



Secretariat

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13 March 1986

INFORMATION CIRCULAR

To: Members of the staff and Permanent Missions

From: The Assistant Secretary-General for General Services

Subject: NEW CATERING ARRANGEMENTS

1. Effective 31 March 1986, the United Nations food service facilities will be managed by a new contractor, Restaurant Associates Industries, Inc. The contractor was selected after evaluation of competitive proposals submitted by a number of food-service operators. This circular is issued to inform delegations and staff of transitional arrangements and certain features of the catering operations.
2. A Proposal Evaluation Committee, which included in its membership the President of the Staff Council, advised the Assistant Secretary-General for General Services and the Contracts Committee in the selection of the contractor and the terms of the contractual arrangements; the Committee also participated in the selection of menus and the structure of prices.
3. The food-service arrangements are intended to provide an acceptable quality of food and service at reasonable prices while conforming to the constraint imposed by the General Assembly that the Organization incur no deficit in connection with the operation.

Transitional arrangements

4. In order to permit stock-taking and to facilitate the transition to the new management, the operation of certain facilities will be curtailed:
 - (a) Starting at 4 p.m. on Thursday, 27 March 1986 and during the three-day holiday weekend, 28-30 March 1986, there will be no food or beverage service at Headquarters;
 - (b) The Delegates Dining Room and the Staff Cafe will be closed from 31 March to 18 April 1986;

(c) The Delegates Dining Room will resume operation on 21 April 1986 offering only buffet service for the first week;

(d) Vending services will be suspended from 27 through 31 March 1986.

Cafeterias and other staff facilities

5. Menu offerings and the structure of prices have been changed; some of the highlights of the new arrangements follow.

6. In developing the new price structure, consideration was given to the fact that there has been no change in prices in the Cafeteria since August 1983; furthermore, it was decided that increases in lower-priced items should be more modest than for those that are more costly, thereby assuring that all staff would continue to be able to afford a substantial meal at a reasonable price.

7. Accordingly, a three-tiered price structure has been established for the hot entrées offered daily: \$2, \$2.60 and \$3.25. The price of the hot entrée includes a vegetable, potato or rice and roll and butter. Approximately 25 different entrées will be offered in each tier on a rotating basis and will be modified in response to demand.

8. Some of the other popular items will be portioned and priced as follows:

(a) Cold made-to-order sandwiches will range from \$1.35 to \$1.75; hot deli sandwiches, \$2.20 and \$2.25;

(b) Hamburgers will be priced at \$1.35;

(c) A small order of french-fried potatoes, \$0.50, large, \$0.75;

(d) The Salad Bar, with an expanded range of selections, will offer a small salad at \$1.25 and a large salad at \$2.50;

(e) Fried chicken, \$2.45;

(f) Pies and cakes will range from \$0.80 to \$1.50;

(g) Coffee will remain at \$0.35 and \$0.50 until 1 September 1986, at which time a \$0.05 increase will be applied.

9. The Staff/Management Cafeteria Committee, in close collaboration with the catering contractor, will continue to review menus and services in response to feed-back from the staff on these matters. Weekly menus for the Main Cafeteria, with prices, will continue to be posted on the bulletin boards.

10. Prices in the Cafeteria and other staff facilities may change once a year, but only in the event of a change during that period of at least 5 per cent in the consumer price index (CPI) for New York. Furthermore, the maximum allowable increase for any item priced over \$0.50 will be 5 per cent each year.

Staff Cafe

11. The Staff Cafe will reopen on 21 April 1986 with a change in menu and prices. The choice will be four, instead of the current three, entrées; the additional entrée will be a lighter dish than heretofore available at that facility.

12. The fixed-price lunch will include a choice of soup or salad or appetizer of the day, entrée and coffee. Prices each day will range from \$6.50 to \$7.50.

Delegates Dining Room

13. There will be a change in menus, prices and style of service in the Delegates Dining Room.

14. After the transitional period, on Mondays, Wednesdays and Thursdays the Delegates Dining Room will offer a Carte du Jour in addition to the à la carte selections.

15. On Tuesdays and Fridays a buffet, priced at \$15.50, will be offered as well as à la carte selections.

16. Staff of the United Nations and the specialized agencies and retirees entitled to a benefit from the United Nations Joint-Staff Pension Fund will receive a 15 per cent discount on their own lunch, except for alcoholic beverages.

17. Payment may be by cash or credit card; no personal checks will be accepted.

18. Reservations for lunch will continue to be accepted at extension 7625.

Receptions and private luncheons

19. Menus and prices for evening receptions and private luncheons have been changed. Information about these events may be obtained directly from the caterer - who will handle all of these arrangements - by calling extension 7098.

Staff parties and office service

20. Food, beverages and supplies for parties and lunches authorized to be held in offices may be obtained by contacting the caterer directly at extension 7098.

21. A new list of items available for such events, including prices and service charges, will be distributed to Executive Officers.
