

UN LIBRARY

JUL 4 1966



ST/AI/166 Amend 4.
29 September 1966

UN/SA COLLECTION

ADMINISTRATIVE INSTRUCTION

To: Executive Officers and Administrative Officers

Subject: Certifying Officers - 1966 Accounts

In accordance with paragraph 3 of ST/AI/166 dated 18 January 1966 (Certifying Officers - 1966 Accounts), the following amendments are hereby issued:

1. On page 3 under account 0101-907-101 insert the name of E. de Turrís as an alternate certifying officer.
2. On page 4 under account 0101-932-101 delete the name of H. Reymond as certifying officer and insert the name of J.A. Olver as certifying officer (also General Ledger account 113-76-04).
3. On page 5 after accounts 0201-133-530 through 533, 0202-132-530, 0204-599-530 and 0205-799-530 insert the name of L.R. Vaney as alternate certifying officer for the period August-October 1966.
4. On pages 6 and 7 after accounts 0206-599-530, 0206-699-530 and 0206-799-530 insert the name of L.R. Vaney as alternate certifying officer for the period August-October 1966.
5. On page 9 under account 0303-932-003 insert the name of J.A. Olver as alternate certifying officer.
6. On page 10 under the accounts for the Office of Conference Services insert the name of S. Forgues as certifying officer in place of P. Hazou for the period 30 June to 1 September 1966. From 28 September insert the name of J.G. Rwambuya as an alternate certifying officer.
7. On page 12 under accounts for the Secretariat of the Joint Staff Pension Fund insert the name of E. de Turrís as an alternate certifying officer.
8. On page 15 under account 0501-907-112 insert the name of E. de Turrís as an alternate certifying officer.
9. On pages 19, 20 and 21 under accounts 1003-079-503 through 371, 1005-000-561, 1101-021-520 through 1106-229-511 insert the name of L.R. Vaney as alternate certifying officer for the period August-October 1966.
10. On pages 22 and 23 after accounts 1201-952-000 and 1605-945-000 insert the name of C. Noronha as alternate certifying officer.
11. On page 24 under accounts for the Information Centres delete the names of S. Przulucki as certifying officer and M. Chelchowski as alternate certifying officer and insert the names of M. Silverman as certifying officer and A. De Lauro as an alternate certifying officer.

12. On page 25 under accounts for the Economic Commission for Asia and the Far East insert the name of P. Ruedas as an alternate certifying officer.

13. On pages 26 and 27 under the accounts for the Economic Commission for Latin America (Mexico Office) insert the name of Mrs. A. Gomez-Harper as alternate certifying officer for approximately three months effective 1 July 1966.

14. On page 29 under accounts for the Economic and Social Office in Beirut for field expenditures delete the names of P. Berthoud as certifying officer and M.A.K. Taha as alternate certifying officer and insert the names of J.P. Martin as certifying officer and V.J. Ram as an alternate certifying officer.

15. On page 32 under accounts 22670-000, 22671-000, 22672-000, 22675-000, 24100-000, 24200-000 and 24674-000 insert the name of G. Henderson as alternate certifying officer.

16. On page 32, under account 22620-000, insert the name of Miss S. Mills as alternate certifying officer for the period July-August 1966. For the period starting 1 September 1966, see Note "A" at the end of this amendment.

17. On page 32 under account 22700-000 insert the name of H. Shakarian as alternate certifying officer.

18. On pages 32 and 33 under account 33002-000 for field expenditures delete the name of G. Marshall as certifying officer and insert the name of R. Hausner as certifying officer effective 15 August 1966.

19. On page 33 after account 36100-000, insert new account as follows:
36200-000 Preparation and Publication of Final Reports of Special Fund Projects
For certification authority, see Note "A" at the end of this amendment.

20. On page 33 under account 39002-000 insert the name of A.E. Saenger as alternate certifying officer.

21. On page 33 under accounts 36500-000 and 37500-000 see Note "A" at the end of this amendment.

Note "A"

- 22620- UN/FAO - World Food Programme Administrative Account
- 361XX- Special Fund Overhead
- 362XX- Preparation and publication of final reports of Special Fund Projects
- 365XX- XBO Administrative Overhead
- 375XX- UNDP Subvention

For all the above accounts, on the basis of manning table authorizations from the Office of the Controller, certification of obligations and expenditures for salary and common staff costs (Codes: 010, 006, 021, 022, 023, 025, 030, 035, 040, 050, 070) and home leave travel (Code 114) rests with the Executive Office of the Department to which the authorization has been issued.

In the case of account 362XX (Preparation of Special Fund Project Reports), certifying authority for obligations and expenditures incurred for work processed through Documents Control, viz. object codes 500 - contractual printing; 531 - translation; 532 - editing; 533 - typing and internal reproduction, remains with the Office of Special Fund Operations with Mr. J. Camara as certifying officer, Mr. W. Goodkind and Mr. J. Saunders as alternate certifying officers.

Certification authority under all the above accounts for all other objects of expenditure, including specifically travel on official business (112), rental and maintenance of equipment (260) and miscellaneous supplies and services (400) remains with the Office of the Controller with P. Gohorel as certifying officer, W. Hoffman and J. Theron as alternate certifying officers.

B.R. Turner
Controller