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Agenda item 9: Travel, transport and communications *

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DOCUMENT E/3590

Conference on international travel and tourism: note by the Secretary-General

[Original text: English]
[22 March 1962]

INTRODUCTION

1. Economic and Social Council resolution 813 (XXXI) of 27 April 1961 requested the Secretary-General, "in consultation if necessary with a group of not more than seven experts, to prepare recommendations concerning the nature, scope and location of the conference on international travel and tourism, including a provisional agenda, for the consideration of the Council at its thirty-third session". It further requested him "to call the conference as soon as possible, but not later than the autumn of 1963".

2. Pursuant to the resolution, the Secretary-General constituted a group of seven experts on international travel and tourism and convened a session of the group which met at the European Office of the United Nations, Geneva, from 29 January to 9 February 1962. He also invited the specialized agencies and certain non-governmental organizations in consultative status to be represented at the session.

3. The report to the Secretary-General by the group (GEITT/1/Rev.2) is transmitted to the Council herewith.

NATURE, SCOPE AND PROVISIONAL AGENDA OF THE CONFERENCE

4. The recommendations of the experts on the nature and scope of the conference are to be found in part II

of the attached report. It is the Secretary-General's hope that, through the conference, every effort will be made to enhance the contribution of tourism to the economic development of developing countries, and that Governments will keep this objective in mind in determining their representation at the conference.

5. The provisional agenda prepared by the Group of Experts appears in part III of the report and their comments on each item of the provisional agenda are shown in annex 3 thereof. The Secretary-General recommends that certain changes (see paras. 6-10 below) in form and emphasis be made in the provisional agenda.

6. As regards section I of the provisional agenda concerning the definition of "tourist" or "temporary visitor" and the comments thereon, this definition, in so far as it is to be used for statistical purposes, is one of the problems of developing statistics in the field of travel and tourism which are the responsibility of the Statistical Commission, in co-operation with other appropriate bodies, particularly the International Union of Official Travel Organisations (IUOTO). It is, therefore, recommended that the conference should take note of the work already done in this field by these bodies on the basis of a special document which IUOTO is to prepare and of information concerning the work of the Statistical Commission. It is suggested, further, that the conference, while not itself attempting to

* For the discussion of this item, see *Official Records of the Economic and Social Council, Thirty-third Session*, 1195th and 1196th meetings.

establish a standard definition, should formulate views and suggestions for consideration by these two bodies.

7. As regards section II of the provisional agenda—Facilitation of governmental formalities regarding travel—attention is drawn to the fact that the International Civil Aviation Organization (ICAO) is planning to hold the sixth session of its Facilitation Division in the Caribbean area in or near March 1963. Its agenda includes several items concerning air transport which are similar to those concerning all means of transport, envisaged by the United Nations group of experts on international travel and tourism. For example, the ICAO Facilitation Division will review the term "tourists and other temporary visitors". It will aim at simplifying passport formalities, eliminating visas for a higher percentage of tourists, liberalizing baggage clearance procedures, etc. It will study ways in which departure requirements and procedures can be eased. It will look into the facilitation of passenger traffic passing through the territory of a State, whether arriving and departing on the same flight, transferring to another flight at the same airport, or transferring to another airport. It will also attempt to find ways of reducing delays caused by certain public health formalities. The conclusions resulting from the ICAO session will no doubt affect the extent to which, and the manner in which, the items included under section II of the provisional agenda of the United Nations conference will be given consideration.

8. In section II.D. of the provisional agenda there should be an item which would permit a review to be made at the conference not only of the 1954 customs instruments, but also of other customs instruments concerning international travel and tourism. It is therefore recommended that item 1 under section II.D. be amended to read:

"1. Review of customs instruments concerning international travel and tourism,"

and that item 3 (a), (b), and (c) be eliminated so as not to exclude recommended changes in customs instruments other than those of 1954.

9. However important consideration of governmental formalities may be, it seems desirable, as mentioned above, that topics relating to economic development be stressed at the conference. As explained in the Introduction to the annual report of the Secretary-General on the work of the Organization, 16 June 1960-15 June 1961,¹ Article 55 of the United Nations Charter has committed the Members to the promotion of higher standards of living, full employment and conditions of economic and social progress and development as well as to solutions of international economic and related problems. The provision of economic and technical assistance is one of the principal means of achieving these goals, and is especially valuable during the first years of independence of a new Member State. Accordingly, the items of the provisional agenda under section III—Other governmental measures, and section IV—Technical co-operation, might well be given special consideration. Technical co-operation, assistance, advice and encouragement are available to

the developing nations through the United Nations programmes in developing their facilities and services, such as transport, hotels and supplementary means of accommodation, and in promoting their travel and tourism business.

10. It will be necessary for the Council to designate the States to be invited to participate in the conference. It is recommended that specialized agencies and, as may be appropriate, inter-governmental organizations and international non-governmental organizations in this field which are in consultative status with the Council should also be invited to be represented. Without endorsing the comments on the items of the provisional agenda in annex 3 of the attached report of the Group of Experts, the Secretary-General recommends, with reference to paragraph 14 in part V of the report, that this note, the report itself and a report on whatever action is taken by the Council on them at this session, be sent to the governments and organizations which are invited to the conference, for any comments they wish to make. Such documents, along with any comments received, would be placed before the conference at the appropriate time together with the background information in the Secretary-General's report entitled "Development of international travel and tourism".²

LOCATION AND DATE OF THE CONFERENCE

11. The Secretary-General had originally proposed to the Group of Experts that the session of the conference should last for two weeks (ten working days). In view of the comments of the experts in paragraph 9 of their report, he would recommend that a session of twelve working days might be scheduled. The views of the experts on the location and date of the conference are in part IV of the report. They considered not only New York Headquarters and the European Office, Geneva, as possible sites for the conference, but also Vienna and Rome, as they had before them a note of 29 November 1961 from the Government of Austria, inviting the conference to meet in Vienna with the understanding that it would be held in the earlier part of 1963 and a note of 11 January 1962 from the Government of Italy proposing Rome as the place of the conference. They did not consider a note of 8 February 1962 from the Government of the United States of America, expressing its preference for New York and its belief that May 1963 would be the ideal time if it did not conflict with other important international meetings, as it was not received in time for their consideration. Excerpts from the Government notes referred to above are reproduced below.

Excerpt from the Austrian Government's note of 29 November 1961

"... the Austrian Government has decided to invite the envisaged conference on international travel and tourism to convene in Vienna.

"The Austrian Government submits this invitation with the understanding that the aforementioned conference would be held in the earlier part of 1963 before the beginning of

¹ *Official Records of the General Assembly, Sixteenth Session, Supplement No. 1A*, pp. 1 and 2.

² *Official Records of the Economic and Social Council, Thirty-first Session, Annexes*, agenda item 7, document E/3438, and also documents E/3438/Add.1 and 2 (mimeographed).

the tourist season in order to ensure that the required hotel rooms would be available for the participants.

"The Austrian Government would be prepared to meet the expenses for the conference building for ten days and the travel expenses by air New York-Vienna-New York as well as daily expenses for ten members of the Secretariat. Further, Austria would make available the assistance of some personnel, office supplies and transportation by bus between the hotels and conference building. For these purposes and a reception for the participants to this conference the Austrian Government would be prepared to spend \$45,000.

"The Permanent Representative of Austria has the honour to request the Acting Secretary-General to transmit this invitation to the Economic and Social Council for consideration at its thirty-third session."

*Excerpt from the Italian Government's
note of 11 January 1962*

"At its thirty-first session the Economic and Social Council adopted resolution E/RES/813 [813 (XXXI)], requesting the Secretary-General, in consultation if necessary with a group of not more than seven experts, to prepare recommendations concerning the nature, scope and location of a conference on international travel and tourism.

"During the discussions preceding the adoption of the above resolution, most speakers were agreed that it would be desirable for the conference to be held in a country with wide experience in the matter. There is no need to expatiate on all the advantages of such a choice. Representatives would thus have an opportunity of visiting centres of international tourism and of using all the information which might be made directly available to them by the competent bodies.

"On instructions from his Government, the Italian representative has the honour to propose to the Secretary-General that Rome should be suggested to the Economic and Social Council as the place of the conference. The fact that the tourist industry is of such importance for Italy and for Rome in particular and the facilities which that city is in a position to offer to the conference services favour this choice; and it would be difficult to find another place combining all these advantages.

*Excerpt from the note of the United States Government
of 8 February 1962*

"The United States would favor New York City as the site of this conference, and it believes that early May 1963 would be the ideal time if this would not conflict with other important international meetings."

12. The experts expressed a preference for holding the conference in Europe and, if possible, at the European Office of the United Nations, Geneva, favouring the spring over the autumn. They noted that most of the United Nations substantive staff for servicing the conference would be available in Geneva, which is one of the headquarters of IUOTO. Should Vienna or Rome be favoured by the Council the decision would be subject to the following provisions of paragraph 2 (e) of the General Assembly resolution 1202 (XII):

"Meetings may be held away from the established headquarters of any body in other cases where a Government desiring an invitation for a meeting to be held within its territory has agreed to defray, after consultation with the Secretary-General as to their nature and possible extent, the additional costs involved."

13. It would not be convenient for the United Nations to service the conference in the late winter or spring of 1963 at any of the locations mentioned in paragraphs 11 and 12 above. It would, moreover, not be

possible to service the conference in New York in May 1963. In view of the considerations mentioned in paragraph 7 above the Council also will no doubt wish to schedule the conference so as to allow an adequate period of time to elapse, following the sixth session of the ICAO Facilitation Division in March 1963. The summer months, being the tourist season, were considered unsuitable by the experts. The autumn months, from the week preceding the opening of the General Assembly, would present insuperable difficulties in New York, where however the conference could, if desired, be accommodated just prior to that date, i.e., from about 21 August to 6 September. The period from mid-August to mid-September would not be propitious for Geneva because of the Red Cross Centenary celebrations, but Geneva would be available from 16 September to 1 October. Thereafter conference staff will be required to move to New York for the General Assembly committees. Services from the European Office would be available if the conference were to be held elsewhere in Europe during the period mid-August to the end of September.

REPORT TO THE SECRETARY-GENERAL BY THE GROUP OF EXPERTS ON INTERNATIONAL TRAVEL AND TOURISM³

*(Original text: English)
[12 February 1962]*

I. INTRODUCTION

1. The Group of Experts on International Travel and Tourism held a session at the European Office of the United Nations, Geneva, from 29 January to 9 February 1962, pursuant to resolution 813 (XXXI) of the Economic and Social Council adopted on 27 April 1961. By this resolution the Secretary-General was requested "in consultation if necessary with a group of not more than seven experts, to prepare recommendations concerning the nature, scope and location of the conference on international travel and tourism, including a provisional agenda, for the consideration of the Council at its thirty-third session". The resolution further recommended that "in the preparation of his report on this subject the Secretary-General consult with the appropriate specialized agencies, interested inter-governmental organizations and competent non-governmental organizations in consultative status". The Group of Experts was constituted and this session was convened by the Secretary-General, who also invited the specialized agencies and certain non-governmental organizations in consultative status to be represented at it.

2. The list of experts and representatives of organizations which took part in this session is included in annex 1.

3. The session was opened on behalf of the Secretary-General by Mr. P. Le Vert, the Director of the Transport Division, Economic Commission for Europe, United Nations Office, Geneva. Mr. Som Nath Chib, the expert from India, Director General, Department of Tourism, Government of India, was unanimously elected chairman of the group.

4. The Secretariat was composed of Mr. Le Vert, the representative of the Secretary-General, M. Oliver Pendar of the Transport Section, Resources and Transport Branch, Department of Economic and Social Affairs, United Nations, New York, who acted as secretary of the group, and Mr. Henry H. Kelly, who acted as consultant to the Secretary-General.

5. The provisional agenda for this session was unanimously adopted. The agenda is reproduced in annex 2.

6. At the invitation of the Chairman, Mr. Timothy O'Driscoll,

³ Originally circulated as document GEITT/1/Rev.2.

President of IUOTO and Director-General of the Irish Tourist Board, addressed the Group concerning the views of IUOTO on the work of the Group and the scope of the 1963 conference.

7. After examining the various items of its agenda, the group adopted the present report on its work.

II. NATURE AND SCOPE OF THE CONFERENCE ON THE DEVELOPMENT OF INTERNATIONAL TRAVEL AND TOURISM (Agenda item 3)

8. It was the view of the Group of Experts that the conference should be a technical conference from which would result recommendations to governments. It was also agreed that the conference should not be limited to facilitation of governmental formalities and procedures but should embrace other subjects. For general headings of subjects to be discussed by the conference the following outline was suggested:

- I. Definition of "tourist" or "temporary visitor";
- II. Facilitation of governmental formalities regarding travel;
- III. Other governmental measures;
- IV. Technical co-operation.

The recommendations concerning facilitation would include a request to governments to report by a certain date and at regular intervals thereafter to the Secretary-General of the United Nations on the progress achieved in implementing such recommendations.

9. In view of the fact that the conference is expected to discuss a large variety of subjects in addition to the whole question of facilitation, the group would strongly urge that the conference should not be confined to a fortnight with ten working days but should extend over a period of three weeks with fifteen working days. If, because of budgetary limitations, this is not feasible, there should be at least twelve working days.

10. Members of the Group expressed the belief that those participating in the conference in 1963 should be experts in the special fields relating to travel and tourism, including passports and visas, immigration, customs, health formalities, currency and exchange procedures, etc. and not solely diplomatic representatives; and that any recommendations concerning facilitation made by the conference should be precise and practicable, and of such form as to permit their ready incorporation into the governmental laws and regulations of each country. With these general principles in mind, the group proceeded to consider the preparation of a draft provisional agenda for the 1963 conference.

III. PREPARATION OF A PROVISIONAL AGENDA FOR THE CONFERENCE (Agenda item 4)

11. After discussion of the notes on international travel and tourism resulting from a consultation in Paris among certain non-governmental organizations on 30 November and 1 December 1961, and of the draft provisional agenda prepared by the United Nations Secretariat and the proposed agenda items put forward in a communication from the Government of the United States of America dated 28 December 1961, a revised draft provisional agenda was prepared. The Group felt that it was highly desirable to provide some explanatory comments for the various items of the agenda, in order to clarify and expedite their consideration by the conference. Accordingly, draft comments were prepared item by item, using the notes of the Paris consultation as a basic draft for such comments. It was agreed that the following provisional agenda for the conference be recommended to the Secretary-General, along with comments on each item as shown in annex 3.

Provisional agenda for the United Nations conference on international travel and tourism

I. Definition of "tourist" or "temporary visitor".

II. Facilitation of governmental formalities regarding travel:

A. Passports (individual, collective and children):

1. Abolition;
2. Issuance:
 - (a) Individual;
 - (b) Collective;
 - (c) Children;
3. Recognition — Acceptance;
4. Validity;
5. Renewal;
6. Withdrawal;
7. Cost:
 - (a) Original issue;
 - (b) Renewal;
8. Standard format.

B. Visas:

1. Abolition;
2. Issuance:
 - (a) Entry;
 - (b) Collective;
 - (c) Exit;
3. Validity;
4. Cost;
5. Standard format.

C. Other controls and formalities:

1. Police registration;
2. On arrival and on departure;
3. Embarkation/Disembarkation (E/D) cards;
4. Police and/or hotel check of passports subsequent to authorized entry;
5. Relationship between formalities and the gathering of statistics;
6. Checks at frontier posts;
7. Income tax clearance;
8. Direct transit passengers.

D. Customs:

1. Review of 1954 customs instruments;
2. Easing of restrictions;
3. Recommended changes:
 - (a) Convention concerning Customs Facilities for Touring (New York 1954);
 - (b) Additional Protocol to the Convention concerning Customs Facilities for Touring relating to the Importation of Tourist Publicity Documents and Material (New York 1954);
 - (c) Customs Convention on the Temporary Importation of Private Road Vehicles (New York 1954);
4. Accession to existing instruments;
5. Private non-commercial aircraft and pleasure boats;
6. Customs exemptions for returning residents;
7. Publicity regarding customs regulations;
8. Inspection procedure:
 - (a) Inbound;
 - (b) Outbound;
9. Organization of customs posts;
10. Repair and maintenance equipment.

E. Currency and exchange procedures.

F. Taxes, charges, fees and related requirements (including entry and exit fees at airports and seaports).

G. Formalities for motor vehicles.

H. Health formalities (inspection, quarantine and sanitation).

I. Travellers engaged in educational, scientific and cultural activities.

III. Other governmental measures:

A. Organization.

B. Development:

1. Facilities and services:
 - (a) Transport — air, rail, road and water;

- (b) Hotels and supplementary means of accommodation (hostels, youth hostels, tourist bungalows, cottages, cabins, tourist camps, etc.);

2. Promotion:

- (a) Establishment and improvement of tourist attractions and resources;
- (b) Staggering of holidays and extension of tourist seasons;
- (c) Publicity;
- (d) Expansion of group travel;
- (e) The role of the travel agencies;
- (f) Hospitality programmes;
- (g) Two-day concept of international travel;
- (h) Public appreciation of benefits of tourism ("tourist-mindedness");
- (i) Fair treatment of tourists.

C. Cultural factors.

IV. Technical co-operation.

IV. LOCATION OF THE CONFERENCE (Agenda item 5)

12. Regarding the location of the 1963 conference on international travel and tourism, the Group of Experts expressed the following views:

A. The Conference should be held in Europe.

B. The obvious location for the conference would be Geneva at the European Office of the United Nations. The Austrian and Italian Governments, however, have each offered to hold the conference in their respective capitals. In case the United Nations may not find it possible to hold the conference in Geneva, it may wish to designate one of these cities or some other suitable location for the conference.

C. In view of the holding of several international tourist promotion conferences every year in early autumn, spring is much to be preferred. If arrangements cannot be made to hold the conference in the spring, it could then be held in the latter half of September 1963.

V. OTHER MATTERS (Agenda item 6)

13. In completing its work and presenting this report, the group of experts fully realizes the broad extent of the subjects it has considered and the possible effect of its recommendations. It has viewed these matters, bearing in mind the future growth of tourism, from the standpoint of national tourist organization officials who desire to promote that growth as rapidly and effectively as possible.

14. The group suggests that the report might form a basis of discussion at the 1963 conference and that after due consideration by the Economic and Social Council it might be sent to all Governments of member States, to appropriate specialized agencies, interested intergovernmental organizations and interested non-governmental organizations in consultative status for comment, if any, in good time before the opening of the conference.

Annex I

LIST OF PARTICIPANTS

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Annex 2

GROUP OF EXPERTS ON INTERNATIONAL TRAVEL AND TOURISM
(29 January-9 February 1962)

AGENDA

1. Opening of the session.
2. Adoption of the agenda.
3. Nature and scope of the conference on the development of international travel and tourism.
4. Preparation of a provisional agenda for the conference.
5. Location of the conference.
6. Other matters.

Annex 3

COMMENTS BY THE GROUP OF EXPERTS ON INTERNATIONAL TRAVEL AND TOURISM ON THE ITEMS OF THE PROVISIONAL AGENDA FOR THE UNITED NATIONS CONFERENCE TO BE HELD IN 1963

I. DEFINITION OF "TOURIST" OR "TEMPORARY VISITOR"

IUOTO will prepare a document for the consideration of the conference on current definitions used by governments

(a) for administrative purposes and (b) for statistical purposes, and will suggest a definition which would serve both purposes. It was agreed that the conference would not concern itself with the technical problems of statistics. However, it would be desirable if the conference could also have before it the suggestion of the United Nations Statistical Commission for a definition of "tourist" or "temporary visitor".

II. FACILITATION OF GOVERNMENTAL FORMALITIES REGARDING TRAVEL

A. Passports (individual, collective and children)

1. Abolition

The tendency to abolish passports and their replacement by a national identity card or other identity document, such as an expired passport, should be encouraged by bilateral or multilateral agreements.

Consideration should also be given by the conference to the advantages and disadvantages of the use for international travel purposes of such documents as the tourist card or the "standard travel document".

2. Issuance

(a) Individual

Decentralization in the issuance of passports by the administrative authorities — regional, provincial or local — is recommended.

Formalities for the issuance of passports should be simplified to the maximum and should particularly not involve the submission of a certificate of good conduct, proof of financial status, security or any other guarantee for the repatriation of the person concerned, except for justified and special reasons.

Passports should be issued in the shortest possible time after the submission of the application. This generally should not exceed two weeks.

The formalities and time involved in the issuance of passports by diplomatic and consular missions should be the same as required by the administrative authorities within the country.

(b) Collective

The practice of issuing a collective passport to persons travelling in groups should be extended as much as possible.

Collective passports should be issued within the shortest possible time, with the minimum of formalities, with a reasonable period of validity and for a fee not exceeding the cost of an individual passport, in view of the fact that it is a document of collective utilization and for short duration.

More flexible measures need to be recommended for collective passports having a validity not exceeding 24 hours (excursionists), with the object of inducing tourists to travel abroad.

(c) Children

It would be desirable to fix a uniform age limit (e.g. 16 years) below which no country would require a separate passport for children entering its territory with an accompanying parent. All countries should be satisfied with the inclusion of names and photographs of such children in the passport of the accompanying parent.

3. Recognition — Acceptance

Collective. A collective passport should be recognized as a temporary travel document either on a unilateral basis or by means of bilateral or multilateral agreements.

4. Validity

The period of validity of a passport should be not less than five years at the time of the initial issue. Already twenty countries have reported that they grant this period of validity.*

* See *Official Records of the Economic and Social Council, Thirty-first Session, Annexes*, agenda item 7, document E/3438, and also documents E/3438/Add.1 and 2 (mimeographed).

During its period of validity, a passport should be valid for an unlimited number of journeys.

A passport should be valid for all countries, and in case of justified exceptions, only the prohibited countries should be listed.

5. *Renewal*

Renewal of a passport should not involve the submission of documents required at the time of the first application, so that expeditious renewal is assured.

The period of validity of a renewed passport should normally be the same as the initial period of validity.

The number of renewals of a passport should be unlimited.

6. *Withdrawal*

During the period of its validity, a passport should remain in the possession of its holder and the obligation to surrender it upon return from a journey abroad should be abolished, where this practice exists. Furthermore, the authorities of any country visited should not require that the passport be taken away.

7. *Cost*

(a) *Original issue*

A passport should be issued without charge, but if any fees are charged they should not constitute a source of revenue for the state and should not exceed the expenditure involved in its preparation and issuance.

(b) *Renewal*

The cost of renewal of a passport should be fixed within the limits of the expenditure involved in this operation.

8. *Standard format*

Where passports cannot be abolished, adoption of the "international type" recommended by the 1920 and 1926 conferences, or an improved type, should be recommended. The items of information, space for visas, etc., should conform to standard format and uniform order.

B. *Visas*

1. *Abolition*

The visa requirement should be abolished either by unilateral decision or by means of bilateral or multilateral agreements.

In cases where this requirement cannot as yet be abolished and where there may exist a variety of types of visa and of the periods of stay authorized by them, the practice of issuing a visa for a term of at least six months is advocated, in order to extend some advantages to bona fide temporary visitors irrespective of the purpose of visit.

If the visa requirements cannot be abolished for travellers intending to spend less than 72 hours in the country, emergency visas for up to 72 hours should be granted at the entry point without any formality.

2. *Issuance*

(a) *Entry*

Conditions for the issuance of visas should not be modified without sufficient notice and without extensive publicity beforehand.

Visas should be issued rapidly and free of charge, have the longest possible period of validity and permit several entries.

Diplomatic and consular representatives should be empowered to issue visas to persons not domiciled in their jurisdiction.

Issuance of visas by diplomatic and consular representatives should not, except in exceptional cases, be subject to the approval of the home Government.

Personal appearance of the applicant should not be obligatory for obtaining the visa.

Frontier posts should be able to regularize the position of bona fide temporary visitors by issuing entry visas.

Applications for visas for stays of not more than three

months' duration should not require the production of documents concerning the personal status of the applicant or financial guarantee for his upkeep or repatriation.

(b) *Collective*

Collective visas should be issued free of charge to persons travelling in groups with each person holding an individual passport or included on a collective passport.

(c) *Exit*

In exceptional cases where they persist, exit visas should be abolished for nationals, residents and temporary visitors.

3. *Validity*

A visa should be valid at all points of entry, by any route normally open to passenger traffic, and by all means of transport.

Extension of the validity of a visa and the residential permit it involves should be possible with a minimum of formalities and without entailing any expenditure.

4. *Cost*

A visa should be issued without charge, but if a fee is charged it should not exceed the expenditure involved in this operation or two USA dollars, whichever is less. In case a fee is charged for a collective visa, it should not exceed the cost of an individual visa.

5. *Standard format*

Visas should be standardized on an international basis as regards text and the languages used, as shown in annex 9 to the ICAO Convention.^b

C. *Other controls and formalities*

1. *Police registration*

Police registration by appearance in person should be abolished in respect of visitors whose stay is not more than three months.

Temporary visitors to a country should not be required to report to the police or other authorities their movements inside the country to any greater extent than the nationals of that country.

2. *On arrival and on departure*

On arrival as well as on departure no other formality or production of additional documents for administrative or statistical purposes should be observed in respect of temporary visitors.

3. *Embarkation/Disembarkation (E/D) cards*

The maximum amount of data required for immigration control purposes should be those contained at present in the Embarkation/Disembarkation card of ICAO.^c It may be pointed out that already some countries still employing the E/D card

^b The size, text and languages used are designated in the following sections of *International Standards and Recommended Practices — Facilitation, Annex 9 to the Convention on International Civil Aviation* (Fourth Edition, November 1960), which became applicable on 1 March 1961.

" 3.6.1. *Recommended Practice*. Visas should in all cases include the following information given in the order shown:

" (1) Number of visa;

" (2) Type of visa;

" (3) Date of issue, showing day, month and year in that order;

" (4) Date of expiry, showing day, month and year in that order;

" (5) Number of entries permitted;

" (6) Authorized duration of each stay.

" 3.6.2. *Recommended Practice*. Numerals 1, 2, 3, 4, 5, 6, 7, 8, 9, 0 and the Gregorian calendar (with months being spelled out in full) should be used in furnishing the information listed in 3.6.1.

" 3.6.3. *Recommended Practice*. When the text of the visa is in a national language other than English, French or Spanish one of these three languages should also be used."

^c The following data are the maximum specified in appendix 4 to the above-mentioned annex 9: full name; date of birth, place of birth; nationality; occupation; permanent address; port of embarkation (for arriving passengers); port of disembarkation (for passengers leaving); and passport number.

have dropped the mention of the passport number. Normally only a single E/D card (without copies) should be required and it should be completed prior to arrival of the passenger.

4. *Police and/or hotel check of passports subsequent to authorized entry*

With the exception of cases relating to the interest of public order or public order, the passport or other identity paper or travel ticket should never be retained or impounded by the authorities of the country visited.

5. *Relationship between formalities and the gathering of statistics*

No special formalities should be introduced solely for the purpose of collecting statistics.

6. *Checks at frontier posts*

Checks at frontier posts should be carried out most expeditiously. Where possible, the intensive adoption of the practice of carrying out checks in the course of the journey is recommended.

7. *Income tax clearance*

The country visited should exempt foreign visitors from producing an income-tax clearance certificate at the time of departure.

8. *Direct transit passengers*

Passengers in direct transit are those who have to continue their journey by the same aircraft, ship, train or bus, or make a connexion by the same or a different means of transport. They should be exempted from any form of visa requirement, or any police, customs or health formality. In particular, the procedure in some countries of taking away the passports of transit passengers should be abolished.

D. *Customs*

1. *Review of 1954 customs instruments*

In view of the large expansion in the volume of international travel and the liberalization in customs requirements occurring in numerous countries in recent years, consideration should be given by the United Nations to a review of certain aspects of the agreements in the instruments adopted at the United Nations Conference on Customs Formalities for the Temporary Importation of Private Road Motor Vehicles and for Tourism (New York, 11 May-4 June 1954), with a view to their amendment according to the procedure provided therein.

2. *Easing of restrictions*

This review should be made in the light of the following provision in section 11 of the Final Act of the Conference⁴ which relates to all of such agreements:

"I (a) That the terms of these Agreements set out minimum facilities, which are less than those allowed by many of the Contracting States. The Contracting States will endeavour to increase the facilities which they now grant" and of the following provision which relates only to the Convention concerning Customs Facilities for Touring:

"II (b) That the Contracting States shall endeavour to dispense with a written declaration for the articles and commodities covered by the Convention."¹¹

3. *Recommended changes*

The following are examples of changes which, in the opinion of the group of experts, Governments could consider immediately for unilateral action, and which the 1963 conference could consider and recommend for adoption according to the amendment procedure provided in the respective instruments:

(a) *Convention concerning Customs Facilities for Touring (New York 1954)*⁶

Changes in article 2

Experience in the last eight years has shown that most tourists carry with them as part of their personal effects two cameras — one for black and white and the other for colour films — and many of them also carry a miniature cinematograph camera along with a much larger quantity of film rolls for each camera than the twelve plates or five rolls provided under article 2. A large number of countries impose severe restrictions on the import of these and other luxury articles. Because of their non-availability in many local markets and lack of replacements of consumable parts of various of these articles in daily use, the tourist has to carry sufficient quantities of them. The following changes are proposed:

In article 2, section 3:

Amend the list of certain "personal effects" to be admitted temporarily free of import duties and import taxes in accordance with section 1 of article 2 as follows:

Instead of "one camera with twelve plates or five rolls of film" substitute "two still cameras with sixty plates or twenty-five rolls of film for each";

Instead of "one miniature cinematograph camera with two reels of film" substitute "one miniature cinematograph camera with ten reels of film";

After "one portable wireless receiving set" add "which may be one transistor set";

Under "sports equipment", instead of "one sporting firearm with fifty cartridges" substitute "two sporting firearms with 250 cartridges"; instead of "one pair of skis", substitute "two pairs of skis".

Changes in article 3

Spirits (whisky, brandy, etc.) are usually carried by travellers in bottles. The term "one-quarter litre" is usually neither understood nor easily interpreted in this sense. Therefore, the following change is proposed:

In article 3 (b):

Instead of "one regular-sized bottle of wine and one-quarter litre of spirits" substitute "one regular-sized bottle of wine and one regular-sized bottle of spirits".

Changes in article 4

Most international travellers passing through a number of countries carry with them souvenirs of value far in excess of 50 USA dollars and, since most countries would like to encourage tourists to purchase local products, there seems to be no valid reason to impose formalities or currency controls on the purchase and export of articles acquired for non-commercial purposes. The following changes are proposed:

In article 4 (a):

Increase the permissible value of travel souvenirs from "50 USA dollars" to "250 USA dollars".

In article 4 (b):

With regard to authorization to export, instead of "for a total value not exceeding 100 USA dollars" substitute "without limitation as to value, subject, however, to the currency controls of the country concerned".

Deletion of article 5

In this article, permitting Contracting States to "require a temporary importation permit in respect of articles of a high value covered by article 2", the term "high value" is open to various interpretations. An ordinary camera costing 100 USA dollars may be valued at 400 USA dollars in a country in which scarcity conditions exist because of severe import restrictions. According to normal customs regulations this value is assessed at the local market price instead of price originally paid by the tourist. In effect this article nullifies the

⁴ United Nations, *Treaty Series*, Vol. 276, 1957, No. 3992, p. 200.

⁶ *Ibid.*, p. 230.

provisions of article 2, since temporary importation permits or guarantees for re-export have been introduced by some Contracting States in respect of almost all items mentioned under article 2. Therefore, the article should be deleted in its entirety.

(b) *Additional Protocol to the Convention concerning Customs Facilities for Touring, relating to the Importation of Tourist Publicity Documents and Material (New York 1954)*¹

In order to disseminate better information concerning the promotion and facilitation of travel, and to arouse the desire to travel among new classes of the population, Governments should endeavour to take all possible measures to assure the free circulation of tourist publicity material, and show evidence of greater liberality in this sphere. It should be noted in this connexion that publicity documents issued for free distribution by all transport carriers should be accorded the privileges granted in article 2 (a) of the Additional Protocol provided that such documents "do not contain more than 25 per cent private commercial advertising and are obviously designed for general publicity purposes". Accordingly, countries which have not yet become parties to the Additional Protocol should do so.

(c) *Customs Convention on the Temporary Importation of Private Road Vehicles (New York 1954)*²

Temporary importation papers for motor vehicles and trailers should be abolished to the greatest possible extent. Where temporary importation documents are still considered indispensable, the *carnet de passages en douane* and triptych specified in the Convention should be accepted.

4. *Accession to existing instruments*

Since the 1954 instruments provide at least a minimum level of facilitation, all countries which have not already become parties to them, should do so.

5. *Private non-commercial aircraft and pleasure boats*

Private non-commercial touring aircraft and pleasure boats should be admitted temporarily without security for customs duty (i.e. *carneys de passages en douane*, triptychs and other forms of financial guaranty should be abolished). Entry formalities for such aircraft and boats should be reduced to the greatest extent possible, particularly as they relate to requirements for advance notice of arrival from touring aircraft.

6. *Customs exemptions for returning residents*

All countries should grant substantial duty-free customs exemptions on foreign purchases brought in by residents returning from travel abroad, and liberalize their procedures concerning the administration of these exemptions as much as possible.

7. *Publicity regarding customs regulations*

Greater publicity should be given to customs regulations and allowances with a view to avoiding, as far as possible, embarrassing and at times irritating situations for travellers who lack sufficient information.

8. *Inspection procedure*

(a) *Inbound*

Baggage declaration upon arrival normally should be oral only.

Customs inspection of registered or non-accompanied baggage should be carried out, as much as possible, at the point of destination or at the nearest customs post.

Inspection by sampling should be considered sufficient.

(b) *Outbound*

Baggage declaration, inspection or other customs formalities for departing passengers should be abolished.

9. *Organization of customs posts*

With a view to facilitating traffic, joint customs posts should be established at frontier points; there should be adequate installations and sufficient personnel for meeting the needs of traffic; and commercial motor vehicle traffic should be separated from tourist traffic at road border-crossing points.

10. *Repair and maintenance equipment*

Customs duties on spare parts and components temporarily imported for repair or maintenance operations in all means of international transport should be abolished, and formalities for such temporary importation should be simplified. Certain types of ground equipment which are brought into a country by international carriers especially for servicing purposes should not be subject to customs duties.

E. *Currency and exchange procedures*

As travel and tourism constitute a substantial factor in the national economies, both domestically and in the international exchange of goods and services, they are entitled to full consideration in the determination of national currency policies. Therefore it is recommended that:

Each country should grant its nationals and residents an adequate allowance of foreign currency at least once a year, without any discrimination, to enable travel abroad. (For example, western European countries have agreed on 275 USA dollars per year per person minimum.) Written currency declarations should be abolished.

In case restrictions are necessary because of exceptional conditions or circumstances, solutions could be sought by means of bilateral or multilateral agreements.

In countries where currency controls still obtain:

(a) The formalities arising from these controls at the time of departure in respect of national or resident travellers should be reduced to a minimum;

(b) The currency importation declaration upon arrival should be simplified as much as possible. Normally only a single declaration (without copies) should be required, and it should not be applied to travellers' cheques;

(c) Upon arrival, travellers who have made a written declaration of currency in their possession in excess of the amount authorized should be permitted to retain the excess provided they account for it on departure;

(d) When foreign currency is exchanged in a regular manner into national currencies, any balance not utilized should be reconvertible into foreign currencies upon departure;

(e) Legal exchange of foreign currencies by a government agency or by an authorized private agency should be assured at points of entry into countries and at times corresponding to the needs of travellers;

(f) The possibility of allowing the use of credit-cards in international travel and tourism, as now widely permitted in some countries, should be considered by all countries where limitation or control of allowances exists, a means of stimulating purchases and promoting export of goods.

F. *Taxes, charges, fees and related requirements (including entry and exit fees at airports and seaports)*

Countries which desire to attract tourists should avoid imposing on them a plurality of taxes and charges and such practices should therefore as a rule be abolished.

If, however, the existing situation does not permit the application of this principle, it is recommended that the entire revenue from these charges at least be devoted to the improvement of travel conditions and plant.

With a view to limiting annoyances to travellers, solutions should be sought for facilitating methods of payment, particularly in respect of the following charges:

(i) Charges on transportation tickets;

(ii) Embarkation fees;

(iii) Disembarkation fees;

¹ *Ibid.*, p. 266.

² *Ibid.*, vol. 282, 1957, No. 4101, p. 250.

- (iv) Airport taxes;
- (v) Resort taxes (*taxes de séjour*);
- (vi) Wharfage charges.

In summary it is recommended that all necessary measures should be taken for:

Avoiding the introduction or institution of new charges;
Reducing those already in existence or at least preventing their increase;

Ensuring that their revenue is devoted entirely to the improvement of facilities of all kinds offered to tourists.

G. Formalities for motor vehicles

Governments should recognize the national driving permits of tourists not only for the operation of motor vehicles which they have temporarily imported but also for the operation of "drive-yourself" motor vehicles. If this is not feasible, international driving permits conforming to the model specified in annex 10 of the 1949 Convention on Road Traffic^b should be recognized, even if the Government of the visited country and/or the Government which has issued the document are not yet parties to that Convention. In this regard attention is called to the recommendations in Economic and Social Council resolution 764 (XXX), adopted on 8 July 1960.

National vehicle registration certificates should be recognized as provided by the 1949 Convention, even if the Government of the visited country and/or the Government which has issued the certificate are not yet parties to that Convention.

With regard to third party risk insurance, it would be desirable for governments and insurance companies to participate in the green card system used in Europe or, if it should be impossible to apply it in their country, to arrange for the issuing of policies at main frontier points used by road vehicles in entering the country.

H. Health formalities (inspection, quarantine and sanitation)

The World Health Organization International Sanitary Regulations provide the maximum measures permissible to a country against the spread of quarantinable diseases through international traffic. In their detailed application, health administrations should always ensure the least interference with international traffic, especially in view of expanding tourism.

Particularly, the following recommendations are made:

The most effective publicity should be given by governmental authorities, travel operators and carriers to vaccination requirements of States.

Health control measures on departure and on arrival, even though permitted by the International Sanitary Regulations, should be limited to those called for by prevailing epidemiological conditions.

Passengers in direct transit should not be subjected to any health control measures (medical examinations, examination of vaccination certificates and completion of sanitary documents), except when justified by special epidemiological circumstances; mosquito-proof transit areas should be provided where mosquito vectors of disease exist.

Facilities for vaccination, free of charge, should be made available to tourists at all international ports and airports on a 24-hour basis.

Disinsectization of aircraft should be carried out only when really necessary and performed during flight without interference to aircraft operations and without discomfort to passengers.

I. Travellers engaged in educational, scientific and cultural activities

It is desirable that such persons be regarded as a special category of traveller. It is understood that although the United

Nations Educational, Scientific and Cultural Organization is not at present considering any separate action regarding such persons, it would like to reserve its right to do so at some future date (e.g. by conventions or recommendations providing for cultural identity cards, etc.).

III. OTHER GOVERNMENTAL MEASURES

A. Organization

The national tourist organization plays a very decisive role in the development of tourism. Its effectiveness, however, is largely dependent on how it is constituted and the prestige it enjoys within the framework of the government concerned. It is, therefore, a matter of utmost importance that it be so constituted as to be autonomous in character, so as to achieve administrative flexibility. Furthermore, the government should fully support its promotional activities and grant it an adequate budget. The national tourist organization in turn should work in close co-operation, both on the national and regional levels, with other governmental agencies and tourist promotion organizations having related interests. It should maintain close relations with, and give necessary support to, carriers and various segments of private or non-governmental enterprise which can be of assistance in the promotion of travel.

B. Development

1. Facilities and services

(a) Transport — air, rail, road and water

It is desirable that passenger fares for international travel by all means of transport should be lowered.

In order to promote intercontinental mass travel, it is considered necessary that urgent steps should be taken to introduce cheaper fares in regard to tourist and economy classes. Furthermore the growing tendency toward group travel by the introduction of excursion fares and charter trips by all means of transport should be encouraged.

The promotion of plans for instalment purchase of tickets for international travel offers possibilities in the expansion of the travel market and should be discussed at the conference in 1963.

Governments should be requested to give high priority to the expeditious development of land, air and marine terminals, to make them adequate for peak travel volume.

Certain special burdens, including special taxes imposed on carriers, which add to the cost of transportation for international tourists, should be abolished, or reduced to the fullest extent possible.

In countries where transportation facilities and attendant amenities do not measure up to the standard expected by international travellers, necessary measures should be taken to improve such facilities and equipment. In particular, the provision of drive-yourself cars for the use of international tourists should be encouraged.

Countries which have not already become parties to the 1949 Convention on Road Traffic should do so.

(b) Hotels and supplementary means of accommodation (hostels, youth hostels, tourist bungalows, cottages, cabins, tourist camps, etc.)

It is recognized that for the development of international tourism, particularly in less developed countries, adequate hotel accommodation is absolutely necessary; and that a large percentage of tourist revenue comes from the hotel industry in every country. Accordingly it is essential that the needs of the hotel industry be given full recognition by governments for planning, financing and construction. Therefore, governments should grant financial and fiscal aid to the hotel industry. Among the measures to be recommended, mention should be made of:

Granting long-term loans at low rates of interest for the construction and improvement of means of accommodation;

^b United Nations Conference on Road and Motor Transport, Geneva, 23 August - 19 September 1949, Final Act and related documents (United Nations publication, Sales No.: 1950.VIII.2).

Encouragement of investments of national and foreign capital, including, where necessary, governmental guaranty of loans made by private credit institutions or international lending agencies;

Exemption from, or reduction of, duties for importation of materials and equipment for accommodation facilities;

Exemption from, or reduction of, taxation for fixed periods of time, if necessary;

Transfer, or long-term leasing of, real estate by the public authorities at preferential prices for hotels and other means of accommodation.

With the rapid growth of tourism, supplementary forms of accommodation for lower-income group tourists are increasingly in demand. However, as it is generally difficult to interest builders in constructing hotels at sites of tourist attractions unless there is a demonstrated traffic demand, it is necessary as a first resort to build supplementary accommodation such as rest homes, youth hostels, etc. at such sites, and a start must be made by means of governmental subsidy. Attention is also invited to the possibility of providing camping and caravanning grounds at such sites.

Governments should develop facilities for social tourism, and for this purpose either make contributions or make it possible for institutions to obtain loans.

Positive action should be taken by official tourist organizations to list, describe and classify supplementary accommodation within their countries, for the benefit of travel agents and the travelling public, domestic as well as international.

Considering that poor health conditions within a country are a detriment to the development of tourist traffic and that good health conditions are the best protection against the spread of disease, it is strongly recommended that a high standard of hygiene and sanitation should apply to all facilities and accommodation available to tourists.

2. Promotion

(a) Establishment and improvement of tourist attractions and resources

With the expansion of tourism, present-day travellers are looking for new places to visit. If new tourist resorts are not opened, there is a danger that the rate of growth of tourism will suffer. Similarly, it is desirable that existing possibilities for tourist attractions, such as mountaineering, winter sports, fishing, hunting, beaches, spas, national parks, game sanctuaries, national monuments, sites and shrines, folklore, pilgrimages and championship sporting events be further exploited, developed and protected. It is to be noted that appropriate informational signs at the sites of all such attractions, in more than one language, would be helpful to foreign visitors.

However, a word of caution is necessary, particularly in regard to countries with limited resources. It would be advisable, at least in the beginning, for such countries to concentrate their available resources on the full and comprehensive development of a few selected centres, rather than to spread them over a large number of new resorts. To develop comprehensively the possibilities of either existing centres or new resorts, would require governmental assistance by direct investment or by loans, subsidies or concessions. The resources and possibilities of the country as a whole for tourism should be investigated, of the country as a whole for tourism, so that harmonious and balanced development of individual areas can be achieved.

(b) Staggering of holidays and extension of tourist seasons

It is economically desirable that utilization of travel facilities be spread throughout the year as evenly as possible. To accomplish this objective various remedial measures are required, notably extension of tourist seasons, more intensified tourist flows during off-seasons and staggering of holidays.

Distinction needs to be made between organizational matters (interdependence of industries, school holidays, etc.) and those

connected with human factors, namely habit and normal desire to take holidays during fair weather periods. Solutions could ultimately be found regarding organizational matters, but human factors present a more difficult problem. Nevertheless, measures should be adopted to encourage people to take holidays outside the season of peak travel. Such measures could include, on the one hand, inducements held out by employers and, on the other hand, attractive prices or other inducements offered by carriers and the accommodation industries.

Measures such as those referred to above should be the subject of extensive publicity on the part of governmental departments dealing with these matters. Furthermore, it is desirable that co-ordinated plans be laid, first at the national and then at the international regional levels.

The International Labour Organization might also give attention to this urgent problem.

(c) Publicity

Adequate budgets for publicity should be placed at the disposal of national tourist organizations. In many cases such budgets are at present insufficient to make any appreciable impact on the public.

It is desirable that countries within the same region should pool their resources in joint publicity campaigns, and plans for the greatest possible regional co-operation in the matter of tourist publicity should be encouraged. Neighbouring countries should also allocate funds for organizing jointly special events which could serve as tourist attractions.

The dangers of over-publicizing centres or locations which do not have adequate tourist facilities should be recognized. Publicity should normally not precede the process of creating tourist facilities.

It is advisable to co-ordinate publicity on tourist attractions with publicity on other aspects of a country which are likely to stimulate interest in that country: e.g. economic affairs, and cultural institutions and events.

(d) Expansion of group travel

Group travel should be encouraged and should be given full support by carriers, operators of accommodation facilities, and all other interests involved. Every effort should be made to make this type of travel easier and to keep the fares and prices as low as possible, especially for the lower and middle income groups of tourists.

(e) The role of the travel agencies

In the promotion and expansion of tourism in recent years the travel agencies have played a very important part. Appropriate measures should be taken to support travel agents who endeavour to improve their standards of performance so that tourists can obtain more reliable service and advice from them. With a view to helping the travel agencies maintain and improve good standards, certain governments have introduced legislation and regulations which recognize a selected number of agencies fulfilling certain basic qualifications. However, in view of diverse systems and conditions in various countries, no specific recommendations are made regarding legislation or regulations of a discriminatory nature.

(f) Hospitality programmes

Governments or national tourist organizations should make every endeavour to organize and support programmes whereby travellers would be given the benefit of informal visits with interested individuals, families, groups or associations who, as a matter of courtesy rather than on a commercial basis, would exchange ideas with them in a free and spontaneous manner.

(g) Two-way concept of international travel

As a matter of policy, governments should encourage travel abroad from their countries, as well as travel from abroad to their countries, thus providing an opportunity to contribute to international goodwill and helping to promote a healthy economic exchange of goods and services. (Attention is also

directed to the second paragraph under section II.E above.)

(h) *Public appreciation of benefits of tourism ("tourist-mindedness")*

Every effort should be made to make the public conscious of the economic, social and cultural advantages to their country to be derived from international tourism, both inbound and outbound.

(i) *Fair treatment of tourists*

There is a noticeable tendency in recent years in some parts of the world where tourism has grown rapidly to take unfair advantage of tourists in the matter of hotel, sightseeing and shopping prices. This is obviously a short-sighted attitude and would inevitably affect the growth of tourism adversely. Not only should the managers of facilities and services for tourists make every effort to treat them fairly, and to impress on their employees the importance of courtesy, honesty and fairness with respect to services and prices, but, whenever necessary, governments should intervene to ensure by various means at their command that the tourist be given fair treatment.

C. Cultural factors

It is agreed that improvement of cultural understanding among different peoples is likely to prove one of the most valuable benefits resulting from international travel. It is urged that national tourist organizations not only disseminate information on cultural and historical attractions, festivals, fairs and other events, but also make special efforts, in co-operation with other organizations having related interests, to provide facilities for tourists to witness festivals of art and culture.

International conventions, conferences, professional meetings and university extension courses, to be held outside the season of peak travel as far as possible, should be encouraged.

IV. TECHNICAL CO-OPERATION

In view of the wide range of activities covered by tourism, its economic and social impact and its varying degrees of

development in different countries, many countries are in urgent need of technical co-operation in order to develop tourism projects. Accordingly they should consider the following courses of action:

While framing their programmes of technical co-operation, governments should give high priority to tourism and consider obtaining the services of experts, in particular in the fields of:

- (a) Hotel management and techniques;
- (b) Architectural planning of hotels;
- (c) Tourist promotion;
- (d) Economic planning, market analysis and statistics for tourism.

Ways and means should be found for technical co-operation on a regional basis, using the good offices of the resident representatives of the Technical Assistance Board of the United Nations, the regional economic commissions of the United Nations, and representatives of other foreign aid programmes.

Training institutions on a national and/or regional basis should be set up for the training of:

- (a) Hotel managers and staff;
- (b) Tourism personnel to be employed by tourist bureaux, travel agencies and other governmental or non-governmental and commercial organizations which deal with tourists.

Tourism officials should be granted fellowships to other countries for training courses and study tours under the technical co-operation programmes of the United Nations and other foreign aid programmes, both bilateral and multi-lateral.

In the preparation at the national level of requests for technical co-operation projects in any field having aspects relating to tourism, it is recommended that the national tourist organization be consulted for advice.

DOCUMENT E/3590/ADD.1

Financial implications relating to the Conference on international travel and tourism; note by the Secretary-General

[Original text: English]

[6 April 1962]

1. In document E/3590 the Secretary-General transmitted to the Economic and Social Council the report by the Group of Experts on International Travel and Tourism. This paper sets out the financial implications of holding the proposed conference either in New York from 21 August 1963 or in Geneva from 16 September 1963. The cost estimates are based on the following assumptions:

(a) The conference would last twelve working days, with approximately 400 participants;

(b) Travel, subsistence and other expenses of the participants in the conference would be the responsibility of the Governments or organizations concerned;

(c) The conference would be organized into two committees and perhaps two or three small working groups as well;

(d) Not more than four meetings a day will require to be serviced, and the total number of committee and plenary meetings will not exceed forty-five (forty committee meetings and four or five plenary meetings);

(e) The total volume of documentation would not exceed 400 mimeographed pages, including: (i) pre-conference documentation of about 200 pages; and (ii) a daily (bilingual) journal of not more than four pages to be issued during the Conference;

(f) The working languages of the conference would be English, French and Spanish;

(g) Simultaneous interpretation would be provided during the conference from and into English, French, Russian and Spanish;

(h) There will be no summary records; instead, the services of précis-writers and, if necessary, sound recording will be available. At the conclusion of the conference a final report of approximately fifty mimeographed pages would be issued;

(i) The final recommendations and related documents of the conference would be printed as a United Nations publication of about thirty printed pages 8 1/2 × 11).

2. If the conference is held at New York Headquarters from 21 August 1963, the Secretary-General