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Agenda item 103

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 1983 as finally approved by the General Assembly.
3. Statements of financial implications in respect of the year 1983 issued during the thirty-sixth and thirty-seventh sessions of the General Assembly have contained estimates of conference servicing requirements up to a total amount of \$28,924,500 of which \$20,139,800 relates to Headquarters, \$5,024,300 to Geneva and \$3,760,400 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. Any further conference servicing costs which may be contained in statements of financial implications issued after this statement is prepared will be taken into consideration either in the context of the statements themselves or in the second performance report to be submitted to the General Assembly at its thirty-eighth session.

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 50 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 connection, 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 work-load 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.

Interpretation

8. The table in annex II shows those weeks outside the General Assembly period during 1983 when more than 70 meetings and/or more than 50 meetings requiring Arabic are scheduled at Headquarters. On that basis, a total of 739 work-weeks of temporary assistance in interpretation will be required as follows:

Arabic	231	work-weeks
Chinese	82	"
English	131	"
French	129	"
Russian	86	"
Spanish	<u>80</u>	"
Total	739	

The estimated cost, including travel and subsistence, is \$1,822,800.

9. An additional team of 20 interpreters (4 Arabic, 4 Chinese, 3 each English, French, Russian and Spanish) will also be required for a period of 10 weeks during the thirty-eighth session of the General Assembly to provide interpretation to meetings of regional groups, informal consultations and sessional working groups, which is estimated at \$431,900.

Documentation

10. 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. During this time, the level of meetings activity is forecast at the same level as during the heaviest period of the General Assembly. The volume of documentation handled by the department during the spring and autumn periods is comparable (see table below). During the period of the General Assembly, however, documentation requirements can be met in an orderly and co-ordinated manner. In contrast, during the spring period, the compelling claims of a number of different organs and intergovernmental bodies render the job more complex and less susceptible to proper planning.

Table

OUTPUT IN THOUSANDS OF WORDS

	<u>1979</u>		<u>1980</u>		<u>1981</u>	
	Mar-June	Sept-Dec	Mar-June	Sept-Dec	Mar-June	Sept-Dec
Translation	23,271.9	27,424.2	21,235.0	27,174.1	23,150.8	33,898.3

The comparable work-load during the period of March to June 1982 amounted to 26,560,400 words. 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 540 typist work-weeks would be needed at an estimated cost of \$1,357,500.

11. Verbatim records will be required for (a) the Disarmament Commission, 9 May-3 June (12 reporters, 2 revisers, 12 typists) and (b) Committee on the Peaceful Uses of Outer Space, 20 June-1 July (12 reporters, 2 revisers, 12 typists) in respect of which the cost is estimated at \$233,500.

Other requirements

12. 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 \$62,500. 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.

13. A further amount of \$421,200 is also necessary to meet requirements under travel and subsistence in connection with the following regional meetings:

- Tenth Regional Cartographic Conference for Asia and the Pacific (Bangkok)
- Seventh UN Congress on the Prevention of Crime and the Treatment of Offenders (ECLA and ESCAP)
- Regional Preparatory Meetings for the International Conference on the Question of Palestine (ECLA and ESCAP)
- International Youth Year (ECLA and ESCAP)
- Regional Symposia in support of the Struggle of the Namibian People (Latin America)

14. The total requirement for 1983 in respect of temporary assistance for meetings is therefore estimated at \$4,329,400, summarized in the following table:

	\$
Interpretation	2 254 700
Documentation	1 591 000
Other supporting staff	62 500
Regional meetings	<u>421 200</u>
	<u>4 329 400</u>

15. The provision under temporary assistance for meetings is estimated at \$4,329,400. The resources available for 1983 in respect of temporary assistance for meetings, after recosting at the new inflation rates as indicated in the first performance report (A/C.5/37/65) are \$471,900. Thus the balance of requirements for 1983 amounts to \$3,857,500. However, the Secretary-General believes that it would be reasonable to take into consideration the element of over-programming when requesting an appropriation. Accordingly, an appropriation of \$3,550,000 is requested at this time under section 29A.

Requirements for Office of General Services

16. The cost of common services for meetings to be held in New York in 1983 is estimated at \$527,300. It is anticipated that the requirements for general operation and security services could be absorbed within the resources available for 1983. However, an amount of \$114,000 for sound engineering and \$49,000 for messengers are requested on the basis of experience in 1982. In addition, an amount of \$37,000 is requested in connection with the shipment of documents for the meetings away from Headquarters as shown in paragraph 13 above. Accordingly, an additional appropriation of \$200,000 under section 28D is requested to meet projected requirements in 1983.

Geneva

17. The table contained in annex III of the present statement shows an overall picture for Conference Services, Geneva, with respect to 1983. The table contains the latest projection of the 1983 work-load 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 work-load between the established posts and the resultant temporary assistance.

18. As seen from the following table which provides comparison of the yearly workload of 1981, 1982 and 1983, it is estimated that the workload for Conference Services, Geneva, will continue to rise in 1983.

Conference workload (Conference Services, Geneva)

	<u>1981</u>	<u>1982</u>	<u>1983</u>
	(actual)	(estimate)	(estimate)
Interpretation: number of assignments	33 300	33 300	38 900
Translation/revision: '000 of words	55 500	55 800	62 100
Typing: '000 of words	164 900	165 000	181 000
Editing: '000 of words	13 100	13 800	15 100
Reproduction: '000 of page impressions	281 500	300 000	302 400
Distribution: '000 of pieces	20 400	23 500	23 900

The increase projected under interpretation work-loads relates to the additional meetings scheduled to be serviced by Conference Services, 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.

19. On the basis of this estimate of work-load in 1983, requirements under temporary assistance will amount to \$7,185,300 as costed in the last column of the table in annex III.

20. A further amount of \$584,900 will also be required to meet requirements in travel and subsistence in connection with meetings to be held away from their headquarters as shown below:

- Seventh United Nations Congress on the Prevention of Crime and the Treatment of Offenders
- Question of Missing and Disappeared Persons (Fourth Field Trip)
- Question of Palestine (ECA, ECWA regional preparatory meetings and International Conference in Paris)
- International Youth Year (ECA and ECWA)
- Special Committee to Investigate Israeli Practices (Field mission)
- Question of Namibia (Hearing/Seminar/Workshop in Europe and International Conference in Paris)

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21. Therefore, the total requirements under temporary assistance for meetings are estimated at \$7,770,200.

22. The resources available for 1983 in respect of temporary assistance for meetings, after recosting at new exchange and inflation rates as indicated in the first performance report (A/C.5/37/65), are \$5,963,500. Thus, the balance of requirements for 1983 amounts to \$1,806,700.

23. 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 \$1,650,000 under section 29B.

Vienna

24. The conference servicing requirements for Vienna under section 29C relate to conferences other than UNIDO, for which provision is made under section 17. No permanent posts have yet been established under this section due to the recent opening of the Vienna International Centre and the fact that the calendar of conferences for the United Nations in Vienna is still in the developmental stage. Thus, conference services are still provided on the basis of temporary assistance, although, in the interest of economy and sound personnel practice, fixed term contracts of longer term are offered in cases where the workload so justifies.

25. The following table provides comparison of the annual workload for 1981, 1982 and 1983:

Conference workload (Conference Services, Vienna)

	<u>1981</u> (actual)	<u>1982</u> (estimates)	<u>1983</u> (estimates)
Interpretation: number of work man-days	2 245	3 514	4 400
Translation/revision: '000 of words	4 710	9 170	11 800
Editing: '000 of words	1 639	1 651	2 100
Typing: '000 of words	11 955	22 925	29 500
Printing: '000 of page impressions	22 000	37 260	47 900

26. The increase envisaged in 1983 is due to the inclusion of Arabic language services for the subsidiary organs of the Economic and Social Council 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.

27. Based on the estimated workload in 1983 shown above, total requirements under Conference Services, Vienna are estimated at \$7,320,000 3/ indicated below:

	<u>Estimated requirements</u> \$
Interpretation	1 480 000
Translation/revision	3 200 000
Editing	170 000
Typing	1 210 000
Printing	760 000
Distribution	<u>500 000</u>
Total	<u><u>7 320 000</u></u>

28. The amount available for 1983, after recosting at new exchange rates indicated in the first performance report (A/C.5/37/65), is \$2,193,800. Therefore, the balance required amounts to \$5,126,200.

29. In view of the possibility that some of the workload could be performed by regular staff of UNIDO, together with an adjustment for over-programming, the Secretary-General would request an appropriation at this time of \$5 million under section 29C.

Summary

30. In summary, an additional appropriation in the amount of \$10,400,000 (including staff assessment) as summarized below is requested for 1983 in the light of the calendar of conferences as approved by the General Assembly at its thirty-sixth and thirty-seventh sessions:

	\$
Section 29A (Department of Conference Services, Headquarters)	3 550 000
Section 29B (Conference Services, Geneva)	1 650 000
Section 29C (Conference Services, Vienna)	5 000 000
Section 28D (Office of General Services, Headquarters)	200 000
Section 31 (Staff assessment)	1 330 000
Income section 1 (Income from staff assessment)	<u>(1 330 000)</u>
Total	<u><u>10 400 000</u></u>

NOTES

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.

2/ A/36/6, Vol. II, page 639.

3/ At the exchange rate of 17.70 Austrian schillings to \$US 1.00.

Annex I

RECAPITULATION OF STATEMENTS OF FINANCIAL IMPLICATIONS SUBMITTED DURING THE THIRTY-SIXTH AND THIRTY-SEVENTH SESSIONS OF THE GENERAL ASSEMBLY CONTAINING CONFERENCE-SERVICING COSTS FOR 1983

Part A. New York

(Thousands of United States dollars)

Symbol	Subject matter	Interpre- tation	Documentation		Other a/	Summary records	General services	Total
			Pre-session	In-session				
A/C.5/36/33	Tenth Regional Cartography Conference for Asia and the Pacific (Bangkok)	73.5	595.2	187.1	305.5	1.8	2.8	1 165.9
	UNDP Governing Council:							
	- Pre-session meeting of the Budgetary Finance Committee	45.2	-	-	-	0.6	8.8	54.6
	- Working Group meeting	90.5	-	-	-	1.2	17.6	109.3
	- Organizational meeting	18.2	-	-	-	0.2	-	18.4
	- Special meeting	45.2	-	-	-	0.6	109.8	164.4
A/C.5/36/90	The Committee on the Elimination of Discrimination against Women	112.3	291.3	86.5	58.2	1.2	7.8	557.3
A/C.5/36/93	Study Group on Conventional Disarmament	211.7	232.0	114.7	232.0	16.5	15.6	822.5
A/C.5/37/3	Preparations for the Seventh United Nations Congress on the Prevention of Crime and the Treatment of Offenders							
	- ESCAP Regional Preparatory Meeting	38.2	-	23.2	-	0.9	9.3	71.6
	ECLA Regional Preparatory Meeting	24.4	-	16.2	-	0.9	9.3	50.8
A/C.5/37/3	Intersessional Working Group of the UNDP Governing Council	67.4	-	46.6	-	0.6	-	114.6
A/C.5/37/3	Preparatory Sub-Committee for the Second World Conference to Combat Racism and Racial Discrimination, second session	56.1	-	40.0	-	0.7	3.9	100.7
A/C.5/37/3	Sessional Working Group of Governmental Experts on the Implementation of the International Covenant on Economic, Social and Cultural Rights	112.3	-	-	-	1.8	18.6	273.7

Symbol	Subject matter	Interpre- tation	Documentation			Other a/	Summary records	General services	Total
			Pre-session	In-session	Post-session				
A/C.5/37/3/ Add.1	Transnational Corporation: - Establishment of Intergovernmental Working Group of Experts on International Standards of Accounting and Reporting - Arrangements for completing the formulation of a Draft Code of Conduct on Transnational Corporations - Activities of Transnational Corporations in southern Africa and their collaboration with the racist minority régime in that area	88.2 176.4	94.0 58.4	48.7 60.1	37.7 75.6	1.2 3.3	- -	18.6 37.2	288.4 411.0
A/C.5/37/4	Question of Palestine - Regional preparatory meetings (ECLA) - Roundtable meetings - Conference (Paris) - Regional preparatory (ECE) - Regional preparatory (ECA) - Regional preparatory (ECWA) - Regional preparatory (ESCAP)	35.2 9.7 - - - - 35.2	97.7 30.5 744.1 97.3 97.6 97.6 146.2	58.7 15.3 - - - - 86.9	31.1 8.8 232.4 31.0 31.1 31.1 43.9	0.6 0.3 - - - - 0.6	- - - - - - -	3.9 3.9 - - - - 3.9	227.2 68.5 976.5 128.3 128.7 128.7 316.7
A/C.5/37/21	International Conf. on Kampuchea - <u>Ad Hoc</u> Committee	168.4	35.4	52.6	35.4	1.8	-	5.9	299.5
A/C.5/37/33	UN Conference on Succession of States in Respect of State Property, Archives and Debts	-	579.6	-	576.6	-	-	-	1 156.2
A/C.5/37/35	Co-operation between the UN and the Organization of African Unity	-	3.5	-	56.9	-	-	-	60.4
A/C.5/37/36	Armed Israeli aggression against the Iraqi Nuclear Installation and its grave consequences for the estab. International System	56.1	29.2	28.0	95.1	0.9	-	7.8	217.1
A/C.5/37/38	Co-operation between the UN and the League of Arab States (Tunis)	-	11.2	-	59.5	-	-	-	70.7
A/C.5/37/42	International Youth Year (ECLA, Santiago) International Youth Year (ESCAP, Bangkok)	24.4 35.2	- -	25.1 35.8	- -	0.9 0.8	- -	9.3 9.3	59.7 81.1
A/C.5/37/51	Dispensation with the summary records of the Sessional Committees of the ECOSOC	-	-	-	-	-	(135.0)	-	(135.0)

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Symbol	Subject matter	Interpre- tation	Documentation			Other a/	Summary records	General services	Total
			Pre-session	In-session	Post-session				
A/C.5/37/58/ Rev.1	Third UN Conference on the Law of the Sea - the Preparatory Commission (Jamaica) - Working Groups (NY or Jamaica)	441.0 229.3	- -	373.0 211.8	185.0 140.9	8.4 6.7	- -	1 007.4 588.7	
A/C.5/37/64	The Question of Palestine - Regional Seminar in N. America - Regional Seminar in Latin America - Regional Seminar in Asia and Pacific	16.2 17.4 16.2	152.3 260.6 152.0	29.0 55.5 29.5	312.9 313.2 443.9	0.9 0.9 0.9	- - -	511.3 647.6 642.5	
A/C.5/37/68	Military Research and Development	176.7	168.9	142.6	135.2	3.3	-	7.8 634.5	
A/C.5/37/70	Policies of Apartheid of the Government of South Africa - Group of Experts Meetings - Meetings of Permanent Representatives to the UN of the Oil-producing and Oil-exporting Countries	176.4 26.5	190.0 47.4	131.5 28.9	169.3 38.0	3.4 0.5	- -	15.6 5.6 686.2 146.9	
A/C.5/37/71	Open-ended working group of the Third Committee on the elaboration of the draft declaration on the human rights of individuals who are not citizens of the country in which they live	52.9	-	47.4	-	1.0	-	11.2 112.5	
A/C.5/37/72	Intersessional meeting of the Working Group on an International Convention on the Protection of the Rights of All Migrant Workers and Their Families	88.2 70.6	- -	95.2 95.2	- 28.7	1.7 1.3	- -	18.6 14.9 203.7 210.7	
A/C.5/37/73	Report of the Ad Hoc Committee on the Drafting of an International Convention against the recruitment, use, financing and training of mercenaries	167.6	48.1	98.7	93.3	11.0	-	15.6 434.3	
A/C.5/37/74	Institutional arrangements relating to the process of disarmament	167.8	67.2	33.6	30.9	3.2	-	15.6 318.3	
A/C.5/37/75	Chemical and Bacteriological (Biological) Weapons	133.0	-	97.1	112.0	2.0	-	7.8 351.9	
A/C.5/37/76	Reduction of Military Budget	133.0	-	225.8	204.7	2.0	-	15.6 581.1	

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Symbol	Subject matter	Interpre- tation	Documentation			Summary records	General services	Total
			Pre-session	In-session	Post-session			
A/C.5/37/78	Report of the Special Committee on enhancing the effectiveness of the principle of non-use of force in international relations	167.6	95.0	144.0	93.3	11.0	15.6	526.5
A/C.5/37/80	World Disarmament Conference Ad Hoc Committee	63.7	-	31.4	47.2	1.2	15.6	159.1
A/C.5/37/82	Report of the Special Cttee on the Charter of the UN and on the strengthening of the Role of the Organization	167.6	47.7	145.8	139.4	11.0	37.2	548.7
A/C.5/37/84	Nuclear-Weapon-Free Zones	133.0	118.3	98.7	163.0	2.0	7.8	522.8
A/C.5/37/85	Preparations of the UN Conference for promotion of International Co-operation in the peaceful uses of nuclear energy	88.2	-	66.2	-	1.7	18.6	174.7
A/C.5/37/86	Implementation on the Declaration of the Indian Ocean as a Zone of Peace	249.0	271.2	298.2	244.0	21.0	55.8	1 793.7
A/C.5/37/87	Report of the Special Cttee to Investigate Israeli Practices affecting the Human Rights of the Population of the Occupied Territories	12.7	-	3.1	4.9	0.3	3.9	24.9
A/C.5/37/91	International Co-operation to avert new flows of refugees	88.3	19.4	-	19.4	1.7	7.8	136.6
A/C.5/37/96	First session of the Committee to Review and Appraise the Implementation of the International Development Strategy	6.3	4.9	-	14.1	0.1	1.9	27.3
A/C.5/37/100	Two one-day procedural meetings on the conversion of UNIDO into a specialized agency	17.6	-	4.8	9.0	0.2	3.8	35.4
A/C.5/37/102	Question of Namibia - Hearings/Seminars/Workshops - Regional Symposia in Latin America - International Conference	- 19.0 -	62.2 24.6 213.2	- 21.8 -	61.4 48.8 93.7	- 0.8 -	- - -	123.6 115.0 306.9

Symbol	Subject matter	Interpre- tation	Documentation		Other ^{a/}	Summary records	General services	Total
			Pre-session	In-session				
A/C.2/37/L.98	Development and International Economic Co-operation New and Renewable Sources of Energy:							
	- Organizational session	42.3	47.2	48.5	46.8	-	9.3	194.9
	- Intergovernmental Committee session	84.6	113.1	72.0	69.9	-	18.6	359.9
	TOTAL	4 585.3	5 344.1	3 554.8	5 219.3	138.7	770.3	20 139.8

^{a/} Requirements for other supporting functions.

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Part B. Geneva

(Thousands of United States dollars)

Symbol	Subject matter	Interpre- tation	Documentation			Other a/	Summary records or verbatim records	General Services	TOTAL
			Pre- session	In- session	Post- session				
A/C.5/36/33	Ad Hoc Working Group of Experts on Southern Africa	29.9	126.2	14.2	203.0	0.8	-	2.3	376.4
A/C.5/36/45	UNCTAD - Protectionism and Structural Adjustment - Rationalization of the Permanent Machinery of UNCTAD - Working Group on International Shipping Legislation	87.6 21.9 87.6	- - -	37.8 - -	7.9 - -	10.0 1.0 3.7	- - -	1.6 0.4 1.6	144.9 23.3 92.9
A/C.5/36/89	International seminar on the experiences of participating countries in the implementation of international standards on human rights	87.6	80.7	118.7	25.1	2.2	-	-	314.3
A/C.5/37/3	Preparations for the Seventh United Nations Congress on the Prevention of Crime and the Treatment of Offenders - ECE regional preparatory meeting - ECA regional preparatory meeting - ECWA regional preparatory meeting	15.7 26.3 26.3	- - -	12.2 13.2 13.2	- - -	0.4 - -	- - -	1.0 - -	29.3 39.5 39.5

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Symbol	Subject matter	Interpre- tation	Documentation			Other a/ records	Summary records or verbatim records	General Services	TOTAL
			Pre- session	In- session	Post- session				
A/C.5/37/3	Preparatory Sub-Committee for the Second World Conference to Combat Racism and Racial Discrimination, second session	-	24.6	-	35.0	-	-	-	59.6
A/C.5/37/3	Working Group on indigenous Population of the Sub-Committee on Prevention of Racial Discrimination and Protection of Minorities	14.2	8.2	5.5	9.6	0.4	-	0.9	38.8
A/C.5/37/3	Working Group on a Draft Convention on the Rights of the Child	43.8	-	15.9	16.1	0.8	-	1.0	77.6
A/C.5/37/3	Working Groups on a Draft Convention Against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment	43.8	-	15.7	15.8	0.8	-	1.0	77.1
A/C.5/37/3	Exploitation of child labour	-	-	-	29.7	-	-	-	29.7
A/C.5/37/3	Question of missing and disappeared persons - Fourth Field Trip	1.7	-	2.0	-	-	-	-	3.7
A/C.5/37/3	Question of Human Rights in Chile	20.9	69.3	2.9	97.5	0.8	-	1.9	193.3

Symbol	Subject matter	Interpre- tation	Documentation			Other a/	Summary records or verbatim records	General Services	TOTAL
			Pre- session	In- session	Post- session				
A/C.5/37/3	Working Group of the Committee on Human Rights	20.9	-	9.1	10.4	0.4	-	1.0	41.8
A/C.5/37/4	Question of Palestine - ECE regional preparatory meeting - ECA regional preparatory meeting - ECWA regional preparatory meeting - International Conference	15.7 22.7 22.7 262.9	- - - -	43.3 48.8 48.8 439.8	- - - -	0.4 1.1 1.1 23.7	- - - -	1.8 3.9 3.9 64.6	61.2 76.5 76.5 791.0
A/C.5/37/32	Second World Conference to Combat Racism and Racial Discrimination	280.4	284.9	203.0	161.3	11.4	-	13.2	954.2
A/C.5/37/35	Co-operation between the UN and the OAU	6.8	-	8.5	-	0.5	-	-	15.8
A/C.5/37/38	Co-operation between the UN and the League of Arab States	18.4	-	9.6	-	0.5	-	2.0	30.5
A/C.5/37/42	International Youth Year - ECA regional meeting - ECWA regional meeting	17.4 17.4	- -	17.9 17.9	- -	1.8 1.8	- -	- -	37.1 37.1
A/C.5/37/51	Dispensation with the summary records of the sessional committees of ECOSOC	-	-	-	-	-	(135.0)	-	(135.0)

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Symbol	Subject matter	Interpre- tation	Documentation			Other a/ records	Summary records or verbatim records	General Services	TOTAL
			Pre- session	In- session	Post- session				
A/C.5/37/71	Open-ended working group on the question of the international legal protection of the human rights of individuals who are not citizens of the country in which they live	-	-	47.2	-	-	-	47.2	
A/C.5/37/72	International Convention on the Protection of the Rights of all migrant workers and their families - Intersessional meeting of the working group - Sessional meeting of the working group	-	34.0	34.0	-	-	-	68.0	
A/C.5/37/85	UN Conference for the Promotion of International Co-operation in the Peaceful Uses of Nuclear Energy - Conference - Pre-conference consultations	170.5 12.2	- -	239.1 11.6	- -	21.3 0.4	- -	435.2 24.5	

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Symbol	Subject matter	Interpre- tation	Documentation			Other a/ records	Summary records or verbatim records	General Services	TOTAL
			Pre- session	In- session	Post- session				
A/C.5/37/87	Special Committee to Investigate Israeli Practices								
	- January meeting	9.4	12.7	2.9	9.9	0.3	3.4	0.7	39.3
	- May/June meeting	21.5	12.7	2.9	9.9	0.6	9.4	1.6	58.6
	- Late spring/early summer field mission	39.3	-	31.7	-	-	9.4	0.9	81.3
	- August meeting	21.5	12.7	3.9	34.3	0.6	9.4	1.6	84.0
	- November/December meeting	-	-	-	-	-	-	-	4.9
A/C.5/37/99	Preparatory Committee for the United Nations Conference on conditions for registration of Ships	186.8	119.7	57.7	59.9	7.6	-	2.5	434.2
A/C.5/37/102	Question of Namibia								
	- Hearing/seminar/workshop	56.8	-	22.1	-	1.9	-	-	80.8
	- International Conference	85.3	-	17.5	-	2.9	-	-	105.7
	TOTAL	1 795.9	824.6	1 487.4	806.6	99.2	(103.4)	114.0	5 024.3

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Part C. Vienna

(Thousands of United States dollars)

Symbol	Subject matter	Interpre- tation	Documentation			Other a/ records	General Services	Summary records or verbatim records	TOTAL
			Pre- session	In- session	Post- session				
A/C.5/37/3	Commission on the Status of Women	87.6	42.3	84.9	34.0	7.2	2.0	-	258.0
A/C/5/37/3	Preparations for the Seventh United Nations Congress on the Prevention of Crime and Treatment of Offenders	-	-	-	-	-	-	-	-
	- ESCAP regional preparatory meeting	-	17.5	-	27.2	-	-	-	44.7
	- ECE regional preparatory meeting	-	13.3	-	27.2	-	-	-	40.5
	- ECLA regional preparatory meeting	-	13.3	-	27.2	-	-	-	40.5
	- ECA regional preparatory meeting	-	13.3	-	27.2	-	-	-	40.5
	- ECWA regional preparatory meeting	-	13.3	-	27.2	-	-	-	40.5
	- Interregional meeting of experts	54.7	27.2	27.5	27.2	1.5	0.5	-	138.6
A/C.5/37/33	United Nations Conference on Succession of States in Respect of State Property, Archives and Debts	656.9	-	453.9	-	82.7	49.1	668.7	1 911.3

Symbol	Subject matter	Interpre- tation	Documentation			Other a/	Summary records or verbatim records	General Services	TOTAL
			Pre- session	In- session	Post- session				
A/C.5/37/36	Group of experts meetings on armed Israeli aggression against the Iraqi nuclear installations	53.0	-	22.4	-	2.8	-	-	78.2
A/C/5/37/42	International Youth Year - ECA regional meeting - European regional meeting - ECLA regional meeting - ECWA regional meeting - ESCAP regional meeting	- 22.8 - - -	20.9 20.9 20.9 20.9 27.8	- 19.3 - - -	20.3 20.4 20.4 20.3 27.3	- 3.1 - - -	- - - - -	- 1.8 - - -	41.2 88.3 41.3 41.2 55.1
A/C/5/37/85	UN Conference for the Promotion of Inter- national Co-operation in the Peaceful Uses of Nuclear Energy - Fourth Session of the Preparatory Committee - Fifth Session of the Preparatory Committee - Conference	- 47.5 -	58.6 78.3 464.8	- 76.9 -	46.7 46.7 76.8	- 2.3 -	- - -	- 1.9 -	105.3 253.6 541.6
	Total	922.5	853.3	684.9	476.1	99.6	668.7	55.3	3 760.4

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Annex II

Weeks during 1983 excluding General Assembly period with more than 50 scheduled meetings with Arabic or more than 70 scheduled meetings with other official languages

Months	Dates	No. of meetings	No. of Arabic meetings	ARABIC		CHINESE		ENGLISH		FRENCH		RUSSIAN		SPANISH	
				A	B	A	B	A	B	A	B	A	B	A	B
February	7 - 11	71	70	20	8	1	-	1	-	1	-	1	-	-	-
	14 - 18	90	90	40	17	10	4	20	6	20	6	20	6	20	6
	21 - 25	57	48	-	-	-	-	-	-	-	-	-	-	-	-
	28 - 4 Mar	60	50	-	-	-	-	-	-	-	-	-	-	-	-
March	7 - 11	71	60	10	4	-	-	1	-	1	-	1	-	-	-
	14 - 18	76	56	6	6	6	2	6	2	6	2	6	2	6	2
	21 - 25	107	82	32	14	13	6	37	11	33	9	33	9	36	10
	28 - 1 Apr	86	78	28	2	-	-	16	5	16	5	16	5	16	5
April	4 - 8	97	86	36	15	7	3	27	8	27	8	27	8	26	7
	11 - 15	102	92	42	18	20	9	32	9	32	9	22	6	22	6
	18 - 22	131	120	70	30	51	22	61	17	61	17	51	15	50	14
	25 - 29	94	86	36	15	16	7	24	7	24	7	16	5	16	5
	2 - 6	95	84	34	15	15	6	25	7	25	7	15	4	14	4
May	9 - 13	100	80	30	13	20	9	30	9	30	9	20	6	20	6
	16 - 20	111	80	30	13	21	9	41	12	41	12	31	9	20	6
	23 - 27	90	70	20	8	-	-	20	6	20	6	10	3	-	-
	30 - 3 Jun	81	64	14	6	3	1	11	3	11	3	3	1	-	-
	6 - 10	98	78	28	12	12	5	28	8	28	8	18	5	8	2
June	13 - 7	93	72	22	9	-	-	23	7	23	7	3	1	2	1
	20 - 24	96	76	26	11	-	-	26	7	26	7	6	2	16	5
	27 - 1 Jul	83	72	22	9	3	1	13	4	13	4	3	1	2	1
	4 - 8	48	40	-	-	-	-	-	-	-	-	-	-	-	-
July	11 - 15	71	40	-	-	-	-	1	-	1	-	-	-	-	-
	18 - 22	70	60	10	4	-	-	-	-	-	-	-	-	-	-
	25 - 29	67	46	-	-	-	-	-	-	-	-	-	-	-	-

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Months	Dates	No. of meetings	No. of Arabic meetings	ARABIC		CHINESE		ENGLISH		FRENCH		RUSSIAN		SPANISH				
				A	a/	B	b/	A	a/	B	b/	A	a/	B	b/	A	a/	B
August	1 - 5	70	60	10	4	-	-	-	-	-	-	-	-	-	-	-	-	-
	8 - 12	33	32	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	15 - 19	50	50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	22 - 26	53	52	2	1	-	-	-	-	-	-	-	-	-	-	-	-	-
	29 - 2 Sep	40	40	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
September	5 - 9	49	24	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	12 - 16	80	52	2	1	-	-	10	3	10	3	-	-	-	-	-	-	-
TOTAL				231	82	131	129	86	80									

a/ Number of meetings exceeding 70 for Chinese, English, French, Russian and Spanish and 50 for Arabic.

b/ Number of work-weeks, calculated by multiplying the number of meetings by three interpreters for Arabic and Chinese and two interpreters for the other four languages and then dividing by seven assignments per week.

Annex III

WORK-LOAD DISTRIBUTION BETWEEN ESTABLISHED POSTS AND TEMPORARY ASSISTANCE
FOR THE YEAR 1983 (CONFERENCE SERVICES, GENEVA)

	Work-load standards per person	Estimated work-load for 1982	Resource requirements in workdays	Established posts a/ number of posts equivalent in workdays		Temporary assistance		
						in work-days	in calendar days	estimated cost (\$) b/
Interpretation	7 assignments per week	38 900 assignments	27 785	104	21 840	5 945	8 323	1 747 800
Translation	1 650 words per workday	57 000 000 words	34 546	129	27 090	7 456	10 438	1 941 500
Precis-writing	-	1 500 workdays	1 500	-	-	1 500	2 100	367 500
Revision	4 950 words per workday	54 500 000 words	11 010	52	10 920	90	126	27 600
Stenotyping	3 300 words per workday	181 000,000 words	54 848	200	42 000	12 848	17 987	1 439 000
Editing	3 960 words per workday	15 100 000 words	3 813	15	3 150	663	928	132 700
Reference	-	4 600 workdays	4 600	18	3 780	820	1 148	57 400
Secretaries including conference officers	-	2 200 workdays	2 200	4	840	1 360	1 904	148 500
Reproduction	15 000 impressions per workday	302 400 000 impressions	20 160	73	15 330	4 830	6 762	304 300
Distribution	1 960 pieces per workday	23 900 000 pieces	12 194	46	9 660	2 534	3 548	159 700
Other support staff	-	14 900 workdays	14 900	6	1 260	13 640	19 096	859 300
							Total	<u>7 185 300</u>

a/ Includes only those directly involved in production

b/ Exchange rate of 2.13 SF to \$US 1.00 assumed.
