

UNITED NATIONS

SECRETARIAT

ST/AI/180  
15 January 1968

## ADMINISTRATIVE INSTRUCTION

To: Executive Officers and Administrative Officers

Subject: CERTIFYING OFFICERS - 1968 ACCOUNTS

A. Designation of Certifying Officer

1. The attached list enumerates the officers designated by the Controller, in terms of Financial Rule 110.4, as Certifying Officers and Alternate Certifying Officers in respect of the 1968 accounts as indicated. ST/AI/171 and all amendments thereto are hereby cancelled.
2. Certifying Officers and their Alternates administered by the United Nations Office at Geneva will be designated by the Director-General of that office.
3. Any change in the present list which may become necessary in the course of 1968 shall be the subject of a written recommendation by the Head of the Department or Office to the Controller for his approval. Notification of approved changes will be issued in the form of amendments to this Instruction.

B. Functions of a Certifying Officer

4. The responsibility attached to the position of Certifying Officer or Alternate Certifying Officer is a personal one and cannot be delegated.
5. The functions of such an Officer are to certify that a proposed obligation or expenditure:
  - (a) Is in accord with existing regulations, rules and instructions;
  - (b) Is reasonable and in accord with the purpose for which the relevant appropriation was approved and the allotment made;
  - (c) Can be met from the available balance of the allotment to the relevant account, with due regard to foreseeable future obligations.

6. In the case of expenditure accounts for established posts and for the related common staff costs, the certification shall refer to adherence to authorized manning tables, to entitlements established by the Office of Personnel and to time and attendance rather than to the availability of funds. Certification of all other staff costs such as temporary assistance, consultants and experts, travel of staff shall refer to time and attendance, where applicable, as well as to the availability of funds within allotments or other forms of authorization (e.g., temporary assistance authorizations, MOD's, etc.).
7. On all occasions a Certifying Officer shall ensure that proposed obligations or expenditures are properly classified and coded in accordance with the 1968 codes in the Allotment Account Codes Handbook (ST/ADM/L.3/Rev.8).
8. An Alternate Certifying Officer is personally responsible for his actions while deputizing for the Certifying Officer. For ensuring that total obligations and expenditures remain within the allotments, it is incumbent on the Certifying Officer to take into account the prior actions of his Alternate.
9. Should any question arise in connexion with a proposed obligation or expenditure, the Certifying Officer may, if he considers this necessary, request the written instruction of the Head of his Department or other officer to whom the latter has delegated the required authority. If the Certifying Officer is then instructed to certify, responsibility for the action taken will rest with the Officer issuing the instruction and the Certifying Officer should qualify his certification to that effect.
10. The function performed by a Certifying Officer is antecedent to and distinct from that of the appropriate Approving Officer, designated by the Controller, in terms of Financial Rule 108.9, to approve actual payments on behalf of the Organization.
11. In terms of Financial Rule 110.3 the Controller and Deputy Controller have the authority to certify obligations and expenditures under all accounts.

B.R. Turner  
Controller

CERTIFYING OFFICERS FOR 1968

PART A - REGULAR BUDGET ACCOUNTS

Account

Certifying Officer  
Alternate (\*)

THE GENERAL ASSEMBLY, COMMISSIONS AND COMMITTEES

General Assembly Session

0101-901-100	Travel of representatives to the General assembly	O.W. Leach P. Kossenko*
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Committees

Travel of Members

0101-905-101	Advisory Committee on Administrative and Budgetary Questions	C.R. Smith A. Mango*
0101-906-101	Committee on Contributions	K. Petersen
0101-907-101	Joint Staff Pension Board, Standing Committee and United Nations Staff Pension Committee	A.C. Liveran B.W. Pringle* E.M. De Turris* M. de la Mota*
0101-908-101	International Law Commission	A.P. Movchan N. Teslenko* V. Ocenaskova*
0101-909-101	Administrative Tribunal	J. Hardy C.C. Marr*
0101-910-101	United Nations Scientific Advisory Committee	K.P. Thampi J. Schoellkopf* R. Bonner*
0101-911-101	United Nations Scientific Committee on Radiation	C. Sivasankar C.V. Narasimhan* G.C. Lodge*
0101-915-430	Board of Auditors External Audit Costs	D. La Marr W. McCaw* M. Caprario*

Account

Certifying Officer  
Alternate (\*)

0206-132-000\*\* Conference of Ministers Responsible for  
Social Welfare

K.P. Thampi  
J. Schoellkopf\*  
R. Bonner\*

0207-021-000\*\* International Conference of Plenipoten-  
tiaries on the Law of Treaties,  
First Session

The Director-General  
of the Geneva Office  
will designate the  
Certifying Officer  
and alternates

Headquarters  
expenditures  
V. Ocenaskova  
C.C. Marr\*

0208-916-000\*\* International Conference on the  
Exploration and Peaceful Uses of  
Outer Space

The Director-General  
of the Geneva Office  
will designate the  
Certifying Officer  
and alternates

Headquarters  
expenditures  
H. Carlson  
A.H. Abdel-Ghani\*

0209-054-000\*\* Conference of Non-Nuclear Weapons States

The Director-General  
of the Geneva Office  
will designate the  
Certifying Officer  
and alternates

Headquarters  
expenditures  
H. Carlson  
M.A. Vellodi\*

0210-112-000\*\* Conference on the Standardization of  
Geographic Names

S.S. Ivanko  
L.R. Vaney\*  
P.J. Hazou\*

0211-599-000\*\* Fifth United Nations Regional Cartographic  
Conference for Asia and the Far East

S.S. Ivanko  
L.R. Vaney\*

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\*\* Obligations and expenditures to be recorded in accordance with the standard  
object of expenditure codes shown in Part V of the Account Codes Handbook  
(ST/ADM/L.3/Rev.8).

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Account

Certifying Officer  
Alternate(\*)

0212-133-530 Second World Population Conference

S.S. Ivanko  
L.R. Vaney\*

0213-021-000\*\* Special Committee on the Question of  
Defining Aggression

The Director-General  
of the Geneva Office  
will designate the  
Certifying Officer  
and alternates

Headquarters  
expenditures  
V. Ocenaskova  
C.C. Marr\*

0214-951-100\*\* Meeting of the Special Committee on  
Apartheid

The Director-General  
of the Geneva Office  
will designate the  
Certifying Officer  
and alternates

Headquarters  
expenditures  
H. Carlson  
E.S. Reddy\*

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\*\* Obligations and expenditures to be recorded in accordance with the  
standard object of expenditure codes shown in Part V of the Account  
Codes Handbook (ST/ADM/L.3/Rev.8).

Account

Certifying Officer  
Alternate (\*)

STAFF COSTS AND RELATED EXPENSES

Section 3 - Salaries and wages  
Section 5 - Travel of staff  
Section 6 - Hospitality

Executive Office of the Secretary-General

For location codes 001 through 009

0301-xxx-001	Established posts	C. Sivasankar
0301-xxx-013	Established posts replacements (other than for staff detailed to political missions under section 17)	C.V. Narasimhan*
0301-xxx-014	Established posts replacements for staff detailed to political missions under section 17	G.C. Lodge*
0302-xxx-003	Temporary assistance for meetings (General Assembly)	
0303-xxx-002	Individual experts and consultants	
0303-xxx-003	General temporary assistance	
0303-xxx-004	<u>Ad hoc</u> expert groups	
0304-xxx-006	Overtime and night differential	
0502-xxx-112	Travel of staff on official business	
0502-xxx-113	Travel of the Secretary-General or his representatives	
0602-xxx-440	Hospitality	

Office of the Under-Secretaries for Special Political Affairs

For location codes 011 through 019

0301-xxx-001	Established posts	
0301-xxx-013	Established posts replacements (other than for staff detailed to political missions under section 17)	
0301-xxx-014	Established posts replacements for staff detailed to political missions under section 17	
0303-xxx-002	Individual experts and consultants	
0303-xxx-003	General temporary assistance	
0303-xxx-004	<u>Ad hoc</u> expert groups	
0304-xxx-006	Overtime and night differential	
0502-xxx-112	Travel of staff on official business	
0602-xxx-440	Hospitality	

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AccountCertifying Officer  
Alternate (\*)Office of Legal Affairs a/For location codes 021 through 029

0301-xxx-001	Established posts	V. Ocenaskova
0301-xxx-013	Established posts replacements (other than for staff detailed to political missions under section 17)	C.A. Stavropoulos*
0301-xxx-014	Established posts replacements for staff detailed to political missions under section 17	C.C.Marr*
0302-xxx-003	Temporary assistance for meetings (General Assembly)	
0303-xxx-002	Individual experts and consultants	
0303-xxx-003	General temporary assistance	
0304-xxx-006	Overtime and night differential	
0502-xxx-112	Travel of staff on official business	
0602-xxx-440	Hospitality	

Office of the ControllerFor location codes 031 through 039

0301-xxx-001	Established posts	M. Caprario
0301-xxx-013	Established posts replacements (other than for staff detailed to political missions under section 17)	W. McCaw*
0301-xxx-014	Established posts replacements for staff detailed to political missions under section 17	M. Short*
0302-xxx-003	Temporary assistance for meetings (General Assembly)	
0303-xxx-002	Individual experts and consultants	
0303-xxx-003	General temporary assistance	
0304-xxx-006	Overtime and night differential	
0502-xxx-112	Travel of staff on official business	
0602-xxx-440	Hospitality	

a/ Location code "023" covering staff assigned to work on the preparation of a repertory of rules of procedure of the General Assembly and of the final supplement to the repertory of practice of United Nations organs, may be used for several departments and offices. Certifying authority under this code is extended to those departments and offices to whom manning table authorizations have been issued.

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Account

Certifying Officer  
Alternate (\*)

ECONOMIC AND SOCIAL COUNCIL, COMMISSIONS AND COMMITTEES

Committees

Travel of Members

0103-914-101	Committee for Development Planning	K.P. Thampi J. Schoellkopf* R. Bonner*
0103-918-101	Commission for Social Development	
0103-919-101	Population Commission	
0103-920-101	Commission on Human Rights	
0103-921-101	Commission on the Status of Women	
0103-922-101	Sub-Commission on Prevention of Discrimination and Protection of Minorities	
0103-923-101	Commission on Narcotic Drugs	The Director-General of the United Nations Office at Geneva will designate the Certifying Officers and their alternates
0103-924-101	International Narcotics Control Board	
0103-925-101	Statistical Commission	K.P. Thampi J. Schoellkopf* R. Bonner*
0103-926-101	Advisory Committee on the Application of Science and Technology	
0104-930-101	Visiting Mission	M. Chelchowski G. Lansky* M. Riedel*

ADMINISTRATIVE ADVISORY BODIES

0105-931-101	Investments Committee and Advisory Board on Investments	N. Monod R. Winant*
0105-934-101	Committee of Actuaries	A.C. Liveran B.W. Pringle*



Account

## SECTION 2 - SPECIAL MEETINGS AND CONFERENCES

Certifying Officer  
Alternate (\*)

0201-912-002	Consultants	C. Sivasankar G. Lodge*
0201-912-000**	Conference of the Eighteen-Nation Committee on Disarmament	The Director-General of the Geneva Office will designate the Certifying Officer and alternates
0201-912-112	Travel and subsistence of staff	<u>Headquarters</u> <u>expenditures</u> H. Carlson M.A. Vello di* A.E. Nesterenko*
0202-916-000**	Meetings of the Sub-Committee of the Committee on the Peaceful Uses of Outer Space (Legal Sub-Committee)	The Director-General of the Geneva Office will designate the Certifying Officer and alternates
		<u>Headquarters</u> <u>expenditures</u> V. Ocenaskova C.C. Marr*
0203-169-000**	International Conference on Human Rights including activities related to the International Year for Human Rights	The Director-General of the Geneva Office will designate the Certifying Officer and alternates
0204-113-000**	International Conference on the Revision of the Convention on Road Traffic and of the Protocol on Road Signs and Signals	<u>Headquarters</u> <u>expenditures</u> K.P. Thampi J. Schoellkopf* R. Bonner*
0205-599-000**	Twenty-Fourth Session of the Economic Commission for Asia and the Far East	The Executive Secretary of ECAFE will designate the Certifying Officer and alternates

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\*\* Obligations and expenditures to be recorded in accordance with the standard object of expenditure codes shown in Part V of the Account Codes Handbook (ST/ADM/L.3/Rev.8).

Account

Certifying Officer  
Alternate (\*)

Office of Personnel

For location codes 041 through 049

0301-xxx-001	Established posts	L. Olsovsky
0301-xxx-013	Established posts replacements (other than for staff detailed to political missions under section 17)	V. Mills*
0301-xxx-014	Established posts replacements for staff detailed to political missions under section 17	
0302-xxx-003	Temporary assistance for meetings (General Assembly)	
0303-xxx-002	Individual experts and consultants	
0303-xxx-003	General temporary assistance	
0304-xxx-006	Overtime and night differential	
0502-xxx-112	Travel of staff on official business	
0602-xxx-440	Hospitality	

Department of Political and Security Council Affairs

For location codes 051 through 059

0301-xxx-001	Established posts	H. Carlson
0301-xxx-013	Established posts replacements (other than for staff detailed to political missions under section 17)	M.A. Vellodi*
0301-xxx-014	Established posts replacements for staff detailed to political missions under section 17	A.E. Nesterenko*
0303-xxx-002	Individual experts and consultants	
0303-xxx-003	General temporary assistance	
0303-xxx-004	<u>Ad hoc</u> expert groups	
0304-xxx-006	Overtime and night differential	
0502-xxx-112	Travel of staff on official business	
0602-xxx-440	Hospitality	

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Account

Certifying Officer  
Alternate (\*)

Department of Trusteeship and Non-Self-Governing  
Territories

For location code 069

0301-069-001	Established posts	O. Rives-Niessel
0301-069-013	Established posts replacements (other than for staff detailed to political missions under section 17)	J.A. Miles*
0301-069-014	Established posts replacements for staff detailed to political missions under section 17	
0303-069-002	Individual experts and consultants	
0303-069-003	General temporary assistance	
0304-069-006	Overtime and night differential	
0502-069-112	Travel of staff on official business	
0602-069-440	Hospitality	

Office of Public Information

For location codes 071 through 079

0301-xxx-001	Established posts	S. Przylucki
0301-xxx-013	Established posts replacements (other than for staff detailed to political missions under section 17)	R. Bruce*
0301-xxx-014	Established posts replacements for staff detailed to political missions under section 17	F. Chell*
0302-xxx-003	Temporary assistance for meetings (General Assembly)	
0303-xxx-003	General temporary assistance	
0303-xxx-004	<u>Ad hoc</u> expert groups	
0304-xxx-006	Overtime and night differential	
0502-xxx-112	Travel of staff on official business	
0602-xxx-440	Hospitality	

AccountCertifying Officer  
Alternate (\*)Department of Economic and Social AffairsFor location codes 081 through 159

0301-xxx-001	Established posts	K.P. Thampi
0301-xxx-013	Established posts replacements (other than for staff detailed to political missions under section 17)	J. Schoellkopf*
		M. Dolbeare*
		A. Khazoom*
0301-xxx-014	Established posts replacements for staff detailed to political missions under section 17	
0302-xxx-003	Temporary assistance for meetings (General Assembly)	
0303-xxx-002	Individual experts and consultants	
0303-xxx-003	General temporary assistance	
0303-xxx-004	<u>Ad hoc</u> expert groups	
0304-xxx-006	Overtime and night differential	
0502-xxx-112	Travel of staff on official business	
0602-xxx-440	Hospitality	

Division of Human RightsFor location codes 161 through 169

0301-xxx-001	Established posts	K.P. Thampi
0301-xxx-013	Established posts replacements (other than for staff detailed to political missions under section 17)	J. Schoellkopf*
		M. Dolbeare*
		A. Khazoom*
0301-xxx-014	Established posts replacements for staff detailed to political missions under section 17	
0303-xxx-002	Individual experts and consultants	
0303-xxx-003	General temporary assistance	
0304-xxx-006	Overtime and night differential	
0502-xxx-112	Travel of staff on official business	
0602-xxx-440	Hospitality	

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Account

Certifying Officer  
Alternate (\*)

Office of Conference Services

For location codes 179 through 219

0301-xxx-001	Established posts	P.J. Hazou
0301-xxx-013	Established posts replacements (other than for staff detailed to political missions under section 17)	L. Perya*
0301-xxx-014	Established posts replacements for staff detailed to political missions under section 17	J.G. Rwambuaya*
0302-xxx-003	Temporary assistance for meetings (General Assembly)	
0303-xxx-002	Individual experts and consultants	
0303-xxx-003	General temporary assistance	
0303-xxx-007	Temporary assistance - Russian language contractual translation (Moscow)	
0303-xxx-008	Temporary assistance - Other contractual language translation	
0304-xxx-006	Overtime and night differential	
0502-xxx-112	Travel of staff on official business	
0602-xxx-440	Hospitality	

Office of General Services

For location codes 221 through 249

0301-xxx-001	Established posts	C.C. Timbrell
0301-xxx-013	Established posts replacements (other than for staff detailed to political missions under section 17)	K.U. Menon*
0301-xxx-014	Established posts replacements for staff detailed to political missions under section 17	
0302-xxx-003	Temporary assistance for meetings (General Assembly)	
0303-xxx-002	Individual experts and consultants	
0303-xxx-003	General temporary assistance	
0304-xxx-006	Overtime and night differential	
0502-xxx-112	Travel of staff on official business	
0602-xxx-440	Hospitality	

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Account

Certifying Officer  
Alternate (\*)

Miscellaneous - (Internal Audit Service,  
Health Service, Library, Secretariat of  
the Joint Staff Pension Fund and Secretariat  
of the Board of Auditors)

For location codes 261 through 269

0301-xxx-001	Established posts	<u>Internal Audit Service</u>
0301-xxx-013	Established posts replacements (other than for staff detailed to political missions under section 17)	M. Caprario W. McCaw* M. Short*
0301-xxx-014	Established posts replacements for staff detailed to political missions under section 17	<u>Secretariat of the Board of Auditors</u>
0302-xxx-003	Temporary assistance for meetings (General Assembly)	D. La Marr W. McCaw*
0303-xxx-002	Individual experts and consultants	M. Caprario*
0303-xxx-003	General temporary assistance	
0304-xxx-006	Overtime and night differential	<u>Health Service</u>
0502-xxx-112	Travel of staff on official business	L. Olsovsky A. Wolff*
0602-xxx-440	Hospitality	V. Mills*
		<u>Library</u>
		P.J. Hazou L. Perya* J.G. Rwambuya*
		<u>Secretariat of the Joint Staff Pension Board</u>
		A.C. Liveran B.W. Pringle* E.M. De Turris* M. de la Mota*

Administrative and Finance Officer training programme

0301-281-001	Established posts	L. Hope J. Theron* T. Rymanowski*
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Account

Certifying Officer  
Alternate (\*)

Established posts - Undistributed

For location codes 282 through 289

0301-xxx-001	Established posts - Undistributed	L. Hope J. Theron* T. Rymanowski*
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Established posts - Replacements

For location codes under section 3

0301-xxx-013	Established posts - replacements (other than for staff detailed to political missions under section 17)	L. Hope J. Theron* T. Rymanowski*
0301-xxx-014	Established posts - replacements for staff detailed to political missions under section 17	

Temporary assistance (Headquarters)

For location codes 001 through 299

0302-xxx-003	Temporary assistance (General Assembly)	L. Hope
0303-xxx-003	General temporary assistance	J. Theron* T. Rymanowski*

COMMON STAFF COSTS

Except for those common staff costs accounts where specific certifying officers are designated herein, credits are established in the Office of the Controller. Payments of allowances will be made on the basis of the certified Duty Status Summary, after entitlement has been established by the appropriate Personnel Officers. Certification of accounts dealing with travel on appointment (including interview), transfer and separation and the related matters of installation and assignment allowances, where applicable, shall be certified by the responsible Personnel Officer as an entitlement and by the departmental Certifying Officer as to the compliance of the claim with the approved entitlement.

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Account

Certifying Officer  
Alternate (\*)

Staff allowances

For location codes 001 through 299

0401-xxx-021	Dependency allowances	L. Olsovsky
0401-xxx-022	Education grants and related travel	W.W.Cox*
		V. Mills*

Social Security payments

For location codes 001 through 299

0402-xxx-023	Contributions - Joint Staff Pension Fund	W. McCaw
0402-xxx-024	Retirement allowances for former Secretaries-General	B.R. Turner*
0402-xxx-025	Contributions - medical insurance	
0402-xxx-027	Contributions - medical insurance for retired personnel	
0402-xxx-026	Compensatory payments	A.D. Greenwood
		W. McCaw*
0402-xxx-065	Staff welfare	L. Olsovsky
		W.W.Cox*
		V. Mills*

Recruitment, transfer and separation costs

Travel expenses on appointment, transfer and separation

For location codes 001 through 299

0403-xxx-031	Travel on initial recruitment and interview	L. Olsovsky
		W.W.Cox*
0403-xxx-032	Travel on transfer of duty station	V. Mills*
0403-xxx-033	Travel on separation	
0403-xxx-035	Installation allowance	

Removal expenses on appointment, transfer and separation

For location codes 001 through 299

0404-xxx-042	Removal of household effects	L. Olsovsky
0404-xxx-043	Assignment allowance	W.W.Cox*
		V. Mills*

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Account

Certifying Officer  
Alternate (\*)

Separation payments - Headquarters

For location codes 001 through 299

0405-xxx-051	Indemnity pay	L. Olsovsky
0405-xxx-052	Commutation of annual leave	W.W.Cox*
0405-xxx-053	Repatriation grants	V. Mills*
0405-xxx-054	Service benefit	

Staff training programmes

0406-000-061	Staff language training - Headquarters
0406-000-068	Training of technical personnel - Headquarters
0406-041-062	Russian language training

Junior professional trainees - Headquarters

0406-041-063	Salaries and wages
0406-041-064	Common staff costs (including travel)

Information assistants training programme

0406-079-066	Information assistants (including travel)	S. Przylucki
		R. Bruce*
		F. Chell*

TRAVEL OF STAFF

Travel of staff to meetings

0501-901-112	General Assembly (regular session)	The Director-General of the United Nations Office at Geneva will designate the Certifying Officer and alternates
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Headquarters  
expenditures

P.J. Hazou  
L. Perya\*  
J.G. Rwambuaya\*

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Account

Certifying Officer  
Alternate (\*)

0501-903-112	The Economic and Social Council	K.P. Thampi J. Schoellkopf* R. Bonner*
0501-907-112	United Nations Joint Staff Pension Board	A.C. Liveran B.W. Pringle* E.M. De Turris* M. de la Mota*
0501-908-112	International Law Commission	A.P. Movchan N. Teslenko* V. Ocenaskova*
0501-909-112	Administrative Tribunal	J. Hardy C.C. Marr*
0501-910-112	United Nations Scientific Advisory Committee	K.P. Thampi J. Schoellkopf* R. Bonner*
0501-911-112	United Nations Scientific Committee on the Effects of Atomic Radiation	C. Sivasankar C.V. Narasimhan* G.C. Lodge*
0501-914-112	Committee for Development Planning	K.P. Thampi
0501-917-112	United Nations Consultative Group on the Prevention of Crime and Treatment of Offenders	J. Schoellkopf* R. Bonner*
0501-919-112	Population Commission	
0501-920-112	Commission on Human Rights	
0501-922-112	Sub-Commission on Prevention of Discrimination and Protection of Minorities	
0501-926-112	Advisory Committee on Science and Technology	
500 0501-to-112 549	ECAFE committees and sub-committees	See ECAFE, page 30
600 0501-to-112 649	ECLA committees and sub-committees	See ECLA, page 31

<u>Account</u>		<u>Certifying Officer</u> <u>Alternate(*)</u>
700		
0501-to-112	ECA committees, <u>ad hoc</u> groups of	See ECA, page 33
799	experts and other working groups	

Travel of staff on other official business

0502-001-113	Travel of the Secretary-General or his representatives	Departmental Certifying Officers
001		
0502-to-112	Travel of staff on official business	
299		
001		
0503-to-114	Travel of staff and dependants on home leave	
299		

Hospitality

0601-000-440	Payments under annex I, paragraphs 2 and 3, of the Staff Regulations	W. McCaw B.R. Turner*
001		
0602-to-440	Hospitality - Payments to other members of the Secretariat for official hospitality	Departmental Certifying Officers
299		
0603-000-440	Functions honouring Chiefs of State and visiting dignitaries	C. Sivasankar C.V. Narasimhan*
0603-901-440	General Assembly	G.C.Lodge

Buildings and improvements to premises

0701-299-600	Amortization of the Headquarters construction loan	W. McCaw B.R. Turner*
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Alterations, improvement and major maintenance of premises and facilities - Headquarters

0702-299-601	Alterations and improvements	D.B. Vaughan
0702-299-602	Major maintenance	C.C. Timbrell* K.U. Menon*

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Account

Certifying Officer  
Alternate (\*)

Permanent Equipment - Headquarters

0801-000-660	Furniture and fixtures	R.V. Elms
0802-000-661	Office equipment	C.C. Timbrell*
0803-000-662	Internal reproduction equipment	J.C. Smith*
		K.U. Menon*
		J.J. McDonald*
0804-000-665	Telecommunications equipment (excluding OPI)	D. Shuster
		C.C. Timbrell*
		H.T. Sie*
		K.U. Menon*
0804-079-665	Telecommunications equipment OPI	S. Przylucki
		R. Bruce*
		B. Grunzweig*
		J. Sheehan*
0805-000-670	Transportation equipment	R.V. Elms
		J.C. Smith*
		C.C. Timbrell*
		K.U. Menon*
		J.J. McDonald*
0806-000-680	Other equipment	E.A. Van Name
		A. Bovay*
		C.C. Timbrell*
		K.U. Menon*

Maintenance, operation and rental of premises  
Contractual services - Headquarters

0901-000-221	Electrical maintenance	E.A. Van Name
		C.C. Timbrell*
		A. Bovay*
		K.U. Menon*
0901-000-222	Telecommunications operation and maintenance (for conferences)	H.T. Sie
		D. Shuster*
		C.C. Timbrell*
		K.U. Menon*
0901-000-223	Elevator operation and maintenance	E.A. Van Name
0901-000-225	Cleaning services	C.C. Timbrell*
		A. Bovay*
		K.U. Menon*

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AccountCertifying Officer  
Alternate (\*)Utilities

0902-000-241	Electricity	E.A. Van Name
0902-000-242	Steam	C.C. Timbrell*
0902-000-244	Other utilities	A. Bovay*
		K.U. Menon*

Other expenses for maintenance of premises

0903-000-210	Supplies for maintenance of premises	E.A. Van Name
		C.C. Timbrell*
		A. Bovay*
		K.U. Menon*
0903-000-211	Telecommunications and recording equipment supplies (for conferences)	D. Shuster
		C.C. Timbrell*
		H.T. Sie*
		K.U. Menon*
0903-000-227	Miscellaneous maintenance services	E.A. Van Name
0903-000-228	Rental of premises	C.C. Timbrell*
0903-000-230	Minor alterations to premises	A. Bovay*
0903-000-235	Housing accommodation for the Secretary-General	K.U. Menon*

General expenses

1001-079-301	Cables - Office of Public Information	S. Przylucki
		R. Bruce*
1001-000-301	Cables - Other departments and offices	L. Mayan
1001-000-302	Rental of New York-Geneva circuit	C.C. Timbrell*
		H.T. Sie*
		K.U. Menon*

Telephone services

1001-000-311	Rentals	L. Mayan
1001-000-312	Additional local messages	C.C. Timbrell*
1001-000-313	Long distance and tolls	H.T. Sie*
1001-000-314	Installations and repairs	K.U. Menon*

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<u>Account</u>	<u>Postage</u>	<u>Certifying Officer</u> <u>Alternate (*)</u>
1001-000-320	Postage	L. Mayan H.T. Sie* C.C. Timbrell* K.U. Menon*
1001-079-321	Pouches - Office of Public Information	S. Przylucki R. Bruce*
1001-000-321	Pouches - Other departments and offices	L. Mayan H.T. Sie* C.C. Timbrell* K.U. Menon*
1001-079-322	Freight and marine insurance - Office of Public Information	S. Przylucki R. Bruce*
1001-000-322	Freight and marine insurance - Other departments and offices	R.V. Elms C.C. Timbrell* V.A. De Angelis* A. Sterman*

Rental and maintenance of equipment

1002-000-261	Rental and maintenance of office equipment	R. V. Elms
1002-000-262	Maintenance of equipment and furniture	C.C. Timbrell*
1002-000-263	Rental of voting equipment	J.C. Smith*
1002-000-264	Maintenance of reproduction equipment	K.U. Menon*
1002-000-265	Maintenance of OPI cameras	J.J. McDonald*
1002-000-267	Rental and maintenance of data-processing equipment	
1002-000-270	Rental and operation of transportation equipment	R.V. Elms C.C. Timbrell*
1002-000-271	Local transportation	V.A. De Angelis* A. Sterman* J.J. McDonald*

Public Information supplies and services  
Telecommunications supplies and services

1003-079-211	Supplies	S. Przylucki
1003-079-351	Engineer services, radio	R. Bruce*
1003-079-352	Engineer services, television	B. Grunzweig*
1003-079-353	Film production costs	J. Sheehan*
1003-079-116	Travel costs, film assignments	
1003-079-354	Film servicing costs	
1003-079-117	Travel costs, photographic assignments	
1003-079-355	Photographic supplies and services	

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AccountCertifying Officer  
Alternate (\*)Radio supplies and services

1003-079-118	Travel costs, radio assignments	S. Przylucki
1003-079-356	Programme costs and special service agreements	R. Bruce*
1003-079-357	Rental of broadcast facilities	B. Grunzweig*
1003-079-358	Field projects and special features	J. Sheehan*

Television supplies and services

1003-079-119	Travel costs, television assignments
1003-079-359	Special service agreements
1003-079-360	Supplies
1003-079-361	Field projects and special features

Publication Services

1003-079-371	Special events	S.S. Ivanko
1003-079-503	Booklets and leaflets	L.R. Vaney*
1003-079-506	Visual aids	P.J. Hazou*
		S. Przylucki*
		R. Bruce*

Other supplies and services

1004-000-400	Miscellaneous supplies and services	R.V. Elms
1004-000-401	Supplies for the Health Service	C.C. Timbrell*
1004-000-404	News agency services	J.C. Smith*
1004-000-410	General insurance	K.U. Menon*
		J.J. McDonald*
1004-041-411	Recruitment advertising and related costs	L. Olsovsky
1004-041-409	Interview travel and examination costs	V. Mills*
1004-039-414	Bank charges	W. McCaw
1004-000-416	Losses on exchange	B.R. Turner*

Office and internal reproduction supplies

1005-000-551	Writing paper	R.V. Elms
1005-000-552	Other expendable office supplies	C.C. Timbrell*
1005-000-553	Data processing forms and supplies	J.C. Smith*
		K.U. Menon*
		J.J. McDonald*

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AccountCertifying Officer  
Alternate (\*)

1005-000-561	Paper for internal reproduction	S.S. Ivanko P.J. Hazou*
1005-000-562	Photostat and microfilm supplies	R.V. Elms
1005-000-563	Stencils, duplicating masters and supplies	C.C. Timbrell*
1005-000-564	Miscellaneous internal reproduction supplies	J.C. Smith* K.U. Menon*
1005-000-565	Photocopy paper and supplies	J.J. McDonald*
1005-000-566	Printing plates and supplies	

Library books, supplies and services

1006-000-572	Library books - Purchased in the United States	L. Vladimirov J. Nielsen*
1006-000-573	Library books - Purchased outside the United States	E. Nebehay* J. Groesbeck*
1006-000-574	Bindings	
1006-000-576	Subscriptions and standing orders - Purchased in the United States	
1006-000-577	Subscriptions and standing orders - Purchased outside the United States	
1006-000-581	Library supplies	L. Vladimirov
1006-000-582	Contractual library services	M. Toerien* J. Groesbeck*

## PRINTING

Official Records

1101-021-520	Repertory of Practice of United Nations Organs published in pursuance of General Assembly resolutions 992 (X), 1136 (XII), and 1756 (XVII)	S.S. Ivanko L.R. Vaney* P.J. Hazou* L. Perya*
1101-263-520	Library	
1101-901-520	The General Assembly, Commissions and Committees	
1101-902-520	The Security Council, Commissions and Committees	
1101-903-520	The Economic and Social Council, Commissions and Committees	
1101-904-520	The Trusteeship Council, Commissions and Committees	

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AccountCertifying Officer  
Alternate(\*)

1101-908-520	Documents of the International Law Commission	S.S. Ivanko
1101-901-522	Printing in the Arabic language of certain documents of the General Assembly and other documents	L.R.Vaney*
1101-021-523	Agreements and Protocols	P.J.Hazour*
		L. Perya*

Official records, backlog

1101-901-521	The General Assembly, Commissions and Committees
1101-902-521	The Security Council, Commissions and Committees
1101-903-521	The Economic and Social Council, Commissions and Committees

Recurrent publications

1102-021-509	Office of Legal Affairs
051	
1102-to-509	Department of Political and Security
059	Council Affairs
081	
1102-to-509	Department of Economic and Social Affairs
159	
1102-069-509	Department of Trusteeship and Non-Self-Governing Territories
1102-169-509	Division of Human Rights

Studies and Reports

001	
1103-to-512	Reprints
299	
1103-021-510	Office of Legal Affairs
051	
1103-to-510	Department of Political and Security
059	Council Affairs
089	
1103-to-510	Department of Economic and Social Affairs
159	
1103-169-510	Division of Human Rights

Account

Certifying Officer  
Alternate (\*)

Office of Public Information

1104-079-501	Periodicals	S.S. Ivanko
1104-079-502	Books	S. Przylucki*
		P.J. Hazou*
		L.R. Vaney*
		R. Bruce*

Other contractual printing

1106-001-511	Office of the Secretary-General	S.S. Ivanko
1106-039-511	Office of the Controller	L.R. Vaney*
1106-049-511	Office of Personnel	P.J. Hazou*
1106-219-511	Office of Conference Services	L. Perya*
1106-229-511	Office of General Services	

Special expenses

1201-952-000	United Nations Memorial Cemetery in Korea	<u>Field expenditures</u>
		A. Nekunam
		G. Humphries*
		<u>Headquarters expenditures</u>
		M. Chelchowski
		G. Lansky*
		A. De Lauro*
		M. Riedel*
1202-299-431	Grant to the United Nations International School Fund - New York	W. McCaw
		B.R. Turner*
1203-499-431	Grant to the United Nations International School Fund - Geneva	

United Nations Bond Issue

1204-299-701	Annual interest charges	W. McCaw
1204-299-702	Instalments due on principal	B.R. Turner*
1205-079-422	Triangular fellowships - travel and subsistence	S. Przylucki
		R. Bruce*
		F. Chell*

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<u>Account</u>		<u>Certifying Officer</u> <u>Alternate (*)</u>
1206-029-431	United Nations Programme of Assistance in the Teaching, Study, Dissemination and Wider Appreciation of International Law	W. Goodkind M. Pasquet*
1207-299-431	United Nations participation in the Joint Inspection Unit	S. Mills R. Smith*
1208-299-431	United Nations participation in jointly financed activities of administrative co-ordination	
1209-169-000	Prizes for outstanding achievements in the field of human rights	To be designated
1210-299-431	Subvention to the integrated educational and training programme established by General Assembly resolution 2349 (XXII)	S. Mills P. Gohorel*
<u>Technical programmes</u>		
1301-299-431	Economic Development, Social Activities and Public Administration	W. Goodkind M. Pasquet*
1401-299-431	Industrial Development	The Executive Director of UNIDO will designate the Certifying and Alternate certifying officers
1501-299-431	Human Rights advisory services	W. Goodkind
1601-299-431	Narcotic drugs control	M. Pasquet*

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Account

Certifying Officer  
Alternate (\*)

SPECIAL MISSIONS

1701-941-000	United Nations Truce Supervision Organization in Palestine	<u>Headquarters</u> <u>expenditures</u> M. Chelchowski G. Lansky* A. De Lauro* M. Riedel*  <u>Field expenditures</u> D. Holland H. J. Lang* V. Hoffmeyer*
1702-943-000	United Nations Military Observer Group in India and Pakistan	<u>Field expenditures</u> J. Schumacher
1703-944-000	United Nations Representative for India and Pakistan	M. Pilkington*
1704-945-000	United Nations Commission for the Unification and Rehabilitation of Korea	<u>Field expenditures</u> A. Nekunam G. Humphries*
1705-169-000	<u>Ad hoc</u> Working Group on Infringement of Trade Union Rights (ECOSOC resolution 1216 (XLII))	P. Thampi R. Bonner*
1708-959-415	Miscellaneous claims and adjustments of prior years' missions and commissions	M. Chelchowski G. Lansky* A. De Lauro* M. Riedel*

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Account

Certifying Officer  
Alternate (\*)

UNITED NATIONS FIELD SERVICE ASSIGNED TO SPECIAL MISSIONS

For location codes 941 through 959

1701-xxx-001	Established posts	E. Michalsen
1701-xxx-006	Overtime and night differential	G. Lansky*
1701-xxx-021	Dependency allowances	A. De Lauro*
1702-xxx-022	Education grants and related travel	
1702-xxx-023	Contributions - Joint Staff Pension Fund	
1702-xxx-025	Contributions - medical insurance	
1702-xxx-031	Travel on initial recruitment	
1702-xxx-032	Travel on transfer of duty station	
1702-xxx-033	Travel on separation	
1702-xxx-035	Installation allowance	
1702-xxx-050	Separation payments	
1702-xxx-114	Travel on home leave	
1703-xxx-400	Miscellaneous supplies and services	

Information Centres

For location codes 801 through 859

0301-xxx-001	Established posts	M. Silverman
0301-xxx-013	Established posts replacements (other than for staff detailed to field missions under section 17)	G. Lansky* A. De Lauro* G. Paquette*
0303-xxx-003	General temporary assistance	
0304-xxx-006	Overtime and night differential	
0401-xxx-021	Dependency allowances	
0401-xxx-022	Education grants and related travel	
0402-xxx-023	Contributions - Joint Staff Pension Fund	
0402-xxx-025	Contributions - medical insurance	
0402-xxx-027	Contributions - medical insurance for retired personnel	
0403-xxx-031	Travel on initial recruitment and interview	
0403-xxx-033	Travel on separation	
0403-xxx-035	Installation allowance	
0404-xxx-042	Removal of household effects	
0404-xxx-043	Assignment allowance	
0405-xxx-051	Indemnity pay	
0405-xxx-052	Commutation of annual leave	
0405-xxx-053	Repatriation grants	
0405-xxx-054	Service benefit	
0502-xxx-112	Travel of staff on other official business	
0503-xxx-114	Travel of staff and dependants on home leave	
0602-xxx-440	Hospitality	
0806-xxx-680	Other equipment	
0903-xxx-227	Miscellaneous maintenance service	
0903-xxx-228	Rental of premises	

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Account

Certifying Officer  
Alternate (\*)

1001-xxx-300	Communications
1002-xxx-260	Rental and maintenance of equipment
1004-xxx-400	Miscellaneous supplies and services
1005-xxx-550	Stationery and office supplies
1006-xxx-570	Library books, supplies and services

REGIONAL ECONOMIC COMMISSIONS

Economic Commission for Asia and the Far East

For location codes 500 to 549

0301-xxx-001	Established posts	<u>Field expenditures</u>
0303-xxx-002	Individual experts and consultants	J. El Haj
0303-xxx-003	General temporary assistance	S.V. Swami*
0303-xxx-004	<u>Ad hoc</u> expert groups	M. Gavreau*
0304-xxx-006	Overtime and night differential	H.P.T. Willis*
0401-xxx-021	Dependency allowances	P. Ruedas*
0401-xxx-022	Education grants and related travel	
0402-xxx-023	Contributions - Joint Staff Pension Fund	<u>Headquarters</u>
0402-xxx-025	Contributions - medical insurance	<u>expenditures</u>
0402-xxx-027	Contributions - medical insurance for retired personnel	K.P. Thampi
0402-xxx-065	Staff welfare	J. Schoellkopf*
0403-xxx-031	Travel on initial recruitment and interview	R. Bonner*
0403-xxx-032	Travel on transfer of duty station	
0403-xxx-033	Travel on separation	
0403-xxx-035	Installation allowance	
0404-xxx-042	Removal of household effects	
0404-xxx-043	Assignment allowance	
0405-xxx-051	Indemnity pay	
0405-xxx-052	Commutation of annual leave	
0405-xxx-053	Repatriation grants	
0405-xxx-054	Service benefit	
0406-xxx-061	Staff language training	
0406-xxx-063	Salaries and wages	
0406-xxx-064	Common staff costs (including travel)	
0502-xxx-112	Travel of staff on other official business	
0503-xxx-114	Travel of staff and dependants on home leave	
0602-xxx-440	Hospitality	
0801-xxx-660	Furniture and fixtures	
0802-xxx-661	Office equipment	
0803-xxx-662	Internal reproduction equipment	
0804-xxx-665	Telecommunications equipment	
0805-xxx-670	Transportation equipment	

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Account

Certifying Officer  
Alternate (\*)

0806-xxx-680	Other equipment
0901-xxx-220	Maintenance of premises
0902-xxx-241	Electricity
0902-xxx-244	Other utilities
0903-xxx-210	Supplies for maintenance of premises
0903-500-228	Rental of premises
0903-xxx-230	Minor alterations to premises
1001-xxx-301	Cables
1001-xxx-310	Telephone services
1001-xxx-320	Postage
1001-xxx-321	Pouches
1001-xxx-322	Freight and marine insurance
1002-xxx-260	Rental and maintenance of equipment
1002-xxx-261	Rental of office and data processing equipment
1004-xxx-400	Miscellaneous supplies and services
1004-xxx-410	General insurance
1005-xxx-550	Stationery and office supplies
1005-xxx-560	Internal reproduction supplies
1006-xxx-570	Library books, supplies and services
1102-xxx-509	Recurrent publications
1103-xxx-510	Studies and reports

Economic Commission for Latin America

For location codes 600 to 649

0301-xxx-001	Established posts	<u>Field expenditures</u>
0303-xxx-002	Individual experts and consultants	D.T. Clements
0303-xxx-003	General temporary assistance	P. Mendive*
0303-xxx-004	<u>Ad hoc</u> expert groups	G. Mouchabek*
0304-xxx-006	Overtime and night differential	
0401-xxx-021	Dependency allowances	<u>Mexico</u>
0401-xxx-022	Education grants and related travel	D. Cadavid
0402-xxx-023	Contributions - Joint Staff Pension Fund	J. Moscarella*
0402-xxx-025	Contributions - medical insurance	
0402-xxx-027	Contributions - medical insurance for retired personnel	<u>Washington</u>
0402-xxx-065	Staff welfare	D. Pollock
0403-xxx-031	Travel on initial recruitment and interview	B. Norwood*
0403-xxx-032	Travel on transfer of duty station	<u>L.A. Institute accounts</u>
0403-xxx-033	Travel on separation	F. Shomaly
0403-xxx-035	Installation allowance	D.T. Clements*
0404-xxx-042	Removal of household effects	G. Mouchabek*
0404-xxx-043	Assignment allowance	

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Account

Certifying Officer  
Alternate (\*)

0405-xxx-051	Indemnity pay
0405-xxx-052	Commutation of annual leave
0405-xxx-053	Repatriation grants
0405-xxx-054	Service benefit
0406-xxx-061	Staff language training
0406-xxx-063	Salaries and wages
0406-xxx-064	Common staff costs (including travel)
0502-xxx-112	Travel of staff on other official business
0503-xxx-114	Travel of staff and dependants on home leave
0602-xxx-440	Hospitality
0703-xxx-600	United Nations Building in Santiago
0801-xxx-660	Furniture and fixtures
0802-xxx-661	Office equipment
0803-xxx-662	Internal reproduction equipment
0804-xxx-665	Telecommunications equipment
0805-xxx-670	Transportation equipment
0806-xxx-680	Other equipment
0901-xxx-220	Maintenance of premises
0902-xxx-241	Electricity
0902-xxx-244	Other utilities
0903-xxx-210	Supplies for maintenance of premises
0903-xxx-228	Rental of premises
0903-xxx-230	Minor alterations to premises
1001-xxx-301	Cables
1001-xxx-310	Telephone services
1001-xxx-320	Postage
1001-xxx-321	Pouches
1001-xxx-322	Freight and marine insurance
1002-xxx-260	Rental and maintenance of equipment
1002-xxx-261	Rental of office and data processing equipment
1004-xxx-400	Miscellaneous supplies and services
1004-xxx-410	General insurance
1005-xxx-550	Stationery and office supplies
1005-xxx-560	Internal reproduction supplies
1006-xxx-570	Library books, supplies and services
1102-xxx-509	Recurrent publications
1103-xxx-510	Studies and reports

Headquarters  
expenditures  
K.P. Thampi  
J. Schoellkopf\*  
R. Bonner\*

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Account

Certifying Officer  
Alternate (\*)

Economic Commission for Africa  
For location codes 700 to 799

0301-xxx-001	Established posts	<u>Field expenditures</u>
0303-xxx-002	Individual experts and consultants	S. Dharman
0303-xxx-003	General temporary assistance	J.L. Joshi*
0303-xxx-004	<u>Ad hoc</u> expert groups	R. de la Vega*
0303-xxx-005	Temporary assistance to service	R.K.A. Gardiner*
	<u>ad hoc</u> expert groups	G. De Warlincourt*
0304-xxx-006	Overtime and night differential	V. Israbhakdi*
0401-xxx-021	Dependency allowances	
0401-xxx-022	Education grants and related travel	<u>Headquarters</u>
0402-xxx-023	Contributions - Joint Staff Pension Fund	<u>expenditures</u>
0402-xxx-025	Contributions - medical insurance	K.P. Thampi
0402-xxx-027	Contributions - medical insurance for	J. Schoellkopf*
	retired personnel	R. Bonner*
0402-xxx-065	Staff welfare	
0403-xxx-031	Travel on initial recruitment and interview	
0403-xxx-032	Travel on transfer of duty station	
0403-xxx-033	Travel on separation	
0403-xxx-035	Installation allowance	
0404-xxx-042	Removal of household effects	
0404-xxx-043	Assignment allowance	
0405-xxx-051	Indemnity pay	
0405-xxx-052	Commutation of annual leave	
0405-xxx-053	Repatriation grants	
0405-xxx-054	Service benefit	
0406-xxx-061	Staff language training	
0406-xxx-063	Salaries and wages	
0406-xxx-064	Common staff costs (including travel)	
0502-xxx-112	Travel of staff on other official business	
0503-xxx-114	Travel of staff and dependants on home leave	
0602-xxx-440	Hospitality	
0801-xxx-660	Furniture and fixtures	
0802-xxx-661	Office equipment	
0803-xxx-662	Internal reproduction equipment	
0804-xxx-665	Telecommunications equipment	
0805-xxx-670	Transportation equipment	
0806-xxx-680	Other equipment	
0901-xxx-220	Maintenance of premises	
0902-xxx-241	Electricity	
0902-xxx-244	Other utilities	
0903-xxx-210	Supplies for maintenance of premises	
0903-xxx-228	Rental of premises	
0903-xxx-230	Minor alterations to premises	
1001-xxx-301	Cables	
1001-xxx-310	Telephone services	

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Account

Certifying Officer  
Alternate (\*)

1001-xxx-320	Postage
1001-xxx-321	Pouches
1001-xxx-322	Freight and marine insurance
1002-xxx-260	Rental and maintenance of equipment
1002-xxx-261	Rental of office and data processing equipment
1004-xxx-400	Miscellaneous supplies and services
1004-xxx-410	General insurance
1005-xxx-550	Stationery and office supplies
1005-xxx-560	Internal reproduction supplies
1006-xxx-570	Library books, supplies and services
1102-xxx-509	Recurrent publications
1103-xxx-510	Studies and reports

Economic and Social Office - Beirut

For location codes 860 to 869

0301-xxx-001	Established posts	<u>Field expenditures</u>
0303-xxx-002	Individual experts and consultants	R.S. Hausner
0303-xxx-003	General temporary assistance	J.P. Martin*
0303-xxx-004	<u>Ad hoc</u> expert groups	B.A. Hannush*
0304-xxx-006	Overtime and night differential	A.H. Kunnen*
0401-xxx-021	Dependency allowances	V.J. Ram*
0401-xxx-022	Education grants and related travel	
0402-xxx-023	Contributions - Joint Staff Pension Fund	<u>Headquarters</u>
0402-xxx-025	Contributions - medical insurance	<u>expenditures</u>
0402-xxx-027	Contributions - medical insurance for retired personnel	K.P. Thampi
0402-xxx-065	Staff welfare	J. Schoellkopf*
0403-xxx-031	Travel on initial recruitment and interview	R. Bonner*
0403-xxx-032	Travel on transfer of duty station	
0403-xxx-033	Travel on separation	
0403-xxx-035	Installation allowance	
0404-xxx-042	Removal of household effects	
0404-xxx-043	Assignment allowance	
0405-xxx-051	Indemnity pay	
0405-xxx-052	Commutation of annual leave	
0405-xxx-053	Repatriation grants	
0405-xxx-054	Service benefit	
0406-xxx-061	Staff language training	
0406-xxx-063	Salaries and wages	
0406-xxx-064	Common staff costs (including travel)	
0502-xxx-112	Travel of staff on other official business	
0503-xxx-114	Travel of staff and dependants on home leave	
0602-xxx-440	Hospitality	
0801-xxx-660	Furniture and fixtures	

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Account

Certifying Officer  
Alternate (\*)

0802-xxx-661	Office equipment
0803-xxx-662	Internal reproduction equipment
0804-xxx-665	Telecommunications equipment
0805-xxx-670	Transportation equipment
0806-xxx-680	Other equipment
0901-xxx-220	Maintenance of premises
0902-xxx-244	Electricity and other utilities
0903-xxx-210	Supplies for maintenance of premises
0903-860-227	Miscellaneous maintenance services
0903-xxx-228	Rental of premises
0903-xxx-230	Minor alterations to premises
1001-xxx-301	Cables
1001-xxx-310	Telephone services
1001-xxx-320	Postage
1001-xxx-321	Pouches
1001-xxx-322	Freight and marine insurance
1002-xxx-260	Rental and maintenance of equipment
1004-xxx-400	Miscellaneous supplies and services
1004-xxx-410	General insurance
1005-xxx-550	Stationery and office supplies
1005-xxx-560	Internal reproduction supplies
1006-xxx-570	Library books, supplies and services

United Nations Conference on Trade and Development

2001-550-000	Second session of the Conference	A. Castel
555		D. Cordovez*
2002-to-101	Expert and advisory bodies	
569		

Salaries of UNCTAD Secretariat

571	
2003-to-001	Established posts
590	
571	
2003-to-002	Consultants
590	
571	
2003-to-003	Temporary assistance
590	
571	
2003-to-006	Overtime and night differential
590	

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Account

Certifying Officer  
Alternate (\*)

2004-590-000\*\* Common staff costs and travel on home  
571 leave - UNCTAD secretariat  
2005-to-000\*\* Travel of staff  
590  
571  
2006-to-440 Hospitality  
590  
2007-590-000\*\* Office equipment  
2008-590-000\*\* General expenses  
551  
2009-to-000\*\* Printing  
590

S.S. Ivanko  
L.R. Vaney\*

Salaries of offices providing services to UNCTAD

001  
2010-to-001 Established posts  
299  
001  
2010-to-003 Temporary assistance  
299  
001  
2010-to-006 Overtime  
299  
2011-299-000\*\* Common staff costs and travel on home  
leave - offices providing services  
to UNCTAD

M. Caprario  
W. McCaw\*  
M. Short\*

United Nations Industrial Development Organization

2104-664, 671, -000\*\* Salaries and wages  
687,  
691-699  
2104-664, 671, -000\*\* Common staff costs and travel  
687, on home leave  
691-699

E. Standen  
A. Aizenstat\*  
J.T. Birckhead\*

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\*\* Obligations and expenditures to be recorded in accordance with the  
standard object of expenditure codes shown in Part V of the Account  
Codes Handbook (ST/ADM/L.3/Rev.8).

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Account

Certifying Officer  
Alternate (\*)

2105-664, 671,-000\*\* Travel of staff  
687,  
691-699

2109-664, 671,-000\*\* General expenses  
687,  
691-699

Vienna Accounts

All budget accounts under Section 21

The Executive Director  
of UNIDO will designate  
the Certifying and  
Alternate Certifying  
Officers

REVENUE PRODUCING ACTIVITIES

United Nations Postal Administration - Headquarters

32100-001	Established posts	C.C. Timbrell
32100-000	Common staff costs including home leave	K.U. Menon*
32100-003	Temporary assistance	
32100-006	Overtime and night differential	
32100-112	Travel on official business	R. Maxwell
32100-300	Communications	C.C. Timbrell*
32100-400	Miscellaneous supplies and services	K.U. Menon*
32100-450	Promotion expenses	J.J. Burns*
32100-508	Printing of postage stamps	
32100-680	Miscellaneous equipment	

Visitors Service - Headquarters

32100-001	Established posts	S. Przylucki
32100-000	Common staff costs including home leave	R. Bruce*
32200-003	Temporary assistance	M. Liu*
32200-006	Overtime and night differential	F. Chell*
32200-011	Salaries and wages of guides	
32200-212	Purchase and maintenance of uniforms	
32200-400	Miscellaneous supplies and services	
32200-450	Promotion expenses	
32200-500	Contractual printing	
32200-680	Miscellaneous equipment	

\*\* Obligations and expenditures to be recorded in accordance with the  
standard object of expenditure codes shown in Part V of the Account  
Codes Handbook (ST/ADM/L.3/Rev.8).

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Account

Certifying Officer  
Alternate (\*)

Sale of Publications - Headquarters

32100-001	Established posts	P.J. Hazou
32100-000	Common staff costs including home leave	L. Perya*
32300-003	Temporary assistance	J.G. Rwambuaya*
32300-006	Overtime and night differential	
32300-300	Communications	S.S. Ivanko
32300-400	Miscellaneous supplies	J. Denys*
32300-450	Sales promotion	P.J. Hazou*
32300-500	Contractual printing	L. Perya*
32300-680	Miscellaneous equipment	J.C. Rwambuaya*
32319-001	Established posts, Office of Public Information	S. Przylucki
32319-000	Common staff costs including home leave	R. Bruce*
		F. Chell*
32345-001	Established posts, Office of the Controller	M. Caporrio
32319-000	Common staff costs, Office of the Controller	W. McCaw*
		M. Short*

Commercial Management - Headquarters

32700-001	Established posts	C.C.Timbrell
32700-000	Common staff costs including home leave	K.U. Menon*
32700-003	Temporary assistance	
32700-006	Overtime and night differential	

Garage Administration - Headquarters

32800-001	Established posts	C.C.Timbrell
32800-000	Common staff costs including home leave	K.U. Menon*
32800-003	Temporary assistance	
32800-006	Overtime and night differential	
32800-400	Miscellaneous supplies and services	

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PART B - UNITED NATIONS ACTIVITIES FINANCED  
FROM SOURCES OTHER THAN THE REGULAR BUDGET

Account

Certifying Officer  
Alternate(\*)

Joint Projects under CCAQ Auspices

22101-000	Consultative Committee on Administrative Questions (CCAQ) (113-76-01)	The Director-General of the Geneva Office will designate the Certifying Officer and alternates
22103-000	Cost of Living Surveys (113-76-03) (See Note "A" at the end of Part B)	S. Mills R.L. Smith*
22104-000	International Civil Service Advisory Board (ICSAB) (113-76-04)	
22104-xxx	All objects of expenditure except 101 (See Note "B" at the end of Part B)	S. Mills J. Olver*
22104-101	Travel of members	J. Olver S. Mills*
22105-000	Expert Committee on Post Adjustments (ECPA) (113-76-05)	
22105-003	Temporary assistance	R.L. Smith S. Mills*
22105-101	Travel of members of the Committee	
22105-112	Travel of staff on official business	S. Mills R.L. Smith*

Joint Inspection Unit

22110-000	Inspectors (113-76-10)	H. Wilmot
22111-000	Secretariat (113-76-11)	The Director-General of the Geneva Office will designate the alternate certifying officers for Geneva. Alternate certifying officer New York - W. McCaw*

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Account

Certifying Officer  
Alternate (\*)

United Nations Trust Fund for Social  
Defence (619-52)

22600-000	Expenses incurred against contributions of the Fund (See Note "C" at the end of Part B)	P. Gohorel W. Hoffman* S. Mills*
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United Nations Force in Cyprus (UNFICYP)  
(601-52)

22610-000	Expenses incurred against contributions of the Fund	<u>Field expenditures</u> W.J. Duke M.S. Tan*
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Headquarters  
expenditures  
A. De Lauro  
G. Lansky\*  
G. Taylor\*  
P. Nol\*

UN/FAO World Food Programme - Administrative  
Costs - UN (661-52-02)

22620-000	Salaries and wages (net)	P. Gohorel
22620-000	Common staff costs	W. Hoffman*
22620-112	Travel of staff (See Note "C" at the end of Part B)	S. Mills*

United Nations/Food and Agriculture Organization  
World Food Programme Administrative Costs -  
UNIDO

22621-010	Salaries and wages (net)	J.T. Birckhead
22621-000	Common staff costs	E. Jaeger*
22621-112	Travel of staff	B. Borsuk*

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Account

Certifying Officer  
Alternate (\*)

United Nations Trust Fund for Population Activities (624-52)  
(Resolution 2211) (XXI)

22630-000	Expenses incurred against contributions of the Fund (See Note "C" at the end of Part B)	P. Gohorel W. Hoffman* S. Mills*
22640-000	Special Representative of the Secretary-General in Cambodia and Thailand (604-52)	<u>Field expenditures</u> J. Van Wijk V. Akashi* H. De Ribbing*  <u>Headquarters expenditures</u> M. Chelchowski G. Lansky* A. De Lauro* M. Riedel*
22660-000	Secretarial assistance to Inter-regional advisers at Headquarters (164-61) (See Note "C" at the end of Part B)	P. Gohorel W. Hoffman* S. Mills*
22680-000	Centre for Industrial Development (Swedish grant) (618-52)	J. Birckhead E. Jaeger* B. Borsuk*

Fund for the United Nations Development of West Irian  
(FUNDWI) (613-52)

22690-000	Foreign exchange currency	<u>Foreign exchange currency</u> C.L. Law
22691-000	Local currency	A. Vaidyanathan* M. Zaidi* K. Krackiewicz* J. Bostic* F. Mitchell* T. Power, Jr.*  <u>Local currency</u> J. Bostic F. Mitchell* C.L. Law* M. Zaidi*

Administrative costs incurred against contributions of the Fund will be recorded against the above allotment account codes

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AccountCertifying Officer  
Alternate (\*)

22695-002	United Nations Development Programme FUNDWI (Consultant and preliminary investigation costs to be cleared by year end)	C.L. Law T. Power, Jr.* M. Zaidi* K. Kraczkiewicz* A. Vaidyanathan*
22700-000	Field Administrative Support Services - Democratic Republic of the Congo	<u>Field expenditures</u> J. Leger S. Andersen* L. Beeson* K. Yassir*  <u>Headquarters</u> <u>expenditures</u> C.L. Law J. Bostic* K. Kraczkiewicz* A. Vaidyanathan* F. Mitchell*
22800-000	United Nations Trust Fund for Development, Planning and Projections (Expenditures incurred against contributions from relevant Governments - Netherlands grant)	P. Gohorel W. Hoffman* S. Mills*
22801-000	Centre for Development Planning, Projections and Policies, ESA (See Note "C" at the end of Part B)	P. Gohorel W. Hoffman* S. Mills*
22802-000	Trust Fund for Development Planning and Projections - Economic Commission for Europe	The Director-General of the United Nations Office at Geneva will designate the Certifying Officer and alternates
22803-000	Trust Fund for Development Planning and Projections - Economic Commission for Latin America	The Executive Secretary of ECLA will designate the Certifying Officer and alternates  <u>Headquarters</u> <u>expenditures</u> K.P. Thampi J. Schoellkopf* R. Bonner*

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AccountCertifying OfficerAlternate (\*)

22804-000	Trust Fund for Development Planning and Projections - Economic Commission for Asia and the Far East	The Executive Secretary of ECAFE will designate the Certifying Officer and alternates
		<u>Headquarters</u> <u>expenditures</u> K.P. Thampi J. Schoellkopf* R. Bonner*
22805-000	Trust Fund for Development Planning and Projections - Economic Commission for Africa	The Executive Secretary for ECA will designate the Certifying Officer and alternates
		<u>Headquarters</u> <u>expenditures</u> K.P. Thampi J. Schoellkopf* R. Bonner*
22806-000	Trust Fund for Development Planning and Projections - Latin American Institute for Economic and Social Planning	The Director of the Latin American Institute will designate the Certifying and Alternate Certifying Officers
22807-000	Trust Fund for Development Planning and Projections - Asian Institute for Economic Development and Planning	The Director of the Asian Institute will designate the Certifying and Alternate Certifying Officers
22808-000	Trust Fund for Development Planning and Projections - African Institute for Economic Development and Planning	The Director of the African Institute will designate the Certifying and Alternate Certifying Officers
22809-000	Trust Fund for Development Planning and Projections - International Institute for Educational Planning (Paris)	K.P. Thampi J. Schoellkopf* R. Bonner*

Account

Certifying Officer  
Alternate (\*)

24101-000 United Nations Institute for Training and  
to Research (UNITAR)  
24900-000

S. Brzak  
G. D'Arboussier\* (until  
29 February)  
Chief Adebo\* (from  
1 March)  
O. Schacter\*  
J. Therattil\*  
C.C. Timbrell\*

In addition, for account 24205-010 only - -

28000-000 Trust Fund for Water Desalination - ECOSOC  
to resolution 1114 (XL)  
28099-000 (See Note "C" at the end of Part B)

P. Gohorel  
W. Hoffman\*  
S. Mills\*

28500-000 Special Industrial Services - Administrative  
Overhead: Vienna Account

J. T. Birckhead  
E. Jaeger\*  
B. Borsuk\*

28600-000 Special Industrial Services - Administrative  
Overhead: New York Account  
(See Note "C" at the end of Part B)

P. Gohorel  
W. Hoffman\*  
S. Mills\*

29100-000 United Nations International School  
to Construction  
29654-000

A. Sterman  
E.D. Brodnax\*

Note: For account 32000-000 - Revenue producing Activities  
see page 37 under Regular United Nations Budget

UNITED NATIONS EMERGENCY FORCE

Headquarters      Field

33001-000      33002-000 United Nations Emergency Force  
(Budget accounts as set out in  
the Account Codes Handbook -  
document ST/ADM/L.3/Rev.8,  
pages 69 and 70)

Pisa  
E.G. Moore  
  
Beirut  
R. Hausner  
A. Kunnen\*

Headquarters  
expenditures  
A. De Lauro  
G. Lansky\*  
J.I. Taylor\*  
P. Nol\*  
V. Buivan\*

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Account

Certifying Officer  
Alternate (\*)

36100-000	Special Fund Overhead/UN (Overhead costs incurred by the United Nations as an Executing Agency for the Special Fund (See Note "C" at the end of Part B)	P. Gohorel W. Hoffman* S. Mills*
36200-000	Preparation and publication of final reports of Special Fund projects - United Nations as Executing Agency	K.P. Thampi J. Schoellkopf* R. Bonner*
36300-000	Special Fund Overhead/UNIDO New York Account (Overhead costs incurred by UNIDO as an Executing Agency for the Special Fund) (See Note "C" at the end of Part B)	P. Gohorel W. Hoffman* S. Mills*
36400-000	Preparation and publication of final reports of Special Fund projects - UNIDO as Executing Agency	To be designated by the Executive Director of UNIDO
36500-000	XBO Administrative Overhead Account (See Note "C" at the end of Part B)	P. Gohorel W. Hoffman* S. Mills*
36600-000	Replacement of staff assigned to Preparatory Assistance Missions Special Fund (UN) (661-52-03) (See Note "C" at the end of Part B)	P. Gohorel W. Hoffman* S. Mills*
36700-000	Special Fund Overhead - UNIDO Vienna Account (Overhead costs incurred by UNIDO as an Executing Agency for the Special Fund)	J.T. Birckhead E. Jaeger* B. Borsuk*

UNITED NATIONS DEVELOPMENT PROGRAMME

37100-000	Secretariat administrative costs	C.L. Law K. Krackiewicz* A. Vaidyanathan* W. Mashler* J. Bostic* F. Mitchell*
37500-000	Subvention to the United Nations (See Note "C" at the end of Part B)	P. Gohorel W. Hoffman* S. Mills*

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Account

Certifying Officer  
Alternate (\*)

38000-000    Field Offices (Budget accounts as set out  
          to        in the Account Codes Handbook -  
38xxx-000        document ST/ADM/L.3/Rev.8)

J. Bostic  
C.L. Law\*  
K. Krackiewicz\*  
A. Vaidyanathan\*  
W. Mashler\*  
F. Mitchell\*

UNITED NATIONS OPERATION IN THE CONGO (ONUC)

Headquarters

Field

39001-000    39002-000 (Budget accounts as set out  
                          in the Account Codes Handbook  
                          document ST/ADM/L.3/Rev.8)

Field expenditures  
I. Lorenzo

Headquarters  
expenditures  
A. De Lauro  
G. Lansky\*  
J.I. Taylor\*  
P. Nol\*

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Account

Certifying Officer  
Alternate (\*)

PART IV - UNITED NATIONS TECHNICAL CO-OPERATION ACTIVITIES

"A" - Project Costs - Excluding Industry

4-000-000-000-0	United Nations Technical Co-operation	F. Frerker
to	Programmes - excluding Industry	W. Goodkind*
9-999-999-999-9	(Field of activity codes 050-099)	M.E. Doerner*
		A.W.T. Dodman*
		L.J. Maksimov*

A delegation of authority has been granted by the Controller to the Director of OTC to designate certain project personnel as certifying officers for UN Special Fund Project field expenditures against provisions made in the Plans of Operation. Separate lists of these certifying officers and their alternates will be provided periodically by the Financial and Administrative Management of OTC as Annexes to this instruction. The Headquarters alternate certifying officers will be:

W. Goodkind\*  
J. Camara\*  
R. Novikov\*  
M. Pasquet\*

"B" - Project Costs - Industry

4-050-000-000-0	United Nations Technical Co-operation	J.T. Birkhead
to	Programmes in the field of Industry	H. Pichler*
099	(UNIDO executed projects)	R. C'Connor*
5-050-000-000-0		J. Callahan*
to		
099		
8-050-000-000-0		
to		
099		
9-050-000-000-0		
to		
099		

A delegation of authority has been granted by the Controller to the Executive Director of UNIDO to designate certain project personnel

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as certifying officers for UNIDO Special Fund Project field expenditures against provisions made in the Plans of Operation. Separate lists of these certifying officers and their alternates will be provided by the Executive Director as Annexes to this instruction.

Note "A": Within manning table authorizations and travel authorizations certified by the Certifying Officer, individual obligations and expenditures will be certified by the Executive Office of the Department of Economic and Social Affairs.

Note "B": Within manning table authorizations and travel authorizations certified by the Certifying Officer, individual obligations and expenditures will be certified by the Executive Office of the Office of Personnel.

Note "C":

22600-000	United Nations Trust Fund for Social Defence (139-52)
22620-000	UN/FAO - World Food Programme Administrative Account
22630-000	United Nations Trust Fund for Population Activities (624-52) (General Assembly resolution 2211 (XXI))
22660-000	Secretarial Assistance to Inter-Regional Advisers at Headquarters and to BTAO (164-61)
22801-000	Trust Fund for Development Planning and Projections Centre for Development Planning, Projections and Policies, ESA
28000-000	Trust Fund for water desalination - ECOSOC resolution 1114 (XL)
to	
28099	
28600-000	Special Industrial Services - Administrative Overhead: New York Account
36100-000	Special Fund Overhead - UN (164-32)
36300-000	Special Fund Overhead - UNIDO: New York Account (164-33)
36500-000	XBO Administrative Overhead (164-58)
36600-000	Replacement of staff assigned to preparatory assistance missions Special Fund (UN)
37500-000	UNDP Subvention to the United Nations for central administrative services (852-01)

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: 003, 006, 010, 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.

Certification authority 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 S. Mills as alternate certifying officers.