



International Atomic Energy Agency

# GENERAL CONFERENCE

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GC

GC(XX)/INF/162  
14 September 1976

GENERAL Distr.

Original: ENGLISH

Twentieth regular session

Conference Centre  
Hotel Nacional-Rio  
Rio de Janeiro

I N F O R M A T I O N  
F O R  
P A R T I C I P A N T S

GENERAL ARRANGEMENTS

THE CONFERENCE CENTRE

The Conference is meeting in the Conference Centre of the Hotel Nacional-Rio, Avenida Niemeyer 769, Rio de Janeiro, Brazil.

The telephone numbers of the Centre are: 399-2100 and 399-3434.

The Centre has four floors:

- the lower level, marked "L";
- the first, or ground floor, marked "F";
- the second floor, marked "S"; and
- the third floor, marked "T".

Every participant is kindly requested to obtain in person from the Protocol Office the identity badge which will be needed for entry into the Centre before the session opens at 3.00 p.m. on Tuesday, 21 September 1976.

Participants at the meeting of the Board of Governors on 17 September are requested to obtain their badges before that date.

PROTOCOL OFFICE

F-7 (ext. 219 or 220)

Chief of the Service

Mr. P. Danoewinata

Credentials

Those delegates who have been unable

to submit their credentials earlier are requested to deposit them at the Protocol Office as soon as possible after their arrival in Rio.

#### Badges and car labels

A badge for each participant will be issued upon registration at the Protocol Office. Since this badge bears the photograph of the holder, which will be taken on the spot, each participant must register in person. Participants are requested to wear their badges when entering and while they are inside the Conference Centre. On request, participants will also be given labels for their cars.

#### Delegations' list

It is requested that the Protocol Office be notified, in writing, of any change required in the particulars of a delegation, so that the delegations' list may be kept up to date.

#### INFORMATION DESK

F-4 (ext. 218 or 79)

The Information Desk is located in the entrance hall. In addition to giving information about the Conference itself and the location of offices of staff, it provides a lost

and-found service. It will also take messages and incoming telephone calls, and arrange for participants to be paged.

DOCUMENTS AND MAIL

F-2 (ext. 217)

Documents Officer

Mr. H. Smids

The Documents Station is situated in the entrance hall.

It is manned from 8.30 a.m. until 6.30 p.m. on working days.

A delegation wishing to change the request it has made for documents required during the session should inform the official at the counter. Documents in preparation overnight will usually be ready for collection by 8.30 a.m.

Letters and invitations for participants will be delivered to the counter and will be handed over to the addressee or his representative on request, against signature.

DOCUMENTARY REFERENCE SERVICE

A number of Agency documents have been brought to Rio de Janeiro for reference purposes. Participants who

erial should apply to Mr. Smids at the Documents Station.

**PUBLIC INFORMATION**

L-29

**Chief of the Services**

Mr. G. Delcoigne (ext. 214)

**Press, Radio and  
Television Officers**

Mr. J. Lenqyel (ext. 74)

Mr. H. Meyer (ext. 216)

**Press briefings**

The press service is ready to help delegations to arrange press conferences and to circulate information material.

**Press releases**

Press releases will be prepared in English, French, Portuguese, Russian and Spanish and copies will be put in the distribution boxes of the Documents Station as soon as they are ready.

**Radio and Television**

The Secretariat is in touch with national radio and television services. The Radio and Television Officers mentioned above may approach delegat-

ions with a view to meeting requests from these services for sound and visual recordings to be made during the session.

LOUNGE

Second Floor

Delegates' Aide

A Delegates' Aide (ext. 239) has her desk in the Lounge.

She will take messages and have participants paged on request; she can also arrange for a limited amount of typing to be done for participants.

EXTERNAL RELATIONS

S-5

Assistant Director  
General for External  
Relations

Mr. D.A.V. Fischer (ext. 227)

CONFERENCE CO-ORDINATION

S-2

General Co-ordinator  
Conference Officers

Mr. R. Najjar (ext. 225)  
Miss S. Baumgartlinger (ext. 226)  
Mrs. T. Niedermayr (ext. 225)

ACCOMMODATION FOR PRIVATE  
MEETINGS

Arrangements for the use of rooms for private meetings (without interpretation facilities) may be made by applying to

the Conference Co-ordination Office or, during meetings, to the Conference Officers.

#### COFFEE COUNTER

##### Second Floor

Through the courtesy of the Instituto Brasileiro do Café a coffee counter situated on the second floor will be open from 9.00 a.m. to 6.30 p.m. Coffee, mineral water and soft drinks will be served free of charge.

#### RESTAURANT/BAR

##### Third Floor

A restaurant/bar is situated on the third floor. It will be open from 11.00 a.m. to 7.00 p.m. on working days only.

#### CAFETERIA

At the CARIOCA snack bar, located on the lower ground floor of the Hotel Nacional, a special area will be reserved for Conference participants and staff; quick lunches will be served there.

#### FIRST AID

##### Lower level (ext. 01)

Emergency medical attention is obtainable in the first-aid room on the lower level, facing the stairs. This service is available from 8.00 a.m.

to 8.00 p.m. For emergency assistance at other times call 399-4144.

BANK

The Banco do Brasil has an office just outside the entrance in the left - side passage; it will provide banking facilities from 9.00 a.m. to 6.00 p.m. Monday through Friday.

TELEPHONE SERVICE

F-10

A telephone service is situated in the entrance hall on the right-hand side. Incoming telephone calls will on request be taken by the Information Desk. Outgoing local calls are free of charge. Long distance calls can be booked by the hostess at the telephone service and must be paid for as soon as they have been completed. There are no surcharges to the costs of long distance calls.

POST AND TELECOMMUNICATIONS

F-3

A post and telecommunication office is situated in the entrance hall on the left-hand side. Incoming telegrams will be delivered to the Information Desk and announced on a blackboard there and also by paging the addressee. If not applied for within a few hours they will be

forwarded to the hotel of the addressee. Outgoing mail, telegrams and telexes may be dispatched at the post office.

## HOSPITALITY DESK

F-1 (ext. 75 or 76)

A Hospitality Desk is situated in the entrance hall. It will provide information concerning local transport facilities, special taxi service, social events, travel arrangements, airline tickets and Ladies' programmes.

### Travel

Participants who require assistance in arranging for their return travel should apply to the VARIG officer at the Hospitality Desk or to the travel desks in the lobbies of the Hotel Nacional or the Hotel Intercontinental.

### Car service, car hire

On request, the Hospitality Desk will arrange for chauffeur-driven cars to be summoned by loud-speaker. Arrangements for hiring cars can also be made at the Hospitality Desk.

### Shuttle-bus services

There is a normal shuttle bus every half hour between the Hotel Nacional and the Hotel Excelsior (on Avenida Atlantica) and vice versa. The fare is Cr\$ 5.00 and hotel guests or Conference participants may use this service. In addition, there will be a special

half-hourly shuttle-bus service free of charge for all participants daily from 6 p.m. until midnight. Passengers are requested to present their badge when using this service. For precise details of timing and stopping places participants should apply to the Hospitality Desk.

## THE SESSION

## THE PRESIDENT OF THE CONFERENCE T-3

The President of the Conference will have an office on the third floor of the Conference Centre (ext. 240)

## CONFERENCE SECRETARIAT

Conference Secretary	Mr. T. Garrett	S-10 (ext. 231)
Assistants	Mr. T. Dunne	S-13 (ext. 236)
	Mrs. R. Clémann	S-13 (ext. 235)
Speakers' List	Mr. C. Deplanche	S-14 (ext. 237)
	Miss L. Huber	S-14 (ext. 237)
Credentials Officer	Mr. B. Netchaev	S-12 (ext. 234)

## DOCUMENTS

The provisional agenda for the session is given in documents GC (XX)/562 and Add. 1. Other documents issued for the Conference are listed in document GC (XX)/DOCS/138 and subsequent documents bearing the same symbol. The Conference's Rules of Procedure are to be found in the booklet GC (XIX)/INF/152.

A delegate wishing to submit a draft resolution or other documents to the Conference is requested to provide the Conference Secretary, or one of his Assistants, with several copies of the text as early as possible.

THE JOURNAL

L-12 (ext. 208)

Editor

Mr. V. Mocaer.

The Journal will appear every working day first thing in the morning. It gives the programme of meetings for the day with the agenda items to be taken at each meeting; a forecast of the meetings for the following day; announcements; and details of social events taking place during the session.

TIMES OF MEETINGS

The opening meeting of the session on Tuesday 21 September will begin at 3.00 p.m. Afternoon meetings will normally start at that time and morning meetings at 10.30 a.m.

MEETING ROOMS

The Plenary, the Committee of the Whole and the Board of Governors will meet in the Auditorium on the first floor. The General Committee will meet in Room B on the second floor. Smoking is not permitted in the Auditorium.

SEATING

In plenary meetings, and at meetings of the Committee of the Whole, the first seat facing the President or Chairman, and to his right, is accorded to the Member State which has provided the Chairman of the Board of Governors

during the present year. Argentina will accordingly occupy that place, followed by other Member States in the English alphabetical order.

#### SPEAKERS' LIST

S-14

In order to facilitate the conduct of business a speakers' list is kept for all plenary meetings. Delegates intending to speak should, as long as possible in advance, inform the officials responsible for keeping the list, in their office on the second floor (ext. 237) or, immediately before or during plenary meetings, at the desk in the Auditorium near the podium (ext. 223) - of the agenda item to which they wish to speak.

#### WRITTEN TEXT OF SPEECHES

It will be appreciated if a delegate proposing to speak from a written text will provide the Conference Officer with copies in advance. This will greatly facilitate the work of the interpreters, the precis writers and the public information service.

#### WORKING LANGUAGES AND INTERPRETATION

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

and statements made in any one of these languages will be interpreted simultaneously into the others. The proceedings of plenary meetings will also be simultaneously interpreted into Portuguese through the courtesy of the Brazilian Government.

**TAPE RECORDING**

A participant wishing to listen to the tape recording of a meeting should request a Conference Officer to make the necessary arrangements.

**VOTING BY SHOW OF HANDS**

To facilitate the counting of a vote by show of hands, delegates are asked to register their votes by raising the name-plates lying on their desks.

## THE SECRETARIAT

The Director General

Dr. Sigvard Eklund (ext. 242) has an office on the third floor of the Conference Centre. He will be assisted by Mr. B. Hasani (Special Adviser) ext. 241, Mr. T. Wojcik (Special Assistant) ext. 241, and by Mrs. N. Alonso, Mrs. M. Opelz, Miss B. Tschech and Mrs. L. Schneider.

Deputy Director General (Administration)	Mr. J. Hall (ext. 243)
Deputy Director General (Research and Isotopes)	Mr. H. Glubrecht (ext.245)
Inspector General	Mr. R. Rometsch (ext. 247)
Deputy Director General (Technical Assistance and Publications)	Mr. H. Bittencourt (399-1000, ext. 54)
Deputy Director General (Technical Operations)	Mr. I. Zheludev (ext. 246)
Director, Division of Budget and Finance	Mr. J. Abbadessa (ext. 232)
Director, Division of Personnel	Mr. W. Lynch (exts.248,249)
Director, Joint FAO-IAEA Division	Mr. M. Fried ( " )
Director, Nuclear Safety and Environmental Protection	Mr. C. Millar( " )
Director, Operations Division	Mr. S. Nakicenovic ( " )
Director, Nuclear Power and Reactors	Mr. A. Polliart ( " )
Director, Technical Assistance	Mr. S. Srisukh ( " )
Director, IAEA Liaison Office at United Nations	Mr. B. Kouvshinnikov ( " )
Division of Budget and Finance	Mr. R. Schenk (ext. 233)
Division of Personnel	Mr. C. Deplanche (ext.224)
Division of Languages, English Section	Mr. N. Jones (ext. 206)
French Section	Mr. P. Combaux (ext. 205)
Russian Section	Mr. A. Palyanichko (ext.203)

Spanish Section

Mr. L. Alonso de Huarte  
(ext. 204)

Chief Interpreter

Mr. S. Samarine (ext. 87)

Legal Division

Mr. R. Painer (ext. 234)

Division of Research and Laboratories

Mr. E. Fowler (exts. 248, 249)

Department of Safeguards and Inspection

Mr. B. Sanders ( " )

Department of Technical Assistance and

Mr. O. Lloyd (399-1000) ext

Publications

Mr. A. Oteiza-Quirno ( " )

Mr. M. Kenyeres (exts. 248,  
249)

Department of Technical Operations

Mr. R. Skjolddebrand ( " )

Regional Nuclear Fuel Cycle Centres

Mr. V. Meckoni ( " )

Study Project

International Project in the Field of

Mr. P. Elias ( " )

Food Irradiation