



International Atomic Energy Agency

General Conference – Eighth Regular Session

INFORMATION
FOR
DELEGATIONS

GC(VIII)/INF/74

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○ I. GENERAL ARRANGEMENTS

The eighth regular session of the General Conference is being held in the *Kongress-Zentrum* ¹⁾ in the Neue Hofburg, Heldenplatz.

Plenary meetings will be held in the *Festsaal*; committees will meet in the *Neuer Saal* and the *Ratssaal*.

The offices and meeting rooms mentioned in this handbook are on the mezzanine floor of the *Kongress-Zentrum* unless otherwise indicated. They will open on Monday morning, the day the session begins.

1. 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 may have their chauffeur-driven cars summoned for them by loudspeaker when they leave the building if they apply to the porter.

○ ¹⁾ Telephone number 52 16 87.

2. INFORMATION

There will be a guide on duty in the entrance hall to direct members of delegations to the Protocol Office and to the Documents Station where documents for the session which they have not received earlier may be collected.

The information desk is at the top of the main staircase (extensions 423 and 424); in addition to giving information about the Conference it receives messages and delivers them to delegates, and provides a lost-and-found service.

There will also be Conference ushers on duty to show participants their way.

3. DOCUMENTS STATION (ext. 333)

Each delegation, and each non-member State and organization that has an observer or representative attending the session, is allocated a distribution box at the Documents Station. In this will be found :

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 request 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 official 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 their addressee on request, against his signature, at the Documents Station counter.

4. PROTOCOL OFFICE (*Zeremoniensaal*)

Chief of the Service MR. G. KLEVANSKI (ext. 240)

Protocol Officer MR. P. DANOEWINATA (ext. 242)

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 : Delegations are requested to register at the Protocol Office. They should also notify the Office, in writing, of any subsequent changes in the particulars thus entered on the registration form so that the delegations' list may be kept up to date.

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, in order that overlapping may be avoided.

5. PUBLIC INFORMATION SERVICE

<i>Chief of the Service</i>	MR. L. LIND	(ext. 255)
<i>Press Liaison Officer</i>	MR. P. FENT	(ext. 257)
<i>Radio and Television Officer</i>	MR. R. MORRELL	(ext. 264)

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. 270).

Press briefings: The Information Service will help delegations to arrange press conferences, and to distribute statements to information media.

Radio and television: The Radio and Television Officer will arrange for recordings and films to be made of any interviews delegations would like to have broadcast by their national radio and television networks and by the United Nations.

6. SOUND RECORDINGS OF MEETINGS

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

7. LIBRARY

The services of the Agency's Library (11 Kärntnerring, room 85/Mezzanine) are at the disposal of participants.

8. LOUNGE (*Zeremoniensaal*)

The receptionist at the desk in the lounge (ext. 250) will take messages for participants, and if necessary arrange for them to be paged and to take incoming telephone calls.

9. 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 25). For emergency assistance at other times notify the porter in the entrance lobby (ext. 330).

10. POST OFFICE, TELEPHONES AND TELEGRAMS

There is a post and telegraph office in the entrance hall; it will be open from 9.30 a.m. to 6.30 p.m.

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

Long-distance calls may be placed only from the booths next to the post office.

Telegrams : Incoming telegrams will be held at the information desk and announced on a blackboard there and by paging. If not applied for, they will be forwarded after a few hours to the addressee's private address in Vienna.

11. BANK

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

12. TRAVEL DESK

Participants who would like the Secretariat to help them make arrangements for their return travel should apply at the travel desk. The bookings they require will be easier to obtain if they apply early.

13. SNACK BAR

Lunches and refreshments are available in the snack bar leading off the lobby which runs alongside the *Festsaal*.

○ II. THE SESSION

The session will open at 2.30 p.m. on Monday, 14 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(VIII)/DOCS/59; additions to the list will be issued at intervals.

The provisional agenda is in document GC(VIII)/268, and the Rules of Procedure in GC(VII)INF/60.

2. JOURNAL

The Journal is issued daily, from the day 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 social events in connection with the session.

The editor of the Journal may be contacted in room 302, ext. 414.

○ 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.

If possible, delegates are requested to hand to the Conference Officer several copies of the text of prepared speeches, to facilitate the work of the interpreters, precis writers and the Press Officer.

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 these portable radio sets, with their headphones, be left in the 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 State which has provided the Chairman of the Board of Governors during the past year. Italy 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 speaker's list is kept for all plenary

meetings. Members of delegations intending to speak should, as long as possible in advance, inform Miss L. Nechutny, the official responsible for keeping the list, at her office (*Zeremoniensaal*, ext. 247) - or immediately before and during meetings at her desk in the *Festsaal* near the foot of the podium - of the item under which the statement is to be made.

6. 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 white name plates they will find on their desks.

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 either to the Central Office or to the appropriate Committee Secretariat (see under section 9 below).

8. ACCOMMODATION FOR PRIVATE MEETINGS

Two committee rooms (rooms 201 and 252), 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

<i>Conference Secretary</i>	MR. P.J. BOLTON	room 408, ext. 210
<i>Central Office</i>	MR. R. NAJAR	room 408, ext. 211
	MRS. R.E. SCHEIN	room 407, ext. 208
	MISS L. NECHUTNY	<i>Zeremoniensaal</i> , ext. 247
<i>Committee Secretariats</i>		
<i>Credentials Committee</i>		
<i>Secretary</i>	MR. B. PISSAREV	room 413D, ext.234
<i>General Committee</i>		
<i>Secretary</i>	MR. P.J. BOLTON	room 408, ext. 210
<i>Programme, Technical and Budget Committee</i>		
<i>Secretary</i>	MISS M.E. JEFFREYS	room 413A, ext.230
<i>Assistant Secretary</i>	MR. A.M. MOEBIUS	room 413B, ext.231
<i>Administrative and Legal Committee</i>		
<i>Secretary</i>	MR. P.C. SZASZ	room 413C, ext.232

III. THE AGENCY

1. MEMBERS

The Members of the Agency are the eighty-eight States listed below.

Afghanistan	Chile	Ghana
Albania	China	Greece
Algeria	Colombia	Guatemala
Argentina	Congo (Léopoldville)	Haiti
Australia	Cuba	Holy See
Austria	Czechoslovak Socialist Republic	Honduras
Belgium	Denmark	Hungary
Bolivia	Dominican Republic	Iceland
Brazil	Ecuador	India
Bulgaria	El Salvador	Indonesia
Burma	Ethiopia	Iran
Byelorussian Soviet Socialist Republic	Finland	Iraq
Cambodia	France	Israel
Cameroon	Gabon	Italy
Canada	Germany, Federal Republic of	Ivory Coast
Ceylon		Japan
		Korea, Republic of

Lebanon
Liberia
Libya
Luxembourg
Mali
Mexico
Monaco
Morocco
Netherlands
New Zealand
Nicaragua
Nigeria
Norway
Pakistan
Paraguay
Peru

Philippines
Poland
Portugal
Romania
Saudi Arabia
Senegal
South Africa
Spain
Sudan
Sweden
Switzerland
Syrian Arab Republic
Thailand
Tunisia
Turkey

Ukrainian Soviet
Socialist
Republic
Union of Soviet
Socialist
Republics
United Arab
Republic
United Kingdom of
Great Britain and
Northern Ireland
United States
of America
Uruguay
Venezuela
Viet - Nam
Yugoslavia

2. THE BOARD OF GOVERNORS

The members of the seventh Board are :

AFGHANISTAN	Mr. A.G. Kakar ²⁾	
ARGENTINA	Mr. O.A. Quihillalt, I., Freyung 4	63 85 77, 63 84 63
AUSTRALIA	(vacant), I., Teinfaltstrasse 1	63 01 80
BRAZIL	Mr. M.D. de Souza Santos, I., Josefsplatz 5	52 99 44
CANADA	Miss B.M. Meagher, II., Obere Donaustr 49-51	23 32 03, 23 32 94
CHINA	Mr. T.C. Liu, III., Traungasse 2-4	73 38 345
CONGO (Léopoldville)	Mr. S.P. Tshimbalanga ²⁾	
CZECHOSLOVAK SOCIALIST REPUBLIC	Mr. I. Ulehla, XIV., Penzingerstrasse 11-13	82 24 01
FRANCE	Mr. B. Goldschmidt, IV., Technikerstrasse 2	57 96 07
INDIA	Mr. H.J. Bhabha, I., Opernringhof	57 81 03, 57 81 12
INDONESIA	Mr. B. Darusman, XIX., Lannerstrasse 39	34 24 02
IRAN	Mr. A.A. Azad, IV., Argentinierstrasse 23	65 37 03

²⁾ No permanent address in Vienna.

ITALY	Mr. C. Salvetti (<i>Chairman</i>), III., Rennweg 27	72 51 21
JAPAN	Mr. F. Uchida (<i>Vice-Chairman</i>) I., Neuer Markt 1	52 12 88, 52 12 89
MEXICO	Mr. M. Cabrera Maciá, I., Parkring 12/X/67	52 73 84
MOROCCO	Mr. A. Chorfi ²⁾	
NORWAY	Mr. G. Randers, III., Bayerngasse 3	72 58 23
PORTUGAL	Mr. F. de P. Leite Pinto, I., Strauchgasse 1 - 3	63 93 25
ROMANIA	Mr. H. Hulubei (<i>Vice-Chairman</i>), IV., Prinz Eugenstrasse 60	65 32 27, 65 23 43
SOUTH AFRICA	Mr. D.B. Sole, III., Reisnerstrasse 48	73 56 32, 73 56 33
SWITZERLAND	Mr. U. Hochstrasser, III., Prinz Eugenstrasse 7	72 51 11
UNION OF SOVIET SOCIALIST REPUBLICS	Mr. V.S. Emelyanov, IV., Wolllebengasse 4	65 81 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, VIII., Schmidgasse 14	34 66 11, 34 75 11
URUGUAY	Mr. A. Frangella, I., Opernring 1/V	57 83 72

3. RESIDENT REPRESENTATIVES ACCREDITED TO THE AGENCY

ALBANIA	Mr. G. Nesbo, III., Jacquingasse 41	73 51 95
ARGENTINA	(<i>vacant</i>), I., Freyung 4	63 84 63
AUSTRALIA	Mr. F.B. Cooper, I., Teinfaltstrasse 1	63 01 80
BELGIUM	Mr. J. Errera, I., Parkring 12/VI	52 86 88
BRAZIL	Mr. F.A.B. Franco-Netto, I., Josefsplatz 5	52 99 44
BULGARIA	Mr. L. Stoyanov, IV., Schwindgasse 8	65 64 44
CHILE	Mr. L. Arteaga, I., Stadiongasse 6 - 8	42 42 49
CHINA	Mr. T.C. Liu, III., Traungasse 2-4	73 38 345
COLOMBIA	Mr. D. Henao-Henao, I., Landskronngasse 8/V/46	63 71 26
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., Führichgasse 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. J. Löns, 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
GUATEMALA	Mr. K. Schwarz, XV., Siebeneichengasse 2	83 25 38
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)	
INDIA	Mr. P.N. Ilaksar, I., Opernringhof	57 81 03, 57 81 12
INDONESIA	Mr. B. Darusman, XIX., Lannerstrasse 39	34 24 02, 34 43 40
IRAN	Mr. R. Atabaki, IV., Argentinierstrasse 23	65 27 03, 65 27 04
ISRAEL	Mr. N. Shimron, XIX., Peter Jordanstrasse 66	36 42 04, 36 43 78
ITALY	Mr. E. Martino, III., Rennweg 27	72 51 21
LEBANON	(vacant), IX., Universitätsstrasse 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	Mr. L. Leszczynski, XIII., Hietzinger Hauptstrasse 42 c	82 31 03, 82 55 56
PORTUGAL	Mr. A. de Lucena, I., Strauchgasse 1-3/I	63 93 25
ROMANIA	Mr. M. Ocheana, IV., Prinz Eugenstrasse 60	65 32 27, 65 23 43
SOUTH AFRICA	Mr. J.C. Stewart, III., Reisnerstrasse 48	73 56 32, 73 56 33
SPAIN	Mr. J. de Erice, IV., Argentinierstrasse 34	65 85 54, 65 91 66
SWEDEN	Mr. K.G. Lagerfelt, II., Obere Donaustrasse 49-51	35 86 25
SWITZERLAND	Mr. A. Escher, III., Prinz Eugenstrasse 7	72 51 11
THAILAND	Mr. C. Choonhavan, III., Strohgasse 25/VI	73 51 17
(TUNISIA	Mr. M. Aïssa (Tunis, Tunisia)	.
TURKEY	Mr. B.V. Karatay, IV., Prinz Eugenstrasse 40	65 34 17, 65 34 78

UNION OF SOVIET SOCIALIST REPUBLICS	Mr. A.I. Alexandrov (<i>Acting</i>), IV., Wohllebengasse 4	65 81 75
UNITED ARAB REPUBLIC	Mr. H.M. Tohamy, XIX., Gallmeyergasse 5	36 11 34
UNITED KINGDOM OF GREAT BRITAIN AND NORTHERN IRELAND	Mr. J. McAdam Clark, III., Reisnerstrasse 40	73 15 75
UNITED STATES OF AMERICA	Mr. F.K. Hefner, VIII., Schmidgasse 14	34 66 11, 34 75 11
URUGUAY	Mr. C.W. Aliseris, I., Opernring 1/IV	57 83 72
VENEZUELA	Mr. M. Roche (Geneva)	
YUGOSLAVIA	(<i>vacant</i>), (Belgrade, Yugoslavia)	
PERMANENT REPRESENTATIVE OF THE SECRETARY-GENERAL OF THE UNITED NATIONS :		
	Mr. A. Dollinger, I., Kongresszentrum	52 16 87
	I., Kärntnerring 11	52 45 25

4. THE SECRETARIAT

Office of the Director General

The Director General	MR. S.A. EKLUND	room 401,	ext. 200 and 237
Special Adviser	MR. B.H. HASANI	room 404,	ext. 202
Special Assistant	MR. J.C. WEBB	room 404,	ext. 203
Assistant	MR. G.C. DELCOIGNE	room 404,	ext. 204
Personal Assistant	MISS C.H. DE MOL VAN OTTERLOO	room 403,	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.³⁾

Department of Technical Assistance

Deputy Director General	MR. U. GOSWAMI	room K309,	ext. 113
Administrative Office of Technical Assistance			
Administrative Co-ordinator for Technical Assistance	MR. L. STEINIG	room K386,	ext. 169

³⁾ "K" means room at 11 Kärntnerring; extension connected to 52 45 25.

Division of Exchange and Training		
Director	MR. J. KUBA	room K312A, ext. 146
Division of Technical Assistance		
Director	MR. F.A. MEDINA	room K394, ext. 580
Division of Technical Supplies		
Acting Director	MR.M. MUTRU	room K345, ext. 172/ 423
Department of Technical Operations		
Deputy Director General	MR. G.A. YAGODIN	room K205, ext. 129 room 256, ext. 238
Division of Health, Safety and Waste Disposal		
Director	MR. J. SERVANT	room K341, ext. 186
Division of Nuclear Power and Reactors		
Director	MR. F. MILES	room K211, ext. 137
Division of Scientific and Technical Information		
Director	MR. B. GROSS	room K240, ext. 128
Department of Research and Isotopes		
Deputy Director General	MR. H. SELIGMAN	room K429, ext. 119 room 256, ext. 238

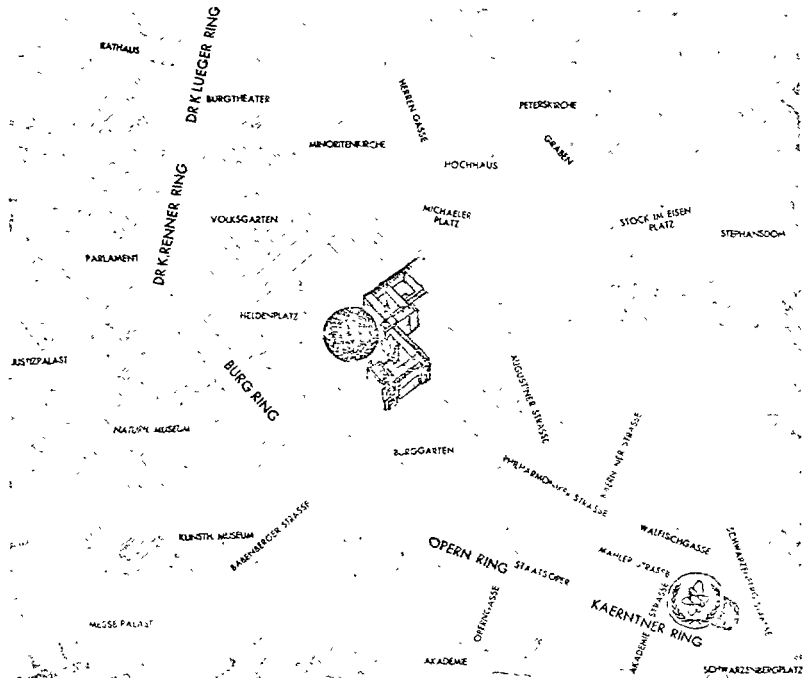
Division of Research and Laboratories			
Director	MR. L. YAFFE	room K417,	ext. 428
Division of Isotopes			
Director	MR. N. SAITO	room K435,	ext. 299
Department of Safeguards and Inspection			
Inspector General	MR. A.D. MCKNIGHT	room K368,	ext. 133
		room 256,	ext. 354
Division of Safeguards ⁴⁾ and Inspection			
Director	MR. S. NAKIĆENOVIC	room K376,	ext. 354
Department of Administration			
Deputy Director General	MR. J.A. HALL	room K490,	ext. 115
		room 405,	ext. 205
Division of Budget and Finance			
Director	MR. H.R. ENNOR	room K103,	ext. 103
Division of Conference and General Services			
Director	(VACANT)		

⁴⁾ Mr. D. Popović will retain his appointment as Director until the end of September 1964. room K370, ext. 131.

Division of External Liaison and Protocol

Director	MR. D.A.V. FISCHER	room 406,	ext. 206
Representative of the Director General of the Agency to the United Nations	MR. E.V. PISKAREV	room 406,	ext. 207
Division of Languages			
Chief	MR. L. MEANA	room K288,	ext. 611
Legal Division			
Director	MR. F. SEYERSTED	room K467,	ext. 135
Division of Personnel			
Acting Director	MR. M.-U. KHAN	room K111,	ext. 125
Division of Public Information			
Chief	MR. L.J. LIND	room 233,	ext. 255
Secretariat of the General Conference and the Board of Governors			
Secretary of the Board	MR.P.J. BOLTON	room 408,	ext. 210

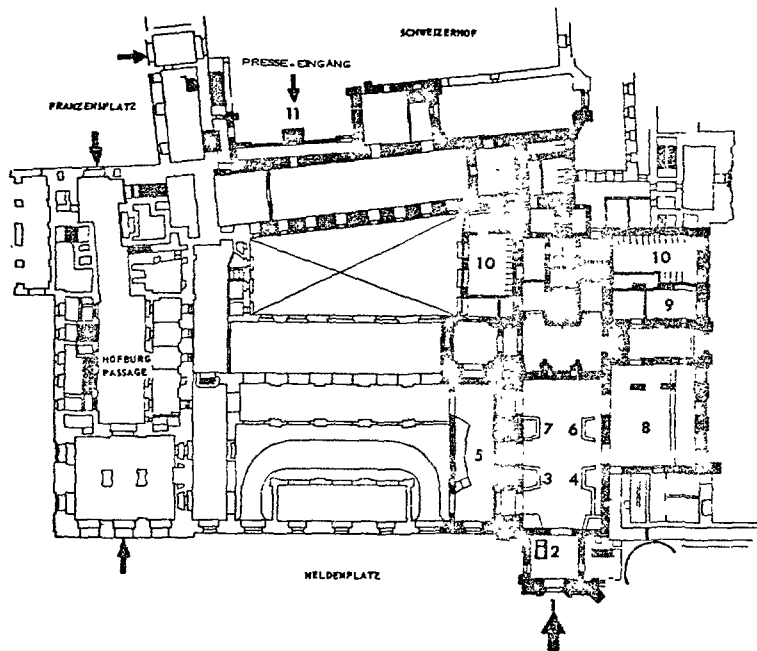
PLANS



Kongress-Zentrum

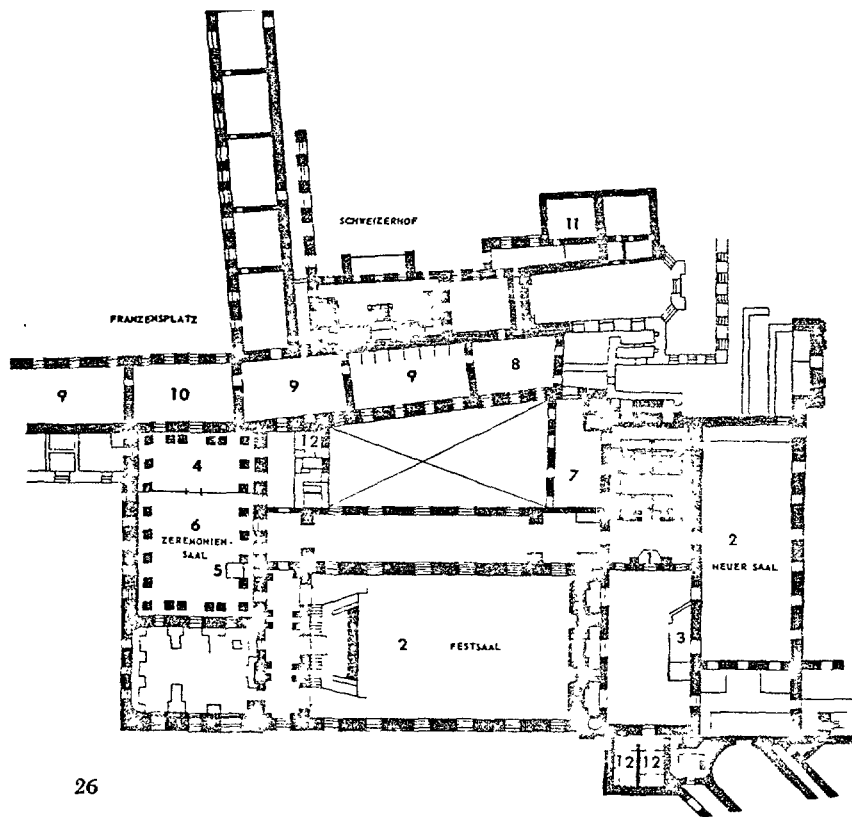


Headquarters building of
the Agency at
11 Kaerntnerring



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 Lavatories
- II 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, film
- 11 Private meeting room
- 12 Lavatories