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FIFTH COMMITTEE
Agenda item 100

PROPOSED PROGRAMME BUDGET FOR THE BIENNIUM 1982-1983

Consolidated statement of administrative and financial implications
in respect of conference servicing costs

Statement submitted by the Secretary-General in accordance with
rule 153 of the rules of procedure of the General Assembly

1. In accordance with the established procedure, statements of financial implications in respect of conference servicing have been provided to the Fifth Committee during the current session of the General Assembly on the basis of full costing, i.e., on the assumption that no part of the conference servicing requirements would be made available from within existing resources and therefore would have to be provided through recruitment of temporary staff.
2. It was indicated at the same time that, towards the close of the session of the General Assembly, a consolidated statement would be prepared, through which net additional resources in conference servicing requirements would be requested in the light of the calendar of conferences for the year 1982 as finally approved by the General Assembly.
3. Statements of financial implications issued during the current session of the General Assembly have contained estimates of conference servicing requirements in 1982 up to a total amount of \$28,986,400 of which \$20,982,200 relates to Headquarters, \$6,140,800 to Geneva, and \$1,863,400 to Vienna.
4. Annex I to the present report contains a recapitulation of all the statements of financial implications involved, showing the respective estimates of full conference servicing costs broken down into interpretation, documentation and other requirements.

5. Conference servicing costs contained in the statements of financial implications which will be issued after this statement is prepared will be taken into consideration in the first performance report to be submitted to the thirty-seventh session of the General Assembly.

Headquarters

6. The basis for estimating temporary assistance requirements is the available level of permanent resources at the time the service is required. The weekly capacity of the permanent staff in the interpretation sections, with the exception of Arabic, is estimated at 70, 1/ so that when the weekly meeting schedule exceeds 70 meetings in any of the five languages, additional free-lance interpreters are required for that specific week. The capacity of the Arabic Section is set at 40 meetings per week. When the weekly meeting schedule exceeds that number, temporary assistance is required.

7. While easier to calculate for interpretation, similar considerations apply to translation, typing and reproduction. The relevant considerations in these processes are the amounts of material that can flow through during a given period. In this connexion, it should be pointed out that, to a considerable extent, the volume of that flow is not under the control of the Department of Conference Services; the workload at a certain time is determined by both the total volume of documentation and the available time to process it. For this reason, peak periods of meetings activity also create the need for additional temporary staff for the documentation processes. As for verbatim reporting, permanent capacity provides two records a day. Additional requirements above this level for verbatim records will mean additional temporary staff - typists, as well as reporters and revisers.

Interpretation

8. The table in annex II shows those weeks outside the General Assembly period during 1982 when more than 70 meetings and/or more than 40 meetings requiring Arabic are scheduled at Headquarters. On that basis, a total of 887 work-weeks of temporary assistance in interpretation will be required as follows:

1/ This is calculated by multiplying the number of interpreters (23) by the number of assignments per interpreter per week (7) and dividing by the number of interpreters assigned per meeting (2). From the resulting total of 80.5 a reduction of 20 per cent would be appropriate to cover annual and sick leave, holiday and mission travel. In practice, this calculation is limited to 13 per cent, thereby providing for an element of over-programming.

Arabic	257	work-weeks
Chinese	117	"
English	136	"
French	136	"
Russian	123	"
Spanish	<u>118</u>	"
Total	887	

The estimated cost including travel and subsistence, is \$2,212,300.

Documentation

9. While the spring has always been the period of most intense conference activity, that period has gradually lengthened until, as can be seen from annex II, it runs from the beginning of March until the end of June. With the exception of one week, the level of meetings activity is forecast at the same level as during the heaviest period of the General Assembly. This is true notwithstanding the over-all expansion of United Nations conference capacity since the opening of the Vienna International Centre. The volume of documentation handled by the department during the spring and autumn periods is comparable (see table below), but the competing claims of a number of different organs and intergovernmental bodies in the spring, as compared to the more ordered priorities of the Assembly period, render the job more complex.

Table

	Output in thousands of words			
	<u>1979</u>		<u>1980</u>	
	Mar-June	Sept-Dec	Mar-June	Sept-Dec
Translation	23,271.9	27,424.2	21,235.0	27,174.1

In order to deal with the documentation and summary records anticipated during this period of high volume and short deadlines, 612 translator/reviser work-weeks and 544 typist work-weeks would be needed at an estimated cost of \$1,185,200.

10. Verbatim records will be required for: (a) the Committee on the Peaceful Uses of Outer Space, 5 through 9 April (32 reporters, 4 revisers, 32 typists), (b) the Disarmament Commission from 17 May through 4 June (the same number) and (c) the Second Special Session of the General Assembly Devoted to Disarmament from 7 June through 9 July (double the number given the need for two simultaneous meetings with records). Estimates for these meetings amount to a total of \$1,047,500.

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Other requirements

11. A total of 230 work-weeks of General Service temporary assistance for such categories of staff as conference and meetings servicing officers will be required at an estimated cost of \$61,900. For these staff, as for conference typists, additional workload, while costed as if supplied by temporary staff, is frequently done by regular staff on night or overtime shifts.
12. A further amount of \$41,300 is also necessary to meet requirements under travel and subsistence in connexion with the ECLA Regional preparatory meetings for the World Assembly on Aging.
13. No additional appropriation will be required for temporary assistance for meetings to service the thirty-seventh session of the General Assembly. It should be noted, however, that Main Committees of the General Assembly have established four Working Groups to meet during the thirty-seventh session. Should these groups require services beyond the level normally afforded to the Main Committees, additional temporary staff would be required.
14. The total requirement for 1982 in respect of temporary assistance for meetings is therefore estimated at \$4,548,200 summarized in the following table:

	\$
Interpretation	2 212 300
Documentation	1 185 200
Verbatim Records	1 047 500
Other supporting staff	61 900
Regional meetings	41 300
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	4 548 200
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16. While the provision under temporary assistance for meetings is estimated at \$4,548,200, the Secretary-General believes that it would be reasonable to take into consideration an element of over-programming when requesting an appropriation. Accordingly, an appropriation of \$4,250,000 is requested at this time under section 29A.

17. In connexion with this request, it may be noted that no provision for temporary assistance for meetings was included in the amount approved at first reading, pursuant to the recommendation of the Advisory Committee on Administrative and Budgetary Questions in paragraph 29.34 of the first report on the proposed programme budget.

Requirements for Office of General Services

18. The cost of common services for meetings to be held in New York in 1982 is estimated at \$748,000. It is anticipated that this amount can be absorbed within the resources available to the Office of General Services in 1982 with the exception of the requirements for the Special Session on Disarmament (\$92,800) and for temporary assistance for the Conference on the Law of the Sea (\$32,000). The amount for the Special Session on Disarmament can be broken down as follows: temporary assistance (\$16,500); security overtime (\$49,300) and telecommunications sound engineers (\$27,000). Accordingly, an additional appropriation of \$124,800 under section 28D is requested to meet projected increased requirements in 1982.

Geneva

19. The table contained in annex III of the present statement shows an over-all picture for Conference Services, Geneva, with respect to 1982. The table contains the latest projection of the 1982 workload made in the light of various decisions taken during the current session of the General Assembly. It further provides a theoretical breakdown of the estimated total workload between the established posts and the resultant temporary assistance.

20. As seen from the following table which provides comparison of the yearly workload of 1980, 1981 and 1982, it is estimated that the workload for Conference Services, Geneva, will continue to rise in 1982.

Conference workload (Conference Services, Geneva)

	<u>1980</u> (actual)	<u>1981</u> (estimate)	<u>1982</u> (estimate)
Interpretation: number of assignments	35 600	31 600	37 200
Translation: '000 of words	51 500	54 700	59 500
Typing: '000 of words	165 600	175 300	184 800
Editing: '000 of words	12 700	12 900	13 400
Reproduction: '000 of page impressions	286 000	297 300	314 700
Distribution: '000 of pieces	23 700	22 000	22 800

The increase projected under interpretation workloads relates to the additional meetings scheduled to be held in Geneva as shown in annex I and also to the inclusion of Arabic language services as indicated in document A/C.5/36/54 and Corr. 1 and 2. As to the increase in documentation, Chinese language requirements with respect to Human Rights activities have been taken into consideration in addition to the elements for interpretation indicated above.

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21. On the basis of this estimate of workload in 1982, requirements under temporary assistance will amount to \$11,721,600 as costed in the last column of the table in annex III.

22. A further amount of \$306,900 will also be required to meet requirements in travel and subsistence in connexion with regional meetings as shown below:

Regional preparatory meetings for the World Assembly on Aging (ECA and ECWA)

Ad Hoc Working Group of Experts on violation of human rights in Southern Africa (field mission to Africa)

Seminar on Human Rights (Sri Lanka)

Special Committee to Investigate Israeli Practices (field missions to Europe and the Middle East).

23. Therefore, the total requirements under temporary assistance for meetings are estimated at \$12,028,500.

24. The Fifth Committee has recommended to the General Assembly an amount of \$14,866,200 under section 29B, Conference Services, Geneva in respect of temporary assistance for meetings for the biennium 1982-1983, of which \$7,251,900 relates to the year 1982. Thus, the balance of requirements for 1982 amounts to \$4,776,600.

25. As is the case at Headquarters, an element of savings may be available through the technique of over-programming, and consequently, the Secretary-General would request at this time an appropriation of \$4,500,000 under section 29B.

Vienna

26. During the biennium 1980-1981, UNIDO assumed, on an experimental basis, responsibility for the provision of conference services to United Nations bodies in Vienna, with the arrangement that the costs of such non-UNIDO conferences would be met from existing appropriations for New York and Geneva under sections 29A and 29B. ^{2/} Total costs for the 1980-1981 biennium are estimated at \$7,000,000, which is considerably in excess of the amounts that could be provided, by redeployment from New York and Geneva.

27. In the Proposed Programme Budget for the biennium 1982-1983, ^{3/} the Secretary-General indicates that various changes in organizational structure and relationships will be desirable in the longer term. At the present time, however,

^{2/} An exception arose in the case of temporary assistance for meetings of UNSCEAR, for which the funds were appropriated under section 18 in 1980-81. In 1982-83 conference servicing for UNSCEAR will be provided under section 29C.

^{3/} A/36/6, para. 29.86.

with barely a full biennium of experience in the provision of conference services to draw from, he believes that it is still premature to make a concrete proposal in this connexion, since the conference servicing workloads have not yet been stabilized. In the meantime, he proposes that conferences services should continue to be provided on the basis of temporary assistance, although he would intend, in the interests of economy and sound personnel practice, to offer fixed-term contracts of longer duration in cases where the workload so justifies. For the biennium 1982-1983 these resources are to be provided under section 29C.

28. The following table provides a comparison of the annual workload for 1980, 1981 and 1982:

Conference workload (Conference Services, Vienna)

	<u>1980</u> (actual)	<u>1981</u> (estimates)	<u>1982</u> (estimates)
Interpretation: number of man-days	2 619	2 245	3 500
Translation/revision: '000 of words	4 987	4 710	8 100
Editing: '000 of words	105	1 639	1 800
Typing: '000 of words	12 658	11 955	21 100
Printing: '000 of page impressions	14 233	22 000	35 600

29. The increase envisaged in 1982 is due to the inclusion of Arabic language services for the subsidiary organs of the General Assembly, the inclusion of workloads in respect of the United Nations Scientific Committee on the Effects of Atomic Radiation and the additional conferences and meetings to be held in Vienna based on the decisions taken during the current session of the General Assembly indicated in annex I to this statement.

30. Based on the estimated workload in 1982 shown above, total requirements under Conference Services, Vienna are estimated at \$5,290,000 ^{4/} indicated below:

	<u>Estimated</u> <u>requirements (\$)</u>
Interpretation	1 239 000
Translation/revision	1 856 000
Editing	148 000
Typing	967 000
Printing	620 000
Distribution	460 000
Total	<u>5 290 000</u>

^{4/} At the exchange rate of 15.50 Austrian schillings to \$US 1.00.

Section 29C, Conference Services, Vienna has no established posts, and temporary assistance will be required in order to meet the estimated workloads. For the purpose of estimating the related costs indicated above, it is assumed that about 50 per cent of the workload in respect of translation/revision and typing could be met by temporary assistance with a longer-term contract, which will bring savings to the organization. As to the workload in respect of interpretation, costs have been calculated on the basis of short-term (average three weeks) temporary assistance, since the pattern of meetings in 1982 is not evenly distributed through the year.

31. The amount currently available for Vienna is \$4,141,000 for the biennium 1982-1983, of which \$1,794,500 relates to 1982. ^{5/} Therefore, the balance required amounts to \$3,495,500.

32. Experience has shown that a certain amount of documentation for non-UNIDO bodies (e.g. UNSCEAR) can be performed by permanent staff of UNIDO. In view of this possibility, together with an adjustment for over-programming, the Secretary-General would request an appropriation at this time of \$3,250,000 under section 29C.

Summary

33. In summary, an additional appropriation in an amount of \$12,124,800 as summarized below is requested for 1982 in the light of the calendar of conferences as approved by the General Assembly at its thirty-sixth session.

	\$
Section 29A (Department of Conference Services, Headquarters)	4 250 000
Section 29B (Conference Services, Geneva)	4 500 000
Section 29C (Conference Services, Vienna)	3 250 000
Section 28D (Office of General Services, Headquarters)	124 800
Section 31 (Staff assessment)	1 560 000
Income section 1 (Income from staff assessment)	(1 560 000)
Total	<u>12 124 800</u>

^{5/} These figures are calculated as follows:

	<u>1982-1983</u>	<u>1982 only</u>
Approved in first reading	3 376 100	1 638 900
A/C.5/36/54 - Arabic language services	1 449 900	452 400
Total at 13.30 AS to \$US 1.00	4 826 000	2 091 300
Recalculated at 15.50 AS to \$US 1.00	4 141 000	1 794 500

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ANNEX I

PART A. NEW YORK

RECAPITULATION OF STATEMENTS OF FINANCIAL IMPLICATIONS SUBMITTED DURING THE THIRTY-SIXTH SESSION
OF THE GENERAL ASSEMBLY CONTAINING CONFERENCE SERVICING COSTS FOR 1982

(In thousands of United States dollars)

Symbol	Subject matter	Interpre- tation	Documentation a/			Other b/	Summary Records or Verbatim Records	General Services	TOTAL
			Pre- session	In- session	Post- session				
A/C.5/36/18	<u>Ad Hoc</u> Committee of the International Conference on Kampuchea <u>c/</u>	420.0	38.1	204.2	60.3	38.2	-	31.6	792.4
A/C.5/36/27	Special Committee on Enhancing the Effectiveness of the Principle of Non-Use of Force	183.8	83.7	150.9	101.0	31.6	-	14.4	565.4
A/C.5/36/33	UNDP Governing Council - Organizational Meeting	17.0	-	-	-	0.1	-	-	17.1
A/C.5/36/33	Intergovernmental Working Group on a Code of Conduct:								
	- Fifteenth session	84.5	24.6	32.3	32.3	10.8	-	17.6	202.1
	- Sixteenth session	84.5	32.3	32.3	32.3	11.7	-	17.6	210.7
	- Seventeenth session	84.5	32.3	32.3	48.4	12.6	-	17.6	227.7
A/C.5/36/33	<u>Ad Hoc</u> Intergovernmental Working Group of Experts on International Standards of Accounting and Reporting:								
	- Fifth session	84.5	48.4	16.1	81.3	15.6	-	17.6	263.5
	- Sixth session	84.5	48.4	16.1	81.3	15.6	-	17.6	263.5
A/C.5/36/33	Working Group on Convention Against Torture	20.0	-	8.3	8.3	2.7	-	1.1	40.4
A/C.5/36/33	Preparatory Sub-Committee for World Conference to Combat Racism and Racial Discrimination	84.5	-	23.6	-	5.5	-	6.4	120.0
A/C.5/36/33	The Situation on Human Rights in Chile	19.9	65.9	7.0	80.8	13.4	-	1.8	188.8
	Transcripts of Testimonies	-	-	2.8	-	-	-	-	2.8
	Report of the Special Rapporteur	-	-	202.1	-	12.4	-	-	214.5
A/C.5/36/33	Working Group on the Question of a Convention on the Rights of the Child	19.9	-	8.3	8.3	3.2	-	0.9	40.6
A/C.5/36/33	Working Group of Fifteen Governmental Experts	19.9	11.9	11.9	16.2	5.7	-	1.1	66.7
A/C.5/36/33	Sessional Working Group on the Implementation of the International Covenant on Economic, Social and Cultural Rights	126.7	-	16.1	16.1	5.1	197.1	8.8	369.9

a/ Consists of requirements for translation, revision and typing.

b/ Includes requirements for reproduction, distribution and other supporting functions.

c/ Based on the assumption that the second session of the Conference will be held in New York.

d/ Based on the assumption that the Special Committee will meet in Geneva.

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(In thousands of United States dollars)

Symbol	Subject matter	Interpre- tation	Documentation a/			Other b/	Summary Records or Verbatim Records	General Services	TOTAL
			Pre- session	In- session	Post- session				
A/C.5/36/33	Commission on Transnational Corporation (extension of the session)	17.0	-	-	-	0.2	-	-	17.2
A/C.5/36/36/ Add.1	ECLA Regional Preparatory Meeting for the World Assembly on Aging	43.5	-	36.3	-	2.7	-	-	82.5
A/C.5/36/56 and Rev.1	Preparatory Committee for the United Nations Conference for the Promotion of International Co-operation in the Peaceful Uses of Nuclear Energy	-	121.1	-	81.1	16.8	-	-	219.0
A/C.5/36/59	Extraordinary plenary meetings of the United Nations Council for Namibia	-	100.7	-	60.4	13.1	-	-	174.2
A/C.5/36/60	Third United Nations Conference on the Law of the Sea:	1 023.8	101.1	806.8	303.0	140.7	1 271.6	134.0	3 781.0
	- Drafting Committee	315.0	-	303.0	-	37.2	-	102.6	757.8
	- Informal consultations	41.3	-	8.5	-	1.9	-	10.6	62.3
A/C.5/36/60	International Civil Service Commission	(125.2)	-	(133.4)	-	(5.9)	-	(10.6)	(275.1)
	Experts on the United Nations Programme on Public Administration and Finance	(51.6)	-	(40.2)	-	(5.4)	-	(3.8)	(101.0)
	Committee on the Elimination of Racial Discrimination	(59.7)	-	(11.9)	-	(3.5)	(184.5)	(5.0)	(264.6)
A/C.5/36/62	<u>Ad Hoc</u> Committee on the Drafting of an International Convention against the Recruitment, Use, Financing and Training of Mercenaries	210.0	50.3	100.7	201.4	36.3	-	14.4	613.1
A/C.5/36/71	<u>Ad Hoc</u> Committee on the World Disarmament Conference	105.0	80.6	121.0	80.6	44.8	-	17.6	449.6
A/C.5/36/72	<u>Ad Hoc</u> Committee on the Indian Ocean	315.0	302.3	302.3	302.3	105.7	363.3	52.8	1 743.7
A/C.5/36/81	Working Group for the purpose of concluding the elaboration of the draft declaration on the human rights of individuals who are not citizens of the country in which they live	62.6	-	75.2	-	5.6	-	10.6	154.0
A/C.5/36/83 and Corr.1	Question of Palestine:								
	North American Regional Seminar	22.2	112.4	46.5	487.2	95.6	-	-	763.9
	European Regional Seminar	-	112.4	-	487.2	77.0	-	-	676.6
	African Regional Seminar	-	112.4	-	487.2	77.0	-	-	676.6

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(In thousands of United States dollars)

Symbol	Subject matter	Interpre- tation	Documentation a/			Other b/	Summary Records or Verbatim Records	General Services	TOTAL
			Pre- session	In- session	Post- session				
A/C.5/36/84	Preparatory Committee for the International Conference on the Question of Palestine	105.0	100.8	49.8	100.8	20.8	242.2	3.6	623.0
A/C.5/36/85	Co-operation between the United Nations and the Organization of African Unity	-	2.0	-	11.3	0.9	-	-	14.2
A/C.5/36/87	Second Special Session of the General Assembly Devoted to Disarmament	1 050.0	504.0	1 008.0	201.6	152.3	2 018.5	92.8	5 027.2
A/C.5/36/88	Intersessional meeting of the working group on the protection of the rights of all migrant workers and their families	105.0	-	100.1	-	8.7	-	18.8	232.6
	Sessional meeting	85.9	-	101.1	-	8.3	-	15.0	210.3
A/C.5/36/90	Committee on the Elimination of Discrimination against Women:								
	Meeting of States Parties	10.5	40.5	4.9	4.9	4.6	-	1.8	67.2
	First Regular Meeting	105.0	251.7	75.4	50.3	30.5	-	7.2	520.1
A/C.5/36/92	Chemical and Bacteriological Weapons: Sessions of the Group of Experts	-	15.2	10.6	65.1	13.3	-	21.6	125.8
A/C.5/36/93	Study on Conventional Disarmament	132.2	52.2	43.0	69.3	16.5	-	6.2	319.4
A/C.5/36/94	International Co-operation to Avert New Flows of Refugees	60.4	8.2	-	16.3	10.6	-	4.3	99.8
A/C.5/36/98	Special Committee on the Charter of the United Nations and on the Strengthening of the Role of the Organization	-	150.9	-	109.1	19.2	-	-	279.2
A/C.5/36/99	United Nations Financing System for Science and Technology for Development:								
	Pledging Conference	10.5	4.1	4.9	5.8	2.1	23.2	1.7	52.3
	<u>Ad Hoc</u> Intergovern- mental Group of the Whole	60.4	30.3	12.0	10.2	5.1	-	8.8	126.8
	<u>Ad Hoc</u> Intergovern- mental Group of the Whole	105.0	20.0	14.8	4.9	5.1	-	17.6	167.4
	TOTAL	5 083.0	2 658.8	3 803.7	3 706.6	1 122.0	3 931.4	676.7	20 982.2

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PART B. GENEVA

RECAPITULATION OF STATEMENTS OF FINANCIAL IMPLICATIONS SUBMITTED DURING THE THIRTY-SIXTH SESSION
OF THE GENERAL ASSEMBLY CONTAINING CONFERENCE SERVICING COSTS FOR 1982

(In thousands of United States dollars)

Symbol	Subject matter	Interpre- tation	Documentation a/			Other b/	Summary Records	General Services	TOTAL
			Pre- session	In- session	Post- session				
A/C.5/36/33	UNDP Governing Council:								
	- Pre-session meeting	32.3	-	-	-	1.3	-	1.5	35.1
	- Working Group meeting	64.5	-	-	-	2.6	-	3.0	70.1
	- Special meeting	64.5	-	-	-	2.6	172.1	3.0	242.2
A/C.5/36/33	Preparatory Sub-Committee for World Conference to Combat Racism and Racial Discrimination	-	16.1	-	37.3	11.1	-	-	64.5
A/C.5/36/33	<u>Ad Hoc</u> Working Group of Experts on Southern Africa:								
	- January	29.9	54.9	15.0	80.8	12.2	-	3.0	195.8
	- June/July	8.5	16.4	4.1	5.5	1.1	-	0.9	36.5
	- Field missions	100.2	-	22.9	54.9	1.5	-	6.5	186.0
A/C.5/36/33	Working Group of the Commission on Human Rights	19.9	-	8.3	8.3	2.4	-	1.5	40.4
A/C.5/36/33	Additional meeting services for the Commission on Human Rights	79.6	-	60.6	-	7.7	-	5.1	153.0
A/C.5/36/36	ECWA Regional Preparatory Meeting for the World Assembly on Aging	44.4	-	37.2	-	4.1	-	-	85.7
	ECA Regional Preparatory Meeting for World Assembly on Aging	43.6	-	36.5	-	4.1	-	-	84.2
A/C.5/36/45	UNCTAD								
	- Protection and Structural Adjustment	83.4	-	36.0	7.5	7.5	-	3.8	138.2
	- Rationalization of the Permanent Machinery of UNCTAD	20.9	-	-	-	0.4	-	1.0	22.3
	- Intergovernmental Prepara- tory Group on Conditions of Registration of Ships	206.5	48.9	67.7	20.3	21.0	-	14.7	379.1
	- Additional Caucus Team of Interpreters for the Working Party on Medium- Term Plan and Programme Budget	54.2	-	-	-	1.3	-	3.8	59.3
	- Additional Team of Interpreters for the Working Group on International Shipping Legislation	83.4	-	-	-	1.3	-	3.8	88.5
A/C.5/36/59	Extraordinary plenary meetings of the United Nations Council for Namibia Hearings on major issues related to Namibia seminar/workshops	83.4	-	40.0	-	11.0	101.0	-	235.4
		83.4	-	53.3	-	21.4	-	-	158.1
A/C.5/36/60	International Civil Service Commission	125.2	-	133.4	-	5.9	-	10.6	275.1
	Experts on the United Nations Programme on Public Administration and Finance	51.5	-	40.2	-	5.5	-	3.8	101.0

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(In thousands of United States dollars)

Symbol	Subject matter	Interpre- tation	Documentation a/			Other b/	Summary Records	General Services	TOTAL
			Pre- session	In- session	Post- session				
	Committee on the Elimination of Racial Discrimination	59.7	-	11.9	-	3.5	184.5	5.0	264.6
A/C.5/36/61	International Code of Conduct on the Transfer of Technology:								
	Interim Committee	275.4	137.6	68.8	55.7	44.3	-	9.1	590.9
	Fifth Session	456.8	14.1	137.6	20.3	33.1	82.4	28.4	772.7
A/C.5/36/70	Special Committee to Investigate Israeli Practices Affecting the Human Rights of the Population of the Occupied Territories:								
	January meeting	11.9	10.2	7.0	7.5	15.1	-	1.3	53.0
	May/June meeting	25.6	9.5	15.1	7.5	13.8	-	2.6	74.1
	September meeting	25.6	9.5	16.1	28.9	24.1	-	2.6	106.8
	Field mission	35.8	-	84.3	-	-	-	2.4	122.5
A/C.5/36/81	Working Group for the purpose of concluding the elaboration of the draft declaration on the human rights of individuals who are not citizens of the country in which they live	-	18.5	-	33.2	10.3	-	-	62.0
A/C.5/36/82	Seminar on Human Rights (Sri Lanka)	75.1	60.6	104.2	40.4	53.1	-	11.1	344.5
A/C.5/36/83 and Corr.1	Question of Palestine: European Regional seminar	17.5	-	34.7	-	16.2	-	-	68.4
	African Regional seminar	26.0	-	52.8	-	21.9	-	-	100.7
A/C.5/36/85	Co-operation between the United Nations and the Organization of African Unity	13.9	-	9.7	-	0.4	-	-	24.0
A/C.5/36/88	Intersessional meeting of the working group on an international convention on the protection of the rights of all migrant workers and their families	-	20.0	-	33.2	10.3	-	-	63.5
	Sessional meeting	-	20.0	-	33.2	10.3	-	-	63.5
A/C.5/36/98	Special Committee on the Charter of the United Nations and on the Strengthening of the Role of the Organization d/	166.9	-	120.9	-	48.3	435.6	7.4	779.1
	TOTAL	2 469.5	436.3	1 218.3	474.5	430.7	975.6	135.9	6 140.8

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PART C. VIENNA

(In thousands of United States dollars)

Symbol	Subject matter	Interpre- tation	Documentation a/			Other b/	Summary Records	General Services	TOTAL
			Pre- session	In- session	Post- session				
A/C.5/36/34	International Youth Year Advisory Committee	86.0	34.9	51.6	27.9	32.5	-	0.8	233.7
A/C.5/36/36 and Corr.1	World Assembly on Aging ECWA Regional Preparatory Meeting	206.1	337.2	261.8	98.2	179.9	-	17.6	1 100.8
	ECA Regional Preparatory Meeting	-	8.7	-	21.0	8.5	-	-	38.2
		-	8.7	-	21.0	8.5	-	-	38.2
A/C.5/36/56 and Rev.1	Preparatory Committee for the Promotion of Inter- national Co-operation in the Peaceful Uses of Nuclear Energy	103.0	-	78.8	-	23.4	-	-	205.2
A/C.5/36/68	Advisory Committee for the International Year of Disabled Persons, fourth session	82.4	32.9	65.6	26.4	38.6	-	1.4	247.3
TOTAL		477.5	422.4	457.8	194.5	291.4	-	19.8	1 863.4

ANNEX II

WEEKS DURING 1982, EXCLUDING GENERAL ASSEMBLY PERIOD WITH MORE THAN
70 SCHEDULED MEETINGS OR MORE THAN 40 SCHEDULED MEETINGS WITH ARABIC

	<u>No. of meetings</u>	<u>No. of Arabic meetings</u>	<u>Arabic</u>		<u>Chinese</u>		<u>English</u>		<u>French</u>		<u>Russian</u>		<u>Spanish</u>	
			A a/	B b/	A a/	B b/	A a/	B b/	A a/	B b/	A a/	B b/	A a/	B b/
Feb. 8-12	51	50	10	4	-	-	-	-	-	-	-	-	-	-
22-26	57	56	16	7	-	-	-	-	-	-	-	-	-	-
Mar. 1-5	84	54	4	2	-	14	4	14	4	-	14	4	14	4
8-12	121	80	40	17	21	9	51	15	51	15	41	12	50	14
15-19	114	74	34	15	20	9	44	13	44	13	34	10	44	13
22-26	109	80	40	17	29	12	39	11	39	11	39	11	30	9
29- 2 Apr.	90	60	20	9	-	20	9	20	9	20	9	20	9	3
Apr. 5- 9	106	75	35	15	16	7	36	10	36	10	36	10	35	10
12-16	91	57	17	7	21	9	21	6	21	6	21	6	21	6
19-23	106	55	15	7	26	11	36	10	36	10	36	10	35	10
26-30	109	73	23	10	29	12	39	11	39	11	39	11	39	11
May 3- 7	91	60	20	9	11	5	21	6	21	6	21	6	21	6
10-14	80	60	20	9	10	4	10	3	10	3	10	3	10	3
17-21	101	70	30	13	21	9	31	9	31	9	31	9	20	6
24-28	70	60	20	9	-	-	-	-	-	-	-	-	-	-
June 7-11	88	98	48	21	28	12	28	8	28	8	28	8	18	5
14-18	101	90	50	21	21	9	31	9	31	9	21	6	20	6
21-25	90	90	50	21	10	4	20	6	20	6	20	6	20	6
28- 2 July	91	90	50	21	11	5	21	6	21	6	21	6	20	6
July 5- 9	64	64	24	10										
12-16	71	60	20	9										
19-23	60	50	10	4										
TOTAL			257	117	136	136	123	118						

a/ The number of meetings exceeding 70 for Chinese, English, French, Russian and Spanish and 40 for Arabic.

b/ The number of work-weeks calculated by multiplying the number of meetings by 3 interpreters for Arabic and Chinese, and 2 interpreters for the other four languages and then dividing by 7 assignments per week.

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ANNEX III

**WORKLOAD DISTRIBUTION BETWEEN ESTABLISHED POSTS AND TEMPORARY ASSISTANCE
FOR THE YEAR 1982 (CONFERENCE SERVICES, GENEVA)**

	<u>Workload standards per person</u>	<u>Estimated workload for 1982</u>	<u>Resource requirements in workdays</u>	<u>Established posts a/ number of posts</u> <u>equivalent in workdays</u>		<u>Temporary Assistance</u>		
						<u>in work-days</u>	<u>in calendar days</u>	<u>estimated cost (\$)</u> <u>b/</u>
Interpretation	7 assignments per week	37 200 assignments	26 572	99	20 790	5 782	8 095	2 412 300
Translation	1 650 words per workday	59 500 000 words	36 061	121	25 410	10 651	14 912	4 205 200
Precis-writing	-	2 000 workdays	2 000	-	-	2 000	2 800	789 600
Revision	4 950 words per workday	71 800 000 words	14 505	63	13 230	1 275	1 785	560 500
Stenotyping	3 300 words per workday	184 800 000 words	56 000	196	41 160	14 840	20 776	1 682 900
Editing	3 960 words per workday	13 400 000 words	3 384	15	3 150	234	328	84 600
Reference	-	3 800 workdays	3 800	17	3 570	230	322	29 900
Secretaries including conference officers	-	2 400 workdays	2 400	4	840	1 560	2 184	203 100
Reproduction	15 000 impressions per workday	314 700 000 impressions	20 980	71	14 910	6 070	8 498	458 900
Distribution	1 960 pieces per workday	22 800 000 pieces	11 633	45	9 450	2 183	3 057	165 100
Other support staff	-	16 200 workdays	16 200	6	1 260	14 940	20 916	1 129 500
							Total	11 721 600

a/ Includes only those directly involved in production

b/ Exchange rate of 1.71 SF to US\$ 1.00 assumed.
