

UNITED NATIONS

SECRETARIAT



ST

ST/AI/208/Amend.1  
17 February 1976

ADMINISTRATIVE INSTRUCTION

To: Executive and administrative officers

From: The Assistant Secretary-General (Controller)  
Office of Financial Services

The Assistant Secretary-General  
for General Services

Subject: PROPERTY RECORDS AND INVENTORY CONTROL UNDER REVISED  
DEFINITION OF NON-EXPENDABLE PROPERTY

1. On the recommendation of CCAQ and with the approval of ACC, the United Nations and certain other organizations of the United Nations family have decided to raise the minimum dollar value of non-expendable property from \$100 to \$250 for the purpose of property records and inventory control.
2. Accordingly, ST/AI/208 is hereby amended by the substitution of "\$250" for "\$100" in the following paragraphs:
  - Paragraph 2 - "New definition of non-expendable property"
  - Paragraph 3 (a) - "Non-expendable property"
  - Paragraph 3 (b) - "Expendable property"
3. All other terms and conditions of ST/AI/208, including those relating to special items, remain in force.
4. This increase in minimum dollar value will be put into effect as from 1 January 1976 by Headquarters, the United Nations Office at Geneva, the regional economic commissions, the United Nations Industrial Development Organization, the United Nations Environment Programme, technical co-operation projects administered by the Office of Technical Co-operation and United Nations missions in the field. The application of the increase in value to the property records of the United Nations information centres, whose inventories are generally small, is still under review. The \$100 minimum dollar value will therefore remain in force for those offices until further notice.