



International Atomic Energy Agency

General Conference - Seventh Regular Session

INFORMATION
FOR
DELEGATIONS

GC(VII)/INF/64

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I. GENERAL ARRANGEMENTS

The seventh regular session of the General Conference is being held in the *Kongress-Zentrum* of the Neue Hofburg, Heldenplatz, beginning on Tuesday, 24 September 1963, at 10.30 a.m.

Plenary meetings and some committee meetings will be held in the *Festsaal*, and other committees as a rule in the *Neuer Saal*.

The offices and meeting rooms mentioned in this handbook are on the mezzanine floor of the *Kongress-Zentrum* (tel. 52 16 87), unless otherwise indicated. They will open on the Monday before the session begins.

I. TRAFFIC AND PARKING

Parking space for about 150 cars is provided immediately outside the Neue Hofburg. It is reserved for participants, the press and the Secretariat; only cars displaying the necessary car label (issued by the Protocol Office, see section 4 below) will be admitted to it. Participants are asked to ensure that their chauffeurs obey the

traffic and parking signs, as well as the directions of the police officer at the entrance to the Conference parking area, and those of the Agency's parking wardens inside it.

Participants will have their chauffeur-driven cars summoned for them by loudspeaker when leaving the building if they will apply to the porter.

2. INFORMATION

There are two information desks in the Conference area.

One of them is in the entrance hall on the ground floor (ext. 462) and will be open for the first two days only to provide members of delegations with initial information, to answer inquiries and to direct participants to the Protocol Office, the Documents Station, and to the postal, telegraph and other services.

The permanent information desk is at the top of the main staircase (extensions 460 and 461); it receives and delivers messages to delegates and can give particular information about the Conference. This desk will provide a lost-and-found service.

In addition, there will be Conference ushers on duty to show participants their way.

3. DOCUMENTS STATION (ext. 379)

Each delegation, and each non-member State and organization that has an observer or representative attending the session, is allocated a distri-

bution box at the Documents Station. In this will be found:

A form to be completed for the purpose of registering participants with the Secretariat (form C-2),

A set of the Conference documents issued, The first issue of the Conference Journal, and

A document request form (form D-108) which should be completed and handed in at the Station counter.

Copies of documents, in the languages and numbers asked for on the form, will be placed in each box throughout the session as they come off the press. A delegation wishing to change its documents request should inform the officer at the counter.

Documents reproduced overnight will be ready for collection at 8 a.m. The Station will be open from that hour until, normally, 7 p.m.

Letters and invitations will not be put in the distribution boxes, but will be delivered to each addressee on request, against his signature, at the Documents Station counter.

4. PROTOCOL OFFICE (*Zeremoniensaal*)

Chief of the Service MR. Y. SOKOLOV (ext. 472)

Protocol Officers MR. P. DANOEWINATA (ext. 474)

MR. E. SARMIENTO (ext. 476)

Credentials: Any delegate who has been unable to submit his credentials earlier is requested to

deposit them at this Office *as soon as possible* after his arrival in Vienna.

Registration of delegates: The completed "registration" form should be handed in there without delay. The Office should also be notified, in writing, of any subsequent changes in the particulars entered on the form, for incorporation in the revisions and modifications of the delegations list which will be issued from time to time during the session.

Passes and car labels: The Office will issue individual passes and car labels to members of delegations, observers and representatives, valid for the duration of the session.

Social events: Delegations are asked to inform the Office as early as possible of any social events they intend to arrange, so that overlapping may be avoided.

5. POST OFFICE, TELEPHONES AND TELEGRAMS

There is a post and telegraph office in the entrance hall providing the usual services; it is open from 9.30 a.m. to 6.30 p.m. (on Saturday till 12.30 p.m.).

Local telephone calls: free of charge from telephones in the lounge, in the lobby alongside the *Festsaal*, beside the information desk and on the counter of the Documents Station.

Long distance calls: *only* from the booths next to the post office.

Incoming telephone calls : see under "Lounge"
(section 10 below).

Incoming telegrams: held at the information desk and announced on a black-board there and by paging. If not applied for within a short while, they will be forwarded to the addressee's private address in Vienna.

6. PUBLIC INFORMATION SERVICE

(see plan, page 33)

<i>Chief of the Service</i>	MR. L.J. LIND	(ext. 390)
<i>Press Liaison Officer</i>	MR. P. FENT	(ext. 392)
<i>Radio and Television Officers</i>	MR. I.H. BERENSON MR. R. MORRELL	(ext. 386) (ext. 388)
<i>Press Photographs Officer</i>	MRS. S. RUZICZKA	(ext. 383)

Press releases : Copies will be put in delegations' distribution boxes at the Documents Station as soon as they are issued. For additional copies, apply at the press documents counter (room 230, ext. 399).

Press conferences : The Press Liaison Officer will help delegations to arrange press conferences, and to distribute statements to information media.

Press photographs : For press photographs, apply to the Press Photographs Officer.

Radio : The Radio Officer will arrange for recordings to be made of any interviews or statements

delegations would like to have broadcast by their national radio organizations or by United Nations Radio.

Television: The Television Officer will be organizing filmed interviews for broadcasting by national television networks and by the United Nations.

7. SOUND RECORDINGS OF MEETINGS

Any participant who wishes to listen to the sound recordings of meetings should inform the Conference Officer, Mr. F. Herold (room 209, ext. 444, or at his desk in the *Festsaal*) who will in turn make the necessary arrangements.

8. SHOW OF FILMS

Recent films on peaceful uses of nuclear energy, given by Member States to the Agency's film lending library, will be shown in the cinema (see plan, page 33). For daily programmes, see each day's issue of the Conference Journal.

Participants who would like to see any particular film should approach the Conference Officer (room 209, ext. 444).

9. LIBRARY

The services of the Agency's Library at 11 Kaerntnerring (room 225) are at the disposal of participants.

10. LOUNGE (*Zeremoniensaal*)

The receptionist at the desk in the lounge (ext. 480) will take messages for participants, and

if necessary arrange for them to be paged and to take incoming telephone calls.

11. REFRESHMENTS

Lunches and refreshments will be served in the snack bar leading off the lobby which runs alongside the *Festsaal*.

Coffee and other refreshments are also served at the snack bar on the first floor just in front of the Boardroom.

12. BANKS (entrance hall)

Hours: 10 a.m. to 6.30 p.m., Monday to Friday, and 10 a.m. to 12.30 p.m. on Saturday.

13. MEDICAL ATTENTION (ground floor, ext. 331)

Emergency medical attention is obtainable, from 9.30 a.m. until the close of the last meeting of the day, in the first-aid room (see plan, page 31). For emergency assistance at other times notify the porter in the entrance lobby (ext. 330).

14. TRAVEL DESK

(entrance hall, ext. 470 and 471)

Participants who would like the Secretariat to help them make arrangements for their return travel should apply at the travel desk, sufficiently in advance for there to be time to obtain the required bookings for them.

II. THE SESSION

The session will open at 10.30 a.m. on 24 September. The normal times of meetings, both plenary and committee, will be 10.30 a.m. and 3 p.m.

1. DOCUMENTS

A list of the documents prepared for the session is given in document GC(VII)/DOCS/52; additions to the list will be issued at intervals.

The provisional agenda is in document GC(VII)/226, and the Rules of Procedure in GC(VII)/INF/60.

2. JOURNAL (room 301, ext. 413)

A journal is issued daily, from the day before the session opens until its close. It gives: the programme of meetings for the day, with the agenda items to be taken at each meeting; a forecast of the meetings which are expected to take place the following day; Conference announcements, including any necessary corrections to the information

given in this handbook; and notice of film shows and social events in connection with the session.

3. WORKING LANGUAGES AND INTERPRETATION

The working languages of the Conference are English, French, Russian and Spanish.

Speeches made in any one of the working languages will be interpreted simultaneously into the others. At plenary meetings, interpretation into German will also be provided, by courtesy of the Austrian Government.

At meetings in the *Festsaal* and the *Neuer Saal* participants will, on request, be given portable radio sets with which to listen to the proceedings. Directions for the use of the simultaneous interpretation equipment will be found on the tables in the meeting rooms.

It is *particularly asked* that the portable radio sets, with their headphones, be left in a meeting room or handed in to the ushers before participants finally leave the mezzanine, for testing and servicing before the next meeting.

4. SEATING

In plenary and in committees of all Members, the first seat facing the President or Chairman and to his right, is accorded to the Member which has provided the Chairman of the Board of Governors during the past year. Pakistan accordingly will occupy that place, followed by Members in the English alphabetical order of their names.

5. SPEAKERS' LIST

In order to facilitate the conduct of business a speakers' list is kept for all plenary meetings. Members of delegations intending to speak should, as long as possible in advance, inform Mr. A. Talaat, the official responsible for keeping the list, at his office (*Zeremoniensaal*, ext. 486) - or immediately before and during meetings at his desk in the *Festsaal* at the foot of the podium - of the item under which the statement is to be made.

6. RECOGNITION OF SPEAKERS AND VOTING

To facilitate recognition of speakers in committee, members of delegations are asked to raise their white name plates when asking for the floor. These name plates should also be used when voting by show of hands, both in plenary and in committee.

7. SUBMISSION OF DRAFT RESOLUTIONS

Delegations wishing to submit draft resolutions or other documents to the General Conference are requested to send *five* copies of the text *as early as possible* to the secretary of the appropriate committee.

8. ACCOMMODATION FOR PRIVATE MEETINGS

Two committee rooms (rooms 202 and 281), without interpretation facilities, may be reserved for private meetings by application to the Conference Officer, at his office (room 209, ext. 444) or during plenary meetings at his desk in the *Festsaal*.

9. CONFERENCE SECRETARIAT

A. Central Secretariat

<i>Conference Secretary</i>	MR. P.J. BOLTON room <u>408</u> , ext. 206
	MR. M.U. KHAN room 408, ext. 219
	MR. R. NAJAR room 408, ext. 309
	MRS. R.E. CLEMANN-SCHEIN room 407, ext. 280
<i>Speakers' list for plenary meetings</i>	MR. A.A. TALAAT <i>Zeremoniensaal</i> , ext. 486

B. Committee Secretariats

Credentials Committee

<i>Secretary</i>	MR. B. PISSAREV room 304, ext. 416
<i>Assistant Secretary</i>	MR. M. SANMUGANATHAN room 304, ext. 416

General Committee

<i>Secretary</i>	MR. P.J. BOLTON room 408, ext. 206
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Programme, Technical and Budget Committee

<i>Secretary</i>	MISS M.E. JEFFREYS room 413 A, ext. 485
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*Assistant
Secretaries*

MR. A.M. MOEBIUS
room 413 B, ext. 484
MR.P. SHEEL
room 413 B, ext. 484

*Administrative and
Legal Committee*

Secretary

MR. P.C. SZASZ
room 413 D, ext. 483

*Assistant
Secretaries*

MR. O. LENDVAI
room 413 C, ext. 482
MR. R.H. RAINER
room 413 C, ext. 482

*Committee for Pledges of
Voluntary Contributions
to the General Fund*

Secretary

MR. P.J. SINGH
room 302, ext. 414

III. THE AGENCY

1. MEMBERS

A list of the States Members of the Agency is given in the last version of document INFCIRC/2.

2. THE BOARD OF GOVERNORS

The members of the sixth Board are:

ARGENTINA

Mr. O.A. Quihillalt	63 85 77
I., Freyung 4	63 84 63

AUSTRALIA

Mr. A.D. McKnight
1)

BELGIUM

Mr. J. Errera	
I., Parkring 12/VI	52 86 88

BRAZIL

Mr. M.D. de Souza Santos	
I., Josefsplatz 5	52 89 70

1) No permanent address in Vienna.

CANADA		
	Miss B.M. Meagher (<i>Vice-Chairman</i>)	
	I., Kaerntnerring 5	52 46 56
COLOMBIA		
	Mr. T.A. Marulanda	
	I., Stadiongasse 6-8	42 42 49
DENMARK		
	Mr. H.H. Koch	
	I., Fuchrichgasse 6	52 79 04
FRANCE		
	Mr. B. Goldschmidt	
	IV., Technikerstrasse 2	57 96 07
GREECE		
	Mr. A.G. Spanides	
	IV., Argentinerstrasse 14	65 31 03
HUNGARY		
	Mr. L. Janossy	
	II., Hollandstrasse 4	35 91 61
INDIA		
	Mr. H.J. Bhabha	57 81 03
	I., Opernhof	57 81 12
INDONESIA		
	Mr. B. Darusman	
	XIX., Lannerstrasse 39	34 24 02
IRAN		
	Mr. A.A. Azad	
	IV., Argentinerstrasse 23	65 27 03
ITALY		
	Mr. C. Salvetti	
	III., Rennweg 27	72 51 21

JAPAN	
Mr. F. Uchida	52 12 88
I., Neuer Markt 1/V	52 12 89
MEXICO	
Mr. M. Cabrera Maciá	
I., Parkring 12/X/67	52 73 84
PAKISTAN	
Mr. I.H. Usmani (<i>Chairman</i>)	
1)	
POLAND	
Mr. W. Billig (<i>Vice-Chairman</i>)	82 55 56
XIII., Hietzinger Hauptstrasse 42 c	82 31 03
SOUTH AFRICA	
Mr. D.B. Sole	73 56 32
III., Reisnerstrasse 48	73 56 33
UNION OF SOVIET SOCIALIST REPUBLICS	
Mr. V.S. Emelyanov	
IV., Wohllebengasse 4	65 31 75
UNITED KINGDOM OF GREAT BRITAIN AND NORTHERN IRELAND	
Mr. M.I. Michaels	
III., Reisnerstrasse 40	73 15 75
UNITED STATES OF AMERICA	
Mr. H.D. Smyth	34 66 11
VIII., Schmidgasse 14	34 75 11
VIET-NAM	
Mr. Buu Hoi	
1)	

1) No permanent address in Vienna.

3. RESIDENT REPRESENTATIVES
ACCREDITED TO THE AGENCY

ALBANIA

Mr. G. Nesho
III., Jacquingasse 41 73 51 95

ARGENTINA

Mr. E. Quintana
I., Freyung 4 63 84 63

BELGIUM

Mr. J. Errera
I., Parkring 12/VI 52 86 88

BRAZIL

Mr. F.A.B. Franco-Netto
I., Josefsplatz 5 52 89 70

BULGARIA

Mr. L. Stoyanov 65 64 44
IV., Schwindgasse 8 65 31 13

CHILE

(*vacant*)
IV., Argentinierstrasse 4/I/11 65 75 65

CHINA

Mr. Cheng Paonan
(Geneva, Switzerland)

COLOMBIA

Mr. D. Henao-Henao
I., Stadiongasse 6-8 42 42 49

CUBA

Mr. L. Orlando Rodriguez
IV., Wiedner Hauptstrasse 57 65 64 99

CZECHOSLOVAK SOCIALIST REPUBLIC	
Mr. K. Petrželka XIV., Penzingerstrasse 11-13	82 24 01
DENMARK	
Mr. S.A. Kristensen I., Fuehrichgasse 6	52 79 04 52 79 05
EL SALVADOR	
Mr. J. Contreras Chávez I., Opernring 8/II	52 11 63
FINLAND	
Mr. O. Wartiovaara III., Bayerngasse 1	73 47 13
GERMANY, FEDERAL REPUBLIC OF	
Mr. F. Janz I., Opernring 1/VII	56 15 04 56 15 07
GHANA	
Mr. E.K. Dadzie (Bucharest, Romania)	
GREECE	
Mr. G.A. Christodulo IV., Argentinierstrasse 14	65 31 03 65 41 05
HOLY SEE	
Mgr. G. Prigione IV., Theresianumgasse 31	65 13 27
HONDURAS	
Mr. A.G. Englander I., Graben 27	52 49 17
HUNGARY	
Mr. J. Ferró II., Hollandstrasse 4	35 91 61

ICELAND

Mr. P. Eggerz
 (Bad Godesberg,
 Federal Republic of Germany)

INDONESIA

Mr. B. Darusman 34 24 02
 XIX., Lannerstrasse 39 34 43 40

IRAN

Mr. R. Atabaki 65 27 03
 IV., Argentinierstrasse 23 65 27 04

ISRAEL

Mr. I. Keenan
 XIX., Peter Jordanstrasse 66 36 42 04

ITALY

Mr. E. Martino
 III., Rennweg 27 72 51 21

LEBANON

(*vacant*)
 IX., Universitaetsstrasse 2/I 45 92 23

MEXICO

Mr. M. Cabrera Maciá
 I., Parkring 12/X/67 52 73 84

MONACO

Mr. H.P. Masméjean
 I., Tuchlauben 7 a 63 44 72

MOROCCO

Mr. A. Chorfi
 (Casablanca, Morocco)

NETHERLANDS

Mr. H.F. Eschauzier
 III., Jacquingasse 10 73 35 01

NORWAY		
Mr. T. Oftedal		
III., Bayerngasse 3		72 58 23
PHILIPPINES		
Mr. T.G. de Castro		
(Berne, Switzerland)		
POLAND		
(vacant)		82 31 03
XIII., Hietzinger Hauptstrasse 42 c		82 55 56
PORTUGAL		
Mr. A. de Lucena		
I., Strauchgasse 1/I		63 93 25
ROMANIA		
Mr. M. Ochcana		65 23 43
IV., Prinz Eugenstrasse 60		65 32 27
SOUTH AFRICA		
Mr. J.G. Stewart		73 56 32
III., Reisnerstrasse 48		73 56 33
SPAIN		
Mr. J. de Erice		65 85 54
IV., Argentinierstrasse 34		65 91 66
SWEDEN		
Mr. S. Allard		34 15 23
IX., Liechtensteinstrasse 51		- 34 15 25
SWITZERLAND		
Mr. B. de Fischer		72 51 11
III., Prinz Eugenstrasse 7		- 72 51 15
THAILAND		
Mr. C. Choonhavan		
III., Strohgasse 25/VI		73 51 17

TUNISIA

Mr. M. Aïssa
(Tunis, Tunisia)

TURKEY

Mr. B.V. Karatay 65 34 17
IV., Prinz Eugenstrasse 40 65 34 78

UNION OF SOVIET SOCIALIST REPUBLICS

Mr. P.K. Ponomarenko
IV., Wohllebengasse 4 65 81 75

UNITED ARAB REPUBLIC

Mr. H.M. Tohamy
I., Walfischgasse 10/7 52 71 23

UNITED KINGDOM OF GREAT BRITAIN
AND NORTHERN IRELAND

Mr. J. McAdam Clark
III., Reissnerstrasse 40 73 15 75

UNITED STATES OF AMERICA

Mr. F.K. Hefner 34 66 11
VIII., Schmidgasse 14 34 75 11

VENEZUELA

Mr. M. Roche
(Caracas, Venezuela)

YUGOSLAVIA

Mr. S. Nakićenović
(Belgrade, Yugoslavia)

Permanent Representative of the
Secretary-General of the United Nations :

Mr. A. Dollinger
I., Kaerntnerring 11 52 45 25

4. THE SECRETARIAT

Office of the Director General

<i>The Director General</i>	MR. S.A. EKLUND room 401, ext. 200 and 201
<i>Special Adviser</i>	MR. P.H. HASANI room 401, ext. 202
<i>Assistant</i>	MR. G.C. DELCOIGNE room 404, ext. 213
<i>Personal Assistant</i>	MISS C.H. DE MOL VAN OTTERLOO room 103, ext. 200 and 201

The Director General as the chief administrative officer of the Agency is always at the disposal of delegations for consultations; appointments should be arranged through Miss de Mol van Otterloo.

Other senior officials of the Secretariat are listed below.*

Department of Training and Technical Information

<i>Deputy Director General</i>	MR. A.N. RYLOV room K 202, ext. 129 room 254, ext. 231
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* "K" means room at 11 Kaerntnering, and extension connected to telephone number 52 45 25.

Division of Exchange and Training

Acting Director MR. A.E. CAIRO
room K 211, ext. 519

Division of Scientific and Technical Information

Director MR. B. GROSS
room K 240, ext. 128

Department of Technical Operations

Deputy Director General MR. P.L. BALLIGAND
room K 309, ext. 109
room 254, ext. 231

Division of Economic and Technical Assistance

Director MR. U.L. GOSWAMI
room K 394, ext. 113

Division of Reactors

Director MR. F.T. MILES
room K 315, ext. 137

Division of Technical Supplies

Director MR. C. ŠIMÁŇ
room K 345, ext. 133

Division of Health, Safety and Waste Disposal

Acting Director MR. J.Y. SERVANT
room K 341, ext. 186

Department of Research and Isotopes

Deputy Director General MR. H. SELIGMAN
room K 429, ext. 119
room 254, ext. 231

Division of Research and Laboratories

Director MR. L. YAFFE
room K 417, ext. 428

Division of Isotopes

Acting Director MR. H. VETTER
room K 499, ext. 150

Department of Safeguards and Inspection

Division of Safeguards

Director MR. D. POPOVIČ
room K 370, ext. 131
room 254, ext. 232

Department of Administration, Liaison
and Secretariat

Deputy Director General MR. J.A. HALL
room K 490, ext. 115
room 406, ext. 204

*Secretariat of the General Conference and
the Board of Governors*

Secretary of the Board MR. F.J. BOLTON
room 408, ext. 206

Division of External Liaison and Protocol

Director MR. D.A.V. FISCHER
room 405, ext. 203

*Representative of the
Director General of the
Agency to the
United Nations* MR. G.G. EFIMOV
room 405, ext. 208

Legal Division

Director MR. F. SEYERSTED
room K 467, ext. 135

Division of Public Information

Chief MR. L.J. LIND
room 233, ext. 390

Division of Budget and Finance

Director MR. H. R. ENNOR
room K 105, ext. 103

Division of Personnel

Director MR. P.N. BHANDARI
room K 111, ext. 126

Administrative Office of Technical Assistance

*Administrative Co-ordinator for
Technical Assistance* MR. L. STEINIG
room K 386, ext. 169

Division of Languages

Chief MR. L. MEANA
room K 287, ext. 611

Division of Conference and General Services

Director MR. D.G. SULLIVAN
room K 129, ext. 112

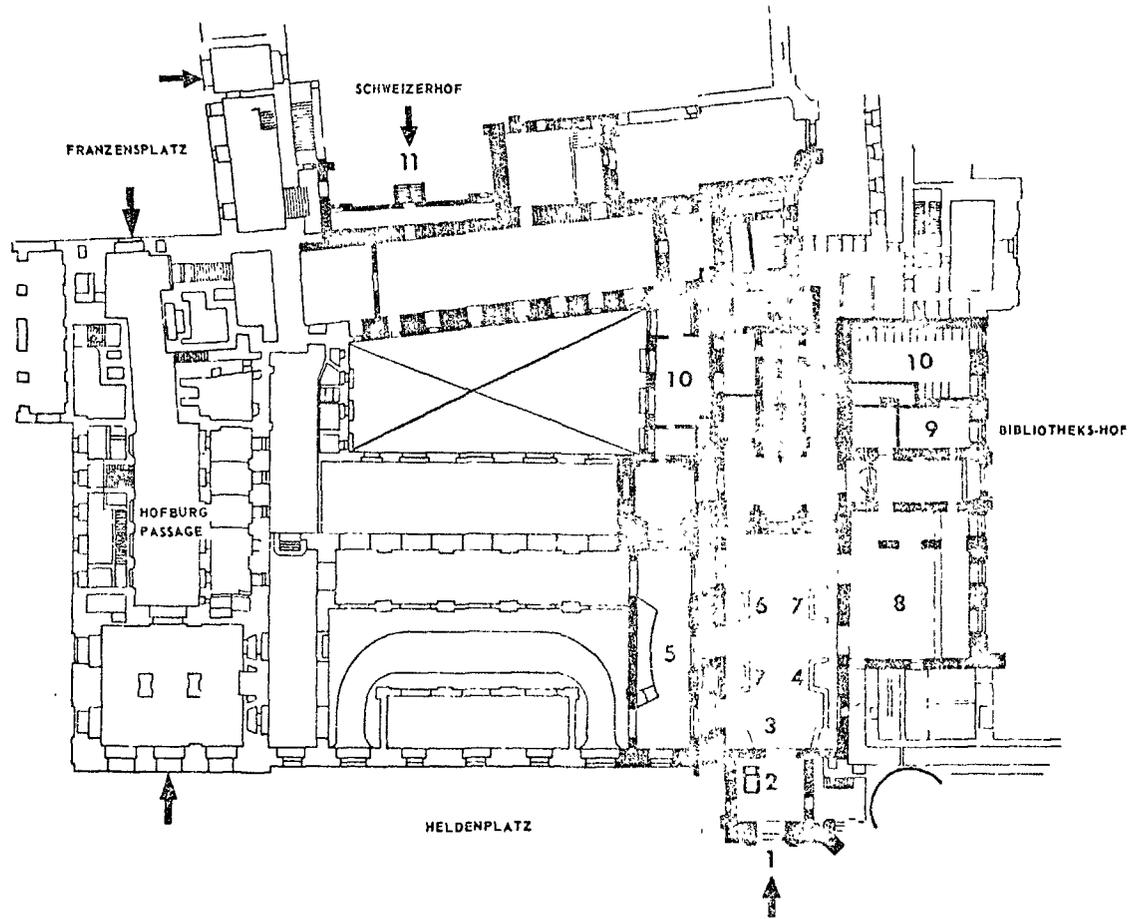
PLANS



Kongress-Zentrum

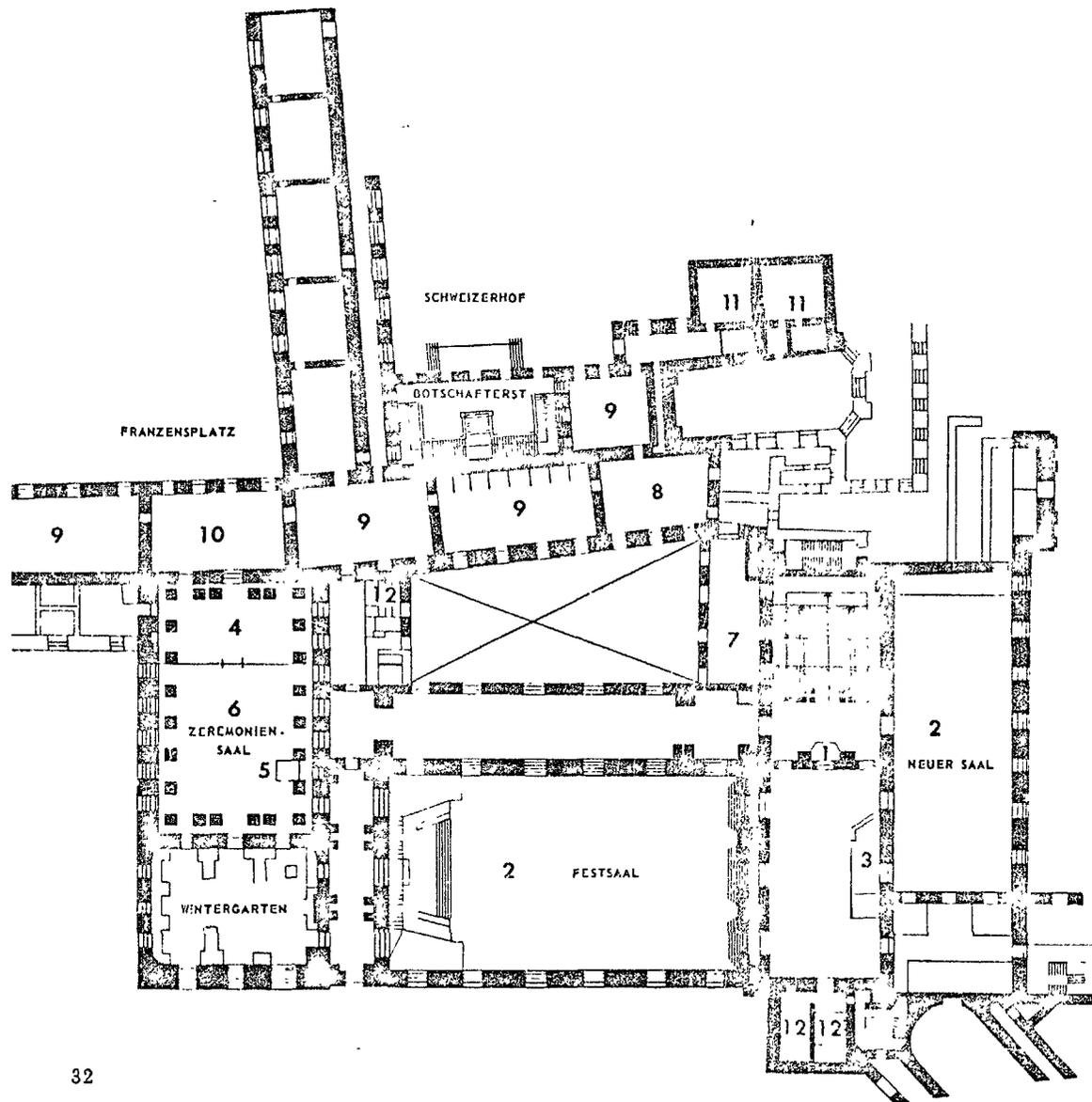


Headquarters building of
the Agency at
11 Kaerntner Ring



GROUND FLOOR

- 1 Main entrance
- 2 Porter
- 3 Newspapers
- 4 Bank
- 5 Post office
- 6 Travel desk
- 7 Agency publications
- 8 Cloak room
- 9 First aid
- 10 Lavatory
- 11 Press entrance



MEZZANINE FLOOR

- 1 Information Desk
- 2 Conference rooms
- 3 Documents Station
- 4 Protocol Office
- 5 Speakers' list
- 6 Lounge
- 7 Snack bar
- 8 Cinema
- 9 Press
- 10 Radio, television, films, press photographs
- 11 Private meeting rooms
- 12 Lavatory