

# INFORMATION FOR DELEGATIONS



INTERNATIONAL  
ATOMIC ENERGY AGENCY

GENERAL CONFERENCE

THIRTY-SECOND  
REGULAR SESSION

SEPTEMBER 1988

GC(XXXII)/INF/257



# INFORMATION FOR DELEGATIONS

**The compilation of this handbook was completed on 8 September 1988**

**Printed by the International Atomic Energy Agency in Austria**

**PRESIDENT OF THE CONFERENCE**

Second Floor, No. 1, Ext. 4100

**CHAIRMAN OF THE COMMITTEE OF THE WHOLE**

Second Floor, No. 14, Ext. 4110

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**DIRECTOR GENERAL OF THE IAEA**

Second Floor, No. 2, Ext. 4000

**CONFERENCE VENUE**

Austria Center Vienna, Am Hubertusdamm 6, 1220 Vienna,  
Telephone number 218 71 01 (see also floor plans attached  
to the Handbook)

## CONFERENCE SECRETARIAT AND SUPPORTING SERVICES

Secretary of the Conference	Second Floor, No. 15, Ext. 4010
Protocol Office and Registration of Delegations	Second Floor, No. 5, Ext. 4090
Credentials Office	Second Floor, No. 5, Ext. 4092
Conference Services	Second Floor, No. 12, Ext. 4020
Documents Services	Second Floor, No. 8, Ext. 4085
Information Desk	Second Floor, No. 11, Ext. 4141
Speakers' List	Second Floor, No. 7, Ext. 4133
Voluntary Contributions	Second Floor, No. 13, Ext. 4112
Public Information Services	First Floor, No. 3, Ext. 4050
Journal	Second Floor, No. 16, Ext. 4120



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**Plans**

NUCLEAR SAFETY AND  
RADIATION PROTECTION  
MEETINGS

In parallel with the Conference's formal programme, there will be a number of meetings on nuclear safety and radiation protection: a special four-session scientific meeting on radiation protection, a joint meeting of nuclear safety and radiation protection officials and the traditional meeting of senior nuclear safety officials. These meetings were announced in the "Advance information for delegations" (GC(XXXII)/INF/255) and will be brought to the attention of participants during the Conference session in the Journal.

CONFERENCE ON THE  
RELATIONSHIP BETWEEN  
THE PARIS AND THE  
VIENNA CONVENTION

In conjunction with the Conference's session, a one-day Conference, organized jointly by the IAEA and the OECD Nuclear Energy Agency, will be held on Wednesday, 21 September 1988, for the purpose of adopting and opening for signature a Joint Protocol to the Convention on Third Party Liability in the Field of Nuclear Energy (Paris Convention) and the Convention on Civil Liability for Nuclear Damage (Vienna Convention). The Conference will meet in the Agency's Headquarters at the Vienna International Centre (next to the Austria Center Vienna).

## **GENERAL ARRANGEMENTS**

**THE CONFERENCE BUILDING** The Conference is meeting in the Austria Center Vienna, Am Hubertusdamm 6, 1220 Vienna , which is located next to the Vienna International Centre (VIC). Entry to the Austria Center Vienna is from the Hubertusdamm; the telephone number is 218 71 01.

The session will open at 10 a.m. on Monday, 19 September 1988. It will convene in the Plenary Hall (Conference Room A), which is on the second floor of the Austria Center Vienna.

The precise location of meeting rooms, offices and the various services may be found by referring to the floor plans at the end of the Handbook.

**INFORMATION DESK**  
Second floor, No. 11, Ext. 4141

At the Information Desk general information may be obtained about the Conference, such as the location of meeting rooms and offices, telephone extensions and the various services. The Information Desk takes messages for participants and, if necessary, arranges for them to be paged; also, it provides a lost-and-found service.

## **ACCREDITATION OF DELEGATES AND PROTOCOL**

### **Chief of Protocol**

Mr. H. Hernandez Mata    Second Floor, No. 5, Ext. 4090

### **Credentials**

Those delegates who have been unable to submit their credentials earlier are requested to deposit them directly with the Credentials Office (Second Floor, No. 5, Ext. 4092) as soon as possible after their arrival.

### **Badges and car labels**

For security reasons, members of delegations must wear badges with a photograph when entering the Austria Center Vienna and at all times while on the premises.

Badges will be issued at the Registration Desk (Ground Floor, No. 1) to those participants who have not registered before and who are not in possession of a VIC pass.

For entrance to and parking in the car parks of the Austria Center, blue car stickers will be issued. For official cars with chauffeurs, red car stickers allowing the cars to be driven to the main entrance of the Austria Center will be issued on request.

### **Delegates' list**

Delegates are requested to inform the Chief of Protocol, in writing, of any change required in the particulars provided at the time of registration, so that the delegations' list may be kept up to date.

**CONFERENCE SECRETARIAT**

Second Floor, No. 15

<b>CONFERENCE SECRETARY</b>	Mr. M. Sanmuganathan	(Ext. 4010)
<b>Assistants</b>	Mr. M. Davies	(Ext. 4012)
	Ms. I. Hirschmann	(Ext. 4011)
<b>Credentials Officer</b>	Mr. V. Boulanenkov	(Second Floor, No. 5) (Ext. 4092)

**COMMITTEE OF THE WHOLE**

Second Floor, No. 14

<b>Secretary</b>	Mr. M. Davies	(Ext. 4012)
<b>Division of Budget and Finance</b>	Ms. G. Leitner	(First Floor, No. 4) (Ext. 4072)
<b>Legal Division</b>	Ms. L. Rockwood	(Second Floor, No. 3) (Ext. 4081)

ADMINISTRATIVE CO-ORDINATION  
AND CONFERENCE SERVICES

Second Floor, No. 12

Head	Mr. N. Gerzer	(Ext. 4020)
Assistants	Mr. A. Dona	(Ext. 4020)
	Mr. L. Kardos	(Ext. 4022)
Chief Interpreter	Mr. N. Witter	(Ext. 2715)
Chief, Documents Services	Mr. G. Dreger	(Ext. 4085)

DOCUMENTS SERVICES

Second Floor, No. 8

**Documents**

On working days, the Documents Station will normally be open from 8.30 a.m. until 6.30 p.m. Each delegation will be assigned a special box, where all working documents of the Conference are distributed. Documents in preparation over-night will usually be ready for collection by 8.30 a.m.

The documents distributed before the opening of the Conference will be available in limited quantities only. Participants are therefore requested to bring their own copies to meetings.

Participants are reminded that the use of delegation boxes is restricted to official Agency documents and publications and announcements of official meetings. Official invitations may also be accepted at the Documents Station.

A limited amount of typing can also be arranged for delegations (Second Floor, No. 8).

**Mail**

Letters and invitations for participants will be put into delegations' distribution boxes at the Documents Station.

**Documents Officer**

Mr. H. Smids (Ext. 4033)

**ACCOMMODATION FOR  
REGIONAL AND  
PRIVATE MEETINGS**

Arrangements for the use of rooms (including private meetings) may be made by applying to Conference Services (Second Floor, No. 12, Ext. 4020) or, during meetings, to the Conference Officers.

## **PRESS, RADIO AND TELEVISION**

First Floor, No. 3

### **Press Conferences**

The Press Officers are ready to help delegations in arranging press conferences, briefings and interviews and to accept information material for display and distribution. Badges for the Press will be issued by Public Information at the Press Registration in the entrance hall. Press conferences and briefings will be announced via TV information system.

### **Press Releases**

Press releases will be issued in English and French, and copies will be put into the distribution boxes at the Documents Station as soon as they are ready.

### **Radio and Television**

The Press Officers are ready to make arrangements, on behalf of delegations, to meet requests from national radio and television networks for sound and visual recordings during the session.

## **Division of Public Information**

Director	Mr. Y. Yoshida	First Floor, No. 3, Ext. 4050
Press Officers	Mr. H. Meyer	(Ext. 4060)
	Mr. J. DGLISH	(Ext. 4058)
	Mr. V. Mouchkin	(Ext. 4064)
	Mr. L. Wedekind	(Ext. 4063)

## **THE SESSION**

### **THE JOURNAL**

Issues of the Journal will appear early in the morning of each working day and will contain the agenda items to be taken at that day's meetings, a forecast for the following day and other notices and announcements of interest to delegations.

### **DOCUMENTS**

The provisional agenda for the session is given in documents GC(XXXII)/834 and Add. 1; other documents issued for it are listed in document GC(XXXII)/DOCS/285 and subsequent documents bearing the "GC(XXXII)/DOCS/ " symbol. The Rules of Procedure of the General Conference are to be found in the booklet GC(XXXI)/INF/245.

Delegates wishing to submit draft resolutions or other documents to the Conference are requested to provide the Conference Secretary or the appropriate Committee Secretary with several copies of the text as early as possible.

#### TIME OF MEETINGS

The opening meeting of the session on Monday, 19 September 1988, will begin at 10 a.m. Unless otherwise decided by the Conference, morning meetings will begin at that time and afternoon meetings at 3 p.m. Delegates are kindly requested to be in their places by those times in order to allow meetings to start punctually. Evening meetings, as and when they become necessary, will be announced during the session.

#### MEETING ROOMS

Plenary meetings will be held in the Plenary Hall, Conference Room A on the second floor; the Committee of the Whole will meet in Conference Room B also on the second floor, and the General Committee in Meeting Room M on the first floor. The Information Desk will direct participants to the meeting rooms.

In meeting rooms A, B, C, M, N and O, portable radio receivers with which participants can listen to the proceedings will be available. It is particularly asked that these receivers be left behind in the meeting rooms as they must be serviced before they can be used again.

## SEATING

At plenary meetings and at meetings of the Committee of the Whole, the first place 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 past year. The Federal Republic of Germany will accordingly occupy that place, followed by other Member States in English alphabetical order.

## SPEAKERS' LIST

In order to facilitate the conduct of business, a speakers' list is kept for the general debate and — where appropriate — for other items in plenary meetings. As was indicated in the "Advance information for delegations" (GC(XXXII)/INF/255 issued on 17 July 1988), the list of speakers for the general debate was opened on 12 July 1988. Any delegates who have not yet inscribed their names on the list but wish to speak in the general debate are requested to contact Ms. S. Stransky, the official responsible for maintaining the speakers' list, either in her office — No. 7 on the second floor (Ext. 4133 or 4134) — or, immediately before and during plenary meetings, at a desk in the Plenary Hall near the foot of the podium. In accordance with the practice followed at previous sessions, efforts will be made to give priority to ministers participating in the general debates.

Delegates wishing to speak on other items in plenary meetings should also inscribe their names at the speakers' list's desks.

**TEXTS AND ORAL  
PRESENTATIONS OF  
GENERAL DEBATE  
STATEMENTS**

*As was indicated in the "Advance information for delegations", it would be greatly appreciated if, as in the past, the texts of statements to be delivered during the general debate were handed to the Conference Officers in advance and if — to enable the Conference to make the best possible use of the time available — delegates kept the duration of their oral presentations down to 15 minutes at the most by confining themselves to the salient points of their statements. The summary records of the general debate will be based on the full statement texts handed to the Conference Officers. Copies of the full texts (in the original language) will, if delegates so request, be made available to other delegates.*

It is of considerable help if the texts of statements so provided to the Conference Officers are typed with double-line spacing.

**VOLUNTARY CONTRIBUTIONS  
TO THE TECHNICAL  
ASSISTANCE AND  
CO-OPERATION FUND  
FOR 1989**

To enable up-to-date information to be provided to the General Conference regarding voluntary contributions to the Technical Assistance and Co-operation Fund for 1989, the Contributions Officer, Ms. H. Byler, will be available to receive pledges in her office — No. 13 on the second floor (Ext. 4112) — or, immediately before and during plenary meetings, at a desk in the Plenary Hall near the foot of the podium.

## **WORKING LANGUAGES AND INTERPRETATION**

The working languages of the Conference are Arabic, Chinese, English, French, Russian and Spanish, and statements made in any one of these languages will be interpreted simultaneously into the others. If delegates wish to make a speech in a language other than the working languages, they should, under Rule 87 of the Rules of Procedure, themselves arrange for interpretation into one of the working languages and provide the Secretariat with a written text of their speech in advance in that working language.

## **RECORDING OF MEETING PROCEEDINGS**

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

## **THE AGENCY**

### **MEMBER STATES AND THE BOARD OF GOVERNORS**

Comprehensive information on the membership of the Agency, the composition of the Board of Governors, Resident Representatives, etc. is published in English in a booklet entitled ‘Board of Governors and Permanent Missions of Member States’. The latest issue is No. 87 of September 1988, and copies may be obtained from the Documents Station.

### **CHAIRMAN OF THE BOARD OF GOVERNORS**

The Chairman of the Board, Mr. Reinhard Loosch, will have an office on the third floor (No. 1, Ext. 4040).

**THE DIRECTOR GENERAL  
OF THE IAEA**

	Mr. H. Blix	Second Floor, No. 2, Ext. 4000
Special Assistants	Mr. T. Wojcik	Second Floor, No. 2, Ext. 4003
	Mr. B. Skjoeldebrand	Second Floor, No. 2, Ext. 4006
	Ms. N. Alonso	Second Floor, No. 2, Ext. 4005
Personal Assistant	Ms. B. Tschech	Second Floor, No. 2, Ext. 4001
Secretaries	Ms. M. Robausch	Second Floor, No. 2, Ext. 4002
	Ms. E. Fairless	Second Floor, No. 2, Ext. 4004
Representative of the Director General to the United Nations	Mr. B. Andemicael	Second Floor, No. 6, Ext. 4098
Head, IAEA Office in Geneva	Ms. M. Opelz	Second Floor, No. 6, Ext. 4097

## SECRETARIAT OF THE POLICY-MAKING ORGANS

Secretary of the Policy-making Organs	Mr. M. Sanmuganathan	Second Floor, No. 14, Ext. 4010
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Assistants	Mr. M. Davies	Second Floor, No. 14, Ext. 4012
	Ms. I. Hirschmann	Second Floor, No. 14, Ext. 4011

## THE SECRETARIAT

### DEPARTMENT OF ADMINISTRATION

Deputy Director General	Mr. W. Dircks	Second Floor, No. 4, Ext. 4030
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Administrative Officer	Mr. G. Schramek	Second Floor, No. 4, Ext. 4032
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Secretary	Ms. G. Fouchard	Second Floor, No. 4, Ext. 4031
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Director, Division of External Relations	Mr. M. Wilmshurst	Second Floor, No. 6, Ext. 4130
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Director, Division of Budget and Finance	Mr. A. Gué	First Floor, No. 4, Ext. 4070
Director, Legal Division	Mr. M. ElBaradei	Second Floor, No. 3, Ext. 4080
Director, Division of General Services	Mr. F. Fariña Hille	VIC, Ext. 2360/1150
Director, Division of Personnel	Mr. M. Camcigil	VIC, Ext. 2360/1525
Director, Division of Languages	Mr. J. Rivals	VIC, Ext. 2360/1400
Director, Division of Public Information	Mr. Y. Yoshida	First Floor, No. 3, Ext. 4050
Head, Office of Internal Audit and Management Services	Mr. B. Cooper	VIC, Ext. 2360/6130

DEPARTMENT OF RESEARCH AND ISOTOPES

Deputy Director General	Mr. M. Zifferero	Third Floor, No. 6, Ext. 4190
Director, Joint FAO/IAEA Division of Isotope and Radiation Applications of Atomic Energy for Food and Agricultural Development	Mr. B. Sigurbjoernsson	VIC, Ext. 2360/1610
Director, Division of Life Sciences	Mr. M. Nofal	VIC, Ext. 2360/1650
Director, Division of Physical and Chemical Sciences	Mr. V. Konshin	VIC, Ext. 2360/1700
Head, Seibersdorf Laboratories	Mr. P. Danesi	Seibersdorf

Head, Monaco Laboratory Mr. A. Walton Monaco

Director, International Centre for Theoretical Physics Mr. A. Salam Trieste

#### DEPARTMENT OF SAFEGUARDS

Deputy Director General Mr. J. Jennekens Third Floor, No. 4, Ext. 4180

Director, Division of Operations A Mr. V. Schuricht VIC, Ext. 2360/1900

Director, Division of Operations B Mr. R. Bello VIC, Ext. 2360/6270

Director, Division of Operations C Mr. J. McManus VIC, Ext. 2360/2050

Director, Division of Development and Technical Support Mr. K. Naito VIC, Ext. 2360/1840

Director, Division of Safeguards Information Treatment      Mr. D. Tolchenkov      VIC, Ext. 2360/2200

Director, Division of Safeguards Evaluation      Mr. R. Parsick      VIC, Ext. 2360/1808

Acting Director, Division of Standardization, Training and Administrative Support      Mr. D. Perricos      VIC, Ext. 2360/1833

DEPARTMENT OF TECHNICAL CO-OPERATION

Deputy Director General      Mr. Noramly bin Muslim      Third Floor, No. 5, Ext. 4150

Director, Division of Technical Assistance and Co-operation      Mr. M. Ridwan      Third Floor, No. 5, Ext. 4151

Division of Publications  
Head, Publishing Section      Mr. R. Kelleher      VIC, Ext. 2360/2493

17      Head, Printing Section      Mr. G. Dreger      Second Floor, No. 8, Ext. 4085

DEPARTMENT OF NUCLEAR ENERGY AND SAFETY

Deputy Director General	Mr. L. Konstantinov	Third Floor, No. 3, Ext. 4160
Director, Division of Nuclear Power	Mr. N. Char	VIC, Ext. 2360/2750
Director, Division of Nuclear Fuel Cycle	Mr. J.-L. Zhu	VIC, Ext. 2360/2650
Assistant Deputy Director General, Director, Division of Nuclear Safety	Mr. M. Rosen	Third Floor, No. 2, Ext. 4170
Director, Division of Scientific and Technical Information	Mr. I. Marchesi	VIC, Ext. 2360/2830

## GENERAL FACILITIES AND SERVICES

### RESTAURANT AND SNACK-BAR FACILITIES

The caterers for the Vienna International Centre will service the restaurant and snack-bar facilities at the Austria Center. The following facilities will be in operation:

Restaurant (waiter service)	(11.30 — 14.30)	First Floor, No. 1
Snack-bar (waiter service)	(8.30 — end of afternoon meeting)	Second Floor, No. 10

### BANK Ground Floor, No. 4

The Creditanstalt-Bankverein will provide banking services from 9 a.m. to 6 p.m., Monday to Friday, and from 9 a.m. to 12.30 p.m. on Saturday if there is a meeting.

#### TELEPHONE CALLS

Incoming calls for participants will be taken by the Information Desk. The number is 218 71 01, extension 4141 (throughdialing).

Outgoing local calls may be made, free of charge, from telephones available in various lounges. For long-distance calls participants are asked to contact the Post Office, which is located on the Ground Floor (No. 3).

#### TELEGRAMS

Incoming telegrams will be delivered to the Information Desk and announced on a blackboard there; also, the addressees will be paged. If a telegram is not applied for within a few hours it will, if possible, be forwarded to the addressee's private address in Vienna.

Outgoing telegrams can be dispatched at the Post Office which is located on the Ground Floor (No. 3).

#### TRAVEL AGENCY

Participants who require help in making travel arrangements should apply at the Cosmos Travel Agency at the VIC. Early application is strongly advised in all cases. The Travel Agency can also make arrangements for car hire, excursions, sightseeing, and reservations for theatre, concerts, etc.

**CAR TRAFFIC AND PARKING** The location of the Austria Center in relation to the Vienna International Centre and a suggested route to the centre of Vienna can be seen from a traffic plan which will be contained in the first issue of the Journal.

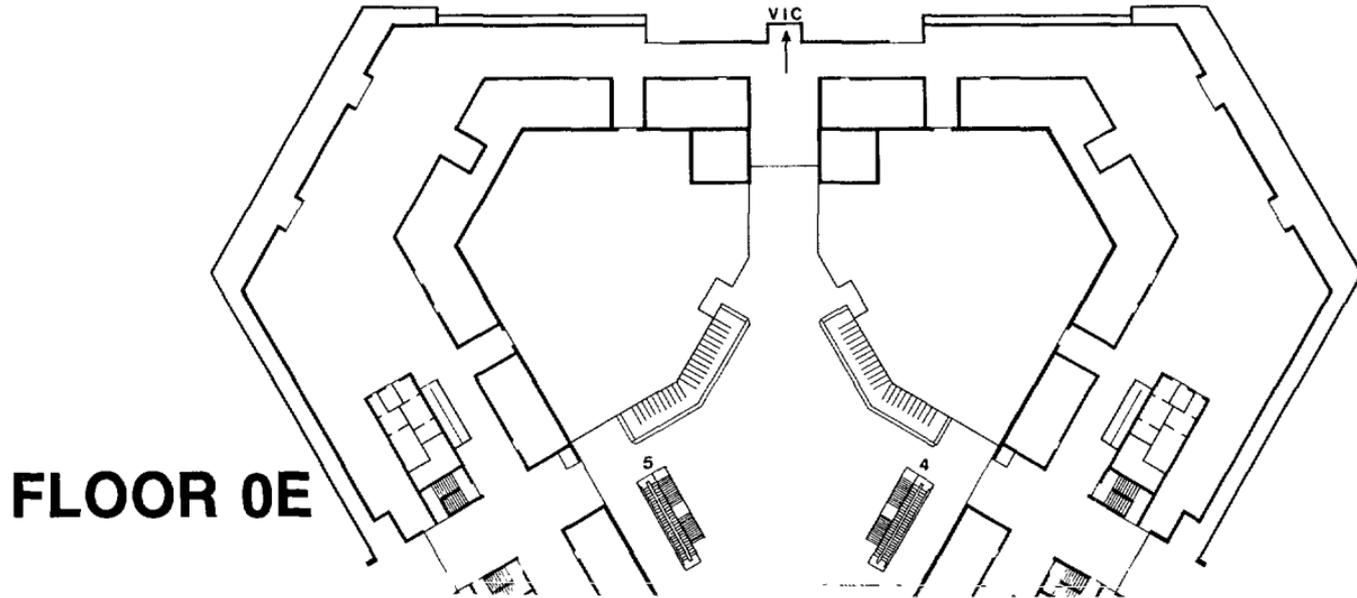
Parking space is reserved on parking decks 2 and 3 of the Austria Center for cars displaying a label issued at the Registration Desk. Participants are asked to ensure that their chauffeurs comply with the directions of the police officers stationed in the car parks.

On request, the guard at the main entrance of the Austria Center will summon chauffeur-driven cars by loudspeaker. He will also call taxis.

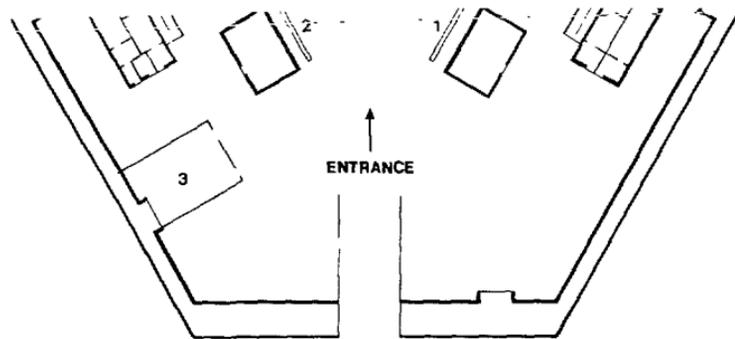
**FIRST AID** Emergency medical attention is obtainable in the Medical Service at the VIC from 8.30 a.m. to 5.30 p.m. (Building F, Seventh Floor, telephone number 2360, Ext. 2222). For emergency assistance at other times, apply to the guard at the VIC (telephone number 2360, Ext. 99).

**VIC COMMISSARY** In accordance with an agreement between the International Atomic Energy Agency and the Austrian Government, the heads of delegations of Member States participating in the General Conference are entitled to commissary cards for the duration of the Conference. Any questions in connection with the issuing of commissary cards to the heads of delegations should be directed to the Protocol Office (Second Floor, No. 5, Ext. 4090).

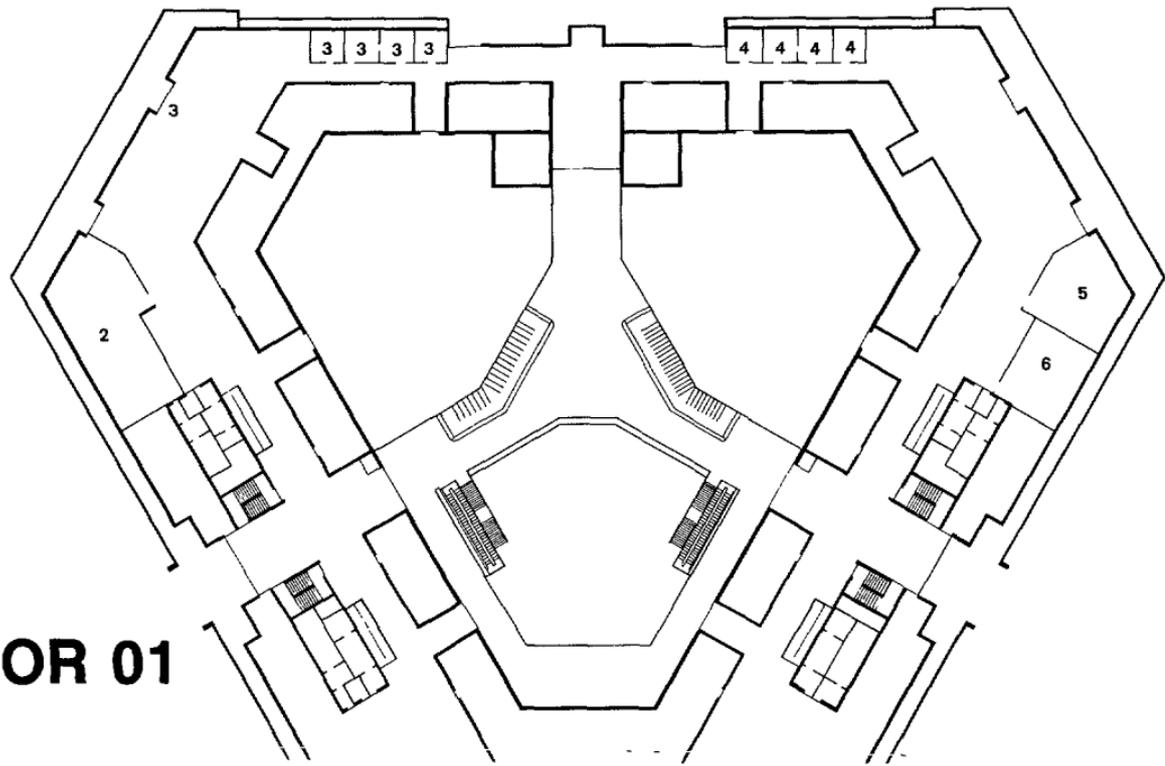
# AUSTRIA CENTER VIENNA PLANS



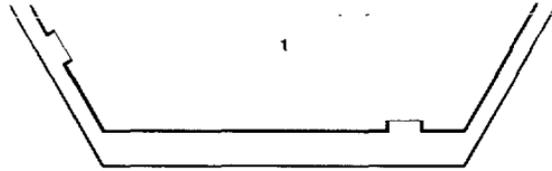
**FLOOR 0E**



- 1 REGISTRATION DESK
- 2 PRESS REGISTRATION
- 3 POST OFFICE
- 4 BANK
- 5 NEWSPAPERS

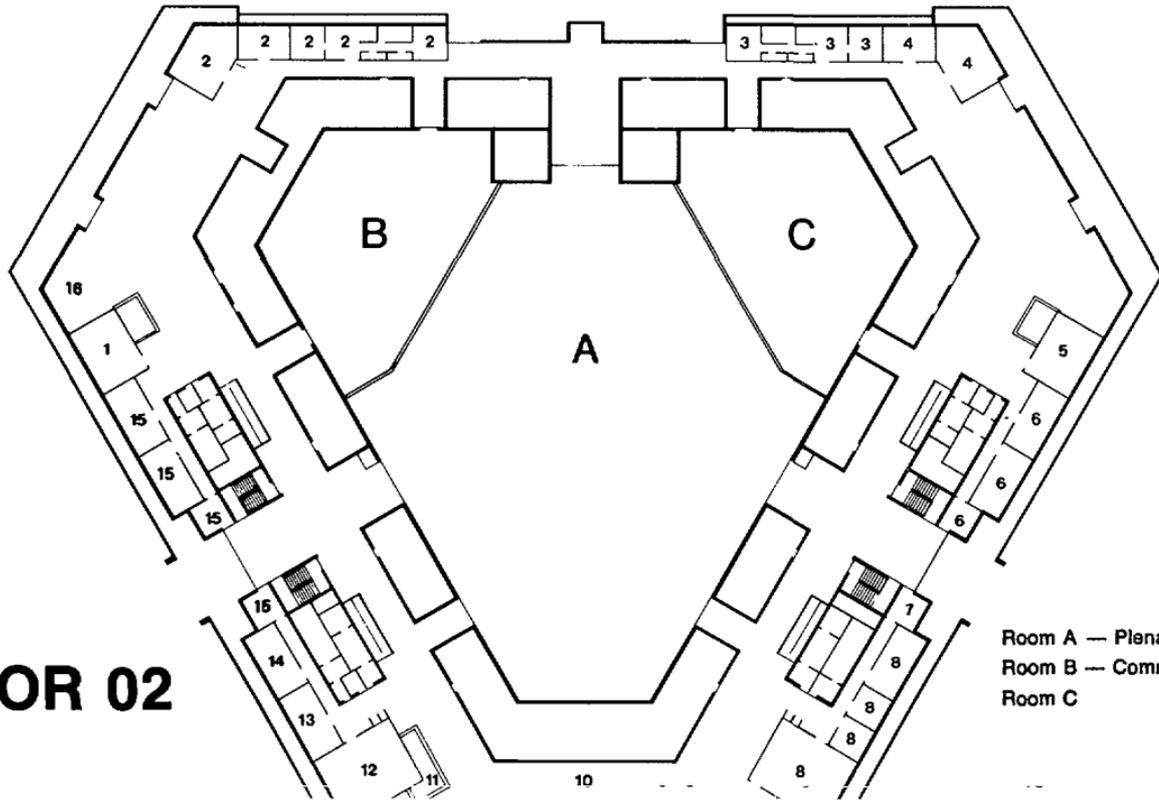


**FLOOR 01**

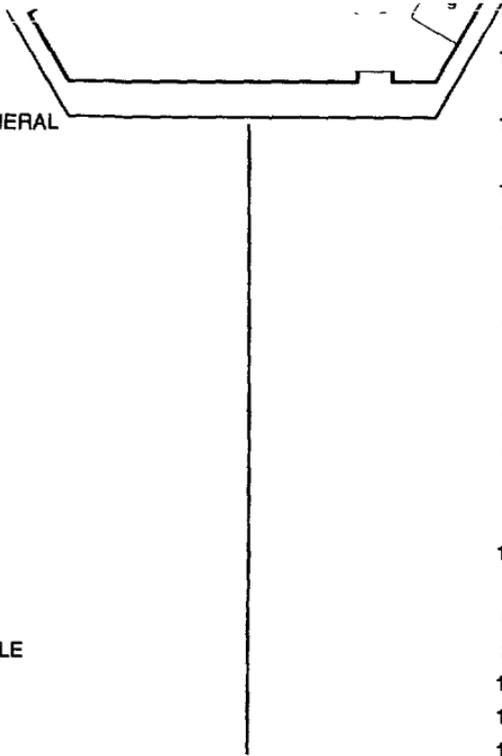


- 1 RESTAURANT/CAFETERIA
- 2 GENERAL COMMITTEE, ROOM M
- 3 PUBLIC INFORMATION (PRESS, RADIO AND TELEVISION)
- 4 BUDGET AND FINANCE
- 5 ROOM N
- 6 ROOM O

# FLOOR 02

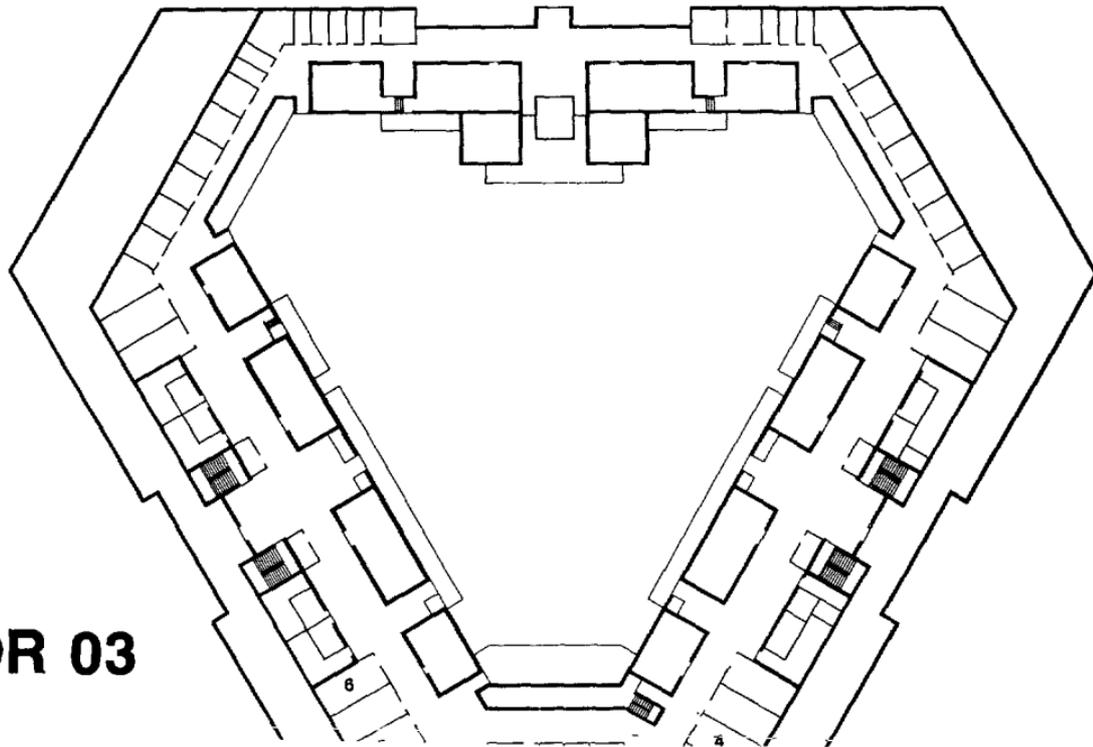


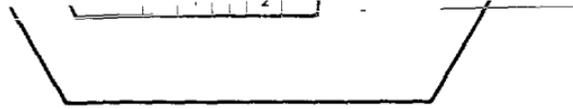
Room A — Plenary of the Conference  
Room B — Committee of the Whole  
Room C

- 
- 1 PRESIDENT
  - 2 DIRECTOR GENERAL  
SPECIAL ASSISTANTS TO THE DIRECTOR GENERAL  
DIRECTOR GENERAL'S STAFF
  - 3 LEGAL
  - 4 DEPUTY DIRECTOR GENERAL,  
HEAD OF DEPARTMENT OF ADMINISTRATION
  - 5 CREDENTIALS AND PROTOCOL
  - 6 EXTERNAL RELATIONS
  - 7 SPEAKERS' LIST
  - 8 DOCUMENTS CO-ORDINATION AND TYPING  
ASSISTANCE
  - 9 DOCUMENTS STATION
  - 10 SNACK-BAR
  - 11 INFORMATION DESK
  - 12 ADMINISTRATIVE CO-ORDINATION AND  
CONFERENCE SERVICES
  - 13 VOLUNTARY CONTRIBUTIONS
  - 14 CHAIRMAN OF THE COMMITTEE OF THE WHOLE
  - 15 SECRETARY OF THE CONFERENCE  
CONFERENCE SECRETARIAT
  - 16 JOURNAL

- 11 INFORMATION DESK
- 1 PRESIDENT
- 15 SECRETARY OF THE CONFERENCE  
CONFERENCE SECRETARIAT
- 14 CHAIRMAN OF THE COMMITTEE OF THE WHOLE
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SPECIAL ASSISTANTS TO THE DIRECTOR GENERAL  
DIRECTOR GENERAL'S STAFF
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CONFERENCE SERVICES
- 6 EXTERNAL RELATIONS
- 3 LEGAL
- 13 VOLUNTARY CONTRIBUTIONS
- 16 JOURNAL
- 10 SNACK-BAR

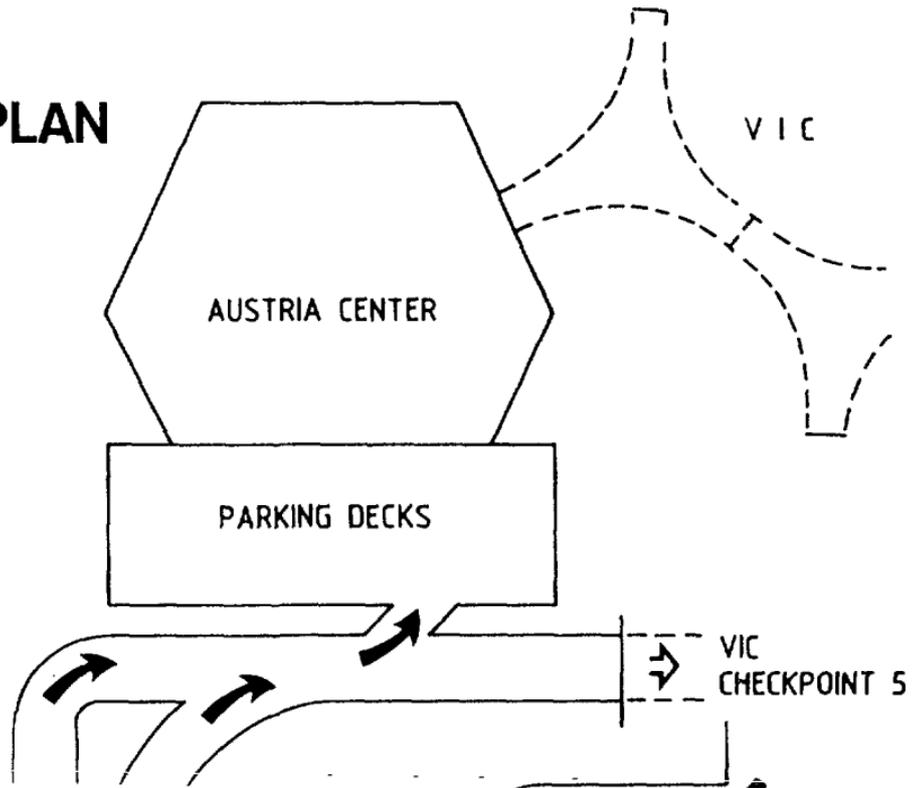
**FLOOR 03**

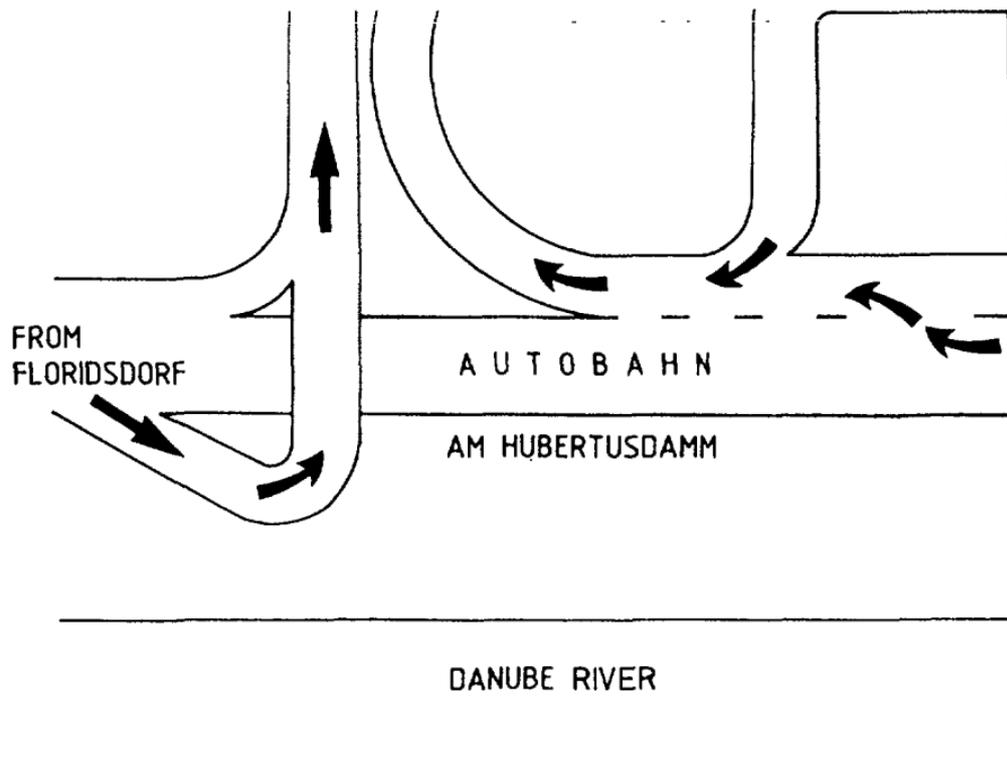




- 1 CHAIRMAN OF THE BOARD OF GOVERNORS
- 2 ASSISTANT DEPUTY DIRECTOR GENERAL, DIRECTOR, DIVISION OF NUCLEAR SAFETY
- 3 DEPUTY DIRECTOR GENERAL, HEAD OF THE DEPARTMENT OF NUCLEAR ENERGY AND SAFETY
- 4 DEPUTY DIRECTOR GENERAL, HEAD OF THE DEPARTMENT OF SAFEGUARDS
- 5 DEPUTY DIRECTOR GENERAL, HEAD OF THE DEPARTMENT OF TECHNICAL CO-OPERATION
- 6 DEPUTY DIRECTOR GENERAL, HEAD OF THE DEPARTMENT OF RESEARCH AND ISOTOPES

# TRAFFIC PLAN





REICHSBRÜCKE FROM CITY - CENTER

