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Sixth Session
28 April-5 May 1979
Baghdad, Iraq

Item 11 of the Provisional Agenda

Report on the Headquarters of the Commission

Note from the Executive Secretary

Introduction

1. During its fifth session on 2-6 October 1978 the Commission discussed the Executive Secretary's report on the Commission's headquarters^{1/} together with the financial implications of the Commission's move to Baghdad^{2/}, as mentioned in paragraphs 99-104 of the Commission's report to the Economic and Social Council of the United Nations^{3/}.

1/ E/ECWA/64

2/ E/ECWA/64/Add.1

3/ E/ECWA/72

2. The Commission heard a statement from Mr. Henry Jaran, Chief, Buildings Management Service from the Office of General Services at United Nations Headquarters, regarding his visit to Baghdad to inspect the temporary facilities proposed by the Government of Iraq as headquarters for the secretariat^{1/}.

3. After discussion the Commission adopted resolution 52 (V) of 5 October 1978, the two operative paragraphs of which read as follows:

1. To reaffirm the Commission's resolutions 6 (S-1) and 35 (S-2) mentioned above;
2. To postpone decision on the subject of the temporary headquarters of ECWA and to request the Executive Secretary to prepare a progress report on the steps and measures taken in the construction of the permanent headquarters building of the Commission for submission to the Commission's sixth regular session."

Arrangements to prepare the temporary facilities and the permanent building

4. The Executive Secretary received notification through the Resident Representative of the United Nations Development Programme in Baghdad that the Iraqi Minister of Housing and Construction had laid the foundation stone of the building complex for the permanent headquarters of the Commission in Baghdad on 26 November 1978.

5. On 11 January 1979 the Executive Secretary received a cable from United Nations Headquarters referring to the request made by the Government of Iraq that Mr. Henry Jaran, Chief Buildings Management Service at Headquarters, visit Iraq to examine the temporary facilities proposed to meet the Commission's interim needs until the permanent headquarters are constructed in Baghdad. The Executive Secretary requested United Nations Headquarters to arrange for Mr. Jaran to call at Beirut for consultations on his way to Baghdad and also in order that a member of the secretariat staff could accompany him for purposes of co-ordination.

^{1/} Paragraph 103. E/ECWA/72

6. On 5 February 1979 the Executive Secretary sent a note to the Embassy of the Republic of Iraq in Beirut expressing his wish that Mr. Jaran be accompanied by a member of the General Services Section of the secretariat for purposes of co-ordination regarding the necessary arrangements to be made in connexion with the two buildings to be used as offices by the secretariat in the event that a resolution to this effect be adopted by the Commission at its sixth session. The Executive Secretary also indicated that this team had been provided with details of the secretariat's office requirements in accordance with the principles followed by the United Nations and also with the expected increase in staff numbers up to the year 1984. (Text of note appears in Annex I).
7. The team visited Baghdad from 9-11 February 1979 and Mr. Jaran submitted his report on the 22nd of the same month. This report dealt with the temporary buildings and the government's request that the requisite technical details be provided so that the Commission's needs could be met, the manner in which these needs could be met by sending a working space planning expert from New York to prepare the plans, including office partitioning and furniture and lighting requirements etc. The second part of the report concerned the permanent headquarters, its location and associated facilities. (Text of report is reproduced in Annex II).
8. On 15 February 1979 the Executive Secretary received a note from the Embassy of the Republic of Iraq in Beirut referring to the visit of Mr. Jaran and affirming the readiness of the Government of Iraq to bear all the financial implications attendant on the despatch of an expert in office space distribution to be nominated by United Nations Headquarters in New York for this purpose. (Text of note is reproduced in Annex III).
9. On 13 March 1979 the Executive Secretary notified the Iraqi Embassy in Beirut of the arrival of the United Nations expert responsible for office space planning in the temporary buildings and informed the Embassy of the commencement of her mission and of its projected conclusion in May 1979.
10. On 13 March 1979 the Executive Secretary received from the Iraqi Embassy in Beirut two copies of the blueprints of the projected permanent headquarters complex. The Executive Secretary acknowledged receipt to the Embassy of Iraq and reported that a copy had been sent to United Nations Headquarters in New York on 19 March 1979.

Fact-finding team on working and living conditions

11. When the decision is made to select a country as the headquarters of a United Nations body or specialized department it is common practice for the Secretariat to send a team from the sections involved to review working and living conditions there and to consult with the authorities concerned. Accordingly, the Executive Secretary notified the Iraqi Embassy in Beirut in the memorandum dated 27 March 1979 that a team from the United Nations would visit Baghdad in early April 1979. (Text of memorandum in Annex IV).
12. The United Nations team visited Baghdad between 3-9 April 1979 and presented a report on their mission. (Text of report in Annex V).
13. Upon examination of the team's report the Executive Secretary issued an information circular dated 12 April 1979 to all ECWA secretariat staff regarding the impending move to Baghdad, preparations for providing the Iraqi authorities with the necessary data concerning the housing, educational and other needs of ECWA staff, and the establishment of an ECWA liaison office in the Iraqi capital for the purpose of co-ordination with the Iraqi authorities and United Nations Headquarters in New York on all matters requiring common action. (Text of circular in Annex VI).

Financial implications of relocation

14. If, following consideration of the observations of the United Nations fact-finding team on working, living and educational conditions, the Commission should recommend relocation to temporary quarters in Baghdad, its recommendation would involve financial implications, as indicated in E/ECWA/78/Add. 1. Such financial implications would require the approval of the General Assembly at its 34th session in Spring 1979, following submission by ECWA of a proposal to this effect endorsed by the Economic and Social Council.

ORG 420/1 5th Session

The Economic Commission for Western Asia presents its compliments to the Embassy of the Republic of Iraq in Beirut. Further to the Commission's note 420/1/5th Session of 11 August 1978, we have the honour to attach herewith for your information a copy of the study submitted in November 1978 by Mr. Henry Jaran, Chief, Buildings Management Service, from the Office of General Services at United Nations Headquarters in New York, on the temporary buildings proposed to accommodate ECWA until the permanent buildings are constructed. As can be seen from the first page, the study contains the principles and the requirements of ECWA's needs, taking into consideration the gradual increase expected in the number of the ECWA secretariat staff from the present figure 250 up to the year 1984 when the number of staff will amount to around four hundred.

In this connexion it might be useful to indicate that, at the request of the Executive Secretary of ECWA, Mr. Jaran visited Baghdad at the end of last September to prepare a report on the temporary buildings for submission during the Commission's fifth session in Jordan. In effect, this official duly arrived during the session in Amman, held from 2-6 November 1978, and gave a brief account of his visit to Baghdad to inspect the two buildings proposed as temporary headquarters for the ECWA secretariat. (We attach herewith a copy of paragraph 103 of the Commission's fifth session report to the Economic and Social Council of the United Nations, containing a summary of his statement for your information).

Since it has been decided to send Mr. Jaran to Baghdad again, the Executive Secretary has requested the Secretariat in New York - as per copy of the cable attached - to arrange for Mr. Jaran to be accompanied by a staff member of the Economic Commission for Western Asia for purposes of co-ordination in preparation for making the necessary arrangements for the move in the event of a resolution to this effect being adopted by the Commission at its sixth session next May. The team will arrive in Baghdad by MEA on the ninth of the current month as has already been notified to the legation of the Republic of Iraq in New York.

In preparation for making the preliminary arrangements for the ECWA staff offices - in accordance with the principles followed by the United Nations and the forecasted expansion as stated in Mr. Jaran's above report - the Commission attaches herewith a schedule showing the anticipated number of staff up to the year 1984, together with their grades, the office space required and details regarding the size of libraries and other service areas needed by the Commission, all of which matters will be discussed during Mr. Jaran's visit to Baghdad.

The Economic Commission for Western Asia takes this opportunity to convey the assurances of its highest consideration.

Beirut, 5 February 1979

22 February 1979

ECWA TEMPORARY HEADQUARTERS/BAGHDAD, IRAQ

Report of
Mr. Henry S. Jaran, Chief, Building Management Service,
Office of General Services, United Nations Secretariat

Introduction

The Office of General Services, United Nations Headquarters, New York, and the General Services Unit, Economic Commission for Western Asia, in response to a request from the Government of Iraq, executed in February 1979 a study of proposed temporary accommodation in Baghdad suitable for the interim needs of the Economic Commission for Western Asia (ECWA). These facilities are intended for ECWA's use until the permanent headquarters can be constructed in Baghdad.

This evaluation does not address itself to housing, schools or other matters of staff welfare. This opportunity, however, was utilized for a review of the working drawings and an inspection of the site of the permanent headquarters.

I should like to express my appreciation for the assistance and co-operation extended to the Executive Secretary and staff of ECWA and the representatives of the Ministry of Foreign Affairs and the Board of Planning of Iraq, who greatly facilitated this study.

Temporary accommodation

General background information on the proposed temporary accommodation is contained in the paper entitled "A Study of Proposed Temporary Accommodation for the Economic Commission for Western Asia in Baghdad" (revised on 7 November 1978).

The proposed structures were visited in the company of the building engineer and a representative of the Foreign Ministry.

The engineer indicated that construction had been held up since October. The Government of Iraq, however, was now interested in proceeding with construction to meet the requirements of ECWA. The engineer requested that required technical information be furnished by ECWA.

It was indicated that to provide the technical information required a space planning expert from New York Headquarters should proceed to Beirut to obtain information concerning manning table, existing conditions and special purpose needs. In concert with ECWA senior staff, a series of tenant layout drawings of the proposed buildings indicating office partitions, furniture requirements, special finishes, -i.e. rugs, panelling, lighting and switching, electrical outlets and telephone outlets, -would be prepared. Plans of the two small conference rooms required are also to be developed after required technical information is furnished by the Foreign Ministry.

It is estimated that a period of six to eight weeks is required for execution of the work outlined above. Upon final approval of the plans by ECWA the space planning expert will proceed to Baghdad for consultation with the Iraqi architect and engineer to permit technical adjustments of the plans. It was indicated by the Iraqi representative of the Ministry of Foreign Affairs that all financial implications related to this work would be borne by the Iraqi Government.

ECWA PERMANENT HEADQUARTERS/BAGHDAD, IRAQ

Permanent headquarters drawings

At a meeting with the architect, the engineer and a representative of the Ministry of Foreign Affairs, the working architectural drawings, which were in an advanced state, were reviewed and amended.

The architect and engineer stated that all required drawings should be completed and ready for final review and approval in early March. Because the Chief of Buildings Management Service, New York, will be unable to go to

Baghdad during the Spring of 1979, it was recommended that the architect and the engineer schedule the final review and approval of all drawings and specifications to be made at United Nations Headquarters in New York.

Upon receipt of the final drawings in New York a suggested timetable for the visit of the team to New York will be submitted through ECWA to the Government of Iraq for consideration. It is estimated this will occur in mid-April.

At the conclusion of the visit of the Iraqi team and after completion of the technical review, ECWA will issue final approval of the drawings and specifications.

Permanent headquarters site

The permanent site was visited in company with a representative of the Board of Planning.

An inspection was first made of the original site. No construction or change of the original site was evident since first viewing the site in 1976.

We were then shown a site approximately two kilometers from the original site and informed by the representative of the Board of Planning that this was the new site for the permanent headquarters of ECWA. In response to our inquiry as to why the site had been changed we were informed that this had been done to provide a superior site for ECWA. The following points were made by the representative:

(a) The new site has better vehicular access as it will be on a two-lane service road adjacent and parallel to the divided express highway between the airport and Baghdad;

(b) The new location will provide a site for ECWA equal to the original size and will permit an increase of the size of the adjacent ECWA housing site ;

(c) It was also pointed out that the motel on the adjacent site would be convenient for ECWA visitors.

Review of the sketch plan furnished by the Board of Planning determined that the site will be bounded on the north by the service road to Baghdad with a future green belt separating it from the divided airport highway. On the west the site will be separated from the adjacent airport property by a road. South of the site will be the proposed ECWA housing. On the east there will be a park, markets with parking, the Arab Institute for Rehabilitation of Women, a meteorologic institute and a motel.

With the exception of the motel the balance of the facilities mentioned will be developed in the future. At this time the land is occupied by a concrete production facility and temporary barracks-type structures, which house the foreign construction workers working on the hotels under construction in Baghdad. These temporary structures will probably remain in use for a period of three to five years.

The geological conditions of the site are essentially identical to the original location. The land is perfectly flat with no apparent gradient change. The area is sandy in consistency and appears to be well drained.

Although the new site is approximately two kilometers closer to the airport, it, like the original site, is not located in a landing or take-off path.

Therefore, from a functional analysis of the two sites, the new site offers the advantages pointed out by the representative of the Board of Planning. However, the negative considerations are the reduction in distance from the airport and the present lack of green belt or planting adjacent to the site, which permits a high level vehicle noise from the express highway to be heard on the site. It is understood the future green belt will alleviate this. Although the original site offered the more pleasant vistas of the adjacent hunting club and agricultural institute, these are aesthetic and not functional considerations. The new site as proposed is acceptable for the permanent headquarters of ECWA.

ANNEX III

Embassy of the Republic of Iraq
Beirut.

No. 14/10/152

Date: 15 February 1979

The Embassy of the Republic of Iraq in Beirut presents its compliments to the secretariat of the Economic Commission for Western Asia and has the honour to inform it of the readiness of the Government of Iraq to bear the costs of sending a planning expert to be nominated by Headquarters in New York for the purpose of discussing with ECWA the requirements of the temporary buildings allocated by the Government of Iraq. It is hoped that the above-mentioned expert will proceed to Beirut in the early part of April 1979 in order to determine ECWA's needs in regard to the temporary headquarters, following which the expert will continue on to Baghdad so that a start can be made on implementation of the changes. It is also hoped that this matter will be considered as extremely urgent.

The Embassy would be obliged if the secretariat would kindly inform the Executive Secretary of ECWA of the above.

The Embassy takes this opportunity to convey the assurances of its highest consideration.

The Secretariat of the Economic Commission for Western Asia

ANNEX IV

The secretariat of the Economic Commission for Western Asia presents its compliments to the Embassy of the Republic of Iraq in Beirut. Further to the Commission's note of 13 March 1979, we have the honour to advise you that, whenever a country is chosen as the new headquarters of an organ of the United Nations, the Secretariat usually sends a delegation consisting of members of the relevant departments and also of the organ concerned to examine the working and living conditions. In accordance with this principle, therefore, Baghdad will be visited in the early part of next April by a delegation composed of six members representing the Secretariat and the Commission for purposes of consultation with the Iraqi authorities in this regard. The delegation will include Mr. J. Robert Webb, Director, Division of Personnel Administration and Mr. J.F. Scott, Director, General Legal Division, in the Secretariat. The other members will be representatives of the Commission's Division of Administration, in addition to two representatives of the Staff Council elected by the Commission's staff. The Embassy will be informed of the names of all the members of the delegation and also of the date of their departure from Beirut as soon as possible.

The secretariat of the Economic Commission for Western Asia takes this opportunity to renew the assurances of its highest consideration.

Beirut, 27 March 1979

ANNEX V

U.N. FACT-FINDING MISSION
TO BAGHDAD

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INTRODUCTION

Composition of Team

1. In conjunction with the forthcoming move of the ECWA Secretariat to the city of Baghdad, a joint ECWA Staff-Administration team headed by a representative of the United Nations Headquarters visited Baghdad from 4 through 7 April 1979. The purpose of such visit was to survey living conditions in Baghdad and consult with Iraqi officials concerning the transfer of ECWA staff members and their dependents. The team was composed as follows:-

| | |
|----------------------|---|
| Mr. J. Robert Webb | Director, Division of Personnel Administration, Office of Personnel Services, UN Headquarters (Team Leader) |
| Mr. Irvin L. Johnson | Chairman, Staff Council |
| Mrs. C. Cherabieh | Secretary, Staff Council |
| Mr. Z. Kassem | Staff Council Alternate |
| Mr. R. Foudhaily | Deputy Chief, Division of Administration |
| Mr. T. N. François | Chief, Budget & Finance Section |
| Mr. I. Hussein | Translator and Team Member designated by ECWA Administration |

Key-Officials Contacted

2. During the visit the team met with the following officials:-

| | |
|----------------------------|---|
| Dr. Mohamed Sadiq Al Mehdi | Head of the Multilateral Economic Relations Department |
| Mr. Talal Pacachi | Deputy Head of the Multilateral Economic Relations Department |
| Mr. Hassan Fatah | Foreign Ministry of Iraq |
| Mr. Raad Chehab | Foreign Ministry of Iraq |
| Mr. Yacoub Joury | Resident Representative, UNDP Baghdad |
| Mr. Farouk Mawlawi | Director, UN Information Centre |
| | /... |

3. Discussions were also held with various officials of the following organizations:-

The Central Bank of Iraq
The Rafidain Bank
The Ministry of Planning
The Office of the UNDP Resident Representative

4. In addition Mr. Webb met with Dr. Riyadh Al-Qaysi, Head of the Legal Department of the Ministry of Foreign Affairs, and Mr. Webb and Mr. Foudhaily remained in Baghdad on Sunday 8 April to meet with His Excellency, Mr. Saadoun Hamadi, Minister of Foreign Affairs, of the Government of Iraq.

Terms of Reference and Report Preparation

5. Before leaving Beirut, the team agreed on its general terms of reference (Annex I), and a checklist of subjects to be investigated during the visit was prepared. (Annex II). This report covers all of these and several pertinent items not included in the checklist. It also incorporates information concerning the discussions and agreements reached in principle with officials of the Iraqi Government, and underlines what actions are required to follow up on agreements reached.

6. Part of the general information section of this report is based upon the latest UNDP Report, "Living Conditions in Iraq". In spite of the limited time available some members of the team were able to spot-check and verify portions of the UNDP Report and to supplement it. Where matters reported upon are to be included in the Headquarters agreement the relevant articles of the draft agreement are cited.^{1/}

^{1/} The Headquarters' draft agreement has reached the competent Iraqi Authorities and is expected to be negotiated in Baghdad at the convenience of the Iraqi Government.

Acknowledgements

7. The members of the team wish to thank the Government of Iraq, its officials and all those who so willingly gave their time and energy in answering questions, providing data, and facilitating its work.

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I. IDENTIFICATION AND ANALYSIS OF SELECTED SUBJECTS

A. Housing

8. Housing is not easy to find and rents have risen enormously during the last five years. New arrivals, wishing to rent a house, are asked to pay very high rents. In addition, it is customary for the landlords to insist upon receiving the full yearly amount of the lease in advance. In certain cases, two to three years advance payments are required. Real estate agents in Baghdad normally take a commission of 2 percent on the first year's rental.

9. Non-Arabs have to clear their leases with the Government prior to finalization since there are restricted areas for residential purposes which are not accessible to them. Non-Iraqi Arabs are treated as Iraqi citizens in that respect, and they can buy land and construct their own homes. Prices of land vary from district to district. As can be expected, the influx of foreign companies is having an impact on rents, and the price of land has been tremendously increasing in recent years.

10. Detached houses are the most common type of dwelling in Baghdad. These have gardens or yards of varying sizes. Apartments have only recently been introduced as a type of dwelling. Although they are becoming more fashionable, the possibility of finding a vacant apartment is somewhat limited and rental prices are constantly rising.

11. Furnished apartments in Baghdad can be found occasionally (for example, when a landlord wishes to leave his apartment due to travel, etc.) but the practice of leasing furnished apartments as such is not yet commonly established.

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12. In the Zeyounneh area on Palestine Street, annual rents for modest family-size houses with two bedrooms, two European bathrooms, a dining-room, kitchen, garden and garage, currently range between ID.1,200 to ID.2,000.^{1/} Annual rent for a three-bedroom house ranges from ID.2,000 to ID.2,500.

13. Among the better residential areas prices differ widely. At Jadriyah and Mansour a house of three to five bedrooms may cost between ID.3,500 and ID.10,000 but the landlord usually asks for as much as two years' advance rental payments. Evidently, houses with two bedrooms are rented for less but the prices are still relatively high. All the rental figures quoted above do not include the costs of electricity, gas, water, sewerage or other utilities.

14. The residential areas mentioned above are within reasonable commuting distance to the proposed office site, i.e. a distance within the range of 10-30 minutes by vehicle. Public transportation is available at a very reasonable cost within the city limits and to the suburban areas.

15. Locally made furniture is available in a wide range of design and quality. A medium sized house can be furnished with the necessities for approximately ID.3,000. Furnishing and household linens, such as curtains and sheets, foam mattresses, blankets and towels and other textiles, are available locally at relatively reasonable prices, while, of course, they vary according to quality.

16. Iraqi houses have tiled floors for coolness in summer; but it is necessary to cover these in winter. Machine-made carpets of various qualities and origins are available from ID.8 to ID.30 per square metre. Attractive locally-made goat-hair rugs (Mosul rugs) are available in standard sizes from ID.16 to ID.20 per rug.

^{1/} See Part III-B for current rates of exchange.

17. It is essential to have a refrigerator, cooling equipment for the house in summer, and heating appliances for the winter. Refrigerators should have a capacity of at least 12 cubic feet. Air-conditioners are needed and certainly make the intense summer heat of Baghdad more tolerable. Refrigerators and other essential electric appliances can be bought in Iraq at reasonable prices.

18. Air-coolers are much cheaper to purchase and more economical to run than air-conditioners and are efficient in Baghdad where the air is dry. They are provided sometimes with unfurnished apartments. Locally-made units sufficient for a medium-sized house cost approximately between ID.300 and ID.400. Electric ceiling fans are sometimes provided with a house and are used to improve the circulation of already cooled air.

19. To heat the house in winter various appliances are available on the local market. Portable kerosene - or propane gas - space-heaters are most commonly used. Four or five are sufficient for a medium-sized house. These are not usually provided by the landlord. Imported electrical space heaters of various types and models are also available.

20. Water heaters, (kerosene or gas-fuelled) are installed in unfurnished houses and provide running hot water. Due to the high cost of electricity propane gas is used for cooking rather than electricity. A selection of four and five-burner stoves with ovens is available.

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1. Household Appliances and Equipment

21. In Baghdad various electrical household appliances and equipment such as washing machines, toasters, irons, kettles, radios and lamps are sold locally; they are also available from the Government Duty Free Shop to those with diplomatic privileges. Essential kitchen utensils may also be purchased locally, but modern kitchen gadgets and aids are not usually available. The lack of maintenance and repair technicians for electrical appliances and household equipment presents a problem, Good electricians are not easily available.

2. Utilities

22. The main water supply in Baghdad is usually sufficient and safe to drink. However, at certain times there is sediment in the water and a water filter is recommended. Each house and apartment block is metered. Approximately ID.3.5 per month covers the average family's water consumption. River water for irrigation purposes can be piped to gardens in some areas at an extra cost.

23. Private vendors deliver kerosene to homes in winter when kerosene is used for water and house heating.

24. Propane gas for cooking and water heating costs 375 fils per 2.5 kg bottle and this is also delivered to homes by private vendors. It may also be purchased direct from most petrol stations at a reduced price of 350 fils per bottle.

25. The electricity supply in Iraq is 220 volts AC, 50 cycles (electric clocks, tape-recorders and record-players designed for 60-cycle operation will not function properly on 50 cycles, even if voltage is 220). Most of the fittings are British type two and three round-pin outlets and bayonet-type light bulbs. Cost of electricity is 12 fils per kwh. Occasionally electricity may be cut off particularly in the summer when air-coolers and air-conditioners are in full use.

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26. In the residential areas of Baghdad, garbage is usually collected three times a week. Garbage bins outside the house are provided by the occupant. A sewerage system is gradually being installed. Cesspools are found in areas not yet linked to this system.

27. Certain areas of the city are not yet provided with telephone lines. The Government of Iraq is enlarging the telephone network. Obtaining a telephone line at home is a difficult and long process.

3. Non-Housing Rentals

28. Items like televisions, videos, heating/cooling equipment, electrical appliances and others are not available for rental purposes in Baghdad. These items can however, be purchased locally at reasonable prices or can be imported duty free by those who have been granted duty-free privileges.

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B. Education

29. Baghdad is currently endowed with two main private schools that provide tuition in a foreign language, namely, (1) l'Ecole Française de Baghdad and (2) the International Children's Center. Other foreign national schools are under the direct supervision of their respective embassies.

1. L'Ecole Française de Baghdad

(a) Administrative Set-up

L'Ecole Française de Baghdad is a community school administered by, and under the full control of, the French families residing in Baghdad. The French community elects an administrative board for the school. The involvement of the French Government in the school is limited to the following:-

- (i) Secondment, with full pay, of four teachers from the French Ministry of Education to teach in the school;
- (ii) support, in terms of technical assistance, through the residing Conseiller Culturel de Coopération Scientifique et Technique ; and,
- (iii) provision of the services, for the secondary level, of the Centre National de Télé-Enseignement (CNTE).

The financial resources of the school are solely derived from tuition fees. Annual fees are in the order of ID.250 per student (ID.80 per trimester).

(b) Teaching Staff

The school's teaching staff is composed of:-

- (i) Four teachers from the French Ministry of Education seconded to Baghdad.
- (ii) Ten to twelve French teachers locally recruited from among French families residing in Baghdad. The local teachers are usually qualified professional teaching ladies who happen to be in Baghdad with their families. Local French teachers are paid current local rates.

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(c) Curriculum

The curriculum is maintained at standards observed in France, through the assistance of the Conseiller Culturel. Inspectors from the French Ministry of Education can visit the school to assess adequacy of educational level.

The school teaches at the following levels:

- (i) Jardin d'Enfants.
- (ii) Primary Level: from "classe de douzième" until "classe de septième".
- (iii) Secondary Level: from "classe de sixième" until "classe de troisième".
- (iv) Special Monitoring for the two highest grades at secondary level (classes de seconde et première).

The Primary Level is taught by the teaching staff and the school's records and certificates are automatically accepted by the French Ministry of Education.

The Secondary Level is taught by correspondence, under the direct supervision of the Centre National de Télé-Enseignement (CNTE).^{1/}

The Special Monitoring for the highest two grades at the secondary level (classes de seconde et de première) is due to the limited number of students at this level. It is based on teaching by correspondence without regular daily classes.

^{1/} The Tele-Enseignement consists of daily homeworks sent by the CNTE which are explained by the teaching staff of the school. Once the homework it is returned to the CNTE for correction and grading. The students records are kept at the CNTE, which, by the end of the school year, decides whether the student has successfully completed his year or not. This method of teaching, while it deprives the school's teachers of a degree of freedom in teaching, ensures on the other hand, continued education in countries where teachers at the secondary level are not available on a permanent basis.

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For the forthcoming school year (1979/80), teaching by correspondence at the secondary level will no longer be available. The teaching staff of the school will then be directly responsible for the secondary level, and the schools scholastic records will be automatically accepted by the French Ministry of Education.

(d) Campus

The campus of L'Ecole Française de Baghdad consists of three rented former residences which are not of recent construction. The houses were transformed into class rooms, furnished with chairs and desks. The school's amenities are limited. There is a lack of adequate playing grounds and no sports activities. Instruction equipment (projectors, slides, etc.) are adequate while laboratory equipment is non-existent.

(e) Enrollment

For the school year 1978/79, total enrollment was 315 students, of which 225 were French nationals and the balance made up mostly of nationals from other French-speaking countries of the world. Enrollment has increased significantly during the last four years. In 1974, there were only 75 students while by 1977/78 the figure had reached 225 students. For the 1978/79 schoolyear an increase of 40 percent over the preceding year brought the enrollment figure up to 315.

Thus, for the current school year, there are 200 students at the primary level and 115 students at the secondary level.

(f) Transportation

Available at additional cost.

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(g) Capacity to Accept Additional Students

L'Ecole Française de Baghdad has currently reached saturation level. In other words, the number of possible new admissions will be conditioned by the number of vacancies that could result from the departure of French-speaking students from Baghdad. It is understood that priority for vacancies (if any) will be granted to French nationals. As mentioned above attendance in 1978/79 increased by 40 percent (90 students). Any significant increase for the forthcoming school-year 1979/80, would certainly not be possible given the existing limited physical and teaching resources of the school.

2. The International Children's Center

(a) Administrative Set-up

The International Children's Center in Baghdad is a community school administered by a board of five to ten members elected by the parents of the children enrolled at the Center. The Honorary Chairman of the Board is the UNDP Resident Representative in Iraq.

The financial resources of the school are derived from tuition fees. Annual fees are in the order of ID.315 per student (i.e. ID.35 per month).

(b) Teaching Staff

The Center's teaching staff is made-up of foreign professional teachers residing in Baghdad. The center is not permitted and/or cannot afford to bring in expatriate staff; but this has not thus far been a major problem.

The non-availability of mathematics teachers has apparently presented problems on certain occasions.

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(c) Registration

Registration is scheduled for the first week of September. However, depending on the availability of vacancies, students are accepted at any time in the school year until April 15th, provided the students have a knowledge of English.

(d) School Year

The school year begins on 6 September and ends on 31 May. School hours are from 08:00 to 01:30; while for kindergarten they are from 08:30 to 12:30. The school is closed on Fridays but operates on Saturdays and Sundays.

(e) Curriculum

The Center follows the American standards. It has the following levels:-

- (i) Kindergarten
- (ii) Primary level: from 1st to 6th grade
- (iii) Junior High School: from 7th to 9th grade.

The minimum age requirement for admittance into the Kindergarten is 4/3 years. The maximum capacity of the Kindergarten is 36 children; 33 children are currently enrolled.

The students' records for the primary level and the Junior High School are certified by the UNDP or UNIC Office. However, students of the Center are required to sit for entrance exams or tests upon joining schools abroad.

Children without prior knowledge of English are accepted and offered special language classes.

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(f) Campus

The campus of the International Children's Center is located in Al-Wathiq Street, Alwiyah, and consists of six houses within walking distance of each other. The kindergarten locale is adequate while teaching accommodations in the remaining buildings are poor. However, the school strictly respects the "20 students per class" rule. No laboratories are available for lack of space.

(g) Enrollment

There are children from 32 nationalities currently enrolled at the Center. Of the 376 students enrolled at the time of this special mission to Baghdad 76 were Yugoslavs and 43 British.

(h) Transportation

Available at additional cost.

(i) Capacity to Accept Additional Students at the Center

For the school year 1978/79, enrollment started at 402 students, then fell during the year to 376 students, due to departure of a number of families. The maximum capacity of the Center is 420 students. Registration applications for the school year 1979/80 having already exceeded the maximum capacity, a number of applicants are on the waiting list.

3. Other Foreign Schools

- (a) Indian School. (Tuition in English with Hindi as a compulsory subject).
- (b) Japanese School. (Tuition in Japanese)
- (c) German School. (Tuition in German)

4. Conclusions

30. In summary, neither l'Ecole Française de Baghdad nor the International Children's Center can accommodate new applicants. Registrations for 1979/80 already exceed capacities at both of these schools.

31. Both l'Ecole Française de Baghdad and the International Children's Center are operating in inadequate and sub-standard premises, without sufficient space for class-rooms, laboratories, libraries and school administration. In addition, both schools lack the playing and sports grounds necessary for their students. This presents a major problem for those students contemplating enrollment on a permanent basis.

32. Neither school provides teaching for the higher grades at the secondary level. The International Children's Center does not provide teaching beyond the 9th grade level. L'Ecole Française de Baghdad will start in the forthcoming school year (1979/80) to locally teach the secondary level up to classes of "troisième". Beyond that level, the two grades "seconde" and "première" are not yet included in the curriculum and can only be handled by special monitoring of correspondence course. Neither school teaches the Arabic language, and laboratory equipment is non-existent.

33. Both schools encountered difficulties in securing qualified teachers in mathematics, physics and sciences. They are mainly dependent on the availability of such teachers from their respective communities.

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C. General Service Staff

1. Recruitment

34. While Iraqi legislation provides equal opportunity to non-Iraqi Arabs with Iraqi Nationals in the field of employment, the fact-finding team was informed that employers, regardless of their status in Iraq must obtain clearance from the Iraqi authorities, before actually processing any recruitment.

35. Positive steps have been taken to protect ECWA staff in this respect. These are explained in part II.C.1 of this report.

2. Salaries and Allowances

36. The location of ECWA in Baghdad presents a special situation as concerns the General Service staff. The UN would like to retain most of these loyal well-qualified and, in many cases long-service staff members. Moreover, Iraq as a rapidly developing country and a net importer of labor, would welcome the ECWA General Service Staff. From the administrative point of view, General Service Staff transferring from Beirut will be granted International status (with home leave, education grant and repatriation grant benefits), although paid according to the best prevailing conditions in Baghdad.

37. Currently General Service salaries in Baghdad are about half those in Beirut. Moreover, just as in Beirut, most Iraqi General Service staff members of UN offices in Baghdad have comparatively low housing costs (they live in ancestral residences, with their families or in a family situation in which they are not the sole wage earner), and therefore relatively low percentage of their salary is allocated to housing. For General Service staff transferring to Baghdad the situation will be quite different. Higher housing costs will mean that an unbearable portion of the Baghdad salary would go for housing. Unless this question of salary and its relationship to costs (especially housing costs) can be resolved, few if any ECWA staff will be able to afford to go to Baghdad, and ECWA's work programme will be severely handicapped.

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D. General Staff Welfare

1. Employment of Spouses

38. The question of employment opportunities for spouses of UN employees was raised at the specific request of ECWA's Staff Council in light of the loss of income which many staff members' families would suffer from as a result of the relocation to Baghdad; efforts are being made to resolve this issue (See Part II.D. 1)

2. Internal Mobility and Exit Visa Requirement

39. Currently, International Civil Servants stationed in Baghdad must seek permission to travel outside the city about one week before the scheduled trip.

40. Arrangements for any travel outside Iraq have to be made at least five days in advance in view of the requirements for exit visas. Solutions to the mobility problem are also being sought. (See Part II.D. 2)

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II. CURRENT AND PROPOSED MEASURES TO RESOLVE IDENTIFIED PROBLEMS

A. Housing

1. Availability

41. In conclusion, housing in Baghdad is very difficult. When ECWA moves its large number of staff members the demand for housing will certainly increase prices and adversely affect the availability of houses/apartments/villas. Government officials are concerned about the availability and rental charges of accommodation on the morale of ECWA staff. The Government officials responded positively to requests to help ECWA, especially its General Service Staff. They have offered to rent ECWA staff seventy to eighty-eight apartments comprising two bedrooms, three bedrooms and/or two storey apartments (duplex located near the centre of the city on the same compound as the ECWA temporary Headquarters. Rental charges range from ID.600 to ID.800 a year.

2. Government Assistance in Locating Accommodations

42. It was proposed and agreed in principle that a housing office be established by the Iraqi Government specifically to aid ECWA staff members in finding and renting suitable housing. The office, possibly a unit of the Ministry of Housing or of the Protocol Office of the Ministry of Foreign Affairs would provide assistance in the following ways: Identify suitable available housing in a wide range of areas, sizes and prices; locate and secure temporary quarters for staff members and their families; assist in the negotiation of leases; ensure that rental laws are observed; and assist in obtaining telephone and other services. Consideration should be given by ECWA to a proposal made after the team's return that the proposed housing unit be staffed jointly by ECWA and Government officials.

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43. Government officials understand the problems caused by the current requirement for non-Arabs to obtain clearance before a house or apartment can be rented. The issue has been raised and assurances given that a solution will be found. Whatever the solution (possibly the identification in advance of those areas in which ECWA staff members cannot live), the proposed housing unit should also be responsible for assuring that it is administered properly.

3. Financial Aspects

44. Since landlords frequently ask for one year's rent in advance, ECWA will be authorized by UN Headquarters to grant salary advances to ECWA staff members up to the amount of one years' rent upon request and under procedures to be developed by ECWA. Repayment will be scheduled over a 12 month period. When a rental contract requires payment in advance a clause should be included in the contract that would assure a proportional refund for the unexpired portion of the lease in the event of transfer of the ECWA staff member to a duty station away from Baghdad.

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D. Education

1. The International Children's Center

(a) Campus

The Iraqi Government, through the Ministry of Foreign Affairs and the Ministry of Education, promised that they will try to find an adequate school building for the use of the International Children's Center. It is possible that an existing school building can be made available before September 1979.

(b) Curriculum

-The administration of the Center, once the adequate premises are obtained, will extend teaching to the 10th, 11th, and 12th grades. If expected tuition fees cannot cover the expenses involved in such an extension (i.e. specialized teachers), the Iraqi Government will subsidize these costs.

-The Iraqi Government will provide, and pay for, teachers of the Arabic language. It will also provide teachers in other subjects (geography) if need be.

(c) Laboratories Equipment

If adequate premises are available, the Iraqi Government will donate the required laboratory equipment. The Center's administration will also be permitted to directly import its educational kits and other teaching materials as well as desks and chairs.

(d) Teaching Staff

The Iraqi Government will facilitate the Administration of the International Children's Center's task of recruiting expatriate teachers where such teachers are not available among the nationals of its community.

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2. L'Ecole Française de Baghdad

(a) French-Iraqi Co-operation

An already scheduled meeting on scientific and cultural co-operation between Iraq and France will be held in Paris during the month of May 1979. For that meeting an agenda item will be added to discuss all issues related to l'Ecole Française de Baghdad. The idea will be to assess the degree of support that the French Government will be able to extend to the French School in Baghdad given the interest of the Iraqi Government.

Due to the inadequacy of the existing premises of l'Ecole Française de Baghdad, and the possible delays in constructing a new school, the idea of setting up, on a piece of land to be donated by the Iraqi Government, a pre-fabricated school (but with durable material) was suggested. However, feasibility of this suggestion will have to await the results of the proposed meeting between the two governments concerned in May 1979.

(b) Necessity for Determining ECWA Needs

The Iraqi Government and the School administrators must have basic data on the number of students, by grade and language, who are expected to be enrolled in 1979 and 1980 in order to determine the need for facilities, teachers, etc. The visiting team committed the ECWA Administration to furnish such data within three weeks of the team's return to Beirut.

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C. General Service Staff

1. Recruitment

45. During a meeting Mr. Foudhaily had with Mr. Ismail Alwan Al-Dulayni, Counselor to the Minister of Planning who, in this capacity, occupies the second top ranking position in the Ministry, to discuss the question of recruitment of staff, and useful clarifications were obtained. Against offer by the Ministry to do its utmost to identify and train candidates for ECWA, in any required number, Mr. Foudhaily explained the principles which govern recruitment procedures within ECWA as well as within the International Civil Service system as a whole and the necessity for ECWA to strictly abide by them. While adequate assurances were given as to the necessity for ECWA to obtain the Iraqi Government's approval for the secondment of candidates who, at the time of their recruitment, happen to belong to the Iraqi National Civil Service, the question of complete independence for ECWA to search, identify and recruit, according to its own Regulations and Rules, candidates of all nationalities, including Iraqi from outside the National Civil Service, was emphasized in the clearest terms.

46. It was also indicated that, once candidates are recruited, they become International Civil Servants and as such their allegiance is exclusively geared towards the United Nations and the Secretary-General who disposes of their time and their work.

47. It was also mentioned that in view of its commitment towards its current General Service Staff, and the necessity to be operational once relocated, ECWA shall endeavour to retain the maximum of its current General Service Staff who will be given priority over new recruits regardless of their provenance. Staff members who might choose not to relocate would be replaced, to the extent possible, from the Iraqi local labour market.

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48. The mission is pleased to report that Mr. Ismail Alwan Al-Dulaymi as well as all the other Iraqi officials with whom these questions have been discussed, have invariably showed understanding and pledged to maintain ECWA's independence in recruitment and to assist only if and when assistance is specifically requested.

2. Salaries and Allowances

49. There are several possible actions that could help overcome the problem caused by low General Service salaries in Baghdad and allow current ECWA General Service staff members the possibility of accompanying the organization to its permanent Headquarters city:

(a) The Baghdad salary scale may not reflect accurately salaries of the best employees for posts characteristic of ECWA's work. It is possible that a survey of the best prevailing conditions in Baghdad using ECWA General Service posts for comparison purposes could result in salary increase (the current salary scale is based on a comparison of General Service posts in the Resident Representative's office and the UNIC with what those offices believe to be the appropriate employers). ECWA and UN Headquarters will work together to schedule a survey.

(b) The non-resident's allowance for Baghdad is also low. Its calculation may be based on outdated data. A review of this allowance will be undertaken by UN Headquarters.

(c) It was proposed that the Iraqi Government establish a fund that could be used to offset some portion of the housing costs for General Service Staff under a scheme developed jointly and possibly administered jointly by ECWA and the Government.

(d) Finally, more than 70 apartments in the other buildings located in the same complex as that of the temporary ECWA Headquarters are rent controlled, and suitable to be shared by two or three unmarried General Service staff members who would share the rent. If this were acceptable, rental costs for each staff member would be reduced substantially.

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50. Whatever the possible solution(s), the issue of attracting well-qualified General Service staff to Baghdad is the most serious of those identified, from the point of view of both the staff and the administration. Every effort will be made within the UN Rules and Regulations to establish a system of salaries that will attract current ECWA staff members. It is hoped that these efforts with the support of the Iraqi Government will solve the salary problems presented by the current situation.

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D. General Staff Welfare

1. Employment of Spouses

51. The Foreign Ministry Officials with whom the question has been discussed indicated that Iraqi law authorizes all non-Iraqi Arabs to live and work in Iraq and full assistance will be provided to facilitate issuance of work permits to non-Arab families of ECWA. It was also mentioned, in this respect, that the huge development effort undertaken by the Iraqi Government would certainly absorb ECWA's input of skilled manpower.

2. Internal Mobility and Exit Visa Requirement

52. Article 4, Paragraph 2 of the Draft Headquarters Agreement provides, inter alia, that Government of Iraq undertakes:-

"To allow the entry into and residence in Iraq of the persons listed hereunder during their assignment or during performance of their duties for the Commission, without charging visa fees and without delay, as well as exemption from any requirements of exit visa formalities upon departure from Iraq of:-

- a) Representatives of the Members of the Commission to the conferences and meetings convened in the Headquarters country, including alternate representatives, advisers, experts and staff, as well as their spouses and dependent members of their families;
- b) Commission officials and experts, as well as their spouses and dependent members of their families;
- c) Officials of the United Nations or any of its specialized agencies or the International Atomic Energy Agency who are assigned to work for the Commission and those who have official duties with the Commission, as well as their spouses and dependent members of their families;

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- d) Persons on mission for the Commission but who are not officials of the Commission, as well as their spouses and dependant members of their families;
- e) All persons invited to the Headquarters on official business".

53. Article 8, Paragraph 1 of the Draft Headquarters Agreement provides that:-

"The officials of the Commission regardless of their nationality shall enjoy in the Iraqi territory the following priveleges and immunities:-

- a) Exemption, for themselves for the purpose of official business and for themselves and for their spouses and dependent members of their families for recreation, from any restrictions on movements and travel inside Iraq".

54. In addition, because of its importance and its impact on staff morale, and on the quality of life of families who will be called upon to live permanently in Iraq and form an integral part of its social structure, this question was raised during the courteous and encouraging interview granted by the Foreign Minister to the Fact Finding Mission on the last day of their visit.

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F. Follow-Up

1. ECWA and Government of Iraq Task Groups

55. Now that the basic problems have been identified and solution proposed, it is essential that an effective system be established to follow-up on and co-ordinate the action needed if the move to Baghdad is to be accomplished with the least possible adverse impact on staff morale and ECWA's work programme. It is recommended that the Executive Secretary of ECWA establish a standing committee or task group composed of staff and administration nominated members to carry out these functions. In addition, ECWA should consider the establishment, at an early date, of a liaison office in Baghdad. This office should maintain close and continuous contact with the Iraqi Government, the administration of the two schools, the housing unit, the manager of the three apartment buildings located in the complex with the temporary Headquarters' building, and all others in Baghdad who can contribute to the achievement of a smooth transfer. There was a suggestion made by the Iraqi Government concerning the possibility of their establishing an interministerial task group to co-ordinate its functions associated with the transfer. The suggestion was welcomed by the visiting team.

2. Follow-Up by UN Headquarters

56. Actions on the part of UN Headquarters involve several departments. It was agreed that the Headquarters representative on the team will assume responsibility for co-ordinating at that level.

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III. GENERAL INFORMATION

A. Hotels

1. Availability

57. Hotels for temporary quarters upon arrival of ECWA staff to Baghdad are not always readily available. Hotel accommodations in Baghdad have become increasingly difficult to obtain. It should be noted that hotels will accept advance bookings (three weeks notice is normal) and that accommodation, when available, may not be suitable.

2. Rates

58. First class hotels are the "Baghdad Hotel" and the "Dar-Es-Salaam". Other hotels of good quality are the Diana, Ara House, Hotel Academy and Abou Nawas. Rates of hotels range between ID.6 and ID.8 for a single room.

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B. Banking

1. Personal Bank Accounts

(a) According to the Central Bank, staff members may operate savings and current accounts in Iraqi dinars but not external accounts in Iraqi banks.

(b) Staff members:-

-Cannot obtain foreign currency banknotes or travellers' cheques against payment in foreign currency cheques;
-may convert up to a maximum of 50% of emoluments earned in ID. into convertible currency upon certification of such emoluments by ECWA. Conversion rates are US\$ 1 = ID. .296 for travellers' cheques (US\$ 1 = ID. .301 after inclusion of commission), and US\$ 1, ID. .310 for banknotes.

(c) Certification for the purposes of 2 (b) above is on a cumulative monthly basis during a calendar year.

2. General Information

(a) Banking hours are as follows (Saturday to Thursday):

- 08:00 - 12:30 hours : 1 October to 31 March
- 07:30 - 12:30 hours : 1 April to 30 September

(b) The possibility of on site banking in ECWA's premises will be entertained, and was, in fact raised by the Rafidain Bank officials.

(c) The Rafidain Bank handles all commercial transactions for non-governmental institutions

(d) The opening of bank accounts for "associations" requires the prior approval of the Ministry of the Interior

(e) The fixed official exchange rate for the US Dollar is as follows:-

| | |
|---------------------|-------------------------------|
| - US\$ 1 = ID. .296 | SELLING ID. 1 = US\$ 3.377778 |
| - US\$ 1 = ID. .295 | BUYING ID. 1 = US\$ 3.394678 |

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C. Transportation

1. Private Automobiles

59. A private car is particularly useful for a staff member with a family. The most favoured makes in Iraq are Renault, Toyota, Fiat (132 and 128). Russian Fiat (Lada), Polish Fiat, Peugeot, Volvo, Mercedes Benz and Chevrolet. For all of these cars the General Automobile Company (GAC) is the sole agent in Iraq. The importation of certain other makes of cars (Ford, Willys Jeep, Jaguar, Toyota - Australian manufacture only - Zodiac, Zephyr, Consul, Austin, M.G., and Rover) is banned by the Government. Because of the very high temperatures in summer, it is recommended that cars with factory installed air-conditioners be purchased. Obtaining spare parts for repairs is generally a problem.

60. A good selection of cars is available in Kuwait and staff members may travel to Kuwait, purchase a car and drive it back to Baghdad themselves. In all cases payment has to be made in convertible currency, not in Iraqi Dinars.

2. Car Rentals

61. Automobiles can be rented at a daily rate of ID.7.0 (1977 data).

3. Public Transportation

62. Public transportation is available at reasonable cost which links the city of Baghdad with its suburbs.

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D. Customs Regulations

63. Article 8 of the draft Headquarters agreement provides for, inter-alia, the following for officials and experts of the Commission:-

" in sub-paragraph (i)

if they have been previously residing abroad, the right to import their furniture, personal effects and all household appliances intended for personal use free of duty when they come to reside in Iraq, which privilege shall be valid for a period of one year from the date of arrival in Iraq.

in sub-paragraph (k)

The personal right to import, in accordance with the relevant regulations of the Iraqi import system, a car free of duty during his or her assignment".

In practical terms the term "relevant regulations" is taken to mean:-

- the right to import a car every three years;
- that if the car is sold in Iraq, the import duty on it must be paid by the buyer. Import duties vary with the country of origin of the car and can reach a maximum of 300%;
- the right to a free licence plate.

The above does not constitute an exhaustive list of the regulations.

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64. Article 7 of the draft Headquarters agreement, sub-paragraphs 2 and 3, distinguishes between the facilities, privileges and immunities to be enjoyed by:-

- a) The Executive Secretary and the Deputy Executive Secretary who will have the status of heads of diplomatic missions.
- b) Officials of the Commission at the P-4 level and above who will receive the same treatment as that accorded to diplomats of comparable rank.
- c) Other categories of official whose status will be "determined by the Executive Secretary in consultation with the Secretary-General of the United Nations and in agreement with the Government."

65. The practical details remain to be worked out but the existing arrangement with UNDP may be illustrative:

Access to duty-free shop

- 1- UNDP international staff members in general may purchase liquor and cigarettes to a value not exceeding \$350 per quarter, and unlimited quantities of beer and wine;
- 2- The UNDP Resident Representative and his deputy are not subject to the quota restriction, and in addition may purchase imported electrical appliances and other goods.

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E. Recreation and Entertainment

1. General

66. Social life in Baghdad centres mainly around the home and private clubs. In Baghdad there are a number of clubs, the largest and most popular of which is the Alwiyah providing a variety of facilities: swimming, tennis, squash, library, movies, restaurant, garden, cafe, etc. Enrollment into such a club will cost a sizable family of three persons ID.250 and ID.10 for each additional child above 12 years. The Vice Chairman of the club committee assured us that ECWA staff members will be welcome to join.

67. There is a newly constructed park with an artificial lake, zoo, restaurant, etc. which provides a great entertainment to children.

68. Also in Habbaniyah, a district of 1/hour from Baghdad there is a lake with modern, French constructed and Swiss managed tourist facilities. It is a beautiful place to spend the weekend and where swimming, horse-riding, etc. are available and small apartments can be rented.

2. Private Clubs

69. Since night-clubs usually cater for men only, for that reason, social life in Baghdad centres around the home and private clubs. It is essential that those who wish to join such clubs be given the opportunity to do so. Every assurance has been given by an official of one of the better established and most prestigious clubs that ECWA staff members will be permitted to join upon request. Foreign Ministry officials have assured us of their support, if needed in gaining membership in other clubs for those qualifying ECWA staff members.

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70. His Excellency the Foreign Minister of Iraq, with whom questions of staff welfare and related problems have been discussed, indicated willingness to assist in promoting the establishment of a UN club in Baghdad; such a club should it be formed, would be granted a parcel of land as the Iraqi Government's contribution to its launching.

3. Cinemas and Cultural Activities

71. There is a number of modern air-conditioned cinemas in Baghdad and the main towns where films from a number of countries are shown with sub-titles in both Arabic and either French or English. Baghdad has two modern auditoriums where there are fairly frequent musical and theatrical performances by visiting groups. The Baghdad Symphony Orchestra, under the direction of expatriate conductors perform from time to time. An Iraqi folklore troupe with an interesting repertoire of traditional songs and dances performs quite frequently at the National Theatre in Baghdad.

72. Iraq has many talented artists, including painters, sculptors and ceramic artists, who put on frequent exhibitions of their work. The Iraqi National Museum contains an outstanding display of archaeological exhibits and has an excellent library.

73. Cultural centres of various countries as well as the Iraqi National Museum provide films and other documentary material and occasional exhibitions, lectures and performances.

4. Television and Radio

74. The two television stations in Baghdad have programmes mainly in Arabic and these may be viewed in colour or black and white. A few days a week American TV series and musical programmes are shown. There are daily newscasts in English and foreign films are shown several times a week. Radio programmes in Baghdad are almost entirely in Arabic or Kurdish.

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5. Books and Magazines

75. A limited selection of foreign books in English, German, French and Russian is available, at a cost very little higher than in the country of origin. Magazines, however, cost twice the original price and the choice is limited. A number of foreign newspapers is available. There is one English-language daily newspaper and several Arabic Newspapers printed in the capital. Foreign newspapers and periodicals are available through direct subscription. The British Institute has a good lending and reference library and the various clubs have small lending libraries. The Baghdad Public Library has quite a large selection of books, some of them in foreign languages.

76. Technical publications, other than textbooks sold at the University Book Store, are extremely difficult to obtain. Importation of novels and educational books which are not ordered directly by the universities is controlled by the Iraq Stores Company, Rashid Street, Baghdad, an official government organization.

77. There are no foreign books or magazines available in the few bookshops in Basrah and the nearest source of reading material is Kuwait, where books and magazines in English and other languages are available.

6. Sports

78. Swimming is the most popular pastime in the summer and most of the clubs and public schools provide special facilities for children. The river is unsafe for bathing. The various clubs offer swimming, tennis, squash, billiards, table tennis, etc. There are frequent football matches and athletic events and a new sport stadium (People's Stadium) has been built. Stables exist which provide horses for hire and for sale and riding lessons are given at reasonable rates.

79. Fishing is a popular sport and boating on the Tigris can be a most pleasant pastime.

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F. Medical Facilities

80. Medical facilities consist of the following:-
- (i) Public hospitals including emergency and out-patients services;
 - (ii) Public doctors' centres;
 - (iii) Private hospitals;
 - (iv) Private clinics.
81. The public hospitals consist of the Medical City of Baghdad and a number of general and specialized public hospitals. The Medical City of Baghdad is the largest medical institution in Iraq and probably in the Middle East. It is properly equipped and manned with highly qualified physicians and doctors, whether general practitioners or specialists.
82. Medical services provided by public hospitals are free of charge except for patients choosing to use single or double bedrooms. The capacity of the Medical City of Baghdad is 1,200 beds, 48 of which are in single rooms, while the rest are in rooms of 4 and 6 beds. The Medical City of Baghdad is also a teaching hospital centre. Other large public hospitals are the Yarmouk Hospital and the Karameh Hospital. Among the private hospitals, the best is the Saint Raphael Hospital, which however does not have a maternity ward. The hospital is properly equipped and maintained.
83. Private clinics are available for all medical specializations. The fees are at ID. 2 or 3, while house visits may be charged up to ID.5.
84. There are excellent dentists and opticians in the city. Treatment costs are reasonable.
85. A wide range of drugs and pharmaceuticals are usually available in Baghdad. Prices are fixed by the Government at reasonable levels.
86. While doctors may not be available in the morning, due to their obligations in the public hospitals, they are available in the clinic centres or in private clinics in the afternoon. Clinics are usually packed with patients and resort to house calls is therefore frequent.

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G. Food, Clothing and General Household Needs

1. Food

87. A variety of local and imported foods at reasonable prices is available and locally-grown fruits and vegetables are found seasonally.
88. Fresh lamb is the most popular meat and is usually of better quality than beef or veal, but more expensive. Chickens and turkeys from local farms are of good quality, supplies of imported frozen chickens are also available from time to time.
89. Fresh fish (local river fish of the carp family) is available but somewhat expensive; supplies of frozen flat fish and shrimps from the Gulf are also occasionally available at reasonable prices.
90. Pasteurized milk and milk products are normally available in Baghdad. Local cheese and a limited selection of imported cheese are usually obtainable.
91. Rice, lentils, barley, chick-peas, etc. are available. Bread is of good quality. Locally manufactured macaroni, spaghetti, vermicelli, corn-flour, custard powder, icing sugar, jams, jellies, dried fruits, biscuits, sweets and chocolates, etc. are available. Tea and imported ground and instant coffee are readily available.
92. There is a variety of locally bottled carbonated beverages at reasonable prices (soda water, lemonade, colas, etc) as well as lemon and orange squash.
93. There are several varieties of locally-brewed beer and lager, all of which are good. Imported brands are available at the Duty Free Market. A variety of imported spirits and dessert wines can be purchased in the larger grocery stores at a cost of approximately four or five times the duty free price.

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2. Clothing

94. The wide temperature range between winter and summer in Iraq requires a considerable variety of clothing. A limited selection and quantity of locally manufactured and imported ready-to-wear clothing (dresses, suits, blouses, shirts, pants, etc.) is available, but prices and quality vary. Families are advised to bring a supply of shoes with them. Locally manufactured shoes of low quality are always available at varying prices. Good summer sandals are available.

95. A variety of imported and locally manufactured suit and dress fabrics as well as furnishing materials is available.

3. Cosmetics

96. Imported and locally manufactured cosmetics and toilet articles are available.

4. Telephones

97. Telephone lines in certain areas do not yet exist but the Government of Iraq is expanding the telephone network. Obtaining a telephone line at home is a difficult and long process.

5. Domestic Services

98. Well-trained competent domestics are increasingly difficult to find and therefore demand high wages.

99. UNDP experts usually employ one domestic helper, usually female. Wages range between ID.60 and ID.80 per month (1977 data) depending upon the kind of work performed and the number of working hours. For families with small children it is sometimes possible to find domestics who will live in. Most qualified cooks are male and demand salaries starting at ID.80 per month.

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100. The necessary residence and labour permits can be obtained for those wishing to bring their own household domestics of non-arab nationalities, provided the employer assumes full financial responsibility for repatriation of such domestics upon cessation of employment. The work permit must be obtained before an entry visa, which does not include the phrase "Not Permitted to Work in Iraq", can be granted.

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H. Social Security System in Iraq

101. The question of Social Security coverage was not on the checklist of subjects to be investigated and was brought up too late to the attention of the mission. Since it could not be documented it is only mentioned for information purposes. It should of course, be investigated carefully and checked with the UN Pension Fund and eventually with the Legal Office. According to the law in force, Iraqi and non-Iraqi Arabs might be eligible to join the Iraqi Social Security Scheme as well as the National Pension Fund system. Coverage for the former and contribution to the latter would be funded by the Iraqi Government.

102. This topic shall be investigated at a later stage in light of the UN Pension Fund and the Staff Regulations and Rules. It is assumed that ECWA Staff Council will take up the matter and examine it from both the practical and legal points of view.

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Terms of Reference
Fact Finding Mission to Baghdad
(3 - 8 April 1979)

1. In accordance with the cable NY 255 concerning the fact-finding mission to Baghdad, the following team has been established to carry out the study:

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|--------------------------------|---|
| Mr. R. Webb, Co-ordinator | Director, Division of Personnel Administration, New York |
| Mr. R. Foudhaily, Deputy Chief | Division of Administration, ECWA |
| Mr. T. N. Francois, Chief | Budget and Finance Section, ECWA |
| Mr. I. Johnson, Chairman | Staff Council, ECWA |
| Mrs. C. Cherabieh, Secretary | Staff Council, ECWA |
| Mr. Z. Kassem | Staff Council Member |
| Mr. I. Hussein | ECWA Staff Member |

2. The purpose of this mission is to ascertain the availability of needed facilities for the relocation of ECWA to Baghdad. Specifically, the terms of reference for this study should include:

A. Obtaining current data relating to:

- (i) The availability of housing accommodation for ECWA staff members;
- (ii) The availability and average costs of hotels;
- (iii) The availability of educational facilities for children at the various levels of schoolings;
- (iv) The availability of health, recreation, banking, transport, postal, telephone and cable facilities;
- (v) The availability of other necessities such as food items, clothing, etc.
- (vi) The availability of General Service skills in the local market.

B. Consulting with the Iraqi authorities on:

- (i) Obligations and privileges of international civil servants;
- (ii) Establishment of a liaison unit at the Ministry for Foreign Affairs to assist ECWA with its needs from the Iraqi authorities;
- (iii) Assistance in providing housing;
- (iv) All other questions related to ECWA's relocation.

C. Consulting with UNDP Resident Representative and UNIC in Baghdad on all the above-mentioned issues.

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3. If possible the draft report with recommendations should be ready at the end of this mission. The views on the impact on morale of the settling in period on staff should be expressed, if it should take a longer period of time to locate housing, and on the advisability of staggering the move over a period of time.

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CHECKLIST OF SUBJECTS TO BE INVESTIGATED

Fact Finding Mission to Baghdad

HOUSING (Mrs. C. Cherabieh and Mr. R. Foudhaily)

- (a) Rentals (1 to 5 BR, FURNISHED AND UNFURNISHED)
 - (i) Availability (Apartments, houses) adjacent to Headquarters
 - (ii) Cost (including utilities and real estate commissions)
 - (iii) Accessibility to office
 - Names of districts
 - Commuting time
 - Public transport
 - (iv) Government clearance
 - (b) Definition of furnished and unfurnished - Does it include the following:
 - (i) Heating equipment
 - (ii) Cooling equipment
 - (iii) Electrical appliances
 - (iv) Furniture
 - (v) Cooking utensils
 - (vi) Crockery and cutlery
 - (vii) Linen
 - (viii) Utilities

NON-HOUSING RENTALS (Mrs. C. Cherabieh and Mr. R. Foudhaily)

- (i) Automobiles
- (ii) Entertainment equipment (television, video, etc.)
- (iii) Heating/Cooling equipment
- (iv) Electrical appliances
- (v) Furniture

AUTOMOBILE (Mr. T.M. Francois, Mr.I. Johnson)

- (i) Makes
- (ii) Service facilities and spares
- (iii) Import, Government regulations

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BANKING (Mr. T. N. Francois, Mr. I. Johnson)

- (a) Private
 - (i) Conditions for current/savings accounts
 - In Iraqi Dinars
 - In convertible currency
 - (ii) Acceptability of personal cheques in convertible currency for conversion to:
 - Convertible currency banknotes
 - Iraqi Dinars

EXCHANGE CONTROL REGULATIONS (Mr. T. N. Francois and Mr. I. Johnson)

- (a) Official transactions
- (b) Personal transactions

CUSTOMS REGULATIONS (Mr. T. N. Francois and Mr. I. Johnson)

- (a) Latest regulations on import of personal effects and household goods, and disposal upon leaving
- (b) Duty-free markets
 - (i) Goods available
 - (ii) Prices
 - (iii) U.N. Commissary

EDUCATIONAL FACILITIES (Mr. Z. Kassen and Mr. I. Hussein)

- (a) Locating schools: Arabic, French, English
- (b) Enrollment dates
- (c) Capacity by grade
- (d) Costs

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ENTERTAINMENT (Mrs.C. Cherabieh and Mr. I. Hussein)

- (a) Cinema
- (b) T.V.
- (c) Theatre
- (d) Music
- (e) Museums
- (f) Other

TEMPORARY QUARTERS (Mr. Foudhaily and Mrs. C. Cherabieh)

- (a) Hotel costs for families
- (b) Availability

MEDICAL FACILITIES (Mr. Z. Kassen)

- (a) Hospitals
 - (i) Emergency care
 - (b) Family doctors

HOUSEHOLD NEEDS (Mr. I. Hussein and Mr. T. N. Francois)

- (a) Food
- (b) Clothing
- (c) Pharmacy
- (d) Other

EMPLOYMENT OPPORTUNITIES FOR SPOUSES (Mr. R. Foudhaily and Mr. I. Johnson)

- (a) Work permit requirements

ECWA/IC/25

12 April 1979

INFORMATION CIRCULAR

To : All ECWA Staff Members
From : M. S. Al-Attar
Executive Secretary

Subject: IMPENDING MOVE TO BAGHDAD

1. I have discussed in detail the observations and conclusions of the fact-finding team that visited Baghdad last week. Clearly, there are a number of actions that must be taken now if the proposed move is to take place with the minimum of disruption to family life and morale. The written report will be valuable as an aid to planning the specific steps we must take. However, in view of the need to begin the follow-up on the team's work, I believe some decisions can be made now.
2. A joint staff-administration co-ordinating committee will be established to begin work immediately. The committee is composed of:
 - Mr. R. Foudhaily
 - Mr. I. Johnson
 - Mrs. C. Cherabieh
 - Mr. T. N. François
 - Mr. Z. Kassem
 - Mr. I. Hussein
3. The committee will be responsible for supplying needed data to the authorities in Baghdad to serve as the basis for actions concerning housing, schooling, etc.; recommending actions that must be taken by ECWA; and co-ordinating all recommendations and consultations with United Nations Headquarters. I will ask the committee to keep the staff informed about all aspects of the follow-up actions.

4. While in Baghdad for the sixth session of ECWA, I shall discuss the establishment of a liaison office in that city. Many of the team's recommendations require joint action by Iraqi, ECWA and Headquarters officials. The co-ordinating committee here and a liaison office in Baghdad would provide us with the mechanism for effective follow-up.

5. It is clear that our major problem concerns the transfer of our General Service staff. It is essential that our General Service staff have the opportunity of moving to Baghdad under favourable conditions. The ECWA Administration will do everything in its power to work out the best possible solutions with both United Nations Headquarters and the Iraqi authorities.