

UNAMIR

G3 OPERATIONS / PLANS - ADMINISTRATIVE

22 JUNE - 6 SEPT 1994

[7 CONFIDENTIAL]

EL/WG JUNE 2009

PLEASE RETAIN
ORIGINAL ORDER

UN ARCHIVES

SERIES 5-1062

BOX 127

FILE 4

ACC. 1998/0283

From: MILOB Sector 4/Humanitarian Officer\\

To: UNAMIR HQ/HAC//

Info: MILOB GP HQ/HAC//

21 July 1995

HUMANITARIAN WEEKLY REPORT - PERIOD 15 JULY TO 21 JULY 1995

General Situation

- ✓ 1. The humanitarian situation in Sector 4 is stable and relatively calm. The number of returnees through the normal UNHCR channels are increasing. On Wednesday 19 July 95, an informal meeting of NGOs, UN Agencies representatives and Malawi Coy Officer was held in Kamembe and attended by the Operations Office. Nyamasheke Orphanage and GED was visited by the Humanitarian Officer.

✓ HAC ACTIVITIES - SECTOR 4

2. On Saturday, 15 July, Mr Clarence, Chief of Human Rights in Kigali (HR9) and Mr. Von Meiyen Feldt, European Community consultant, visited Milob HQ Sec 4 and the Nyamasheke Sub Sector Comd in Kirambo Commune. They received extensive briefings on the organization, new mandate, humanitarian and security issues. They remained at Milob HQ Sec 4 from 0820 to 1005 hrs.
- ✓ 3. On 17 Jul, the Humanitarian Officer and the Assistant Operations Officer visited the Hospital and Kibogora Orphanage, as well as Tyazo Primary School in Kirambo Commune (GR 0444). Detailed request from the Kibogora Orphanage and Tyazo Primary School annexed to this report.
- ✓ 4. In the Nyamasheke Sub Sector, a representative from the "Netherlands Development Agency" (SVN), visited the Kirambo Commune from 1030 to 1430 hrs on 18 Jul. The representative conducted a feasibility study to improve the infrastructure of the orphanages and selected buildings in the Kirambo Commune (security, housing, windows etc.). He also met with the administrator of the Kibogora Hospital.
5. Ethiobatt has left their locations in the Sector and the Malawi Coy advance party has arrived at the Shagasha tea factory (GR 8425). NGOs which are working at the Gihundwe Hospital are complaining about the deplorable state and condition in which the hospital buildings have been left by Ethiobatt. The Humanitarian Officer has seen the buildings and confirmed the last.
- ✓ 6. The Humanitarian Officer has received information from UNHCR Bukavu, that the Birava Refugee Camp in Zaire has been closed at

its existing location and moved by Zairian authorities to another loc in Zaire.

- ✓ 7. The Humanitarian Officer has also been informed by UNHCR Bukavu, that local authorities in Bukavu are making arrangements to move the Pqanzi Refugee Camp far from the Rwanda-Zaire border area. The following conditions would apply

- (a) Armed individuals must hand in all their weapons to the Defence Ministry before leaving the camp; and
- (b) All military personnel will be treated in the new location, as normal civilian refugees.

8. The Humanitarian Officer accompanied at approx 1000 hrs, the UNHCR representative in Cyangugu, Ms Renata Dubini, to meet 10 refugees at Rusizi I (GR 7624), coming from Zaire. All were escorted to the Nyagatare Transit Camp (GR 8125) and will be relocated to the Gafunzo Commune (GR 9035).

9. The Humanitarian Officer has been informed by UNHCR that arrangements may be taken by the Zairian Govt to move all the refugees from Ijwi Island to an unspecified loc in zaire. The Governor of Bukavu is awaiting orders from the Ministry of the Interior in Kinshasa, Zaire.

10. The Humanitarian Officer has been informed by UNHCR Cyangugu that from 13-17 July 95, 60 spontaneous refugees arrived in Rwanda, through Nkombo Island, from Kabira and Birava refugee camps in Zaire.

- ✓ 11. Staff of UNHCR were seen giving a seminar to locals of Cyimbogo Commune at Cyete Sector (GR 765193). Approx 50 locals attended the seminar on awareness of human rights, returnees, agricultural issues etc.

12. The RPA, numbers unknown, visited Nyagatare Camp on 17, 18, 19 July evenings. They patrolled the camp, sometimes dressed in civilian clothes, other times, in military clothes. There were no arrests and their precise intentions are not known. This coincide with the Ethiopians pulling out on 17 Jul during the day.

13. On 201550B Jul, 80 refugees arrived at Rusizi I from Zaire, escorted by the "Contingent Zairois de Securite des Camps" and boarded two UNHCR vehicles (one truck and one bus). Two of the passengers were confirmed as ex-FRGF (one lady and one man). The RPA attempted to arrest them but following protests by UNHCR representative, the vehicle proceeded to Nyagatare Camp. Currently, there are no Malawi Coy guards deployed at the camp since only the advance party has arrived. The main body will arrive on 22 Jul. On 21 Jul the two ex-FRGF will be escorted by UNHCR to the local Gendarmerie for interrogation.

GENERAL LIVING CONDITIONS

14. The following information is provided on the living conditions:

- a. Food. In one of the Gisuma communal offices about 80 to 100 bags of food being provided by PAM were seen and meant for orphans, widows, disabled people during the war, poors and IDP/returnees. A letter from the Kibogora Orphanage is annexed.
- b. Water. NTR
- c. Health care. NTR
- d. Health problems. The only medical center in the commune of Mukoma (GR 899 383) cannot meet the increasing medical requirements caused by an increasing population. The local authorities are requesting an additional hospital for the Gafunzo Commune.
- e. Housing. NTR
- f. Education.
 - (1) For the Gafunzo Commune, one secondary and 15 primary schools are operating
 - (2) At Mururu Sector, Mutara Cell (GR 7723), the secondary school (GR 772 232) formerly occupied by an Ethiobatt platoon, is now vacant, It has not been occupied by RPA who had often asked in the past when Ethiobatt would leave the building.
 - (3) The Shagasha primary school (GR 830 239) formerly occupied by the Ethiopian platoon is now vacant
- g. Farming activity. NTR

PEOPLE - SPECIFIC NEEDS

15. The following information is provided:

- a. Orphanages. One letter from Kibogora Orphanage is annexed.
- b. Hospitals/Handicap/Elderly/IDPs. NTR
- c. Refugees.

(1) Borders

Date	Rusizi I	Rusizi II	Total
14 Jul	00	00	00
15 Jul	07	00	07
16 Jul	00	00	00
17 Jul	27	00	27
18 Jul	10	00	10
19 Jul	00	00	00
20 Jul	76	00	76

(2) Nyagatare Transit Camp

DATE	ARRIVAL	DEPARTURE RECORDED	TOTAL IN CAMP
14 Jul	152	148	47
15 Jul	00	25	22
16 Jul	00	00	22
17 Jul	124	01	142
18 Jul	11	112	40
19 Jul	13	10	43
20 Jul	97	00	140

At Nyagatare Transit Camp, staff of UNHCR further requested for Malawian soldiers to provide security ASAP.

(3) Spontaneous returnees

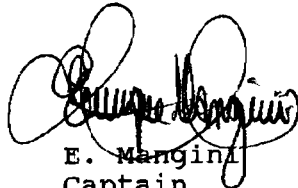
(a) At Cyimbogo spontaneous returnees figures was reported by the Bourgmestre as about 07 as from 01 Jul 95 to date.

(b) In Gisuma Commune, spontaneous returnees figure is 06 as of 01 Jul 95 to date.

RELATIONS - NGOS AND UN AGENCIES

11. Sector 4 has very good working relations with all agencies and

NGOs on all matters pertaining to the UN mandate.



E. Mangini
Captain
Humanitarian Officer
MILOB Sector 4

Enclosure: 3

FROM : M ILOB SECT 5

TO : UNAMIR HQ/ HAC/ G3/ G2

DATE : 21 JULY 1995

HUMANITARIAN WEEKLY SITREP 14 - 21 JULY 1995

GENERAL SITUATION :

1. THE GENERAL SITUATION WITHIN THE SECTOR REMAINS CALM . THERE HAS BEEN , HOWEVER AN INCIDENT THIS WEEK , A POWER TRANSFORMER IN THE AREA OF NYUNDO WAS BLOWN CAUSING A MINOR POWER DISTRIBUTION. THERE HAS BEEN ALSO ACONTINUATION OF THE BANDITRY AND CATTLE THEFT ON THE VERGES OF THE GISHWATI FOREST. THREE BODIES IN TWO DAYS HAVE WASHED ASHORE IN THE AREA OF GISENYI. THE TRAFFIC STILL CLOSED FOR HUMANITARIAN AID TO GOMA CAMPS. THE ORGANISED REPATRIATION CONTINUE TO GAIN MOMENTUM .

✓ OWN HAC ACTIVITIES :

- ✓ 2. 5.A HUM TEAM HAS LIAISED WITH NICOY FOR THE REMOVAL OF TENTAGE AT NEMBA TO THE ORPHANAGE AT RUHENGARI .
- ✓ 3. THE 5.B HUM TEAM HAVE MADE ARRANGEMENTS TO REMOVE A PILE OF DEBRIS FROM THE COMPOUND OF THE GISENYI PRISON . THE LOCAL BREWERY STARTED PROVIDING BOTH THE CONTAINERS AND REMOVAL VEHICLE TO EFFECT THIS TASK . THE COST IS 0 AND IS BEING PERFORMED BY THE BREWRY AS A COMMUNITY SERVICE . THE TASK IS EXPECTED TO TAKE APPROXIMATELY 10 DAYS . BASED ON ONE DELIVERY PER DAY.
- ✓ 4. THE 5.B HUM TEAM VISITED THE GISENYI PRISON . THE DIRECTOR REQUESTED FOR THE PUMPING OF THE SEPTIC TANKS .

GENERAL LIVING CONDITION :

5. THE RPA AT MUTUVO (29 - 29) HAD MOVED APPROXIMATELY 360 FAMILIES FROM THE AREA OF THE BORDER TO AREA CONSIDERED MORE SECURED .

PEOPLE WITH SPECIAL NEEDS :

- ✓ 6. IN THE SEPARATE CAMPS 59-60 OLD CASELOADS ON THE EDGE OF THE GISHWATI FOREST (GS27-96) AND (GS27-97) PEOPLE COMPLAINED OF THE LACK OF FOOD AND MEDICAL ATTENTION . THESE PEOPLE (335

FAMILIES) WERE PLACED THERE BY THE MINIREISO AND THERE IS NO SIGN OF PLANTING .

NGOS:

- ✓ 7. COOPI: - CONTINUED PREPARING THE WAY STATION AT NKAMIRA (THE FORMER TUN BATT HQ LOC) .
- CONSTRUCTION OF LATERINES AND WATER TANKS AT KANAMA AND NYAMYUMBA COMMUNES.
 - PROVIDED FOOD FOR THE NUTRITIONAL CENTRE (2 SACS OF SUGAR , 300 SOAPS, 2 SACS OF FLOUR AND 1 SAC OF SALT).
 - PARTICIPATED IN THE FORMATION OF 100 NON QUALIFIED TEACHER AT GASEKE COMMUNE.

- ✓ 8 ICRC : - THEY ARE IN THE PROCESS OF REHABILITATING THE WATER SUPPLY AT KAYOVE, KANAMA, AND RWERERE COMMUNES IN GISENYI PREF.

- CONTINUED TO CARRY OUT ACTIVE MONITORING OF THE PRISONERS IN THE SECT.

- DELIVERED FOOD AND MEDECINES TO GISENYI PRISON.

UN AGENCIES :

- ✓ 9 UNHCR : - CONTINUED TO CARRY OUT ACTIVE MONITORING OF THE ORGANIZED REPATRIATION.(FROM 17 TO 20 JULY NUMBER OF RETURNEES WAS 397).

- DISTRIBUTION OF FOOD TO KIGOMBE (RUHENGARI PREF) FOR 260 PERS .

- DISTRIBUTION OF 1 MONTH RATIONS TO RETURNEES IN KANAMA (1897 PERS).

- ✓ 10 WFP : - THEY HAD CLOSED THEIR OFFICE AT RUHENGARI, AND THE MONITORING WILL BE FROM GISENYI OFFICE.

- DISTRIBUTION OF 32.202 MT OF FOOD AT RUHENGARI PREFECTURE .

RELATION WITH LOCAL AUTHORITIES :

- ✓ 11. THE RELATION WITH LOCAL AUTHORITIES IS CORDIAL . MILOBS ATTENDED FUNCTIONS ORGANIZED BY GISENYI AND RUHENGARI

PREFECTURES ON THE CELEBRATION OF THE FIRST ANNIVERSARY
OF INSTALLATION OF THE NATIONAL GOVERNMENT. PREFECTS WERE
GRATEFUL TO UNAMIR , UN AGENCIES AND NGOS FOR THEIR
HUMANITARIAN ASSISTANCE .

MRABET A. H
CAPT
FOR HUM TEAM

SUMMARY OF THE WEEKLY HUMANITARIAN REPORT

SECTOR	FOOD	WATER	ELECTRICITY	HEALTH	ROAD/BRIDGE	EDUCATION	PRISON	ORPHANAGES	RETURNEES
1									
2									
3									
4									
5	kinihisa (GS 2797) and (27-96) old caseloads 59-60			Health center at kinihisa (GS 2797 and GS 2796)			-pumping of Septic Tanks at Gisenyi Prison.		

From: MILOB Sect 5A, Ruhengeri.

To: UNAMIR HQ/HAC/ ~~63/62~~

Info: MILOB GP HQ, Ops Br.

Date: 21 July 95.

HUMANITARIAN WEEKLY SITREP 15-21 July 95.

General Situation

1. The general situation within the sect remains calm. There was no incidents concerning security within the sect during this period.
2. The border post between Rwanda and Uganda at Cyanika remained open and number of returnees in this period were 8 (eight).

✓ Own HAC Activities:

3. The Orphanage at NEMBA was closed on 2 Jul 95. Representative of Ruhengeri Prefect requested us to bring left over equipments, tents and furniture to Ruhengeri. The humanitarian team liaised with NICOY at NUNDA and those items were brought to Ruhengeri on 21 July 95.
4. The humanitarian office made necessary coordination with all the NGO's working in Ruhengeri and visited few communes.

✓ General Living Conditions:

5. KINIGI COMMUNE. Bourgmestre informed that in his area 400 families, returnees of 59-60 are presently living and they did not receive adequate material to construct their houses, hence maximum of them are living

in very bad condition. He also informed that all the roads/tracks in the commune area are too bad, (and this is true) requested UNAMIR to repair/improve those roads/tracks.

- ✓ 6. BUTARO Commune: The Bourgmester complained that despite of repeated request to MILOBs used to made visit for last six month^{regarding} demining of his commune area, so far no action has been taken. Again he requested us that UNAMIR should demine his area thus facilitating the farmers to cultivate the land.

✓ People with Special Needs:

7. The Bourgmester of KINIGI Commune informed that before the war of 1994, there were 3 health centre in the commune and now only one is functional which is not enough to fulfill the requirement of people. More so, from some sector people need to walk around 15/17 km to attend the only clinic. Thus he has requested to establish another health centre/clinic at BISATE Sq 4539. On this point team discussed with few NGO's and they opined that "Regional Sanitary" (working under Medical Directorate of Government) at Ruhengeri has to decide about establishing another health centre at Kinigi;

✓ NGO'S

8. ICRC

- a. Constructing new toilets and urinals both in male and female prison of Ruhengeri.
7 ok

- b. Providing food to the prisoners of Ruhengeri.
- c. Providing limited assistance to the Ruhengeri prison dispensary with medicine.

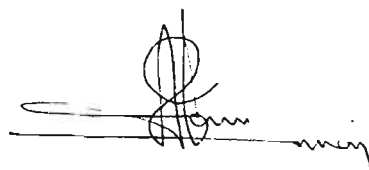
✓ g. Austrian Relief Programme:

- a. Taken the responsibility to clean the Ruhengeri town area employing 200 persons under food for work and ~~till~~ will continue till end of this month.
- b. From June, 95 undertaken a project to establish 2x Nursery in each commune of Ruhengeri prefect by employing 4 persons in each centre, this will continue for next 5/6 months.
- c. In NKUMBA and KIDAHU Commune undertaken a project to repair/construct 70 and 50 houses respectively and so far 21 houses (total) have been completed.

✓ UN Agencies:


10. UNHCR. Distributed following food item in KIGOMBE Commune in this week through Austrian Relief Programme to 6427 people:

- a. Maize - 39850 Kg
- b. Beans - 11950 Kg
- c. Cooking Oil - 2000 litres.



ZAHIRUL ALAM K
MAJ
Humanitarian Officer
Sect 5 A, Ruhengeri

SEEN SLIP

DATE	APPT	SIG	REMARKS
	CHAO		
	DCHAO		
9/19	OPS OFFR	QEG	
	DUTY OFFR	abhe	
	DUTY OFFR		
	DUTY OFFR		
8/9	CC	MO	



UNAMIR - MINUAR

CHAO

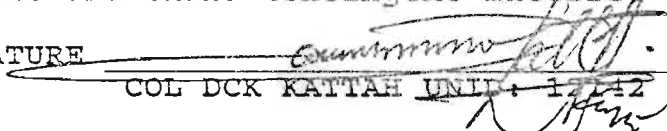
INTERNAL MEMORANDUM

File No: FC/DR/08/ADM - Communications

To: COMM CENTRE
From: COL SHIVA KUMAR
COS
Info: LIST A AND B
Date: 6 SEPTEMBER 1995
Subject: MESSAGE AND FAX RELEASE AUTHORITY

1. This is to inform you that Col DCK KATTAH (UNID: 12142), has taken over the duties of DCOS OPS from Col J ARP. He is to have signing authority for all messages and facsimiles pertaining to operations and Ghana Contingent matters.

a. SPECIMEN SIGNATURE


COL DCK KATTAH UNID: 12142

2. Your cooperation is appreciated.

SEEN SLIP

W A/2

DATE	APPT	SIG	REMARKS
	CHAO		
	DCHAO		
7/9	OPS OFFR	<i>[Signature]</i>	
	DUTY OFFR		
	DUTY OFFR		
	DUTY OFFR		
12/9	CC	WD	

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UNITED NATIONS
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NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

MCC/WD-510/JM
05 SEPTEMBER 1995

TO: ALL CHIEFS OF SECTION
LIST A
LIST B
LIST C
LIST E

FROM: JAN MCMILLAN
CMCC

A handwritten signature in dark ink, consisting of a large loop and several vertical strokes.

SUBJECT: OFFICER IN CHARGE (OIC) OF THE
MOVEMENT CO-ORDINATION CENTRE (MCC).

1. I will be absent on leave from the 07 September to 09 October inclusive. During my absence, Mr Neil Gray will be the OIC MCC from 07 to 20 September and Mr Erich Ball will be the OIC MCC from 25 September to 08 October 1995.
2. Please extend to them your usual co-operation.
3. Regards Jan.

SEEN SLIP

DATE	APPT	SIG	REMARK
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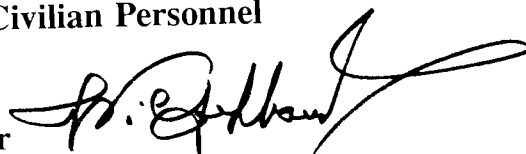
CHAO - MINUAR

INTEROFFICE MEMORANDUM

Date: 4 September 1995

To: All Military and Civilian Personnel

From: Wilfrid de Souza
Executive Director



Subject: Absence from Mission Area

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

SEEN SLIP

DATE	APPT	SIG	REMARK
	CHAO	<i>[Signature]</i>	
	DCHAO		
<i>5/5</i>	OPS OFF	<i>[Signature]</i>	
	DUTY OF		
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	DUTY OF		
		<i>[Signature]</i>	
<i>18/9</i>	CC	<i>[Signature]</i>	

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ASSISTANCE AU RWANDA

UNAMIR-MINUAR

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

DATE: 4 September 1995

TO: All UNAMIR Personnel

FROM: Susan Matthew
CAO

[Signature]

SUBJECT: Acting arrangement

During my absence from the mission area, from 4 September to 3 October 1995, Mr. William Clive, Chief Integrated Support Services Section, will act as Officer-in-Charge of Administration on my behalf.

Kindly extend to him your utmost cooperation.

SEEN SLIP

DATE	APPT	SIG	REMARKS
	CHAO	/	
	DCHAO	/	
5/9	OPS OFFR	/	
5/9	DUTY OFFR	/	
5/9	DUTY OFFR	/	
	DUTY OFFR	/	
12/9	CC	MD	A/2



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UNAMIR - MINUAR

To: Lists A, B, C, D
From: COS
Date: 01 Sep 95

Subject: WORKING ETHOS

1. It is reiterated that office working hours are as follows:

(a) Monday - Friday

0800 - 1700 h - Office

1230 - 1330 h - Lunch Break

(b) Saturday

0800 - 1230 h - Office

1230 - 1700 h - Duty Officer in each Branch/Section

2. It has been noticed that the officers are not adhering to the laid-down office timings. In future, any officer absent from the place of duty/work is required to intimate the Branch/Section head of his whereabouts as also attend the radio set when called for. Note this for strict compliance.

3. Please ack.

SEEN SLIP

DATE	APPT	SIG	REMARKS
	CHAO		
	DCHAO		
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	DUTY OFFR		
	DUTY OFFR		
	DUTY OFFR		
13/9	CC	WFO	A/O

001

01/09 '95 08:00

TO : COMMANDING OFFICER INDBATT
 INFO : OPS CELL FHQ
 MILOB GP HQ
 HAC FHQ
 FROM : MILOB SECTOR 1B
 DATE : 31 AUG 199

Dear Krishnan,

The aim of this letter is to express my appreciation to INDBATT for offering an important support to Sector 1B in its humanitarian activities in Gitarama Prefecture through the provision of two trucks for transportation of food.

Transportation is an important sphere of practical humanitarian relief which UNAMIR is capable to offer to the people of this country. During two weeks, your trucks were carrying out a task for moving a large quantity of food donated by the World Food Program to all 17 communes of the Prefecture and some other cargoes for the most urgent needs of the local population.

However, the volume of work turned out to be too large. This is why I had to ask you for a delay in returning your trucks and I am grateful to you for your cooperative attitude in meeting our requests.

I am pleased to report that your personnel has displayed qualities of brave, well disciplined and skilled soldiers projecting a beautiful image of your country and its Army. They have fulfilled their mission with flying colours. I would appreciate that you convey my heartfelt thanks to L/HAV GANGA BAHADUR PUN and the five other ranks who were under his supervision.

With my best regards,

Richard V. Blanchette

RICHARD V. BLANCHETTE
 LT-COL
 COMMANDER SECTOR 1B

CC: OPS CELL FHQ
 MILOB GP HQ
 HAC FHQ

A/2

18/9

CHAO



UNITED NATIONS

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MISSION POUR L'ASSISTANCE AU RWANDA

From: Col W J Fletcher
DCOS (Sp)

Extn 11109

To: Lists A, B, C, D

File Reference: 4000.1/LOG-11

Date: 23 Aug 95

Subject: EXCHANGE OF FOREIGN CURRENCY

Reference: A. COS Memo 11 August 1995
B. Letter from the Prefect of Kigali dated 18 August 1995

1. Ref A instructed UNAMIR troops to exchange foreign currency only from authorized FOREX Agents and Government Institutions. At ref B, the Prefect has alleged that UNAMIR personnel continue to change currency on the black market contrary to policy. Specifically, the Prefect identified the amount of business being conducted by UNAMIR personnel at the unauthorized exchange opposite the Kigali Post Office. Such a serious allegation reflects very poorly on the discipline of our soldiers, but also tarnishes the reputation and credibility of UNAMIR.

2. Addressees are to ensure that all personnel under their command and/or employ are thoroughly briefed that currency is to be exchanged only at approved locations authorized by the National Bank of Rwanda. The Gendarmerie will arrest any one indulging in illegal currency exchange regardless of nationality. As well, the Military Police have be instructed to arrest any UNAMIR personnel found in contravention of this directive. Violators will be disciplined under applicable service or diplomatic regulations and subject to repatriation.

3. Please acknowledge.

cc. CAO

SEEN SLIP

A12

DATE	APPT	SIG	REMARKS
	CHAO	18/15/8	
	DCHAO		
5/9	OPS OFFR	6/8	
	DUTY OFFR	18/15/8	
	DUTY OFFR		
	DUTY OFFR		
21/8	CC	W.D	

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INFORMATION CIRCULAR No. 046/95

DATE: 12 August 1995

TO: All UNAMIR Staff

FROM: Chaim Ouziel, CAO

SUBJECT: Foreign currency exchange

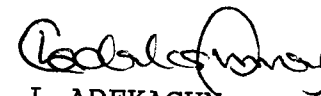
The Government of Rwanda views as illegal the exchange of foreign currency through persons who are not "authorized agents". It has issued explicit instructions to the Gendarmerie to arrest any person indulging in such unauthorized exchange. All staff are thus advised and warned of this situation, and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

Major Derbali Ahmed Salah &
CPT MAEN El Khachemane
CPT BEN ABELIFA (R)

TO : HUM OFFR MILOBS SEC 3A File: 5000.1(HAC)/A/1
FROM : HAC UNAMIR HQ Date: 12 Sep 95
SUBJECT : CARE OF THREE (3) ORPHANS AT CYANIKA

Reference:

- A. Your HUM Weekly Report for 26 - 02 Sep 95.
1. Reference A reported the plight of 3 orphans staying with an old man in Cyanika and recommended their shift to the SOS Village in Gikongoro.
 2. You are please requested to liaise with the Director of the SOS village on who in Kigali is to approve the shift of the children to the village.
 3. Meanwhile, you may consider arranging an immediate medical attention for the orphans with responsible NGOs.
 4. Please treat as very important and keep this office posted immediately.


L ADEKAGUN
Major
for CHAO

MONTHLY ATTENDANCE RECORD SHEET

NOTE: Please return this form duly completed and signed directly to Personnel Branch on a monthly basis.

N	RANK	NAME	DNID	BRANCH	ATTD	MONTH: SEPTEMBER 1995																															NO. OF DAYS
						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
1	MAJ	ALICE NYHONIE	4799	HAC	F/D	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	30		
2	MAJ	DUKOR B	9058	HAC	F/D	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	30		
3	CDPT	BEN KHEHTA	4832	HAC	F/D	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	30		
4	SSPT	OKAI IA	1093	HAC	F/D	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	30		
5					F/D																																
6					H/D																																
7					F/D																																
8					H/D																																
9					F/D																																
10					H/D																																

LEGEND

AL: ANNUAL LEAVE
 SL: SICK LEAVE
 CTO: COMPENSATORY TIME OFF
 P/M: PRESENT IN MISSION AREA (RWANDA, TANZANIA, UGANDA, ZAIRE)
 P/K: PRESENT IN KENYA
 ATTD: ATTENDANCE
 F/D: FULL DAY
 H/D: HALF DAY

SIGNED AND APPT OF HEAD OF BRANCH [Signature]
 MAJ L ADEKAGUN (M 8829)
 OPERATIONS OFFICER, HAC

SEEN SLIP

DATE	APPT	SIG	REMARKS
	CHAO		
	DCHAO		
3/1/95	OPS OFFR		Seen
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UNITED NATIONS

NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA

MISSION POUR L'ASSISTANCE AU RWANDA

From: Col W J Fletcher
DCOS (Sp) *[Signature]* Extn 11109

To: List A, B, D

File Reference: 4000.1/LOG-57

Date: 29 Aug 95

Subject: UNAMIR MEDAL

1. There has been considerable change in the UNAMIR Military Component over the past three months and I thought it might be of interest to all UNAMIR personnel to know the details of the medal and ribbon we earn during our tour in RWANDA.
2. **The UNAMIR Medal.** There is one standard medallion for all peacekeeping operations except KOREA and UNEF 1. It is a bronze medallion which bears the UN Symbol on the obverse surmounted by the letters UN and on the reverse the words "IN THE SERVICE OF PEACE".
3. **The UNAMIR Ribbon.** The standard ribbon measures 35 mm in width with at the centre the UN blue supported by white trim. To either side are three distinctive stripes representing the black of the world famous Rwandan gorillas and volcanic lava, the green of the local forest vegetation, and the red of the African soil.

HAC
UNAMIR HQ
Kigali
Rwanda


31 August, 1995

5000.1(HAC)/A/2

See Distribution

HANDING/TAKING OVER NOTES

Attached, please find Handing/Taking Over notes between
Col H Osae-Addae(M1215) and Lt Col TJ Fox (M7575) for your
necessary information.


BE DUKOBU
Lt Cdr
for CHAO

Internal:

Information:

FC
DFC
COS
DCOS OPS
DCOS SP
CMPO

HANDOVER/TAKEOVER NOTES

1. This is to certify that I, Col H Osae-Addae(M1215) have on this day of August, 1995 handed over my duties as CHAO Humanitarian Assistance Cell to LtCol TJ Fox(M7575).

Date: 28 AUG 95

H OSAE-ADDAE
Col
Outgoing CHAO

2. This is to certify that I, LtCol TJ Fox (M7575) have on this day of August, 1995 taken over the duties of CHAO Humanitarian Assistance Cell from Col H Osae-Addae (M1215).

Date: 28 AUG 95

TJ FOX
LtCol
Incoming CHAO

UNAMIR
HUMANITARIAN AFFAIRS CELL

BRIEFING NOTES

AIM

1. The aim of this briefing is to acquaint you with the operation of the "Humanitarian Affairs Cell (HAC) of UNAMIR.

SCOPE

2. The scope of this briefing will cover:
 - a. Background
 - b. Role
 - c. Organization
 - d. Responsibilities/Tasks
 - e. Deployment
 - f. Limitations and
 - g. Conclusion

BACKGROUND

3. Before the war, UNAMIR initially had a single humanitarian Officer with its planning cell. To respond to the obvious humanitarian catastrophe which was ensued since the 7th of April 1994. The FC augmented the cell as follows:
 - a. A Colonel as the CHO
 - b. A Lieutenant Colonel as the DCHO
 - c. A Major as the Ops Officer.
 - d. A Major Milob as Snr Duty Officer.
 - e. Three Duty Officer/Liaison Milob
 - f. A Major Milob EDP for recording missing persons.

g. Eight Milob team who work in the field on humanitarian missions.

h. An advanced humanitarian assistance team representing various humanitarian agencies of the UN.

4. Their concept of operation was to establish permanent liaison among all humanitarian aid agencies working in Rwanda with UNAMIR as a coordinating center, and also they were to provide humanitarian assistance to the DPs inside and outside Rwanda, assist DPs in returning home and to monitor human rights violations within the country.

ROLE

5. The role of HAC is to maintain close liaison with Ministry of Rehabilitation, UN and NGO agencies and assist IOC/UNREO/UNDP in coordinating the humanitarian activities in Rwanda. To monitor the humanitarian activities in a manner which allows for UNAMIR to be fully aware of the humanitarian situation in the country.

ORGANIZATION

6. Present Organization. Since after the war in August 94 the HAC consisted of:

- a. A Colonel as CHAO
- b. A Major(Milob) as Ops Officer
- c. HAC Milob 1 and 2 and
- d. A S/Sgt Clerk Admin.

7. New Organization. The following is the new organization as proposed to the FC:

- a. A Col as CHAO
 - b. A Lt Col as DCHAO
 - c. A Major as Ops Officer
 - d. (1) Milob FHQ HAC - ANY
 - (2) Milob FHQ HAC - ENGR
 - (3) Milob FHQ HAC - UNCIVPOL
 - (4) Milob FHQ HAC - ANY
 - e. HAC Sector Milobs - Two per Sector for a total of 18 Milobs.
 - f. 1 x S/Sgt Clerk Admin.
8. HAC has the following tasks:
- a. Advise the Force Commander on humanitarian assistance operations.
 - b. Advise the UNAMIR Ops branch on humanitarian operations.
 - c. Arrange for the security aspects of the humanitarian organizations conducting relief operations in Rwanda in close liaison with the Ops branch of HQ UNAMIR.
 - d. Assist in the coordination of the activities of UN Agencies and NGO.
 - e. Conduct humanitarian recce as directed.
 - f. Collect data from sector humanitarian representatives and produce reports as required.
 - g. Maintain current data on refugees and displaced persons
 - h. Effect close liaison with UN agencies and NGOs.

- i. Inform UN Human Rights officers on any human right abuse reported.
- j. Effect close liaison with the Govt of Rwanda humanitarian representatives.

RESPONSIBILITIES

9. The following are the individual responsibilities of HAC pers:

a. **CHAO**

- (1) Command HAC
- (2) Keep FC current on Hum activities.
- (3) Responsible to FC for planning and advising on Hum Operations.
- (4) Interact with UNREO/UN/UNDP/NGO Heads of Agencies.
- (5) You are expected to give a Weekly Report of HAC Operations at the general morning briefing on every Friday.
- (6) You are to submit a written report to FC every Friday morning on requests submitted to HAC and action taken so far.
- (7) Be prepared to convene and chair UHAAG meetings at least twice a week.
- (8) You are to brief NGOs and other agencies on the security situation within Rwanda once every week.
- (9) You are to attend the monthly MILOB Sector Commanders conference. Contact MILOB HQ for details.
- (10) You are to convene and chair a monthly Milob Sector Humanitarian Officers' Conference at the HQ.

- b. DCHAO
 - (1) Act as CHO in his absence and takes over all responsibilities of CHO;
 - (2) Coordinate with operation of Ops Cell.
 - (3) Supervise the work of Ops cell and HAC.
- c. OPS OFFICER
 - (1) Supervision of FHQ HAC Milobs.
 - (2) Planning Ops for HAO.
 - (3) Advising Ops/Plans Cell.
 - (4) Liaison with UNREO/OIC.
 - (5) Briefing New Milobs.
- d. HQ MILOBS
 - (1) One Milob to liaise with UNREO/OIC/UNDP daily.
 - (2) One Milob to collate information from sectors/plot as required on Ops Map and prepare humanitarian portion of daily SITREP.
 - (3) Two Milobs available to patrol for CHAO/FC/SRSG/UNREO/IOC.
 - (4) Organization allows for specialist in infrastructure, water, mines etc and dealings between NGOs and local authorities.
 - (5) Milobs would rotate through positions.
- e. HAC SECTOR MILOBS(2 PERS SECTOR) TOTAL 18 MILOBS
 - (1) Keep HAC informed daily of humanitarian operations

in Sector.

- (2) Conduct tasks as assigned by the CHAO.
- (3) Advise Sector Commanders concerning humanitarian operations.
- (4) Investigate humanitarian problems reported by Milobs as required.
- (5) Maintain close liaison with UNREO/Humanitarian representatives in area.
- (6) Arrange security for humanitarian operations in concert with Milob Sec Comd.
- (7)* HAC Milobs will concentrate on humanitarian tasks only with a view to ensuring that all operations in the sector are current (Human Rights violations and Security issues will be handled by Sector Milobs as directed by Milob Sector Commander).
- (8)* HAC Milobs will rotate between Sectors at the discretion of the CHAO.
- (9)* HAC Milobs should remain with HAC for the duration of the mission and be preferably bilingual.

f. SSGT CLERK ADMIN

- (1) Clerical Duties for CHAO.
- (2) Maintenance of filling system.
- (3) Routine Orders.
- (4) Vehicle Maintenance.

LIMITATIONS

10. The main limitations that adversely affect the work of HAC are:

- a. The lack of coordination between the various agencies.
- b. Accuracy of reporting by Milob teams.
- c. Lack of an accurate data bank.
- d. Lack of pers and vehicles.
- e. Lack of office accommodation.

CONCLUSION

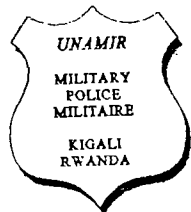
11. I have given you a brief insight of the main functions of HAC. HAC is still in the reorganizing process but if we get the support required from all agencies involved, HAC will be able to do its job efficiently.

12. Your appointment as the new Chief Humanitarian Assistance Officer is both demanding and challenging because you will have to work with officers from different countries with different culture and background. Your ability to adapt yourself positively to all situations should never be in doubt. You should never hesitate to seek advice or assistance whenever necessary.

13. I wish you good luck and God's guidance in your duties.

SEEN SLIP

DATE	APPT	SIG	REMARK
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UNITED NATIONS ASSISTANCE MISSION IN RWANDA MILITARY POLICE COMPANY

INTER OFFICE MEMORANDUM

TO: List A & B

INFO:

FM: Maj SA DARE
CO Force MP Coy

DATE: 26 Aug 95

SUBJECT: RESUMPTION ON DUTY-OFFICER

References:

- A. My letter on out-station officer dated 31 Jul 95.
1. Please be informed that I have resumed duty on completion of my annual leave on 26 Aug 95
2. Your understanding and co-operation to this MP Coy during my period of absence is noteworthy. I look forward to the continuance of same.
3. Best regards.


SA DARE
SA DARE
Maj
CO MP Coy

TO : CONTINGENT COMD, OFFRS & MEN OF MALAWICOY
FROM : CHAO, OFFRS & MEN OF HAC
FILE : 5000.1(HAC)/A/2
DATE : 28 AUGUST 1995
SUBJECT : LETTER OF CONDOLENCE TO MALAWICOY

1. The Chief Humanitarian Assistance Officer, Officers and Men of the Humanitarian Assistance Cell, UNAMIR HQ would wish to express their deep condolence to the Contingent Commander, Officers and Men of the Malawian Company and the family of the Late Pte Lux Banda on the death of this dedicated soldier.

2. We ask the Almighty God to receive the soul of our late brother who has lost his life in the course of keeping peace in Rwanda.

3. We wish you our best in this painful moment.



TJ FOX
Lt Col
CHAO

SEEN SLIP

DATE	APPT	SIG	REMARK
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CHAO

UNITED NATIONS

NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA

MISSION POUR L'ASSISTANCE AU RWANDA

From: Col W J Fletcher
DCOS (Sp)

Extn 11109

To: Lists A, B, C, D

File Reference: 4000.1/LOG-11

Date: 23 Aug 95

Subject: EXCHANGE OF FOREIGN CURRENCY

Reference: A. COS Memo 11 August 1995
B. Letter from the Prefect of Kigali dated 18 August 1995

1. Ref A instructed UNAMIR troops to exchange foreign currency only from authorized FOREX Agents and Government Institutions. At ref B, the Prefect has alleged that UNAMIR personnel continue to change currency on the black market contrary to policy. Specifically, the Prefect identified the amount of business being conducted by UNAMIR personnel at the unauthorized exchange opposite the Kigali Post Office. Such a serious allegation reflects very poorly on the discipline of our soldiers, but also tarnishes the reputation and credibility of UNAMIR.

2. Addressees are to ensure that all personnel under their command and/or employ are thoroughly briefed that currency is to be exchanged only at approved locations authorized by the National Bank of Rwanda. The Gendarmerie will arrest any one indulging in illegal currency exchange regardless of nationality. As well, the Military Police have be instructed to arrest any UNAMIR personnel found in contravention of this directive. Violators will be disciplined under applicable service or diplomatic regulations and subject to repatriation.

3. Please acknowledge.

cc. CAO

SEEN SLIP

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	<i>A12</i>		

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UNAMIR-MINUAR

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

DATE: 21 August 1995

TO: All UNAMIR Staff

FROM: Chaim Ouziel, CAO *[Signature]*

SUBJECT: Designation of new CAO

I will complete my assignment to the mission on 31 August 1995. Ms. Susan Matthews will replace me as Chief Administrative Officer effective 1 September 1995. She will arrive at the mission on 25 August to allow briefing and handover.

Ms. Matthews brings with her extensive experience in the administration of peace-keeping missions, most recently as CAO of UNFICYP in Cyprus. On behalf of all of us I wish to welcome her to UNAMIR and extend to her our best wishes, support and cooperation in the tasks ahead.

SEEN SLIP

DATE	APPT	SIG	REMARK
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ASSISTANCE MISSION FOR RWANDA

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UNAMIR - MINUAR

HQ UNAMIR MED BR

FILE: 44-6-1

MED 886/95

To: CHAO

From: FMO

Date: 12 Aug 95

Subject: INVITATION TO FORMAL RECEPTION WEDNESDAY 16 AUG 95

1. On Wednesday 16 Aug 95 the Australian High Commissioner, Mr Lawry Herron, will present to the Minister of Health details on the Australian Medical Aid package, including medical equipment from AUSMED.
2. You are cordially invited to a formal reception to be hosted by the High Commissioner at the Belgian Village Restaurant on 16 Aug 95 at 1900hr.
3. Dress for the functions is Lounge Suit
4. RSVP to Captain John Nerney at MED BR UNAMIR HQ on ext 11115.

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UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES
MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

To: Lists A, B, C, D

From: Col KS Sivakumar
COS

Date: 11 August 1995

EXCHANGE OF FOREIGN CURRENCY

1. All UNAMIR troops are instructed to exchange foreign currency only from authorised FOREX Agents and Government Institutions and refrain from exchanging them from unauthorised black market agents. The Government of Rwanda have issued explicit instructions to the Gendarmerie to arrest any one indulging in unauthorised exchange of foreign currency, nationality and diplomatic immunity notwithstanding.
2. Please acknowledge.

cc: CAO - For info and issue of necessary instructions to Civilian staff.

SEEN SLIP

DATE	APPT	SIG	REMARK
	CHAO	<i>[Signature]</i>	
	DCHAO	<i>[Signature]</i>	
13/8	OPS OFF	<i>[Signature]</i>	<i>[Signature]</i>
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	DUTY OF		
	DUTY OF		
14/8	CC	<i>[Signature]</i>	

UNITE
ASSISTANCE

A12

ONS UNIES
L'ASSISTANCE AU RWANDA

11 August 1995

TO: All Sections/Units

FROM: Chaim Ouziel,
Chief Administrative Officer

[Signature]

SUBJECT: Absence from Headquarters - CCPO

Mr. Kimso Nilsvang, Chief Civilian Personnel Officer, will be away from Headquarters for the period inclusive 11 to 21 August 1995. In his absence, Mr. Jose Aguirre will act as Officer-in-Charge of Personnel Section.

For your information please.

SEEN SLIP

DATE	APPT	SIG	REMARKS
	CHAO	<i>[Signature]</i>	
	DCHAO	<i>[Signature]</i>	
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	412		

NS UNIES
SSISTANCE AU RWANDA

2000.1/CMPO/DEP

To : See Distribution

Date : 10 Aug, 1995

Subject : CONVERSION OF STAFF OFFICERS TO OBSERVERS

A. My circular 2000.1/CMPO/DEP dated 10 Jul 95.

1. Attached herewith, please, find a faxed reply which we have received from UN HQs New York regarding the subject above. In summary, it has not been possible to convert the Staff Officers to Military Observers for reasons given in the fax attached.

2. Please inform all personnel who volunteered in your Sections/Branches about this development.

3. Best regards.

[Signature]

Getachew TEFFERRA
Lt Col
CMPO

Distribution

Action:

D COS (OPS)
G3 (PLANS)
HAC
C LOG O
FPM
CLO

Info: MA TO FC
MA TO DFC/CMO
COS
D COS (SP)

581

30031

OUTGOING FACSIMILE

08 AUGUST 95

TO: TOUSIGNANT UNAMIR, KIGALI	FROM: VAN KAPPEN FOR ANNA UNATIONS, NEW YORK
Fax No:	Fax. No: 212-963-4879
SUBJECT: CONVERSION OF STAFF OFFICERS TO OBSERVERS	
ATTN: DCOS, CMPO	ROOM NO: 3650 EXT: 3721
TOTAL NUMBER OF PAGES TRANSMITTED INCLUDING THIS ONE: 1	

1. IN REFERENCE TO YOUR FAX NO. 5643 OF 08 AUGUST 95, THE IDEA TO CONVERT STAFF OFFICERS TO MILITARY OBSERVERS WAS TO MAKE UP FOR THE SHORTFALL IN THE NUMBER OF MILOBS IN THE MISSION.

2. HOWEVER, WE HAVE SINCE INDUCTED 17 OBSERVERS FROM UNOMIL, AND THIS BRINGS THE STRENGTH OF MILOBS IN THE MISSION TO 323, 3 ABOVE AUTHORIZED STRENGTH. 14 CANADIAN OBSERVERS WILL BE DEPARTING NEXT WEEK AFTER COMPLETION OF THEIR TOUR OF DUTY WITH UNAMIR, THE GOVERNMENT OF CANADA HAS ALREADY INDICTED THAT THESE OBSERVERS WILL NOT BE REPLACED. THE NUMBER OF OBSERVERS WILL THEN FALL TO 313, 7 BELOW STRENGTH.

3. THERE IS A POSSIBILITY OF REDEPLOYING TWO MORE OBSERVERS FROM UNOMIL TO UNAMIR, AND ETHIOPIA HAS BEEN OFFERED 5 SLOTS FOR MILOBS IN UNAMIR. IF THEY ACCEPT THE OFFER, AND TWO OBSERVERS ARE REDEPLOYED FROM UNOMIL TO UNAMIR, THE NUMBER OF OBSERVERS WILL BE 320, WHICH IS THE AUTHORIZED STRENGTH.

4. IN VIEW OF THE ABOVE, IT IS NOT POSSIBLE TO CONVERT THE STAFF OFFICERS TO OBSERVERS AT THE MOMENT.

BEST REGARDS.

PC DCOS CMPO

HAC
UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA



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

INTERNAL MEMORANDUM
MEMORANDUM INTEREUR

TO: All Civilian and Military Personnel

Date: 04 Aug 95

File: csk.can2

FROM: Maj Deepak Das
FWO

SUBJECT: CANCELLATION OF CONTRACT WITH C.S.K. (KIGALI SPORTIF CLUB)

I regret to inform that inspite of my efforts to renegotiate, C.S.K. has decided to discontinue its contract with UNAMIR with effect from Friday 04 Aug 95, on grounds of breach of contract conventions by large groups of UNAMIR military personnel on numerous occasions.

However, individual UNAMIR members are welcome to obtain private C.S.K. membership directly from the club for a period of three months or one year at rates attached at Appx.

All civilian members, who had taken membership cards for Aug 95 from Ms Brandy McNeill may get their money refunded/ or continue to remain members of the UNAMIR Welfare Committee and avail of facilities like borrowing tapes, books, sports gear, etc with the same monthly deposit.

CBES Only. Kindly issue necessary instructions for the removal of the UNAMIR generator from C.S.K. on or after 04 Aug 95.

Efforts are on to obtain subsidised tennis and golf membership for UNAMIR personnel at other locations. Details will be intimated later.

Best regards.

SEEN SLIP

DATE	APPT	SIG	REMARKS
	CHAO	<i>[Signature]</i>	
	DCHAO		
<i>6/8</i>	OPS OFFR	<i>[Signature]</i>	<i>See.</i>
	DUTY OFFR		
	DUTY OFFR		
	DUTY OFFR		
<i>WPK</i>	CC	<i>WPK</i>	

UNCLASSIFIED

To : See Distribution

2000.1/CMPO/DOC

Date : Aug, 1995

Subject : CLEARANCE CERTIFICATE

1. Attached herewith, please, find the new format for the Clearance Certificate forwarded for your necessary action. It is a mission requirement that every Milob or Staff repatriating at the end of their tour of duty should have this form duly completed before their actual departure from the mission area and forwarded to the CMPO for custody.

2. Milob GP HQs and all Branch/Section heads are therefore requested to enforce this procedure and ensure that repatriating personnel under their command adhere to this requirement at all times.

3. I should therefore be very grateful for your cooperation on this matter.

4. Best regards.

[Signature]
 GETACHEW TEFFERRA
 LT COL
 CMPO

Distribution:

Action:

Milob GP HQs.
 Ops Branch.
 G3 Plans.
 G2/Info.
 G3 Air Ops.
 G3 Engr
 Medical Branch.
 Logistics.
 Liaison.
 HAC.

*② By Coord
 please ref all officers
 in HOC see this
 form - RA info.*

Info:

MA TO FC
 MA TO DFC
 COS
 DCOS SP

ANNEX B TO
CMPO Ltr NO.
2000.1 (CMPO)
Dated: 10 Jan 94

CLEARANCE CERTIFICATE

TO : CHIEF OF PERSONNEL UNAMIR

PART I

PERSONAL DECLARATION

I hereby declare that I do not have anything whatsoever outstanding with UNAMIR.

Signature: _____

Name: _____

Rank: _____ Status: _____ UNID: _____

Nationality: _____ Date: _____

DOA: _____ DDM: _____

PART II

CERTIFICATION

LOGISTICS SECTION:

COMPUTERS (LAPTOP, PC, PRINTER. ETC): _____

a. Remarks: _____

b. Signature: _____

c. Name: _____

d. Title/Appointment: _____

MEDICAL : To be completed by Medical Cell.

a. Remarks: _____

b. Signature: _____

c. Name: _____

d. Title/Appointment: _____

Note: State personal medical status.

SECURITY : To be completed by the Security Cell.

a. Remarks: _____

b. Signature: _____

c. Name: _____

d. Title/Appointment: _____

Note: Ensure that UNID Card is returned.

COMMUNICATIONS BRANCH :

Ensure the following:

(1) Telephone Bills.

(2) Comms Equipment.

a. Remarks: _____

b. Signature: _____

c. Name: _____

d. Title/Appointment: _____

TRANSPORT SECTION : To be completed by
UNAMIR CTO

Hand over vehicle if applicable.

Liberty Trip.

a. Remarks: _____

b. Signature: _____

c. Name: _____

d. Title/Appointment: _____

PART III

CLAIMS BRANCH :

a. Remarks: _____

b. Signature: _____

c. Name: _____

d. Title/Appointment: _____

PART IV

**PROPERTY CONTROL AND INVENTORY
UNIT (PCIU)**

a. Remarks: _____

b. Signature: _____

c. Name: _____

d. Title/Appointment: _____

PART V

BOARD OF INQUIRY UNIT(BOI UNIT)

- a. Remarks:_____
- b. Signature:_____
- c. Name:_____
- d. Title/Appointment:_____

PART VI

SECT. COMD./UNIT COMD.

- a. Remarks:_____
- b. Signature:_____
- c. Name:_____
- d. Title/Appointment:_____

PART VII

**CHIEF MILITARY PERSONNEL
OFFICER (CMPO)**

- a. Remarks:_____
- b. Signature:_____
- c. Name:_____
- d. Title/Appointment:_____

PART VIII

CHIEF ADMINISTRATIVE OFFICER
(CAO)

- a. Remarks: _____
- b. Signature: _____
- c. Name: _____
- d. Title/Appointment: _____

PART IX

FINANCE SECTION

- a. Remarks: _____
- b. Signature: _____
- c. Name: _____
- d. Title/Appointment: _____

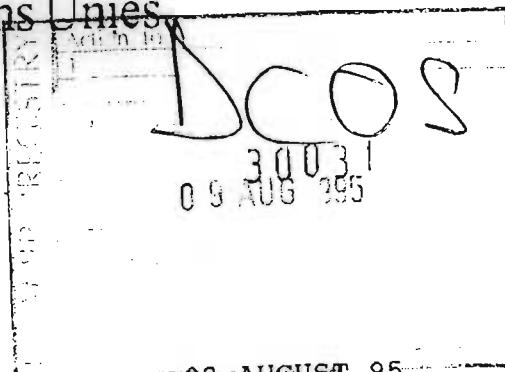
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R: GALI RWANDA

COMMUNIC

United Nations  Nations Unies



OUTGOING FACSIMILE

08 AUGUST 95

TO: TOUSIGNANT UNAMIR, KIGALI	FROM: VAN KAPPEN FOR ANNAN UN. UNATIONS, NEW YORK
Fax No:	Fax. No: 212-963-4879
SUBJECT: CONVERSION OF STAFF OFFICERS TO OBSERVERS	
ATTN: DCOS, CMPO	ROOM NO: 3650 EXT: 3721
TOTAL NUMBER OF PAGES TRANSMITTED INCLUDING THIS ONE: 1	

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4. IN VIEW OF THE ABOVE, IT IS NOT POSSIBLE TO CONVERT THE STAFF OFFICERS TO OBSERVERS AT THE MOMENT.

BEST REGARDS.

② DCOS sp

Yours

PC (DCOS) CMPO DCOS ops 10-8

Likely not

?

SEEN SLIP

DATE	APPT	SIG	REMARK
	CHAO	28/09	
	DCHAO		
18/8	OPS OFF		Do
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	DUTY OF		
	DUTY OF		
14/8	CC	MTD	

FROM : COS *[Signature]*
 TO : DISTRIBUTION LIST
 DATE : 08 Aug 95
 SUBJECT : FAREWELL LUNCH

1. There will be a lunch organized at 1215 hrs on 11 Aug 95 to bid farewell to the following officers.
 - a. Col P G Warfe
 - b. Lt Col D S M Roche
 - c. Lt Col B R Curren
 - d. Lt Col S J Dunn
2. All officers of the rank of Lt Col and above are required to attend. Officers attending should be in by 1210 hrs. A minimal amount of \$15 per head will be collected which will include meal charge, two drinks (any) and the guest share.
3. Venue is Chez-lando Orient Restaurant (first floor).

Distribution :

MA TO FC
 MA TO DFC
 COS
 DCOS OPS
 DCOS SP
 G 3 OPS
 G 2 (INT)
 CLO
 G 1 (CMPO)
 G 4 (LOGISTICS)
 HAC
 BOI TEAM
 CO INDBATT
 CO CMSG
 DCMO

SEEN SLIP

DATE	APPT	SIG	REMARK
	CHAO	XSR	
	DCHAO		
7/8	OPS OFF	Hf	Seen
	DUTY OF		
	DUTY OF		
	DUTY OF		
9/8	CC	no	

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NIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

INTERNAL MEMORANDUM
MEMORANDUM INTEREUR

TO: All Civilian and Military Personnel

Date: 04 Aug 95

File: csk.can2

FROM: Maj Deepak Das
FWO



SUBJECT: CANCELLATION OF CONTRACT WITH C.S.K. (KIGALI SPORTIF CLUB)

I regret to inform that inspite of my efforts to renegotiate, C.S.K. has decided to discontinue its contract with UNAMIR with effect from Friday 04 Aug 95, on grounds of breach of contract conventions by large groups of UNAMIR military personnel on numerous occasions.

However, individual UNAMIR members are welcome to obtain private C.S.K. membership directly from the club for a period of three months or one year at rates attached at Appx.

All civilian members, who had taken membership cards for Aug 95 from Ms Brandy McNeill may get their money refunded/ or continue to remain members of the UNAMIR Welfare Committee and avail of facilities like borrowing tapes, books, sports gear, etc with the same monthly deposit.

CBES Only. *Kindly issue necessary instructions for the removal of the UNAMIR generator from C.S.K. on or after 04 Aug 95.*

Efforts are on to obtain subsidised tennis and golf membership for UNAMIR personnel at other locations. Details will be intimated later.

Best regards.

TO : CMPO File: 5000.1(HAC)/A/1
FROM : HAC UNAMIR HQ Date: 9 August, 1995
SUBJECT : PAYMENT OF UN DAILY ALLOWANCE
M10793 S/SGT IGNATIUS ADJEI OKAI

Reference:

- A. 2000.1/CMPO/DEP dated 18 July 1995.
1. The above-named Clerk arrived mission area on 10 May 95.
 2. He has not been paid his UN Daily allowance since he arrived. Reference A has not been implemented by Ghanbatt.
 3. It is please requested that action be taken to effect payment of the allowance.
 4. Forwarded for your necessary action.


BE DUKOBU
LtCdr
for CHAO

MONTHLY ATTENDANCE RECORD SHEET

NOTE: Please return this form duly completed and signed directly to Personnel Branch on a monthly basis.

N	RANK	NAME	ONID	BRANCH	ATTD	MONTH: <u>August</u> 19 <u>95</u>																															NO. OF DAYS
						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
1	MAJ	ALICK MTHONE	4799	HAC	F/D	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	31			
2	FCM	DUKOBU B	9058	HAC	F/D	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	31			
3	CAPT	BEN KHELIFA	11832	HAC	F/D	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	31			
4	SGT	OKAI IA	10793	HAC	F/D	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	Pm	31			
5					F/D																																
6					F/D																																
7					F/D																																
8					F/D																																
9					F/D																																
10					F/D																																

LEGEND:

A/L: ANNUAL LEAVE
 S/L: SICK LEAVE
 CTO: COMPENSATORY TIME OFF
 P/M: PRESENT IN MISSION AREA
 (RWANDA, TANZANIA, UGANDA, ZAMBIA)
 P/K: PRESENT IN KENYA
 ATTD: ATTENDANCE
 F/D: FULL DAY
 H/D: HALF DAY

SIGNED AND APPT OF HEAD OF BRANCH

[Signature] HAC

S/O (GORG)

SEEN SLIP

A12

DATE	APPT	SIG	REMARKS
	CHAO		
	DCHAO		
21/7	OPS OFFR		seen
	DUTY OFFR		
	DUTY OFFR		
	DUTY OFFR		
31/7	CC		

UNITED
ASSISTANCE MIS

S UNIES
DISTANCE AU RWANDA

INTER-OFFICE MEMORANDUM

TO: All UNAMIR Staff

DATE: 29 July 1995

FROM: Chaim Ouziel, CAO

SUBJECT: The lines for salary and MSA payments are too long....

... and we wish, as all do, to shorten them. Shortly we will be changing the cashier's office outlay so that there will be two windows instead of the current one. But until then, the only way to reduce the lines is to stretch the pay period. Consequently, the next pay (of the July salaries and MSA) will be as follows:

Civilian Police	Monday	31 July
UN Volunteers Int'l staff	Monday	31 July
UNAMIR Local staff A-M	Tuesday	1 August
UNAMIR Local staff N-Z	Wednesday	2 August
UN Volunteers local staff	Wednesday	2 August
Contingent troops	Thursday	3 August
Human Rights Int'l staff	Thursday	3 August
UNAMIR Int'l staff A-M	Saturday	5 August
UNAMIR Int'l staff N-Z	Monday	7 August
Human Rights local staff	Tuesday	8 August
Staff Officers	Wednesday	9 August
Military Police	Thursday	10 August
Military Observers A-M	Friday	11 August
Military Observers N-Z	Saturday	12 August

We would appreciate adherence to the above schedule. Equally, please remember that the above dates are just the earliest that payments may be picked up. If there is a line at the Cashier's window, payments may also be picked up any time after the above dates. We would appreciate if anyone who can pick up their payment after the above dates would please do so.

Thank you for your cooperation in this matter.

SEEN SLIP

DATE	APPT	SIG	REMARK
	CHAO	<i>8/3/95</i>	
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HAC/12
UNITED NATIONS ASSISTANCE MISSION IN RWANDA

MILITARY POLICE COMPANY



INTER OFFICE MEMORANDUM

TO: SEE DISTRIBUTION

FM: Maj SA DARE
CO Force MP Coy

DATE: 31 Jul 95

SUBJECT: OUT OF STATION OFFICER

1. This is to inform all concerned that I would be away on vacation from 4 Aug to 25 Aug 95.
2. During the period of my vacation, Capt S CHEMINGUI M7585. Kigali Detachment Commander will be Acting as the Commanding Officer, Force MP Coy.
3. You are please requested to extend your usual understanding and co-operation to him.
4. Best regards.

SA DARE
SA DARE
Maj
CO MP Coy

External:
Action:

List A & B

Internal:
Information:

Kigali Detachment
Butare Detachment
Investigation
Coy Ops
Log Cell

SEEN SLIP

DATE	APPT	SIG	REMARK
	CHAO	20/27	
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24/7	CC	WTO	A/2


To: All Military & Civilian Staff
UNAMIR Headquarters

From : Camp Commandant

Date : 24 July 95

Subject : RELOCATING OF OFFICES AT TRAFIPRO

1. As you are aware, some of the UNAMIR Headquarters offices at Amahoro Hotel are being relocated in Trafipro Complex. This would involve shifting of office equipment and furniture.
2. May I request you not to shift any Amahoro Hotel furniture in the process as the same would be required to be subsequently handed over to the Hotel owner. All the Hotel furniture should be either handed over to the Camp commandant or the next occupant on a voucher with a copy to the Camp Commandant.
3. Thank you for your co-operation. Regards.


CS Dewgun
Capt
Camp Commandant

Phone : 11256

SEEN SLIP

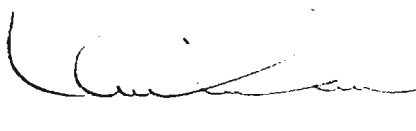
DATE	APPT	SIG	REMARKS
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	DUTY OFFR		
26/7	CC	<i>MTD</i>	A12

NS UNIES
ASSISTANCE AU RWANDA

UNAMIR - MINUAR

24 July 1995

TO: All Section Chiefs/Units

FROM: Kimso Nilsvang, Chief
Civilian Personnel Officer 

SUBJECT: Establishment of review libraries in the field missions
for the United Nations G to P Competitive Examinations

I am pleased to inform you that as a result of DPKO's review of the opportunities existing to further assist staff on mission service in preparing for the United Nations G to P Competitive Examinations, the Personnel Management and Support Service (PMSS) of FALD/DPKO has effectively established review libraries in field missions including UNAMIR.

The libraries form an integral part of the mission and contain the prerequisite study materials required for this purpose. PMSS has already dispatched the necessary documentation for the following occupational groups:

- Statistics
- Soc development
- Sec
- Publishing and Printing
- Public Information
- Political Affairs
- Library
- Legal Affairs
- Economics
- Electronic Data Processing
- Engineering, Architecture and Related Work
- Finance
- Administration

I should appreciate it if you could bring this information to the attention of interested staff members within your Office/Section/Unit. The libraries may be consulted in the office of the CCPO's Secretary, Room 3045/3044.

CC: OSRSG
ED
CAO

SEEN SLIP

DATE	APPT	SIG	REMARKS
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	DUTY OFFR		
	DUTY OFFR		
24/7	CC	<i>MO</i>	

CHAO

UNITED NATIONS
ASSISTANCE MISSION RWANDA

HAC/A/2

UNIES
MCE AU RWANDA

INTERNAL MEMORANDUM MEMORANDUM INTEREUR

TO: List A,B and MP Coy

Date: 21 Jul 95

File: HC.ALLCE

FROM: Maj Deepak Das
FWO

SUBJECT: HAIRCUTTING, TAILORING AND LAUNDRY ALLOWANCE/SERVICES

Please be informed that a haircutting service contract has been signed on 22 Jun 95 with Hotel Meridien Saloon for all military staff members and MP Coy personnel. This contract has been made at a rate of USD 6.00 per haircut from 22 Jun to 08 Dec 95.

However, all UNAMIR military staff members and MP Coy personnel are permitted to take free haircuts on production of their UN ID cards. Civilian staff may avail of the saloon facilities but are required to pay directly to the Saloon Manager.

Kindly note that this free service is not applicable to MILOBs or CIVPOL personnel. It is only for military staff not in receipt of MSA.

Separate arrangements for laundry services, tailoring and haircutting are being made for contingent personnel.

Best regards.

cc: CISS
CBES
CPO
SUMMO

SEEN SLIP

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NS UNIES
ASSISTANCE AU RWANDA

TO: ALL SECTORS/BRANCHES

FILE REF: MILOBS/MED/13


FROM: MILOBS GP HQ

DATE: 3 July 1995

SUBJECT: NIGERIA AND MALAWI CONTINGENTS MEDAL PARADE

1. The DCMO has approved the release of MILOBS from Nigeria and Malawi on 05 and 06 Jul 95 to enable them take part in the above mentioned event at Byumba and Kibuye respectively. The MILOBS are to report for duty on 7 Jul 95.

2. Please accept for action. ✓


K OPONG-KYEKYEKU
Lt-Col
SMPO

info wall!

1405

SEEN SLIP

DATE	APT	REMARK
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	DOHAD	
	OPF OPI	

UNITED NATIONS
MISSION FOR LEBANON
NATIONS UNIES

TO: ALL SECTORS/BRANCHES
FROM: MILGOS OF HQ
FILE REF: MILGOS/MBG/13
DATE: 3 July 1995

SUBJECT: NIGERIA AND MALAWI CONTINGENTS MEDAL PARADE

The DCMO has approved the release of MILGOS from Nigeria and Malawi on 05 and 06 Jul 95 to enable them take part in the above mentioned event at Kibuye and Kibuye respectively. The MILGOS are to report for duty on 7 Jul 95.

2. Please accept for action.

K OPONG-KYRYEYU
LT-COL
BMBO

info work!

2441

TO : CMPO File: 5000.1(HAC)/A/1
FROM : HAC Date: 14 July 1995
SUBJECT : CONVERSION TO MILOB

Reference: 2000.1/CMPO/DEP dated 10 July 1995.

1. As per Reference, this is a request for extension until the end of the present mandate and conversion to MILOB.
2. The following personnel from HAC have volunteered to convert to MILOB until the end of the present mandate.
 - a. M9058 Lt Cdr Dokubu - Nigeria
 - b. M4799 MAJ ALICK MHONE - Malawi
 - c. M4832 Capt Ben Khelifa - Tunisia
3. I fully support these requests.
4. Regards.



R MANZL
LtCol
DCAO

MONTHLY ATTENDANCE RECORD SHEET

NOTE: Please return this form duly completed and signed directly to Personnel Branch on a monthly basis.

[illegible]

LEGEND:

A/L:	ANNUAL LEAVE
S/L:	SICK LEAVE
CTO:	COMPENSATORY TIME OFF
P/M:	PRESENT IN MISSION AREA (RWANDA, TANZANIA, UGANDA, ZAMBIA)
P/K:	PRESENT IN KENYA
ATTD:	ATTENDANCE
F/D:	FULL DAY
H/D:	HALF DAY

SIG AND APPT OF HEAD OF BRANCH

Handwritten: Haelali

①

UNAMIR

2000.1/CMPO/DEP

To : See Distribution

From : CMPO

Date : 10 July, 1995

Subject : REPLACEMENT OF STAFF-UNAMIR HQS AND MILOBS

1. The attached fax which is dated 08 Jul 95 from UN HQs New York has reference to the downsizing of the UNAMIR Force Headquarters staff as a result of the new mandate. As we all are aware, the current number of staff would be cut down to 35 in compliance of that mandate.

2. In the past few weeks, D COS (SP) through numerous correspondences has suggested to UN HQs New York the number of staff positions which need to be retained and or DDMs extended where necessary, until the end of the current mandate. The UN HQs is taking necessary action with the various Governments whose personnel's DDMs have been recommended for extensions to seek their concurrence. In the fax attached (para 3 in particular), UN HQs New York is suggesting the conversion of the affected officers into Military Observers and would like to obtain the opinion of those concerned.

3. It would therefore be greatly appreciated if your opinion/comments on the UN HQs New York suggestions could be forwarded to this office by Saturday 15 Jul 95. I have also attached herewith some of the faxes referred to on para 2 above for necessary guidance.

4. Best regards.

② cik

seen Pls
circulate to
All Pcos

13/7

Handwritten signature: Getachew

Getachew TEFFERRA
Lt Col
CMPO

Distribution

Action:

D COS (OPS)
G3 (PLANS)
FMO
C LOG O
FPM
CLO

Info: MA TO FC
MA TO DFC/CMO
COS
D COS (SP)



UNAMIR - MINUAR

OUTGOING FAX NO. 4590

MIR NO. 2494

MISC NO. _____

UNAMIR ARCHIVES

PAGE 1 OF 1 PAGE
08 JUL 1995

RECEIVED

KN/ERS

TO: MR. VAN KAPPENILI UNITED NATIONS, NY	From: MGEN TOUSIGNANT FORCE COMMANDER UNAMIR, KIGALI, RWANDA
	DATE: 07 JULY 1995
FAX NO: 1(212)963-4879	PHONE: 212-963-3097(Radio Room) FAX NO: 212-963-3090
ATTN: LT COL MARTIN ROOM 3650	INTERNAL: D COS SP, CMPO, DCMO DRAFTED BY: LT COL GETACHEW CMPO
SUBJECT: REPLACEMENT OF MILOBS UNAMIR	

REFERENCE:

A. OUR FAX MIR 2245 DATED 16 JUNE 1995.

1. WE ARE CURRENTLY SHORT BY 11 MILOBS AND WOULD BE GRATEFUL FOR THESE VACANCIES TO BE FILLED AS SOON AS POSSIBLE.

2. AS MENTIONED IN REFERENCE 'A' WE HAVE A MAJOR TURN OVER OF 83 MILOBS IN AUGUST AND ARE ALSO CONSIDERING A POSSIBLE CONTINGENT PLAN FOR THE EMPLOYMENT OF MILOBS OUT SIDE RWANDA.

3. WE WOULD BE GRATEFUL FOR YOUR EARLY ACTION TO BRING OUR MILOBS AUTHORISED STRENGTH UP TO DATE.

FC DCOS SP (CMPO) DCMO

81 21 1995

UNAMIR FORCE HEADQUARTERS

OUTGOING FACSIMILE

T/O-4512
MIR-2398

29 June 1995

TO: VAN KAPPEN UNATIONS NEW YORK	FROM: MAJ GEN TOUSIGNANT FORCE COMMANDER UNAMIR, KIGALI, RWANDA
FAX: (212) 963 - 4879	FAX: 1-212-963-3090
ATTN: LT COL MARTIN (ROOM 3650)	DRAFTED BY: TUTT DCOS (SP)
INFO:	INTERNAL: MA TO FC, DFC, DCOS(OPS), CMPO, DCMO
SUBJECT: REPLACEMENT OF STAFF HQ UNAMIR	
NUMBER OF PAGES, INCLUDING THE COVER: 5	

1. REFERENCE YOUR FAX 24912 OF 28 JUNE 95 ON DRAWDOWN OF UNAMIR HQ STAFF. THE INFORMATION BELOW ANSWERS YOUR POINTS. I MYSELF DEPART NEXT WEEK THANK YOU FOR ALL OF THE EXCELLENT COOPERATION.

2. WHERE STAFF ARE DUE TO DEPART IN OCTOBER THE FORCE COMMANDER IS MOST KEEN THAT THEY COMPLETE THEIR FULL TOUR WE HAVE NOT THEREFORE BROUGHT FORWARD THEIR DDM.

AUSTRALIA

FMO	COL WARFE DDM 20 AUG 95. REPLACE. SUCCESSOR REMAINS TO END OF MISSION
MED OPS	LT COL CURREN DDM 20 AUG 95. REPLACE. SUCCESSOR REMAINS TO END OF MISSION
MED LOG	MAJ WILTSHIRE DDM 20 AUG 95. REPLACE. SUCCESSOR REMAINS TO END OF MISSION
MED CLK	WOII SMITH DDM 20 AUG 95. REPLACE. SUCCESSOR REMAINS TO END OF MISSION
SO MAINT	MAJ BARRY DDM 20 AUG 95 DO NOT REPLACE
SO MOV	MAJ MACKAY AUSTRALIA DDM 20 AUG 95 DO NOT REPLACE
SO LOG	MAJ TAYLOR DDM 20 AUG 95 DO NOT REPLACE

SO FOOD CAPT BRAMWELL DDM 20 AUG 95 DO NOT REPLACE.
G3 PLANS LT COL DUNN DDM 20 AUG 95 DO NOT REPLACE.

CANADA

FC MAJOR GENERAL TOUSIGNANT DDM TO BE CONFIRMED
DCOS(OPS) CURRENTLY COL ARP HE DEPARTS ON DDM 15 AUG.
DCOS (SP) COL FLETCHER DDM 30 JUN 96. NEW DDM END OF MISSION
IF EARLIER
MIL SPOKESMAN LT(N) PAGE DDM 1 AUG 95. HQ NY TO IDENTIFY
REPLACEMENT OF ANY NATIONALITY. IF FUTURE FC IS
FROM CANADA THEY MAY BE WILLING TO EXTEND LT PAGE
OR REPLACE HIM.
G2 CAPT EAST CURRENT DDM 2 MAR 96. NEW DDM TO END OF
MISSION
SO AIR MAJ SUNDMAN CURRENT DDM 31 MAR 96. NEW DDM TO END OF
MISSION

CHAD

CLO LT COL MOUSSA DEPART AT DDM 28 OCT 95 DO NOT
REPLACE
LO MAJ MOUDALBAYE DEPART AT DDM 7 NOV 95 DO NOT REPLACE

ETHIOPIA

CMPO LT COL TEFFERRA DEPART AT DDM 20 AUG 95 DO NOT
REPLACE.
PERS MAJ SENNAY NEGGA DEPART AT DDM 20 AUG 95 DO NOT
REPLACE
LO CAPT DESSALEGN DEPART AT DDM 20 AUG 95 DO NOT
REPLACE
G3 MAJ TESSFAYE TADDESE DEPART AT DDM 28 AUG 95 DO NOT
REPLACE

GHANA

DCOS(OPS)

NEW OFFICER TO ARRIVE BY 10 AUG 95
DDM 10 AUG 96. NEW DDM END OF MISSION IF EARLIER

HAC

COL OSAE - ADDAE DEPART AT DDM 14 AUG 95 DO NOT
REPLACE

CLK

SSGT BLAME DEPART AT DDM 26 JAN 96

GHANA IS TO PROVIDE ONLY 2 CLERKS FROM THE FOLLOWING THREE.
SURPLUS WILL BE HAVE DDM OF 9 OCT 95. THOSE STAYING WILL REMAIN TO
END OF MISSION:

CLK

SGT OPUKU DEPART AT DDM 14 AUG 95 GHANA REPLACING
WITH SGT DWAMENA WITH CURRENT DDM 24 MAY 96.

CLK

WO1 GYENIAW DEPARTED AT DDM 5 JUL 95 GHANA HAS
REPLACED WITH WO1 ARHIN WITH CURRENT DDM 24 MAY 96

CLK

CPL ANDOW DEPARTED AT DDM 5 JUL 95 GHANA HAS
REPLACED WITH CPL APPIAH WITH CURRENT DDM 24 MAY 96

INDIA

OPS

MAJ PITRIE CURRENT DDM 21 NOV 95 EXTEND TO END OF
MISSION. INDIA NEEDS TO AGREE

PLANS

MAJ MALIK CURRENT DDM 21 NOV 95 EXTEND TO END OF
MISSION. INDIA NEEDS TO AGREE

WELFARE

MAJ DAS CURRENT DDM 21 NOV 95 EXTEND TO END OF
MISSION. INDIA NEEDS TO AGREE

TPT/SUP

MAJ ARORA CURRENT DDM 21 NOV 95 EXTEND TO END OF
MISSION. INDIA NEEDS TO AGREE

ENGR

MAJ AGRAWAL CURRENT DDM 21 NOV 95 EXTEND TO END OF
MISSION. INDIA NEEDS TO AGREE

SO3 PLANS

CAPT CHOUDHURY CURRENT DDM 21 NOV 95 EXTEND TO END
OF MISSION. INDIA NEEDS TO AGREE

COS

COL SIVAKUMAR CURRENT DDM 18 DEC 95 EXTEND TO END
OF MISSION. INDIA NEEDS TO AGREE

DO

CAPT KUMAR CURRENT DDM 10 FEB 96 EXTEND TO END
OF MISSION. INDIA NEEDS TO AGREE

CLK

WO1 JAGAN CURRENT DDM 21 NOV 95 EXTEND TO END
OF MISSION. INDIA NEEDS TO AGREE

MALAWI

PERS MAJ KUNSIYA CURRENT DDM 18 OCT 95 EXTEND TO JAN 96
OR END OF MISSION. HE IS A VOLUNTEER. MALAWI NEEDS
TO BE ASKED TO AGREE THIS.

DO CAPT MTACHI DEPART ON DDM 18 OCT 95 DO NOT REPLACE

HAC MAJ MHONE DEPART ON DDM 18 OCT 95 DO NOT REPLACE

G2 MAJOR KAMANGE DEPART AT DDM 26 AUG 95 DO NOT REPLACE

NIGERIA

PERS LT(N) DANAGUNDI DEPART AT DDM 19 SEP 95 DO NOT
REPLACE

BOI LT COL OJO DEPART AT DDM 22 OCT 95 DO NOT REPLACE

CLOGO LT COL AWO FISAYO CURRENT DDM 22 OCT 95 EXTEND TO JAN
96 OR END OF MISSION. HE IS A VOLUNTEER. NIGERIA
NEEDS TO BE ASKED TO AGREE THIS.

DO MAJ ABARA DEPART AT DDM 27 OCT 95 DO NOT REPLACE

SO AIR SQN LDR OGUNJOBI DEPART AT DDM 27 OCT 95 DO NOT
REPLACE

HAC LT CDR DUKOBU DEPART AT DDM 8 APR. 96 OR AT END OF
MISSION

CLK WO2 EDET CURRENT DDM 27 OCT 95 EXTEND TO JAN
96 OR END OF MISSION. HE IS A VOLUNTEER. NIGERIA
NEEDS TO BE ASKED TO AGREE THIS.

SENEGAL

G3 OPS LT COL NDIAYE DDM 23 APR 96 NEW DDM END OF MISSION
IF EARLIER

TUNISIA

LO CAPT ANOUAR DEPART AT DDM 5 SEP 95 DO NOT REPLACE

MA TO DFC LT COL CHABIR CURRENT DDM 5 SEP 95 MAY BE
EXTENDED DFC HAS TO CONFIRM LENGTH OF EXTENSION.

OPS MAJ METHNANI DEPART AT DDM 5 SEP 95 DO NOT REPLACE

ADC TO DFC CAPT GHOUL CURRENT DDM 21 OCT 95 MAY BE EXTENDED
 DFC HAS TO CONFIRM LENGTH OF EXTENSION.

G2 LT COL BEN CHEIKH DEPART AT DDM 21 OCT 95 DO NOT
 REPLACE

HAC CAPT BEN KHELIFA DEPART AT DDM 21 OCT 95 DO NOT
 REPLACE

CLK WOII MAHMOUD BEN DEPART AT DDM 5 SEP 95 DO NOT
 REPLACE

ZAMBIA

SO3 MAINT CAPT MUZYAMBA CURRENT DDM 8 OCT 95. EXTEND TO JAN 96
 OR END OF MISSION. HE IS A VOLUNTEER. ZAMBIA
 NEEDS TO BE ASKED TO AGREE THIS.

SO FOOD CAPT CHIMBA CURRENT DDM 29 OCT 95. EXTEND TO JAN 96
 OR END OF MISSION. HE IS A VOLUNTEER. ZAMBIA NEEDS
 TO BE ASKED TO AGREE THIS.

OPS MAJ LIENDA DEPART AT DDM 8 OCT 95 DO NOT REPLACE

DO CAPT MAULA CURRENT DDM 8 OCT 95. EXTEND TO JAN 96
 OR END OF MISSION. HE IS A VOLUNTEER. ZAMBIA
 NEEDS TO BE ASKED TO AGREE THIS.

OPS ~~CAPT~~ ^{MAJ} CHUMBU DEPART AT DDM 8 OCT 95. DO NOT REPLACE

FPM MAJ SICHILIMA CURRENT DDM 30 MAR 96. POST GOES TO
 MP COMPANY COMMANDER. NEW DDM 8 OCT 95 ZAMBIA NEEDS
 TO BE INFORMED. REPATRIATE ON 8 OCT 95

CLK SSGT LINYANGA CURRENT DDM 8 OCT 95. EXTEND TO JAN 96
 OR END OF MISSION. HE IS A VOLUNTEER. ZAMBIA
 NEEDS TO BE ASKED TO AGREE THIS.

CLK SGT CHILESHE DEPART AT DDM 29 OCT 95. DO NOT
 REPLACE

SEEN SLIP

DATE	APPT	SIG	REMARKS
	CHAO	28 3/7	
	DCHAO		
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	DUTY OFFR		
	DUTY OFFR		
	DUTY OFFR		
4/7	CC	W O HAC/12	

CHAO

UNITED NATIONS

UNITIONS UNIES

ASSISTANCE MISSION FOR RWANDA

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

HQ UNAMIR MED BR

FILE: 538-12-1

MED 691/95

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

From: FMO

Date: 30 June 1995

Subject: COUNSELLING SERVICE

1. A Counselling service run by Major Dave Ward (Australian Army Psychologist) will commence Monday 3 July 1995 and will be held every week Monday to Friday, from 0830 to 1230 hours at the Australian Medical Support Force UN Hospital Kigali. Call RWANDATEL 75619 between 0900 to 1200 hours for bookings.

2. The counselling service is **Free** and **Confidential** and is conducted by a trained counsellor.

**REMEMBER THAT IF YOU SUFFER TOO MUCH
OR TOO LONG
HELP IS AVAILABLE**

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UNAMIR-MINUAR

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

DATE: 29 June 1995

TO: All locally-recruited staff members

FROM: Chaim Ouziel, CAO

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I am pleased to announce that a special cost-of-living bonus has been granted to locally-recruited general service staff members in Kigali. For May and June 1995, this bonus amounts to 54% of net salary including the non-pensionable component. The bonus will be included in your June pay.

For the month of April, a bonus has also been granted. But the details for calculating that bonus have not been finalized. As soon as we receive all of the details from New York, that month's bonus will be paid as well.

I wish to take this opportunity to thank our locally-recruited staff members for their important and valuable contribution to UNAMIR.

A: Tout le personnel local

DE: Chaim Ouziel
Chef de l'Administration

Je suis heureux de vous annoncer qu'une indemnité de cherté de vie spéciale a été accordée au personnel local des services généraux à Kigali. Cette bonification représente 54% du salaire net, y compris la part non soumise à retenue, pour les mois de mai et juin 1995 et vous sera versée avec le salaire du mois de juin.

Une indemnité analogue a aussi été accordée pour le mois d'avril, mais il reste à arrêter les détails du calcul. Elle vous sera versée dès réception de ces détails de New York.

Je saisis cette occasion pour remercier le personnel local de leur apport important et précieux pour la MINUAR.

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UNAMIR - MINUAR

CHAO

From: A/COS

To: Distribution Lists A & B

Info: List E

Date: 23 June 95

Subject: UNAMIR MILITARY STAFF WORK ROUTINE

1. Effective forthwith all military sections of UNAMIR HQ are authorized to adopt minimal staffing levels on Saturday afternoons as well as on Sundays. Accordingly, on Saturday afternoons and Sundays, all sections need only be manned by a duty officer who is able to contact other members of that section in case of need; all other staff who do not have work to complete may adopt 'Sunday Routine'.
2. Additionally, since it is imperative that all personnel can be contacted at a moments notice if required, all military staff are reminded to ensure that the UNAMIR Duty Officer or the appropriate Section Head is made aware of their whereabouts if different from their principle residence. All staff in possession of motorolas are further reminded to monitor the appropriate channel when away from this HQ or their residential area.
3. Furthermore, in order to foster greater spirit and cohesion among the staff, henceforth all military personnel are strongly encouraged to participate in a daily coffee break to take place at 1000-1030 hrs in the UNAMIR cafeteria.

Para 1 - in effect with HAC
since 3 weeks
2 DO's every weekend,
beg. with 1 car
see weekly duty roster

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UNAMIR-MINUAR

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POUR L'ASSISTANCE AU RWANDA

ADMINISTRATIVE INSTRUCTION N° 024/95

DATE: 22 June 1995

TO: All UNAMIR Personnel

FROM: Chaim Ouziel, CAO *[Signature]*

SUBJECT: Visa requirements for UNAMIR personnel

1. Enclosed please find the revised visa requirements for all personnel in support of UNAMIR.
2. As advised at para 2 of the attached, a memorandum will be issued in the near future detailing the procedure for the issue of a visa for Laissez-Passer holders currently stationed in Rwanda.
3. Thank you.

cc. Coordinator, UNVs
CMC (for contractor's personnel)

VISA REQUIREMENTS FOR ENTRY TO RWANDA

1. The Visa requirements for entry to Rwanda for UNAMIR International and Military staff, contracted support staff or United Nations Volunteers are as follows:

Military Members of Troop Contributing Nations:

Military members of Troop contributing Nations are not required to be in possession of a valid Rwandan visa. Movement Control will advise relevant authorities of troop rotations;

Military Observers/Civilian Police:

Military Observers or Civilian Police in support of UNAMIR operations are not required to be in possession of a valid Rwandan visa. Movement Control will advise relevant authorities of Military Observers/Civilian Police rotations;

International Staff Members:

International staff members in possession of a Laissez Passer are advised to obtain a visa before arriving in Rwanda however, should this not be possible an entry visa will be issued on arrival. Arriving personnel are then required to obtain a gratis visa from the Ministry of Internal Affairs as soon as possible after arrival. All other International staff who do not have a Laissez Passer or unless they are citizens of Uganda, Zaire or Tanzania are to be in possession of a valid Rwandan visa prior to entering Rwanda;

United Nation Volunteers:

United Nation Volunteers except residents of Uganda, Zaire or Tanzania are to be in possession of a valid Rwandan visa prior to entering Rwanda; and

Contracted International Staff:

All contract staff, except residents of Uganda, Zaire or Tanzania are to be in possession of a valid Rwandan visa prior to entering Rwanda.

2. Those persons holding a Laissez Passer who are not in possession of Rwandan visas and who have already been granted entry to Rwanda, will be required to obtain visas prior to 31 July 1995. A detailed Administration Instruction on the issue of the visas and the procedures to be followed, will be circulated in the near future. Please note that visa will be valid for the duration of the mission.

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UNITED NATIONS
ASSISTANCE MISSION FOR RWANDA

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MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

To: Lists A, B, D, MILOB GP HQ
From: SO to COS *Qamir capt*
Date: 22 June 1995

SUBJECT: FAREWELL LUNCH FOR DCOS(SP) AND G3(OPS)

1. An official Lunch is being organised at 12 Noon on 30 Jun 95 at Belgium Village to bid farewell to Col KM Tutt and Lt Col A Yella. The A/COS has suggested that only Lt Col and above serving in Kigali should attend.

2. A nominal contribution of US\$ 15.00 per person may please be forwarded to Capt S Choudhary, SO to COS, Room # 2012, Tel: X-1113 at UNAMIR HQ latest by 26 Jun 95.

3. Dress: Uniform.

Best regards.

one
→ CHAO / I think ~~we~~ should attend.
from.
The same day Sec Col's
Conf in BUTARE!