

BRANCH OFFICES

PROPOSALS SUBMITTED BY THE SECRETARY-GENERAL

1. The Preliminary Budget Estimates (A/79, pages 74-76) contained provisional proposals for a large office of the United Nations in London and a smaller office in Geneva. In document A/174, I have substituted for these proposals one providing for the creation of a European United Nations office in Geneva as well as a United Nations Office in the Pacific Area. I pointed out that one of the functions of these Offices would be to provide information services in their respective regions. I contemplated that a much reduced London Office would be maintained primarily for the same purpose.

The Preliminary Budget Estimates had also provided (page 77) for the establishment of "other offices away from headquarters, to serve as centres for the distribution of information about United Nations activities, and to assist in arranging for and conducting conferences in those areas. The offices may also be utilized in the recruitment of personnel for the Secretariat." A total estimate of \$46,000.00 was entered in respect of three such offices -- tentatively envisaged as being at Geneva, Paris and Copenhagen -- for two and one-half months of 1946 and \$159,000.00 for the year 1947. It was stated that "Proposals for additional overseas offices will be submitted to the General Assembly in the form of supplementary estimates."

2. Such proposals I now put forward. In formulating them, I have conceived the role of the branch offices to be primarily that of distributing information and I have been guided by the recommendations of the Technical Advisory Committee on Information⁽¹⁾ concerning the establishment of branch offices

(1) Cf. Recommendations 6: "In order to ensure that peoples in all parts of the world receive as full information as possible about the United Nations, the Department of Public Information should consider the establishment of branch offices at the earliest practicable date."

which were endorsed by the General Assembly as constituting a sound foundation for the public information policy and activities of the United Nations. I have been guided further by the desire to keep the size and consequently the expense of the Branch offices to a minimum.

I propose to set up, in addition to the offices in London, Paris and Copenhagen referred to in the Preliminary Budget Estimates small branch offices in centres in the Middle East (one office), India (one office), South Africa (one office), Central Europe (one office), Eastern Europe (two offices) and Latin America (three offices). Further, a single information officer with a secretary would be stationed in a number of national capitals in Latin America and elsewhere.

It is premature at this stage to fix the location of the majority of the offices, in the selection of which a number of considerations will have to be carefully weighed. One such consideration is that the State in whose territory an office is established should be a party to the General Convention on Privileges and Immunities of the United Nations or be prepared to make ad hoc arrangements with the United Nations based on that Convention. No office would be located in any country without prior consultation with, and the agreement of, the Government concerned.

3. An estimate for 1947 of \$526,523.00, covering all the branch offices proposed, is appended (Annex I). The preliminary estimates, contained in document A/79, for London, Geneva and three branch offices totalled \$1,303,804.00. The new estimates for the United Nations Offices in Geneva and the Pacific Area (A/174) plus the above completed estimate for branch offices amount to \$1,568,874.00. The total supplementary credit involved is therefore \$265,070.00.

4. In some of the branch offices it will be very desirable to station, in addition to information offices, a few members of other Departments of the Secretariat, for conference work, for recruitment and administration, for the carrying out of research, the collection of statistical information required a

headquarters and the maintenance of liaison in certain fields with national administrations, with specialized agencies and other organizations with which the Secretariat is in relation. The Department of Trusteeship and Information from Non-Self-Governing Territories may moreover find it useful to station field offices at other places away from headquarters.

No provision for such staff is included in the estimates for the branch offices. I feel that, in general, the salaries of offices from Departments other than that of Public Information who may be stationed for longer or shorter periods away from headquarters, and the expenses incidental thereto, ought to fall under the budget of the Departments concerned.

ANNEX I

BRANCH OFFICES

ESTIMATED NUMBER OF POSTS AND COST OF SALARIES
AND WAGES INCLUDING ALLOWANCES

<u>Posts</u>	<u>Annual Salary</u>	<u>Number of Posts</u>	<u>Estimated Cost Including Allowances</u>
Posts	7500-9999	2	17,400
	5500-7499	12	82,150
	3500-5499	17	86,630
	Below 3500	49	108,100
		<u>80</u>	<u>294,280</u>

Detail Items

Personnel Services

Salaries, Wages and other pay items	235,424*
Provident Fund Contributions	14,125
Hospitality Expenses	29,400
Travel on Official Business	38,000

General Services

Rentals, Contractual Services and Supplies	164,474
Furniture, Fixtures and Equipment	30,100
Initial Recruitment of Staff	15,000
	<u>526,523</u>

The above estimates provide for two offices with a staff of ten persons each, one with a staff of six persons, nine with staffs of four persons and nine information officers, each with a secretary. The largest cost, other than for personnel, would be for rentals, contractual services and supplies, of which approximately \$127,000 represents costs of cables and other communications.

The personnel of the Department of Public Information at the United Nations Offices in Geneva and the Pacific Area appear in the estimates for those Offices.

* Based upon costs for headquarters personnel less twenty per cent.