

PLEASE RETAIN
ORIGINAL ORDER

CONFIDENTIAL
EL/WG MAY 2009

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ACC. 1998/0281

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FOOLSCAP.

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13. Compassionate Leave. Compassionate leave will be counted against the UN leave entitlement. In cases where no balance of leave days remain and compassionate leave is required, special requests are to be submitted as special cases to the G1/CMPO for the Force Commander's consideration.

14. Special Leave. Special leave without payment of MSA may be granted by the Force Commander in exceptional cases for UNMOs.

15. UN Holidays. The list of official UN holidays is issued by way of Administrative Circular.

16. National Days. Staff Officers and UNMOs may be granted a day off for the purpose of celebrating their national day. Every UNMO is entitled to one day off duty for his national day but any travel time to and from the national celebration must be taken as either CTO or leave.

UNAMIR TROOPS

17. Leave Policy for UNAMIR Troops. Due to variations in nature of duty within UNAMIR, there are military personnel who do not fall into the category of UNMOs/Staff Officers. There is a separate set of leave policy for these military personnel.

18. Entitlement. A member of UNAMIR troops shall be entitled to 15 days of leave for a six month tour of duty. However any leave will be subject to the exigencies of the Mission. Sunday and UNAMIR holidays which fall during the period of leave will not be charged as leave. The following general conditions apply to the award of leave.

- a. Leave earned with UNAMIR may only be taken during their tour of duty with UNAMIR and prior to repatriation. Any balance of unused leave will expire automatically at the time of rotation.
- b. After having completed their first two month's tour of duty, an individual may be granted up to four months leave entitlement in advance. Regardless of the date of arrival in a particular month an individual will be credited with two-and-a half days leave in respect of the first calendar month of service in the mission. No leave will be granted in the last month of duty.

19. Involuntary Absence After Leave. A member who is unable to return to his place of duty on expiry of his leave, owing to circumstances beyond his control, shall report to the nearest military unit and request it to advise UNAMIR HQ of the circumstances that prevent his timely return. On return to his place of duty the individual must submit proof for the delay, including medical certificate, if applicable.

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To circulate
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CPPO

CIVIL POL COMMISSIONER

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Received No. 1416
By:
Date: 10 OCT. 16 1995

TO : LIST A, B, C, D, E, F
FROM : COL KS SIVAKUMAR
COS
DATE : 16 Oct 95
SUBJECT : REMINDER - SECURITY GENERAL

1. For the past three weeks or so, a number of theft cases involving personal property, UNAMIR Vehs and Veh Tools, working Tools and POL especially from Brown and Roots premises have been reported.
2. The indications are that we (UNAMIR Personnel) and other workers of UN AGENCIES and NGOs are becoming a little too careless with the security of our property or the perpetrators of these thefts are becoming more aggressive and are outwitting our security systems.
3. As a reminder, security is every body's concern, and all are therefore being asked to be more security conscious.
4. All are to reinforce the underlisted measures forthwith.
 - a. Safety of UN ID Cards.
 - b. Use of Security Systems issued to vehs.
 - c. Securing of safes, Cabinets and lockers at all times.
 - d. Securing/Locking of all office and living accommodation doors and placing the keys with Guards or in key boxes.
 - e. Thorough search and inspection of vehicles leaving UN/UNAMIR premises after work as well as personnel leaving work carrying large carrier bags or tool boxes.
 - f. Enforcement of perimeter patrols to ensure that no perimeter fencing is breached through which items could be stolen.
5. It is envisaged that some of these measures will antagonize certain personalities, but it is hoped that all will understand the rationale behind the measures and Co-operate so as to lessen the incidents of thefts.

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UNITED NATIONS
ASSISTANCE MISSION IN RWANDA



UNAMIR - MINUAR

NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

Received N°...13.17.....
By:.....
Date: SEP. 2.9.1995.....

FROM: DCOPS OPS

FILE: 5000.1 PLANS

TO : DISTRIBUTION LIST

DATE : 25 SEP 95

SUBJECT: AMMENDMENT TO OPORD NO-22

1. Reference OPORD No 22 dated 14 Aug 95 issued vide our letter of even No dated 26 Aug 95.
2. ADMIN ORD (Appendix B) is hereby superseded by the fresh Appendix attached .
3. Acknowledge.

DISTRIBUTION:

EXTERNAL:

Action:

MILOB GP HQ
INDBATT
GHANCOY 1
GHANCOY 2
MALICOY
MALAWICOY
NICOY
FORCE ENGR COY
FORCE SIG COY
NORMED
95 CMSG
FORCE MP COY
UNCIVPOL

For Information:

UNDPKO(Mission Planning Service)

INTERNAL:

Action:

MA TO FC
DFC
COS
DCOS OPS

Handwritten notes in left margin:
CD for sent the
amendment regarding
this
2.

Handwritten: 30/9

Handwritten signature: [Signature]

Handwritten notes in right margin:
COP/LOGO
Acknowledge receipt of this
amendment to
DCOPS OPS. Take
note of item 3 of
this amendment.
[Signature]

DCOS SP
G1(CMPO)
G2
G3 OPS
G3 PLANS
G4
G6(FSO)
MOVCON
HAC
Camp Comdt
FMO

For Information:

Office of The SRSG
CAO
File
Spare

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ANNEX B TO
OPO No. 22
DATED 14 AUG 95

ADMIN O 04

RELATED OPO NO. 22

References :

- A. Topographic Map of Rwanda 1:50,000
- B. Administrative and Road Map of Rwanda 1:250,000.

Time Zone Used Throughout the Order : BRAVO

1. SITUATION

- a. General. As per OPO No.22.
- b. Att and Det

(1) Under comd for daily maint until the end
of current mandate

INDBATT
GHANCOY 1
GHANCOY 2
MALICOY
MALAWICOY
NICOY
FORCE ENGR
COY
FORCE SIG
COY
95 CMSG
NORMED
MP COY
MOVCON DET

(2) Under comd for admin less daily maint

MILOBS
CIVPOL

2. MISSION

To maint UNAMIR forces until the end of the current mandate.

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3. GENERAL

- a. General Outline. Administrative support to UNAMIR is to be effected by a combination of Integrated Civilian and Military resources at HQ UNAMIR level. The planning and staff support is to be provided by the staff from the offices of DCOS Sp and CISS.
- b. 1st Line Administrative Support. 1st line administrative support is to be provided from within contingent resources commensurate with the size of each contingent and their role within UNAMIR.
- c. 2nd Line Administrative Support. 2nd line logistic support is to be effected by 95 Composite Mission Support Group (95 CMSG) and the Brown and Root Services Contractor (BRSC). Medical support is to be provided by a Norwegian Medical Company (NORMED) who, in conjunction with the Unit Medical Station of 95 CMSG will establish a limited Level Two/Three treatment facility at TRAFIPRO.
- d. 3rd and 4th Line Administrative Support. 3rd and 4th line support, when required, is to be provided on a contract basis through the offices of the CISS, CCMC and CPO.
- e. Support to Government and Humanitarian Agencies. OPO No. 22 requires that where possible, logistic support should be provided to assist humanitarian relief agencies. As UNAMIR logistic resources are extremely limited the provision of this support will be coordinated and approved at the highest level. All requests for support of this nature are to be directed to the HAC who will vet and submit requests to the UHAAG. After UHAAG approval, support requests are to be directed to the appropriate 2nd line agency by C Log O staff for tasking.
- f. Support to CIVPOL. The CIVPOL element of UNAMIR is a self supporting organization that does not normally draw on UNAMIR Second Line support. Should such support be required, CIVPOL is to direct all such requests to G4 LOG HQ UNAMIR.
- g. Support to MILOBS. UNAMIR is responsible for providing limited 2nd Line support to MILOBS within sector locations. For the purpose of this ADMIN O, MILOB GP HQ is considered to be a contingent and all sectors as sub unit locs of that contingent.
- h. Support to NORMED. NORMED is considered a contingent and as such, all NORMED requests are to be directed to G4 LOG HQ UNAMIR.

4. MATERIEL AND SERVICES

- a. Supply.
 - (1) Class 1 (Subsistence). The consumption of Fresh Rations delivered on a weekly basis is to be the norm for all contingents.
 - (a) Combat Rations. Contingents are to be issued 7 days

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reserve of combat rations. Consumption of this reserve is only to occur on order from HQ UNAMIR. 95 CMSG is to monitor consumption of this reserve and is to effect auto replen to maintain the 7 days reserve. Contingents requiring Combat Rations for patrol or routine consumption in accordance with their mission are to request del of combat rations through SO FOOD HQ UNAMIR in accordance with current SOP.

(b) Fresh Rations. Fresh rations will be delivered on a weekly basis by the Civilian Contractor, ESKO direct to company locations. Contingents should then hold fresh, dry and canned goods at sub-unit level. Contingents will be provided with sufficient reefer and domestic refrigeration/freezer units to maintain seven days rations at coy level and two days at sub-unit level.

(c) Bulk Potable Water. Bulk potable water will be delivered weekly on the basis of 15 liters per man per day to those contingents that have an AOR. Each contingent outside of Kigali will be allocated 1x100,000 liter water bladder for potable water. Those contingents within Kigali will be issued water storage containers to ensure that sufficient water at the above rate is maintained between deliveries.

(d) Bottled Water. 7 days reserve of bottled water at the rate of 3 liter per man per day is to be provided to each contingent. Consumption of this reserve is only to occur on order from HQ UNAMIR. 95 CMSG is to monitor consumption of this reserve and is to effect auto replen to maintain the 7 days reserve.

(e) Bulk Non-Potable Water. UNAMIR has limited resources to provide non-potable water outside of Kigali. The provision of non-potable water is a contingent responsibility. Contingents having difficulty securing non-potable water within their AOR are to request Engineer Support through the FEO HQ UNAMIR.

(2) Class II (General Stores, Clothing). The provision of clothing and personal issue items is a contingent responsibility. UN accouterments will be provided by 95 CMSG. All other Class II items are to be demanded through 95 CMSG utilizing the Q1 system. The procurement of shortfalls of Class II items is to be effected by 95 CMSG and then subsequently through HQ UNAMIR Supply Control Section and Procurement Cell. Req for Class II items can only be made by Contingent Log Sup Staff who have their signatures registered with 95 CMSG.

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(3) Class III, POL (Petrols Oils and Lubricants).

(a) Diesel.

(1) 1st Line Stocks. Contingent stocks are to be maintained at 10 days. 95 CMSG will monitor 1st line usage and maintain stocks at this level. Contingents less those located in Kigali have been issued with 10,000 liter steel tanks at Bn HQ/Log Sp Coy locs. This will enable contingents to conduct gravity feed refueling of jerry cans and vehicles.

(2) 2nd Line Stocks. 95 CMSG is to maintain force reserves of 21 days stocks utilizing the following facilities.

(i) Log Base. Main holding facility, capacity 160,000 liters in tanks and 200,000 liters in the bladder.

(ii) SS Kigali Service Station. secondary holding facility and main light vehicle refueling point, capacity 200,000 liters.

(iii) TRAFIPRO. Secondary light vehicle refueling point, capacity 90,000 liters.

(iv) Iveco. Aux cap of 30,000 liters.

(v) Distribution. Distribution to contingent locs will continue to be conducted by 95 CMSG utilizing their own and BRSC assets.

(b) Gasoline.

(1) 1st Line Stocks. Contingent stocks are to be maintained at 10 days. 95 CMSG will monitor 1st line usage and maintain stocks at this level. Contingents, less those at Kigali, have been issued with 10,000 liter steel tanks at coy HQs locs. This will enable contingents to conduct gravity feed refueling of jerry cans and vehicles.

(2) 2nd Line Stocks. Force reserve stocks of 21 days will be maintained by 95 CMSG. Stocks are to be held at the SS Kigali Service Station with a capacity of 70,000 liters.

(c) Jet A-1. Force reserves of at least 28 days stocks and the main issue point are to be collocated at the air head (Presidential Hanger). Jet A-1 capacity is 2x200,000 liter

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bladders (although bladders are only filled to 75% capacity due to the age of bladders).

(d) Kerosene. 95 CMSG is to maintain one x 10,000 liter bulk storage tank and some 200 liter drummed stock. Demands are to be made direct to 95 CMSG.

(e) LPG Gas (Propane). LPG Gas is used as cooking fuel. 95 CMSG is to monitor usage and maintain stock levels as required. Demands are to be made direct to 95 CMSG.

(f) Oils and Greases. 95 CMSG is to monitor usage and maintain stock levels as required. Demands are to be made direct to 95 CMSG.

(4) Class IV (Construction and Defense Stores).

(a) Construction Stores. CBMS is responsible for the procurement and issue of construction stores. All demands for these items to be forwarded to the BMS office in accordance with current SOP.

(b) Defense Stores. G3 Engr/FEO is the releasing authority for all Defense Stores. Demands (Q1) are to be forwarded to the FEO for endorsement prior to presentation at 95 CMSG. 95 CMSG is to procure and maintain defense stores as per Class II items. Issues to be made in accordance with FEO directions.

(5) Class V (Ammunition).

(a) Contingent Stocks. Contingents are responsible for the procurement and maintenance of their own national ammunition requirements. Expenditures are to be recorded in accordance with the form "Ammunition Expended for Operational Reasons" as detailed in UNAMIR SOP.

(b) Explosives for EOD Tasks. G3 Engr/FEO is the releasing authority for all explosives for use on EOD tasks. FEO is to liaise with the G4 Sup who will liaise with SUMMO for the procurement of replenishment stocks. 95 CMSG is to receive and issue these items for storage by the F Engr Coy in accordance with FEO direction.

(6) Class VI (Personal Demand Canteen Items). Class VI items are a contingent's responsibility to procure and issue utilizing Regimental Funds and national arrangements. Limited items may be purchased by the Force Welfare Officer for resale to the contingents. Such purchases and procurement arrangements are at the discretion of the Force Welfare Officer. UNAMIR has established a PX, for use by all UNAMIR personnel, at TRAFIPRO.

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(7) Class VII (Major End Items). Limited quantities of class VII items are held by 95 CMSG and the CITMM. All demands for class VII items are to be forwarded to the appropriate HQ UNAMIR staff for action. The following lists the staff responsible for most items. All other demands for class VII items are to be passed to the G4 Log at HQ UNAMIR.

- (a) Vehicles. CITMM and SO Tpt/Mov.
- (b) Generators. OIC UNAMIR Generator Section.
- (c) Communications Equipment. OIC UNAMIR Comms Section.
- (d) Major Office Equipment (Fax Copiers). OIC UNAMIR Comms Section.
- (e) EDP Equipment. CMIS and CLOGO (G4).

(8) Class VIII (Med Stores).

(a) Contingents are to hold 30 days class VIII stocks. Force class VIII stocks are maintained by 95 CMSG at TRAFIPRO. All demands for class VIII items are to be submitted on a "Request for Supplies" and forwarded to the Class Manager G4 Med (Medical Br HQ UNAMIR ph 11116 call sign M94 on Channel 4) on a monthly basis. Demands will be available for issue to contingents within seven days, urgent demands immediately. Demands for Humanitarian class VIII are to be clearly identified as such and are to follow the same procedure.

(b) Medical Resupply. Contingents within the mission area are to maintain 30 days stocks of Class VIII supplies. Force stocks are then to be held and maintained through 95 CMSG and issued on a demand basis. Requests for resupply are to be staffed through the Class Manager in Medical Branch (G4 Med Log).

(9) Class IX (Repair Parts). Class IX items are supplied through two avenues; Letters of Assist (LOA) and the UNAMIR procurement system as fol:

(a) Letters of Assist (LOA). Where an LOA exists between a contingent and its home nation, repair parts are to be demanded direct to the home nation's supply system. A copy of the repair parts demand is to be provided to SO Maint, PCIU and the Procurement Section. Upon receipt of the items, arrangements are to be made for PCIU to conduct an R&I of the repair parts to allow payment to be made to the home nation.

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(b) UNAMIR Procurement system. Repair parts for UNAMIR owned equipment and common user items not covered under LOA are to be submitted to 95 CMSG marked "Attention For Repair Parts Commodity Manager". 95 CMSG will subsequently staff the request through the UN procurement system.

b. Services.

(1) Garbage Collection. Within Kigali, garbage collection is to be effected by BRSC. Contingents outside of Kigali are to arrange with their FSA Coordinator to establish a local contract for garbage collection.

(2) Infectious Waste. Infectious waste from NORMED will be collected by BRSC and transported to Central Hospital Kigali (CHK) for final disposal by incineration. Contingents outside of Kigali are to incinerate contaminated dressings and arrange back loading of syringes through 95 CMSG for final disposal by incineration at CHK.

(3) Human Waste. Human waste collection to be effected by BRSC.

(4) Laundry. CMC in conjunction with BRSC is to establish a laundry service available to all contingents. Details will be provided once the contract is established.

(5) Haircuts. CMC is responsible to establish a haircut service to all HQ Military Staff.

c. Transport and Movement.

(1) Transport.

(a) 1st line transport is provided utilizing a combination of Contingent Owned equipment and UN owned equipment in accordance with DCOS Ops directives. 2nd line support is provided from both 95 CMSG, COE and UN owned equipment using 95 CMSG, and BRSC personnel. 3rd and 4th line transport is provided as required through CISS, CCMC and CPO resources.

(b) CITMM, in conjunction with SO Tpt/Mov and SO Maint, is responsible for the receipt, issue and maint of all UN owned transport assets. Req for permanent and temporary issues are to be made through the office of the CITMM who will staff req through the VEC.

† (c) Requests for 1st line transport assistance should be directed to SO Tpt/Mov HQ UNAMIR.

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(d) Requests for 2nd line transport support is to be directed to 95 CMSG through the SO Tpt/Mov less those requests req for contingent rotations.

(e) Requests for 3rd and 4th line support are to be directed to SO Tpt/Mov HQ UNAMIR.

(f) Requests for Humanitarian tpt are to be directed to CHAO who will staff them through HQ UNAMIR.

(2) Movements. DCOS Ops through G3 Plans is responsible for planning and executing contingent withdrawals and rotations. Movement Orders will be issued by MCC who will coordinate the provision of sp through all agencies. Requests for mov/tpt sp affecting contingent rotations or withdrawals are to be directed to SO Tpt/Mov.

d. Maintenance.

(1) Repair.

(a) The priority of repair is as follows:

(i) Priority One. Second line task transport vehicles.

(ii) Priority Two. Patrol vehicles.

(iii) Priority Three. First line transport vehicles.

(iv) Priority Four. Other equipment.

(b) First Line Repair. First Line repair is the responsibility of contingents. Repairs beyond the capacity of the first line repair agency are to be referred to CITMM. 95 CMSG is to coordinate the recovery of damaged equipment to Kigali where it will be repaired at the second line workshop facility.

(c) Second Line Repairs. Second line repair is to be coordinated by 95 CMSG and will be carried out by either the CITMM workshop (light vehicles) or the Iveco Workshop (medium/heavy vehicles).

(2) Recovery. Recovery is to be coordinated by 95 CMSG using all available recovery assets.

(a) First Line Recovery. First line recovery is the resp of the contingent, using integral unit resources. Where recovery is beyond the capacity of the contingent, a "Recovery Req" is to be forwarded to 95 CMSG.

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(b) Second Line Recovery. Second line recovery is the responsibility of 95 CMSG and all recovery assets, with the exception of COE, are to be brigaded with BRSC. Requests for recovery support will be coordinated by 95 CMSG using either 95 CMSG COE or BRSC resources.

5. MEDICAL EVACUATION AND HOSPITALIZATION

a. Medical Support. Level One, Two and Three medical support is to be provided as follows:

(1) Level One. Independent companies are to deploy with organic Level One support to ensure a conventional Regimental Aid Post (RAP) capability while 95 CMSG is to establish a UMS at the TRAFIPRO complex. As a minimum, this is to include a medical officer, nursing officer, environmental health assistant and three medical assistants. INDBATT is to continue to maintain its RAP and provide support to UNAMIR Headquarters staff at the SOALTEE location.

(2) Level Two. NORMED, in conjunction with 95 CMSG, is to establish a Level Two facility capable of receiving and holding up to ten patients for a max of five days.

(3) Level Three. NORMED is to establish a limited Level Three facility capable of initial wound surgery. Level Three surgical support beyond the scope of this facility will be provided by civilian hospitals in NAIROBI following air evacuation from KIGALI. Emergency Level Three support is currently also available at NGO sponsored hospitals at CYANGUGU, GISENYI and RUHENERI. Patients treated at these centers are to be evacuated to KIGALI as soon as their condition permits further movement.

b. Casualty Evacuation. CASEVAC is to be conducted using road and AME assets. National contingents are responsible for all evacuation within their area of responsibility from point of injury to a Level One medical facility, with road ambulance being the normal tpt means. Independent companies are to maintain a minimum of two ambulance vehicles for this purpose. AME is to be utilized for daytime evacuation back to NORMED loc in KIGALI for all Priority One (immediate) and Priority Two (Urgent) casualties. Road evacuation remains the norm for Priority Three (routine) casualties and night CASEVAC. All CASEVAC requests are to be submitted to UNAMIR HQ Ops room (C/S Zero on channel 4) using the proforma contained in UNAMIR SOP. Evacuation from Level One facilities is to be by:

(1) Road. NORMED/95 CMSG are to maintain a minimum of two road ambulances and crews on standby. INDBATT is to be prepared to provide three additional ambes on orders of the FMO. CASEVAC requests are to be transmitted as per HQ UNAMIR SOP and will be coordinated by the HQ UNAMIR Medical Branch.

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(2) Air. Forward AME is to be provided by utilizing the current RW aircraft supplied by Canadian International and crewed by a medical team from 95 CMSG. Tactical AME to NAIROBI and strategic AME out of Rwanda, will be managed by Medical Branch in conjunction with Air Ops staff with all casualty regulation remaining the responsibility of the FMO. Air assets available for evacuation out of KIGALI include the UN aircraft (L100 and Beechcraft 200C), augmented by the NAIROBI Flying Doctor Service and the African Air Ambulance, all based in NAIROBI.

c. Preventive Medicine. All national contingents are responsible for field sanitation and hygiene within their own area of responsibility and are to maintain sufficient health stores for this purpose. Unit commanders are reminded that this is a command responsibility with technical advice from their medical representative. Medical Branch will provide advice on appropriate health measures as required and develop the force health surveillance plan. 95 CMSG is to provide a preventive medicine officer for appointment as the Force Health Officer.

d. Dental. NORMED is to establish a dental section. Casualties requiring dental treatment are to be evacuated to this dental post. INDBATT are to be prepared to augment this Level Two facility on order of the FMO and are to nominate a dental officer to provide force dental advice as required.

e. Blood. 95 CMSG is to maintain a safe supply of blood for transfusion, under the control of the FMO, with resupply to continue from the Netherlands Red Cross Blood Transfusion Service.

f. Holding Policy. The following policy is to apply:

(1) Level One - 24 hrs.

(2) Level Two - 72 hrs.

(3) Level Three (KIGALI) - 5 days.

(4) Level Three (NAIROBI) - 28 days.

(5) Out of the mission area - As determined by the FMO or as coordinated by national auth and respective Contingent Commanders.

h. Health Reports and Returns. Reports, returns and medical SITREP are to be provided to FMO HQ UNAMIR Medical Branch in accordance with HQ UNAMIR SOP.

6. PERSONNEL SERVICES.

a. Daily Strength Returns. Daily strength returns are to be

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submitted as per UNAMIR SOPs.

- b. Personnel Allowances. Daily allowances are cross-referenced to contingent nominal rolls. Contingents are to ensure that the G1 is apprised to changes to nominal rolls and that the authority for change has been recorded through G1/CMPO.
- c. Repatriation of Personnel. Prior to the repatriation of personnel other than during contingent rotations, the "Repatriation Form" as per Annex A to UNAMIR SOP must be completed by the individual's commander.
- d. Welfare. The Force Welfare Officer (FWO) is responsible for the allocation of amenities, welfare funds and the purchase of sports, leisure equipment and facilities for contingents and HQ Military Staff (incl MILOBS). Requests for equipment are to be directed to the FWO. Contingents rotating or repatriating must return all loaned equipment as advised by FWO and PCIU through the FSA prior to final clearance from the mission.
- e. Messes and Institutes (M&I). MI may be established by contingents upon approval of the Force Commander. Contingent Commanders are to strictly implement the UNAMIR SOP on the consumption of alcoholic beverages.
- f. Out of Bounds/UNAMIR Curfews. Out of Bounds areas and daily curfews as appropriate will be notified by the Force Commander.
- g. Finance. Payment of UN pay and allowances is authorized in unit locs. Queries on financial matters and requests for advances are to be directed to the Chief Financial Officer, HQ UNAMIR.
- h. Medals. Requests for medals shall be directed to the G1/CMPO.
- i. Postal. Postal services for military personnel are available through the Force Base Post Office (FBPO) although contingents may make arrangements to use their own national system. Mail to Sector HQ locs will be delivered weekly by helicopter as coord with G3 Air. Contingent mail will be delivered on routine supply runs. Outgoing mail may be forwarded to the FBPO using any avail tpt.
- j. NOTICAS. Any occurrence of death or serious injury is to be reported to UNAMIR HQ as contained in UNAMIR SOP chap 8.

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7. COMMAND AND SIGNAL

a. Location of HQ/Instals.

- (1) HQ UNAMIR - Amahoro Hotel.
- (2) Log Base ALEXANDRA. - Behind INDBATT HQ at
- (3) BRSC - IVECO.
- (4) MCC - Amahoro Hotel.
- (5) Alternate HQ - 95 CMSG
- (6) 95 CMSG - TRAFIPRO

b. Location of Medical Facilities.

- (1) Sector 1.
 - (a) INDBATT Level One facility - KIGALI (SOALTEE).
 - (b) GHANCOY 2 (Tribunal) limited Level One facility - KIGALI (Transit Camp).
 - (c) 95 CMSG and NORMED Level Two Facilities - TRAFIPRO.
 - (d) NORMED Level Three facility - KIGALI (TRAFIPRO)
- (2) Sector 2. GHANCOY 1 Level One facility - KIBUNGO.
- (3) Sector 3. MALICOY Level One facility - GIKONGORO.
- (4) Sector 4. MALAWICOY Level One facility - SHAGASHA.
- (5) Sector 5. NICOY Level One facility - NYUNDO.

c. Electronic Silence. As per OPO No. 22.

d. Code words. As per OPO No. 22.

e. REPORTS AND RETURNS. As per HQ UNAMIR SOP.

UNITED NATIONS

Assistance Mission for Rwanda



HQ UNAMIR - OG MESUAR

NATIONS UNIES

Mission pour l'Assistance au Rwanda

A large, stylized handwritten signature in black ink.

G4 / LOG343

12 Sep 95

From: G4

To: DCOS Ops

Info: DCOS Sp// CO 95 CMSG// G1// FMO//

SUBJECT: AL 1 to OPO No. 22

Reference: A. HQ UNAMIR OPO No. 22 dated 14 August 1995

1. You will find attached AL 1 to OPO No. 22. As the originator of ref A, req you issue this amendment to all of the original addressees.
2. Should you have any questions, the staff officer responsible for this dossier is the G4 Log who can be contacted at local 11107.

A handwritten signature in black ink, appearing to read 'V. O. Awofisayo'.

V. O. Awofisayo
Lieutenant Colonel
for DCOS Sp
Extension 11107

Attachment: 1

UN RESTRICTED

ANNEX B TO
OPO No. 22
DATED 14 AUG 95

ADMIN O 04

RELATED OPO NO. 22

References :

- A. Topographic Map of Rwanda 1:50,000
- B. Administrative and Road Map of Rwanda 1:250,000.

Time Zone Used Throughout the Order : BRAVO

1. SITUATION

- a. Enemy Forces. As per OPO No.22.
- b. Friendly Forces. As per OPO No.22.
- c. Att and Det

(1) Under comd for daily maint until the end of current mandate

INDBATT
GHANCOY 1
GHANCOY 2
MALICOY
MALAWICOY
NICOY
FORCE ENGR
COY
FORCE SIG
COY
95 CMSG
NORMED
MP COY
MOVCON DET

(2) Under comd for admin less daily maint

MILOBS
CIVPOL

2. MISSION

To maint UNAMIR forces until the end of the current mandate.

AL 1

B-1

UN RESTRICTED

UN RESTRICTED

3. GENERAL

- a. General Outline. Administrative support to UNAMIR is to be effected by a combination of Integrated Civilian and Military resources at HQ UNAMIR level. The planning and staff support is to be provided by the staff from the offices of DCOS Sp and CISS.
- b. 1st Line Administrative Support. 1st line administrative support is to be provided from within contingent resources commensurate with the size of each contingent and their role within UNAMIR.
- c. 2nd Line Administrative Support. 2nd line logistic support is to be effected by 95 Composite Mission Support Group (95 CMSG) and the Brown and Root Services Contractor (BRSC). Medical support is to be provided by a Norwegian Medical Company (NORMED) who, in conjunction with the Unit Medical Station of 95 CMSG will establish a limited Level Two/Three treatment facility at TRAFIPRO.
- d. 3rd and 4th Line Administrative Support. 3rd and 4th line support, when required, is to be provided on a contract basis through the offices of the CISS, CCMC and CPO.
- e. Support to Government and Humanitarian Agencies. OPO No. 22 requires that where possible, logistic support should be provided to assist humanitarian relief agencies. As UNAMIR logistic resources are extremely limited the provision of this support will be coordinated and approved at the highest level. All requests for support of this nature are to be directed to the HAC who will vet and submit requests to the UHAAG. After UHAAG approval, support requests are to be directed to the appropriate 2nd line agency by C Log O staff for tasking.
- f. Support to CIVPOL. The CIVPOL element of UNAMIR is a self supporting organization that does not normally draw on UNAMIR Second Line support. Should such support be required, CIVPOL is to direct all such requests to G4 LOG HQ UNAMIR.
- g. Support to MILOBS. UNAMIR is responsible for providing limited 2nd Line support to MILOBS within sector locations. For the purpose of this ADMIN O, MILOB GP HQ is considered to be a contingent and all sectors as sub unit locs of that contingent.
- h. Support to NORMED. NORMED is considered a contingent and as such, all NORMED requests are to be directed to G4 LOG HQ UNAMIR.

4. MATERIEL AND SERVICES

- a. Supply.
 - (1) Class 1 (Subsistence). The consumption of Fresh Rations delivered on a weekly basis is to be the norm for all contingents.
 - (a) Combat Rations. Contingents are to be issued 7 days

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reserve of combat rations. Consumption of this reserve is only to occur on order from HQ UNAMIR. 95 CMSG is to monitor consumption of this reserve and is to effect auto replen to maintain the 7 days reserve. Contingents requiring Combat Rations for patrol or routine consumption in accordance with their mission are to request del of combat rations through SO FOOD HQ UNAMIR in accordance with current SOP.

(b) Fresh Rations. Fresh rations will be delivered on a weekly basis by the Civilian Contractor, ESKO direct to company locations. Contingents should then hold fresh, dry and canned goods at sub-unit level. Contingents will be provided with sufficient reefer and domestic refrigeration/freezer units to maintain seven days rations at coy level and two days at sub-unit level.

(c) Bulk Potable Water. Bulk potable water will be delivered weekly on the basis of 15 liters per man per day to those contingents that have an AOR. Each contingent outside of Kigali will be allocated 1x100,000 liter water bladder for potable water. Those contingents within Kigali will be issued water storage containers to ensure that sufficient water at the above rate is maintained between deliveries.

(d) Bottled Water. 7 days reserve of bottled water at the rate of 3 liter per man per day is to be provided to each contingent. Consumption of this reserve is only to occur on order from HQ UNAMIR. 95 CMSG is to monitor consumption of this reserve and is to effect auto replen to maintain the 7 days reserve.

(e) Bulk Non-Potable Water. UNAMIR has limited resources to provide non-potable water outside of Kigali. The provision of non-potable water is a contingent responsibility. Contingents having difficulty securing non-potable water within their AOR are to request Engineer Support through the FEO HQ UNAMIR.

(2) Class II (General Stores, Clothing). The provision of clothing and personal issue items is a contingent responsibility. UN accouterments will be provided by 95 CMSG. All other Class II items are to be demanded through 95 CMSG utilizing the Q1 system. The procurement of shortfalls of Class II items is to be effected by 95 CMSG and then subsequently through HQ UNAMIR Supply Control Section and Procurement Cell. Req for Class II items can only be made by Contingent Log Sup Staff who have their signatures registered with 95 CMSG.

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(3) Class III, POL (Petrols Oils and Lubricants).

(a) Diesel.

(1) 1st Line Stocks. Contingent stocks are to be maintained at 10 days. 95 CMSG will monitor 1st line usage and maintain stocks at this level. Contingents less those located in Kigali have been issued with 10,000 liter steel tanks at Bn HQ/Log Sp Coy locs. This will enable contingents to conduct gravity feed refueling of jerry cans and vehicles.

(2) 2nd Line Stocks. 95 CMSG is to maintain force reserves of 21 days stocks utilizing the following facilities.

(i) Log Base. Main holding facility, capacity 160,000 liters in tanks and 200,000 liters in the bladder.

(ii) SS Kigali Service Station. secondary holding facility and main light vehicle refueling point, capacity 200,000 liters.

(iii) TRAFIPRO. Secondary light vehicle refueling point, capacity 90,000 liters.

(iv) Iveco. Aux cap of 30,000 liters.

(v) Distribution. Distribution to contingent locs will continue to be conducted by 95 CMSG utilizing their own and BRSC assets.

(b) Gasoline.

(1) 1st Line Stocks. Contingent stocks are to be maintained at 10 days. 95 CMSG will monitor 1st line usage and maintain stocks at this level. Contingents, less those at Kigali, have been issued with 10,000 liter steel tanks at coy HQs locs. This will enable contingents to conduct gravity feed refueling of jerry cans and vehicles.

(2) 2nd Line Stocks. Force reserve stocks of 21 days will be maintained by 95 CMSG. Stocks are to be held at the SS Kigali Service Station with a capacity of 70,000 liters.

(c) Jet A-1. Force reserves of at least 28 days stocks and the main issue point are to be collocated at the air head (Presidential Hanger). Jet A-1 capacity is 2x200,000 liter

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bladders (although bladders are only filled to 75% capacity due to the age of bladders).

(d) Kerosene. 95 CMSG is to maintain one x 10,000 liter bulk storage tank and some 200 liter drummed stock. Demands are to be made direct to 95 CMSG.

(e) LPG Gas (Propane). LPG Gas is used as cooking fuel. 95 CMSG is to monitor usage and maintain stock levels as required. Demands are to be made direct to 95 CMSG.

(f) Oils and Greases. 95 CMSG is to monitor usage and maintain stock levels as required. Demands are to be made direct to 95 CMSG.

(4) Class IV (Construction and Defense Stores).

(a) Construction Stores. CBMS is responsible for the procurement and issue of construction stores. All demands for these items to be forwarded to the BMS office in accordance with current SOP.

(b) Defense Stores. G3 Engr/FEO is the releasing authority for all Defense Stores. Demands (Q1) are to be forwarded to the FEO for endorsement prior to presentation at 95 CMSG. 95 CMSG is to procure and maintain defense stores as per Class II items. Issues to be made in accordance with FEO directions.

(5) Class V (Ammunition).

(a) Contingent Stocks. Contingents are responsible for the procurement and maintenance of their own national ammunition requirements. Expenditures are to be recorded in accordance with the form "Ammunition Expended for Operational Reasons" as detailed in UNAMIR SOP.

(b) Explosives for EOD Tasks. G3 Engr/FEO is the releasing authority for all explosives for use on EOD tasks. FEO is to liaise with the G4 Sup who will liaise with SUMMO for the procurement of replenishment stocks. 95 CMSG is to receive and issue these items for storage by the F Engr Coy in accordance with FEO direction.

(6) Class VI (Personal Demand Canteen Items). Class VI items are a contingent's responsibility to procure and issue utilizing Regimental Funds and national arrangements. Limited items may be purchased by the Force Welfare Officer for resale to the contingents. Such purchases and procurement arrangements are at the discretion of the Force Welfare Officer. UNAMIR has established a PX, for use by all UNAMIR personnel, at TRAFIPRO.

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(7) Class VII (Major End Items). Limited quantities of class VII items are held by 95 CMSG and the CITMM. All demands for class VII items are to be forwarded to the appropriate HQ UNAMIR staff for action. The following lists the staff responsible for most items. All other demands for class VII items are to be passed to the G4 Log at HQ UNAMIR.

- (a) Vehicles. CITMM and SO Tpt/Mov.
- (b) Generators. OIC UNAMIR Generator Section.
- (c) Communications Equipment. OIC UNAMIR Comms Section.
- (d) Major Office Equipment (Fax Copiers). OIC UNAMIR Comms Section.
- (e) EDP Equipment. CMIS and CLOGO (G4).

(8) Class VIII (Med Stores).

(a) Contingents are to hold 30 days class VIII stocks. Force class VIII stocks are maintained by 95 CMSG at TRAFIPRO. All demands for class VIII items are to be submitted on a "Request for Supplies" and forwarded to the Class Manager G4 Med (Medical Br HQ UNAMIR ph 11116 call sign M94 on Channel 4) on a monthly basis. Demands will be available for issue to contingents within seven days, urgent demands immediately. Demands for Humanitarian class VIII are to be clearly identified as such and are to follow the same procedure.

(b) Medical Resupply. Contingents within the mission area are to maintain 30 days stocks of Class VIII supplies. Force stocks are then to be held and maintained through 95 CMSG and issued on a demand basis. Requests for resupply are to be staffed through the Class Manager in Medical Branch (G4 Med Log).

(9) Class IX (Repair Parts). Class IX items are supplied through two avenues; Letters of Assist (LOA) and the UNAMIR procurement system as fol:

(a) Letters of Assist (LOA). Where an LOA exists between a contingent and its home nation, repair parts are to be demanded direct to the home nation's supply system. A copy of the repair parts demand is to be provided to SO Maint, PCIU and the Procurement Section. Upon receipt of the items, arrangements are to be made for PCIU to conduct an R&I of the repair parts to allow payment to be made to the home nation.

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(b) UNAMIR Procurement system. Repair parts for UNAMIR owned equipment and common user items not covered under LOA are to be submitted to 95 CMSG marked "Attention For Repair Parts Commodity Manager". 95 CMSG will subsequently staff the request through the UN procurement system.

b. Services.

(1) Garbage Collection. Within Kigali, garbage collection is to be effected by BRSC. Contingents outside of Kigali are to arrange with their FSA Coordinator to establish a local contract for garbage collection.

(2) Infectious Waste. Infectious waste from NORMED will be collected by BRSC and transported to Central Hospital Kigali (CHK) for final disposal by incineration. Contingents outside of Kigali are to incinerate contaminated dressings and arrange back loading of syringes through 95 CMSG for final disposal by incineration at CHK.

(3) Human Waste. Human waste collection to be effected by BRSC.

(4) Laundry. CMC in conjunction with BRSC is to establish a laundry service available to all contingents. Details will be provided once the contract is established.

(5) Haircuts. CMC is responsible to establish a haircut service to all HQ Military Staff.

c. Transport and Movement.

(1) Transport.

(a) 1st line transport is provided utilizing a combination of Contingent Owned equipment and UN owned equipment in accordance with DCOS Ops directives. 2nd line support is provided from both 95 CMSG, COE and UN owned equipment using 95 CMSG, and BRSC personnel. 3rd and 4th line transport is provided as required through CISS, CCMC and CPO resources.

(b) CITMM, in conjunction with SO Tpt/Mov and SO Maint, is responsible for the receipt, issue and maint of all UN owned transport assets. Req for permanent and temporary issues are to be made through the office of the CITMM who will staff req through the VEC.

(c) Requests for 1st line transport assistance should be directed to SO Tpt/Mov HQ UNAMIR.

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(d) Requests for 2nd line transport support is to be directed to 95 CMSG through the SO Tpt/Mov less those requests req for contingent rotations.

(e) Requests for 3rd and 4th line support are to be directed to SO Tpt/Mov HQ UNAMIR.

(f) Requests for Humanitarian tpt are to be directed to CHAO who will staff them through HQ UNAMIR.

(2) Movements. DCOS Ops through G3 Plans is responsible for planning and executing contingent withdrawals and rotations. Movement Orders will be issued by MCC who will coordinate the provision of sp through all agencies. Requests for mov/tpt sp affecting contingent rotations or withdrawals are to be directed to SO Tpt/Mov.

d. Maintenance.

(1) Repair.

(a) The priority of repair is as follows:

(i) Priority One. Second line task transport vehicles.

(ii) Priority Two. Patrol vehicles.

(iii) Priority Three. First line transport vehicles.

(iv) Priority Four. Other equipment.

(b) First Line Repair. First Line repair is the responsibility of contingents. Repairs beyond the capacity of the first line repair agency are to be referred to CITMM. 95 CMSG is to coordinate the recovery of damaged equipment to Kigali where it will be repaired at the second line workshop facility.

(c) Second Line Repairs. Second line repair is to be coordinated by 95 CMSG and will be carried out by either the CITMM workshop (light vehicles) or the Iveco Workshop (medium/heavy vehicles).

(2) Recovery. Recovery is to be coordinated by 95 CMSG using all available recovery assets.

(a) First Line Recovery. First line recovery is the resp of the contingent, using integral unit resources. Where recovery is beyond the capacity of the contingent, a "Recovery Req" is to be forwarded to 95 CMSG.

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(b) Second Line Recovery. Second line recovery is the responsibility of 95 CMSG and all recovery assets, with the exception of COE, are to be brigaded with BRSC. Requests for recovery support will be coordinated by 95 CMSG using either 95 CMSG COE or BRSC resources.

5. MEDICAL EVACUATION AND HOSPITALIZATION

a. Medical Support. Level One, Two and Three medical support is to be provided as follows:

(1) Level One. Independent companies are to deploy with organic Level One support to ensure a conventional Regimental Aid Post (RAP) capability while 95 CMSG is to establish a UMS at the TRAFIPRO complex. As a minimum, this is to include a medical officer, nursing officer, environmental health assistant and three medical assistants. INDBATT is to continue to maintain its RAP and provide support to UNAMIR Headquarters staff at the SOALTEE location.

(2) Level Two. NORMED, in conjunction with 95 CMSG, is to establish a Level Two facility capable of receiving and holding up to ten patients for a max of five days.

(3) Level Three. NORMED is to establish a limited Level Three facility capable of initial wound surgery. Level Three surgical support beyond the scope of this facility will be provided by civilian hospitals in NAIROBI following air evacuation from KIGALI. Emergency Level Three support is currently also available at NGO sponsored hospitals at CYANGUGU, GISENYI and RUHENGARI. Patients treated at these centers are to be evacuated to KIGALI as soon as their condition permits further movement.

b. Casualty Evacuation. CASEVAC is to be conducted using road and AME assets. National contingents are responsible for all evacuation within their area of responsibility from point of injury to a Level One medical facility, with road ambulance being the normal tpt means. Independent companies are to maintain a minimum of two ambulance vehicles for this purpose. AME is to be utilized for daytime evacuation back to NORMED loc in KIGALI for all Priority One (immediate) and Priority Two (Urgent) casualties. Road evacuation remains the norm for Priority Three (routine) casualties and night CASEVAC. All CASEVAC requests are to be submitted to UNAMIR HQ Ops room (C/S Zero on channel 4) using the proforma contained in UNAMIR SOP. Evacuation from Level One facilities is to be by:

(1) Road. NORMED/95 CMSG are to maintain a minimum of two road ambulances and crews on standby. INDBATT is to be prepared to provide three additional ambes on orders of the FMO. CASEVAC requests are to be transmitted as per HQ UNAMIR SOP and will be coordinated by the HQ UNAMIR Medical Branch.

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(2) Air. Forward AME is to be provided by utilizing the current RW aircraft supplied by Canadian International and crewed by a medical team from 95 CMSG. Tactical AME to NAIROBI and strategic AME out of Rwanda, will be managed by Medical Branch in conjunction with Air Ops staff with all casualty regulation remaining the responsibility of the FMO. Air assets available for evacuation out of KIGALI include the UN aircraft (L100 and Beechcraft 200C), augmented by the NAIROBI Flying Doctor Service and the African Air Ambulance, all based in NAIROBI.

c. Preventive Medicine. All national contingents are responsible for field sanitation and hygiene within their own area of responsibility and are to maintain sufficient health stores for this purpose. Unit commanders are reminded that this is a command responsibility with technical advice from their medical representative. Medical Branch will provide advice on appropriate health measures as required and develop the force health surveillance plan. 95 CMSG is to provide a preventive medicine officer for appointment as the Force Health Officer.

d. Dental. NORMED is to establish a dental section. Casualties requiring dental treatment are to be evacuated to this dental post. INDBATT are to be prepared to augment this Level Two facility on order of the FMO and are to nominate a dental officer to provide force dental advice as required.

e. Blood. 95 CMSG is to maintain a safe supply of blood for transfusion, under the control of the FMO, with resupply to continue from the Netherlands Red Cross Blood Transfusion Service.

f. Holding Policy. The following policy is to apply:

- | | | | |
|-----|-------------------------|---|---|
| (1) | Level One | - | 24 hrs. |
| (2) | Level Two | - | 72 hrs. |
| (3) | Level Three (KIGALI) | - | 5 days. |
| (4) | Level Three (NAIROBI) | - | 28 days. |
| (5) | Out of the mission area | - | As determined by the FMO or as coordinated by national auth and respective Contingent Commanders. |

h. Health Reports and Returns. Reports, returns and medical SITREP are to be provided to FMO HQ UNAMIR Medical Branch in accordance with HQ UNAMIR SOP.

6. PERSONNEL SERVICES.

a. Daily Strength Returns. Daily strength returns are to be

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submitted as per UNAMIR SOPs.

b. Personnel Allowances. Daily allowances are cross-referenced to contingent nominal rolls. Contingents are to ensure that the G1 is apprised to changes to nominal rolls and that the authority for change has been recorded through G1/CMPO.

c. Repatriation of Personnel. Prior to the repatriation of personnel other than during contingent rotations, the "Repatriation Form" as per Annex A to UNAMIR SOP must be completed by the individual's commander.

d. Welfare. The Force Welfare Officer (FWO) is responsible for the allocation of amenities, welfare funds and the purchase of sports, leisure equipment and facilities for contingents and HQ Military Staff (incl MILOBS). Requests for equipment are to be directed to the FWO. Contingents rotating or repatriating must return all loaned equipment as advised by FWO and PCIU through the FSA prior to final clearance from the mission.

e. Messes and Institutes (M&I). MI may be established by contingents upon approval of the Force Commander. Contingent Commanders are to strictly implement the UNAMIR SOP on the consumption of alcoholic beverages.

f. Out of Bounds/UNAMIR Curfews. Out of Bounds areas and daily curfews as appropriate will be notified by the Force Commander.

g. Finance. Payment of UN pay and allowances is authorized in unit locs. Queries on financial matters and requests for advances are to be directed to the Chief Financial Officer, HQ UNAMIR.

h. Medals. Requests for medals shall be directed to the G1/CMPO.

i. Postal. Postal services for military personnel are available through the Force Base Post Office (FBPO) although contingents may make arrangements to use their own national system. Mail to Sector HQ locs will be delivered weekly by helicopter as coord with G3 Air. Contingent mail will be delivered on routine supply runs. Outgoing mail may be forwarded to the FBPO using any avail tpt.

j. NOTICAS. Any occurrence of death or serious injury is to be reported to UNAMIR HQ as contained in UNAMIR SOP chap 8.

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7. COMMAND AND SIGNAL

a. Location of HQ/Instals.

- (1) HQ UNAMIR - Amahoro Hotel.
- (2) Log Base - Behind INDBATT HQ at ALEXANDRA.
- (3) BRSC - IVECO.
- (4) MCC - Amahoro Hotel.
- (5) Alternate HQ - 95 CMSG
- (6) 95 CMSG - TRAFIPRO

b. Location of Medical Facilities.

- (1) Sector 1.
 - (a) INDBATT Level One facility - KIGALI (SOALTEE).
 - (b) GHANCOY 2 (Tribunal) limited Level One facility - KIGALI (Transit Camp).
 - (c) 95 CMSG and NORMED Level Two Facilities - TRAFIPRO.
 - (d) NORMED Level Three facility - KIGALI (TRAFIPRO)
- (2) Sector 2. GHANCOY 1 Level One facility - KIBUNGO.
- (3) Sector 3. MALICOY Level One facility - GIKONGORO.
- (4) Sector 4. MALAWICOY Level One facility - SHAGASHA.
- (5) Sector 5. NICOY Level One facility - NYUNDO.

c. Electronic Silence. As per OPO No. 22.

d. Code words. As per OPO No. 22.

e. REPORTS AND RETURNS. As per HQ UNAMIR SOP.