
- (3) TWO OFFICE CHAIRS (9) ONE MOTOROLA/CHARGER
- (4) ONE WALL CLOCK (10) ONE TABLE FAN
- (5) THREE OFFICE TRAYS
- (6) ONE ACCIDENT MEASURING TAPE
- (7) THREE HELMETS (4 ISSUES)
- (8) ONE TABLE LAMP

4. DUTIES OF CPMT

THE CPMT IS THE CHIEF EXECUTIVE OF
THE TEAM. AND EXERCISES ADMINISTRATIVE
CONTROL OVER OTHER MEMBERS OF THE
TEAM, AS MAY BE DIRECTED BY CIVPOL
COMMISSIONER. THE CPMT DUTIES INCLUDED
AS WELL. THE OFFICER NOT AFFECTED IN
THE NEW POSTING WILL ASSIST -/ON IN OTHER
AREAS NOT COVERED IN THE HANDING OVER
NOTES. I WISH -/ON A SUCCESSFUL TENURE,
AND GOD BLESS.

M.Y. Gumel

SUPOL M.Y. GUMEL
OUTGOING CPMT
BUTARE FAN

CHRIS ERO

D/SUPOL CHRIS ERO
INCOMING CPMT
BUTARE

To: CNPOL Commissioner

From: CPMT BUTARE

SUBJECT: FORWARDING OF HANDING/TAKING
OVER NOTES

INFO: CPLGO/ADMIN

DATE: 11th July, 1995

I forward herewith a copy
of BUTARE CPMT ^{HANDING/TAKING OVER} NOTES
concluded on
the 11th July 1995, AFTER A
TOUR OF SOME OF THE COMMUNITIES
AND OTHER STRATEGIC INSTITUTIONS
WHICH COMMENCED ON THE 10th
JULY, 1995, PLEASE X

Your Memo Ref No CNPOL MEMO/561/95 OF 4/7/95
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FROM: CPMT BUTARE
SUBJECT: HANDING/TAKING OVER NOTES
INFO: CPL 090 / ADMIN
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THE TEAM AND EXERCISES ADMINISTRATIVE
CONTROL OVER OTHER MEMBERS OF THE
TEAM AS MAY BE DIRECTED BY CIVPOL
COMMISSIONER. THE PMT DUTIES INCLUDED
AS WELL. THE OFFICER NOT AFFECTED IN
THE NEW POSTING WILL ASSIST -/ON IN OTHER
AREAS NOT COVERED IN THE HANDING OVER
NOTES. I WISH YOU A SUCCESSFUL TENURE,
AND GOD BLESS.

M.Y. Gumel

SUPOL M.Y. GUMEL
OUTGOING CPMT
BUTARE

CHRIS ERO
D/SUPOL CHRIS ERO
INCOMING CPMT
BUTARE

4



UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO : CALOG

DATE : 07/07/1995¹

FROM : DSP Chris OWOLABI (Ag. CPPO)

INFO : CIVPOL Commissioner

SUBJECT : Handing over notes

1. I started acting as the CIVPOL Chief of Personnel following the repatriation of the substantive chief, Capt. Hans back to his home country, Germany, on the 13th May, 1995. I was assisted credibly by Mrs Miriam Scott. Amongst the duties I took over and performed during my tenure include the following :

- (a) Monthly rendition of the CIVPOL location list
- (b) Monthly rendition of the CIVPOL accommodation list
- (c) Monthly rendition of attendance of duty by the local staff
- (d) Monthly collection of the CIVPOL Personnel attendance sheets
- (e) Maintenance and updating of personnel records files
- (f) Reception and repatriation of CIVPOL officers
- (g) Preparation of a daily parade state of CIVPOL officers
- (h) Processing of leave/cto forms and the
- (i) Performance of routine personnel duties as appropriate.

2. The inventory of the Personnel section in an office shared with the Logistics section include viz :

- (a) Two(2) office tables with drawers
- (b) Two(2) arm chairs (one brown/one milky coloured)
- (c) One filing cabinet
- (d) One smith-corona electric machine
- (e) One phonebox with extension number 115
- (f) Other minor office accoutrements, desk organizer, table calender, files, scissors, calculator etc.

To Contact Angela
for required
information.

To act on Pass-
ed 1/1/01

3. It is important to point out that while I tried to perform my duties as diligently as possible, some tasks remain uncompleted, such as :

(a) Ascertaining the specific dates one Supt Bhakta from Pakistan currently serving in Angola arrived and departed Rwanda. He wishes to receive the UN Medal/ribbon for 90 days service with UNAMIR. Efforts to trace relevant records have proved abortive.

(b) The ongoing repatriation process of seven (7) German officers who are due repatriation on 17/7/95.

(c) The return of completed forms on security plan listing and emergency contact persons to the office of the Chief Security officer and Chief Personnel officer respectively. These returns are being delayed due to the lacklustre response of some CIVPOL officers towards the completion of the forms.

(d) Some souvenir items of the 50th anniversary of the United Nations and ten (10) miniature medals/metres of ribbon were ordered through the office of the force welfare officer, Major Deepak Das, which are being awaited. Please note that the miniature medals/metres of ribbon can only be collected upon the payment of one hundred and ten (110) US Dollars (which has been handed over to Mrs Scott)

(e) Finally is the forwarding of the home address of CP Nimetigna Traore (already repatriated) to the finance section to facilitate the payment of his claims incurred while he was serving with UNAMIR.

NOTE : Necessary letters/documents relating to the above-mentioned uncompleted tasks can be found in the medal parade file and the personnel general correspondence file.

4. Miscellaneous : I wish to indicate the loss of a UN helmet out of two issued to the personnel section. This loss was discovered on the 29th June, 1995.

5. The personnel section was issued with UNAMIR vehicle n°734 for the performance of our duties.

6. I wish the new chief of administration and logistics a successful tenure of office.

— S/SP for
keep for
the meeting

HANDING OVER - 3
NOTES

Received No. 336
By:
Date: JUL 11 1995

To: CIVPOL Commissioner

From: CPMT - KIGALI

Chirwa

SUBJECT: FORWARDING OF HANDING OVER NOTES

INFO: CP LOGO

DATE: 8TH JULY, 1995

- I FORWARD HERewith A COPY OF CPMT KIGALI HANDING OVER NOTES, WHICH CAME INTO EFFECT ON SATURDAY 8TH JULY, 1995, TO CAPTAIN MOHAMMED JAMIL ALQUDAH AS DIRECTED IN YOUR POSTING ORDER REF: CIVPOL MEMO/561/95 OF 4TH JULY, 1995.

BEST REGARDS..

TO: CAPT. MOAS JAMIK MOHD ALQUDAH ~~ret~~ (13)
FROM: CHRIS ERO, DSP ~~Chris Ero~~ DSP 8/1/95
CPMT KIGALI
SUBJECT: HANDING OVER NOTES

DATE: 8th JULY, 1995
INFO: CIVPOL COMMISSIONER

I Deputy Supt of Police Chris Ero,
CPMT - CIVPOL Sector 6 Kigali, hereby
handover, the following personnel, Logistic
items on charge to the Sector, and
duties of CPMT-Kigali to ~~for~~
on the date stated above.

PERSONNEL

As you can see for yourself there's
no personnel to request as all officers
in the team were affected in the new
posting. The records available will now
be your last report for guidance in
this arduous task.

LOGISTICS

- (1) UNAMIR TOYOTA 755
- (2) UNAMIR LANDCRUISER 1296
- (3) COMPUTER & ACCESSORIES
TO-WIT DESKTOP CPU, MONITOR, BATTERY, TABLE
UNAMIR 719, IN THE WORKSHOP
- (4) 4 MOTOROLAS RADIO
CHRIS ERO
MONITOR
UNAMIR 719
HUBERT SCHULZ
SN 2263001
- (5) 1 ELECTRIC TYPEWRITER
HUBERT SCHULZ
SN 2263001
- (6) 1 GIANT STAMPER

- (7) 1 PUNCH
- (8) 1 SONELL WALL-CLOCK
- (9) 1 ACCORD TABLE FAN (RED)
- (10) 1 TABLE LAMP (RED)
- (11) 7 UNAMIR HELMETS
- (12) 3^{WRITING} TABLES
- (13) 15 CHAIRS (OFFICE)
- (14) 2 FILE CABINETS (METAL)
- (15) 1 DESK PENS HOLDER (RED)
- (16) 1 POCKET FRENCH DICTIONARY
- (17) 1 STAPLE REMOVER
- (18) 2 RULERS
- (19) 1 WASTE BASKET
- (20) 1 MOTOROLA POWER SUPPLY
- (21) 1 MOTOROLA CHARGER
- (22) 1 DESK CALENDAR
- (23) 2 SITREP HARDCOVER FILES
- (24) 1 INVESTIGATION ✓ FILE
- (25) 1 DESK BLOTTER
- (26) 1 STATION DIARY
- (27) 15 POLICY FILES
- (28) 1 KIGALI MAP (OPS)
- (29) 1 CASIO CALCULATOR
- (30) 1 CONFIDENTIAL STAMP
- (31) 1 RESTRICTED STAMP

DUTIES OF CPMT KIGALI

The CPMT is the chief executive of the Cripol Sector and he takes charge exclusively under the authority of the Cripol Commissioner. As part of his daily activities, he exercises administrative control over members of the PMT and supervises Cripol teams under his command in ensuring the execution of the following tasks:

- (1) Monitoring the working of local police - Gendarmerie as well as keeping close contacts with its command;
- (2) Establishing good working relations with various elements of the Rwanda society, particularly humanitarian aid agencies, NGOs and public institutions responsible for the administration of criminal justice and protection of human rights;
- (3) Visiting prisons, Refugees/IDPs camps to observe treatment of inmates, sanitary and living conditions and their resettlement processes;
- (4) Conducting investigations into all complaints as may be directed by Cripol Commissioner;
- (5) Assisting military observers and ground troops in police matters;
- (6) Intelligence gathering and analysis as well as observing the activities of both public and private institutions, organisations, interest groups individuals, with a view to informing the Cripol Commissioner of happening within the AOR;
- (7) Conducting independent or joint patrols with either MULOBS or local police teams in maintaining law and order;
- (8) Winning the confidence of the local population, as well as maintaining liaison with all elements with whom relations has been established;

- 1) Ensuring compilation of all incidents in Daily Sitrep to Cwpol Commissioner and finally;
- 2) To carry out any other mission within the framework of UN Cwpol in UNAMIR.

The data gathered on a daily basis; are giving critical analysis before compilation into the day's Sitrep to CPOO, Cwpol HQS which must be submitted on or before 1530 hours; Monitoring functions as you know demand being very meticulous and scrupulous, so that a correct ^{and detailed} accounts of incidents are reported without necessarily exaggerating the situation bearing in mind that as eyes and ears of the Commissioner accurate information cannot be overemphasized.

This handing over notes cannot exhaust our experiences in Kigali however, recourse to the policy files, Investigation and Sitrep files will go along way in guiding you in the running and management of Kigali Sector.

I wish you a successful tenure of office as ^{CPO} Kigali Cwpol Sector 6 and God bless, Amen.
Best regards.

To: Cinpol Commissioner ✓

From: CPMT - KIGALI *Chutwala*

SUBJECT: FORWARDING OF HANDING OVER NOTES

INFO: CP LOGO

DATE: 8TH JULY, 1995

I FORWARD HERewith A COPY OF
CPMT KIGALI HANDING OVER NOTES,
WHICH CAME INTO EFFECT ON SATURDAY
5TH JULY, 1995, TO CAPTAIN MOHAMMED
AMIK ALQUIDAH AS DIRECTED IN
OUR POSTING ORDER REF: CINPOL/
1EMO/561/95 OF 4TH JULY, 1995.

BEST REGARDS.

TO: CAPT. MOAS JAMIK MOHD ALQUDAH ~~11/11~~ (1)
FROM: CHRIS ERO, DSP CPMT KIGALI ~~11/11~~ (1)
SUBJECT: HANDING OVER NOTES

DATE: 8th JULY, 1995
INFO: CIVPOL COMMISSIONER

I Deputy Supt of Police Chris Ero,
CPMT - CIVPOL Sector 6 Kigali, hereby
handover, the following personnel, logist
items on charge to the Sector, an
duties of CPMT-Kigali to you
on the date stated above.

PERSONNEL

As you can see for yourself there's
no personnel to request as all office
in the team were affected in the re
posting. The records available will now
be your last report for guidance in
this arduous task.

LOGISTICS

- (1) UNAMIR TOYOTA 755
- (2) UNAMIR LANDCRUISER 1296
- (3) COMPUTER & ACCESSORIES
TO-WIT DESKTOP CPU; MONITOR, BATTERY, TABLE
UNAMIR 719, IN THE WORKSH
- (4) 4 MOTOROLAS RADIO
CHRIS ERO
NORMAN RICHARDSON
WALTER FENNERBERGER
HUBERT SUICH
SN 2263001
- (5) 1 ELECTRIC TYPEWRITER
- (6) 1 GIANT STAPLER

- (7) 1 PUNCH
- (8) 1 SONELL WALL-CLOCK
- (9) 1 ACCORD TABLE FAN (RED)
- (10) 1 TABLE LAMP (RED)
- (11) 7 UNAMIR HELMETS
- (12) 3^{WRITING} TABLES
- (13) 15 CHAIRS (OFFICE)
- (14) 2 FILE CABINETS (METAL)
- (15) 1 DESK PEN HOLDER (RED)
- (16) 1 POCKET FRENCH DICTIONARY
- (17) 1 STAPLE REMOVER
- (18) 2 RULERS
- (19) 1 WASTE BASKET
- (20) 1 MOTOROLA POWER SUPPLY
- (21) 1 MOTOROLA CHARGER
- (22) 1 DESK CALENDAR
- (23) 2 SITREP HARD COVER FILES
- (24) 1 INVESTIGATION ✓ FILE
- (25) 1 DESK BLOTTER
- (26) 1 STATION DIARY
- (27) 15 POLICY FILES
- (28) 1 KIGALI MAP (OPS)
- (29) 1 CASIO CALCULATOR
- (30) 1 CONFIDENTIAL STAMP
- (31) 1 RESTRICTED STAMP

DUTIES OF CPMT KIGALI

The CPMT is the chief executive of the Cripol Sector and he takes charge exclusively under the authority of the Cripol Commissioner. As part of his daily activities, he exercises administrative control over members of the PMT and supervises Cripol teams under his command in ensuring the execution of the following tasks:

- (1) Monitoring the working of local police - Gendarmerie as well as keeping close contacts with its Command
- (2) Establishing good working relations with various elements of the Rwanda society, particularly humanitarian aid agencies, NGOs and public institutions responsible for the administration of criminal justice and protection of human rights
- (3) Visiting prisons Refugees / IDPs camps to observe treatments of inmates, sanitary and living conditions and their resettlement processes
- (4) Conducting investigations into all complaints as may be directed by Cripol Commissioner
- (5) Assisting military observers and ground troops in police matters
- (6) Intelligence gathering and analysis as well as observing the activities of both public and private institutions, organisations, interest groups, individuals, with a view to informing the Cripol Commissioner of happening within the AOR
- (7) Conducting independent or joint patrols with either MUDOS or local police teams in maintaining law and order
- (8) Winning the confidence of the local population, as well as maintaining continuous liaison with all elements of the society with whom relations has been established

- g) Ensuring compilation of all incidents in daily sitrep to Cwpol Commissioner and finally;
- o) To carry out any other mission within the framework of UNwcpol in UNAMIR.

The data gathered on a daily basis; are giving critical analysis before compilation into the day's sitrep to CPOO, Cwpol HQS which must be submitted on or before 1530 hours; Monitoring functions as you know demand being ~~proper~~ meticulous and scrupulous, so that a correct ^{and detailed} accounts of incidents are reported without necessarily ~~exaggerating~~ the situation being in mind that as eyes and ears of the Commissioner, accurate information cannot be overemphasized.

This handling doc notes cannot exhaust our experiences in Kigali however, recourse to the policy files, Investigation and Sitrep files will go along way in guiding you in this running and management of Kigali Sector.

I wish you a successful tenure of office as ^{CPOO} Kigali Cwpol Sector 6 and

o) Good bless, Amen.

Best regards.

2

To : A/SPT.
A/SP MATHIAS W. IMATAA LOGO

From : DSP EFFIONG Bassey, CALOG

Subject : HANDING/TAKING OVER NOTES

1. I have today 6th April, 1995, handed over the CIVPOL Logistics items to you after physically checking the balance of the logistics items procured for CIVPOL with you in view of my leaving the station on CTO/Leave, as listed in Annex A.

2. I have also handed over to you the cleaners time sheets for proper supervision of the works of the cleaners for cleanliness of the CIVPOL HQ Offices and premises. I also hand over to you logistics supplies forms, for requisitioning when the need arises.

3. GROUNDING VEHICLES

The following vehicles are grounded in the UNAMIR maintenance workshop. You will ensure that you pursue the maintenance and release of the affected vehicles to improve our transportation situation :

(i) 4 Runner -	1007 ✓	Deputy Commissioner
(ii) Land Cruiser	1296	KIGALI Sector
(iii) 4 Runner	1038 ✓	GIKONGORO
(iv) 4 Runner	1083	KIBUYE
(v) Nissan P/up	484	To be allocated
(vi) 4 Runner	1116 ~	BUTARE Sector
(vii) TOYOTA P/up	753 ~	L.O UNAMIR HQ

4. I also hand over to you one Honda motor cycle UNAMIR 152 M together with its key, crash helmet and folder containing the trip ticket, maintenance record card and accident report form. The motor cycle is an official issue out of the two allocated to CIVPOL. You will also intensify effort to collect the remaining one from the workshop. The UN rule forbids an unlicensed motor cycle rider to operate its motor cycle. Before collecting the motor cycle I and DSP LASISI took motor cycle test and passed, and were issued with a motor cycle permit to operate a UN motor cycle. You will therefore take precaution to prevent the motor cycle from being operated by an untested and unlicensed rider.

5. Good luck and best regards.

SIG :  OFFICER HANDING OVER

NAME : *Effiong Bassey*
DATE : *06/04/95*

 OFFICER TAKING OVER

NAME : *M. W. IMATAA*
DATE : *6/4/95*

ANNEX A

1.	DUPLICATING REAMS	44
2.	TRAYS	21
3.	BOX FILES	131
4.	SUSPENSION FILES	572
5.	PUNCH POCKETS	200
6.	FILE FOLDER	74
7.	DUSTERS BOARD	19
8.	GIANT STAPLER	2
9.	CLIPS GIANT	70 PIECES
10.	FASTENERS	400
11.	STAPLE REMOVER	16
12.	SCISSORS	7
13.	MAGIC TAPE	36
14.	RULER 18"	17
15.	FAN ELECTRIC	2
16.	GIANT STAPLE PINS	1 PACKET
17.	ENVELOP UN BIG	34
18.	MESSAGE FORMS	
19.	WASTE PAPER BASKET	4
20.	LAMP DESK	4
21.	UN FLAG SMALL	14
22.	CORRECTING FLUID	20
23.	ADJUSTABLE PUNCH	2 SETS OF 8 EACH
24.	BLUE PENS	44
25.	RED PENS	214
26.	BLACK PENS	219
27.	FOLDING CHAIRS	5
28.	SHARPENERS	10
29.	PENCILS	14
30.	CALENDAR	5
31.	RULER 12"	31
32.	MARKER PERMANENT BLACK	5
33.	MARKER PERMANENT BLUE	5
34.	MARKER PERMANENT RED	6
35.	STAPLER	1
36.	CALCULATOR	1
37.	INK STAMP VIOLET	16
38.	ERASER PENCIL	6
39.	GLUE STICK	20
40.	ENVELOPE UN	20
41.	HOLDER CALENDARS	15
42.	POST IT	3
43.	POST ROUTING	12
44.	TELEPHONE MESSAGE	7
45.		

16-2-95

1

HANDING OVER NOTES

I have today the 16th day of February 1995 handed over the CUPOL Sector 4C Command to D.S.P MR I.A. Kugbey with the following personnel and items on charged the Sector.

1. PERSONNEL

- A. DSP MR. U.S. GOMMA.
- B. CAPT. M. Quedah
- C. LT. L. GOMES.

2. ITEMS ON CHARGE

- 1. ONE TOYOTA CAR AND UNIMAT 1050 SERVICEABLE.
- 2. TWO KAHKIE TALICIE STAND SETS
- 3. STIRIP FILE
- 4. GENERAL CORRESPONDENCE FILE
- 5. ACCIDENT REPORTS FILE
- 6. MEETINGS-HEADS OF CUPOL MONITORING TEAMS
- 7. CORRESPONDENCE FROM CUPOL/HQ
- 8. 1 BATTERY CHARGER.

OFFICER HANDING OVER

B. L. MEHRA

OFFICER TAKING OVER

DSP I.A. KUGBEY

16.2.95

cc. CUPOL/HQRS