

UNRWA Archives

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UNRWA — United Nations Relief and Works Agency for Palestine Refugees in the Near East

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PART

7

Preliminaries

On June of 1983, an oral agreement was made between Howard Adelman and Olof Rydbeck at Ditchley Park, Great Britain, that access to the files of UNRWA would be made available to scholarly researchers of the Refugee Documentation Project. Funds were obtained from the Ford Foundation to undertake research in the archives of UNRWA.

Goals

The function of the project (cf. Appendix I - the grant application to the Ford Foundation) was to first find out whether there were any extant archives in UNRWA and, if there were, to document the extent of the archives, depict their state and, if possible, prepare a critical index for reference purposes. As well, the value of the archives for scholarly purposes was to be assessed. At the same time, if possible, Howard Adelman would delve into the early files for the purposes of his own research on the Palestinian refugees while, at the same time, using such access to test in depth the research value of the extant material.

(c) Preparatory Research

In preparation for the trip, the published literature related to the Palestinians as refugees and UNRWA was collected and studied. In London, relevant files of the Public Records Office for the period 1948-1952 were also read. The library and archives of St. Antony's College in Oxford were examined. This research suggested some key issues for investigation. The question was then whether there were extant archives, whether they were in a suitable condition for accessing them, and whether they would be beneficial in throwing light on these issues.

d Restrictions

Access was provided to all documents extant. No rooms, no boxes, no specific files were made inaccessible. In East Jerusalem, a safe of highly confidential material was opened and full access to those files was provided. Though the access agreement (Appendix II) implies that certain material would be restricted, in fact no materials were restricted for survey and reading.

Two sheets of the 1000's read and studied were not allowed to be duplicated. In neither case did they refer to matters of substance. In both cases they referred to alleged irregularities, in one case of a dismissed employee and in another case of a refugee who had received a loan. Since in neither case did the issues become ones in a public court where the individual could have an opportunity to defend himself, the use of such material, which was not germane in any case, was restricted. We concurred in the restrictions in the use of these documents.

(e) Results

All the goals were accomplished. Instead of one linear metre of archives as listed in the U.N. documents (see Part II), there were 1000's of metres. This report documents the extent of the archives and provides indices to their content. Recommendations are made (Part III) about the preservation and preparation of the archives for scholarly research purposes (Part III). Part IV provides a preliminary assessment of the use of such archives for scholarly purposes.

a Public Information

The Guide to the Archives of International Organizations,
The United Nations System published by UNESCO in 1984 (France,
ISBN 92-3-102090-0) includes the following listing on p.231:

Archives of the United Nations Relief and Works
Agency for Palestine Refugees in the Near East
(UNRWA) (ROA6-4)

Volume: one linear metre. No finding aids.

This information is completely false. In UNRWA headquarters alone there are four rooms of boxes of files (Appendix V) which are classified by date and the office of origin, but they are not indexed for accessibility. The details of that material and its organization will be outlined after a few introductory notes.

(b) Administration

In Vienna, Ms. E. Rodanas, Records Control Office, is in charge of both Central Registry Files and Inactive Registry Files (Appendix VIII). The latter constitute the archives and they are the responsibility of Mr. Daher. Though neither individual is trained in archives records management, they have, in fact, maintained a first class records storage system which was far better than expected. There is a part time archivist in Gaza but no controller assigned to the files in Jerusalem.

(c) Destroyed Files

In Beirut, the archives office was hit and the files scattered, with some lost in the 1982 shelling. Further, most of the legal files from the 1950's in Vienna were officially destroyed in 1969. The destruction was authorized by the Legal Officer, Pascal Karary, not the Commissioner-General, evidently simply because he felt the legal department no longer needed them (see Appendix III). Numerous files were also destroyed in Jerusalem without authorization. The bulk of the Cairo files were destroyed.

The destruction in Vienna involved approximately 45 files. (The number of Cairo files destroyed is not listed). Most of those files would have had great value historically, such as the files on Gaza correspondence and incidents, the correspondence with the countries of the region - Israel, Egypt, Syria, Jordan. The other files would have had value to experts in international law.

The legal files destroyed in accordance with AD/250 of the 10/9/1969 did not follow the following UN guideline:

"The archival material and records of the United Nations shall be inviolable and may not be destroyed or removed from any United Nations premises without specific written authorization from the Archivist, or, in his absence, authorization from his superiors". (77-14303; S7/S6B/158) (of also SGB/Rev.1 of 14 July, 1948).

Archives are to be preserved because of their administrative, legal, historical or other value as evidence of the official business of the United Nations and the official policy is to "promote scholarly research concerning the United Nations and, to that end, ...make available to the public the archival material and non-current records of the organization in accordance with prescribed regulations."

(d) Confidentiality

The Draft of the Guidelines in Confidentiality of Documents includes the following categories (see Appendix IV):

1. Strictly Confidential

- correspondence and documents to be seen only by senior staff members (Commissioner-General and Department Director);
- the discretion or the use of the categories and access to the documents is then delegated to those senior staff members.

2. Confidential

- correspondence and documents available to employees who are required to handle them for business purposes; in effect, the officers who have access and who also have the discretion to decide which files are confidential is broadened to include department heads, deputy department heads, division chiefs, personnel officers, deputy field office directors, area officers and officers delegated by the above officers to have access

3. Medical Confidential

- individual medical and health records

4. Private Official

- correspondence and papers re the careers or personal affairs of staff members or individuals in their official relations with the Agency again with highly restricted access

There are no other categories. There is no category - non-confidential.

In fact, however, the records are kept in three classes - strictly confidential, confidential and non-confidential. When active central registry files are moved into the archives, the officer responsible for the files is supposedly asked to review 'strictly confidential' items to remove them from referral to archives. Then, all files received into archives should be assumed to be non-confidential. If they were not, and the classification still applied, access to any files would be allowed.

(e) Contents of Archives in Vienna

The total contents of the archives by bulk are listed in Appendix V to VII. The files of 1950 to 1959 are classified into the categories and items indicated in Appendix VIII. There are over 600 metres of files in Vienna alone.

Approximately 60 files in Vienna (Appendix IX) from the 1950-52 period, but with a few overlaps on either side were examined in detail. The contents included drafts of reports, discussions of drafts, official and personal letters, interoffice memos, statistical analysis with many personal comments.

(f) Field Office Archives

1. Amman, Jordan

The request for a visa from the Ottawa embassy of Jordan for Jordan was not granted. Informed that it would take several months and would require the approval of Amman, and since the intervention of Canadian external affairs was of no avail, Amman was omitted from the itinerary. The External Affairs spokesperson said that there was current tension between UNRWA and Jordan and that that might have explained the stall.

2. Beirut, Lebanon

Beirut was omitted from the itinerary first, because it would be dangerous at this time and, secondly, the Beirut files had all been shifted to Vienna in 1975.

3. Cairo, Egypt

Cairo was visited. The suite of offices were virtually bare. Cairo now serves only as a liaison office. The Cairo office was moved to its current location in 1960. Old records were destroyed and there was not even a record of the authorization for the destruction of the files. In 1967, the function of the office was changed to a liaison office attached to headquarters and in 1981 its administration was shifted to Gaza. There were no archives in CAIRO. Some of the files were clearly not destroyed and were transferred to Gaza. See, for example, A/1-10 Reorganization of Cairo Office, 1957-59; A/1-3/B Cairo Office General, 1951-1959. These files contain original materials and not just copies for Gaza.

4. Gaza

The Gaza archives were in one large area divided into six connected spaces. (See Appendix VI) containing 715 file boxes or about 8,000 - 9,000 files. Approximately 34 from the 1950-52 period which appeared to be of interest were examined and valuable information on resettlement schemes, confidential monthly reports, development plans, migration of refugees, loans, etc. were discovered. The files are reasonably well organized and indexed (see Appendix VI).

5. Jerusalem

The Jerusalem archives were stored in three rooms with the central room containing the locked up files in two filing cabinets. There was more than twice the material of Gaza (1759 file boxes) in over 100 shelf units or about 20,000 files. The archives were somewhat disorganized with no official records keeper so that the files in Jerusalem were in the worst condition. Though told to expect virtually no files prior to 1967, since UNRWA headquarters had been in a battle area, there were in fact files all the way back to 1950. Approximately 18 boxes of files were examined in detail, and 1, in particular, was especially rewarding since it contained the files on resettlement attempts and policies for 1950-52 period. The office files, standard papers and other contractual information are valuable for research purposes.

PART II

R E P O R T O N T H E A R C H I V E S

REPORT I | THE ARCHIVES

(a) Public Information

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This should have eliminated the need for the concern with highly sensitive files, but it was also clear that Magnus Ehrenstrom would be reviewing all files with a view to assessing whether or not they contained highly sensitive material.

(e) Contents of Archives in Vienna

The total contents of the archives by bulk are listed in Appendix V to VII. The files of 1950 to 1959 are classified into the categories and items indicated in Appendix VIII. There are over 600 metres of files in Vienna alone.

Approximately 60 files in Vienna (Appendix IX) from the 1950-52 period, but with a few overlaps on either side were examined in detail. The contents included drafts of reports, discussions of drafts, official and personal letters, interoffice memos, statistical analysis with many personal comments.

The files confirmed clearly that although the public stand of UNRWA advertised itself as a relief and short term program, the clear and not so hidden agenda was to settle the refugees primarily in the Arab countries. 'Reintegration' became the euphemism which stood for economic independence and getting the refugees off the relief roles.

The files confirm that UNRWA was well aware the numbers were exaggerated and there were numerous discussions of how to bring refugee rations in line with real numbers, without much effect; a study of those documents should indicate why UNRWA was so ineffective. The files contain enough data on economic development proposals to be the subject of several theses in that

area alone for economic historians. The items on interagency 'cooperation' are revealing, as are the external memos. They would be of great interest to researchers on international affairs.

The files would also be invaluable for a study of 'welfarism' by a graduate in social work. The files contain a number of studies of the attitudes of the refugees, and perceptions of their willingness to resettle, a readiness which in some cases conflicted with the community spokesmen.

In spite of the large amount of destroyed material there are enough files to be useful to a legal scholar interested in international law undertaking a comparative study of the various drafts and agreements with the various governments in the region.

What comes across in a first impression is a highly organized and bureaucratized international civil service, frequently suspicious of the motives and honesty of the local population. With abundant good will, they try to be social workers, building developers, industrial bankers, small business investors with many failures in all sections. They move on to bigger and bolder schemes. Perhaps, because many, if not most, of the top officials were military officers who were ill equipped for humanitarian relief on the one hand or hard headed entrepreneurs on the other, one finds a very high failure rate. But this is just a first impression, reinforced by the odd direct employee who sets out the situation clearly and boldly.

These acknowledged failures only led UNRWA from one larger vision to another. It was in these early days, and not in the late 50's as had been believed, that UNRWA began to get into education, its large success. But not without attempting large and later small development projects with few positive results.

The lessons contained in these files about push-pull factors re refugees, about development and refugee aid, about the relation of refugees to local populations and governments of first asylum, about a number of other issues surrounding refugees, will be invaluable for practical as well as scholarly interest. Many important new insights are to be found in the political history of the area.

(f) Field Office Archives

1. Amman, Jordan

The request for a visa from the Ottawa embassy of Jordan for Jordan was not granted. Informed that it would take several months and would require the approval of Amman, and since the intervention of Canadian external affairs was of no avail, Amman was omitted from the itinerary. The External

Affairs spokesperson said that there was current tension between UNRWA and Jordan and that that might have explained the stall.

Jeremy Adelman applied in London, England in person and was not granted a visa. He was told the application would take weeks; it would have to be referred to Amman. A travel agent obtaining visas at the same time for clients told him it was because he had a Jewish name. The visa officer in the embassy had asked for his religion and though he had left it blank and insisted he had no religion, the officer asserted that everyone has a religion. In future, a much longer lead time of 3 - 4 months may be necessary in order to obtain a Jordan visa. As it happens, many of the older files in Jerusalem were headed Amman.

2. Beirut, Lebanon

Beirut was omitted from the itinerary first, because it would be dangerous at this time and, secondly, the Beirut files had all been shifted to Vienna in 1975.

3. Cairo, Egypt

Cairo was visited. The suite of offices were virtually bare. Cairo now serves only as a liaison office. The Cairo office was moved to its current location in 1960. Old records were destroyed and there was not even a record of the authorization for the destruction of the files. In 1967, the function of the office was changed to a liaison office attached to headquarters and in 1981 its administration was shifted to Gaza. There were no archives in CAIRO. Some of the files were clearly not destroyed and were transferred to Gaza. See, for example, A/1-10 Reorganization of Cairo Office, 1957-59; A/1-3/B Cairo Office General, 1951-1959. These files contain original materials and not just copies for Gaza.

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RECOMMENDATIONS

1. The use and availability of archives should in general follow the guidelines of the "Development of Records Management and Archive Services within United Nations Agencies".
2. Directives should be issued to all officers to follow the principle of inviolability of records and their mandatory transfer to the Records Office Manager.
3. All records over 20 years of age should be available except, following UNESCO guidelines, personnel records and cases of exceptionally sensitive information on relations with Member States or other inter-governmental organizations when such information "if divulged, may injure the reputation, affect the privacy or endanger the safety of individuals."
4. The Records Control Officer and Records Control Assistant should be upgraded to enable those officers to introduce principles of accessibility for research purposes by arranging for the records officers to attend an intensive course on archive record keeping at a qualified academic institution or at UNESCO, perhaps to be financed, in part by UNESCO.
5. Facilities should be provided to house all relevant archives in one location, including the archives before 1964 in the Field Offices, so they can be controlled and accessed properly as well as indexed.
6. The title of the two positions should be changed to Records and Archives Control Officer and Archives Officer respectively.
7. Finding aids should be prepared along standard lines to assist research and access to the files after appropriate weeding, organization of the material, relabelling if necessary, and shelving into appropriate archives containers. (The present records have been excellently maintained and organized for such purposes, especially given the lack of training of those supervisory personnel and the trials and tribulations UNRWA has undergone, particularly in Beirut.)
8. An archivist should be invited to appraise the precise cost of organizing accessibility to the archives on a more systematic basis, a programme for undertaking such a transition, and a time plan.
9. The Ford Foundation should consider providing funding to an appropriate academic institution for such a project to be undertaken in cooperation with UNRWA.

10. All staff officers should be made aware of the policies, practices, and existing and planned archival system so that they understand the principle of accessibility.
11. Relevant research units of universities should be informed of the availability of UNRWA records for research purposes.
12. Multiple copies of studies, such as the Sinai Project and the Yarmouk Project, should be offered to academic institutions concerned with refugees, the Middle East, economic development; eg. St. Antony's College, Oxford, Great Britain, Refugee Documentation Project, York University, Toronto, Canada, etc.
13. A descriptive inventory should be prepared, indexed and crossed-indexed according to subject matter to facilitate access, and the index should be published in appropriate international guides; utilization of mini computers and an appropriate software package will ease such a project.
14. Regulations should be introduced such as:
 - a) Non removal of documents from files;
 - b) Non marking of documents;
 - c) Use of pencils only in the access room for the file, etc.
 - d) The files should be kept in a safe room and should be signed out with only one file removed at a time;
 - e) The rules should be printed, and all researchers should sign an agreement to abide by such rules in order to have access to files.
 - f) Researchers should acknowledge and cite sources properly in their writings and should agree to do so in advance of obtaining access.
15. Researchers should be requested to forward a copy of any publication which cites UNRWA files.

PART IV

AREAS FOR SCHOLARLY RESEARCH

(a) **Durable and Interim Solutions**

The UNRWA archives provide an excellent opportunity to study attempts to assist refugees with interim solutions - relief, works and economic integration - in countries of first asylum as part of a plan of indirectly approaching a durable solution, although ostensibly serving only as an interim measure. Since this is directly related to new proposals on how to handle refugees in Africa, the study of this precedent could provide valuable information for policy makers as well as scholars.

(b) **Relief**

Relief was intended to be a temporary measure - one to two years at the most. Relief operations continue thirty five years later. A key question is whether the very genesis of UNRWA and its predecessor contributed to the prolonged life of the relief program. The preliminary examination of the archives provides a great deal of information to assist in such an assessment.

A secondary question relates to the attempts to resolve the discrepancy between estimated real numbers of refugees and the inflated numbers on the relief roles. The files not only attest to the discrepancy, but provide information on the difficulties involved in reconciling the two sets of figures. Since this is a common problem, an analysis of this data would be invaluable.

(c) **Works**

The preliminary examination of the material indicates that the interim program of works was: a) expensive b) reached very few refugees; and c) was a focus of conflict with local governments. Research in this area might indicate whether this was merely a product of the local situation or one inherent in refugee relief.

(d) **Economic Integration**

The greatest single body of material provides an excellent case study of attempts (and many failures) to integrate refugees into the economic life of the areas where they found refuge.

(e) **Repatriation**

There is very little in the documents of UNRWA that I examined in the 1950-52 period dealing with repatriation, except for certain mechanics and statistical issues.

(f) **Resettlement**

Contrary to impressions, UNRWA was actively involved in assisting some resettlement attempts, most of which appear to have either failed or amounted to very little. This information may be valuable background to a study of settlement.

(g) Settlement

Contrary to impressions, the documents make very clear that UNRWA was actively involved in attempting to settle refugees in their country of first asylum. The material provides an excellent case study of such efforts, particularly as such efforts were linked to development as a means of integrating the refugees into the life of the host community.

(h) Economic Development

Quite aside from the refugees, the files have an abundance of data on development schemes, plans, attempts and failures, and provide an invaluable body of case material for economic historians or students of economic development.

(i) Law and Administration

The documents, in spite of the crucial material that was destroyed, provide a wealth of data for a case study of the interrelation of international agencies and local governments related to rights, areas of dispute and the modes of resolution. The documents may also throw light on the effects of the co-operation and conflict on the efficacy of the refugee program.

(j) Education

Though the material I studied covers only the early beginnings of UNRWA's educational program, the material in this area grows in abundance as the years passed and could provide an excellent body of material for researchers interested in either refugee education or third world education.

(k) Health

The health records have been retained and are very valuable for research into public health issues, particularly in third world countries or in refugee situations.

(l) International Affairs

The documents contain a great deal of information for analysis on the study of the tension between political concerns and humanitarian efforts, between different UN agencies, between UN and non-governmental agencies, all of which are very important not least of all to contemporary refugee issues.

PART V

APPENDIX 1

GRANT APPLICATION

DISSEMINATION OF THE RESULT

A succinct report on the UNRWA files will be published in Refuge and a longer article is being written on: "The Policy Implications of UNRWA Archives for Durable Solutions". The article will be published in a special issue of the International Migration Review. A paper arising from the material will be presented at a conference in Oxford in August of 1985. As well, the Refugee Documentation Project is planning a conference on the role of International and Non-Government Organizations in Interim Refugee Assistance and Durable Solutions for May of 1986 at which the content of the files will be used as a basis of further papers. Senior administrators and policy makers will be invited to that conference. the refugees. the files have an abundance

APPENDIX I

GRANT APPLICATION

PROPOSAL

An Investigation of UNRWA Policies

INTRODUCTION

In a meeting with Olof Rydbeck, I was granted permission to explore the files of the United Nations Relief and Works Agency for Palestinian Refugees (UNRWA). Heretofore, there has evidently been no independent investigation and research into the files of UNRWA. Permission to explore the files has been confirmed in writing and is attached as Appendix I.

We propose to do research into the files in order to ascertain the state of the documents, the areas of possible research and begin a preliminary exploration of UNRWA policies and its implications on the status and future of the Palestinian refugees.

BACKGROUND

At the present time there are many other situations which could follow the Palestinian model in that refugees would remain in camps for long periods of time without the prospect of either repatriation, settlement in the country of first asylum or resettlement abroad. In order to prevent such camps from becoming sources of conflict and destabilizing factors in the region, it is important to examine the Palestinian case and the UNRWA policies towards the Palestinians which acted or failed to act to facilitate resettlement, repatriation or settlement of the

refugees in the country of first asylum

It should be noted, of course, that the central problem of Palestinians is one of self-determination. However, though the self-determination issue has emerged to the forefront of public attention with respect to Palestinians since 1967 and particularly since 1974, the issue of the refugee status must not be forgotten because of the overriding political problems on the West Bank and Gaza. The study of the Palestinian problem has many lessons that can be applied to refugees throughout the world. Educational policies, welfare policies and the provision of health services--all have affected the development of the Palestinian movement in both political and humanitarian terms. Whatever one thinks of the politics, it is important to trace which policies were effective and in which direction, as well as the forces that impacted on UNRWA as an inter-governmental agency to determine the policies that emerged.

Of course, the policies emerged as a result of many sources--bureaucratic pressures within the organization, international pressures from without, and pressures within the Palestinian community. The intermixtures of such pressures on the policies of UNRWA hopefully can be studied through the documents in the files.

It must be reiterated that UNRWA appears to be open to an independent academic study of the files by qualified academic

authorities. I myself published an article in the 1983 World Refugee Survey on the Palestinian refugees. Another article on Palestinian refugees is to be published in a forthcoming book this Fall.

THE PROJECT

The intention is to go Vienna as well as Jerusalem and Gaza to explore the files of UNRWA in order to ascertain the state and order of those files, prepare a report on which areas of research are feasible, and to publish such a report in Refuge and other journals. The intention is to bring to the awareness of the scholarly community the possibility of such research and the directions such research might take. At the same time, an initial exploration would be made of the policies of UNRWA and the influences on those policies. There is no presumption that we can, in the preliminary investigation, produce a definitive statement on UNRWA policy; that would be a much larger research task. However, the intention is to explore the files thoroughly enough to indicate and mark out the main problems of UNRWA policy, the stages through which it developed, and the documents that could and should be explored in order to flesh out some initial hypotheses. As well, the the research would also involve interviews with UNRWA officials in both Vienna and the Middle East. The research would be done during the Spring and Summer of 1984 and would be followed by two reports; one, on the research potential of the files of UNRWA; two, a sketch outline of the influences on and consequences of UNRWA policy.

QUALIFICATIONS OF RESEARCHERS

I have appended to this application my curriculum vitarum. I would note not only the publication in World Refugee Survey and the forthcoming publication in a book to be edited by Janice Stein and Paul Marantz but also my study of the homeless and displaced persons and refugees in Lebanon in the summer of 1982 which has been referred to by all sides of the conflict regarding the number of homeless in southern Lebanon.

STUDY IMPLICATIONS

A recent issue of the Annals of the American Political and Social Science Quarterly documented in detail the close connection between politics and the treatment of refugees. There has been no study heretofore of the role of international agencies caught up in the matrix of political forces in serving refugees. Such a study is essential if errors are not to be repeated given the current crisis in the refugee situation. In fact, it is shocking that such a study has not already been done on UNRWA.

It is noteworthy that the impracticality of repatriation, which was applicable to the Palestinian situation, is also to be found in situations elsewhere around the world, such as on the Thai border and in the Sudan. It may also emerge to be the case in Afghanistan and Pakistan. When civil strife among competing ethnic groups or wars between neighbouring states are the major causes of refugee crises, the old solutions may no longer be

applicable. And the Palestinian case in the Middle East may provide a paradigm for studying such problems; in particular, the study of the role of international agencies in alleviating the problem or exacerbating it through its policies should and must be studied.

There are other aspects to the problem that are crucial. How did UNRWA policies contribute to the role of Palestinians in the conflict that emerged in Lebanon? This is, afterall, not an isolated case where protracted residence in a country of first asylum contributes to conflicts within that country and the increase in tensions and destabilization.

At the same time, UNRWA was not given mandate to provide protection for refugees and, at the present time, Palestinians are the target of Falangist terrorist squads. To what extent were there attempts by UNRWA in the past to acquire such a protection mandate? If they did not make such attempts, why was protection not seen as an essential part of its function?

Another area of policy concern is the educational role of UNRWA. Did UNRWA concentrate on humanities and social science education to the detriment of technical and blue collar education so that the Palestinians were trained to be managers and leaders but not to help participate in an industrial economy? That in itself might contribute to a distortion. If that were the case, such a distortion in educational policy might lead to a disdain of manual and technical skills to the detriment of development not

only among the Palestinians but also in the Arab countries where Palestinians form a good portion of the educational and professional elite in those countries.

Unlike the UNHCR, UNRWA has assumed direct operational responsibilities for relief, welfare and education of the refugees. UNHCR has avoided such a role. Does the assumption of such a role by an international agency prove to be a benefit to the refugees or a disadvantage? Can an international agency operate for extended periods of time as an operational arm without becoming identified with the cause of those refugees? Did the domination of the bureaucratic apparatus by approximately 16,000 employed Palestinians lead to the effective impotence of the heads of the organization in preventing control of the camps by military units of the PLO? Did it lead to the form of education stressing politicization and ideology rather than technical and skills training?

RESULTS

As stated already, the first intention is to publish a preliminary survey of the areas of policy of UNRWA which affected the development of that organization and its effects on the refugees.

A second consideration would be to categorize and publish a reference list of the files of UNRWA to indicate to other researchers possible areas in which they might conduct their own

enquiries. The publication of such a document would facilitate the development of research in a crucial area of international inter-governmental agencies in the refugee field.

Finally, it is hoped that the preliminary and long-range research would contribute to the development of stronger and more effective international agencies in dealing with refugee issues.

BUDGET

Travel

Air	\$1,700
Ground	300
Per diem allowance (\$80 x 60 days)	4,800
Research Assistant (Prior to trip)	1,000
Duplication, Typing, Printing	1,000
Research Assistant (Following trip)	1,000
Re preparation of reports	
Research Assistant/Typist (Following trip)	1,000
Telephone and Contingencies	200
Total	<u>\$10,000</u>

APPENDIX II

NOTES FOR THE RECORD

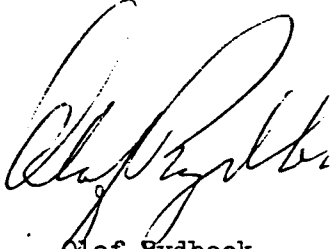
Index

A	O. Rydbeck	December 10, 1984
B	H. Adelman	December 12, 1984
C	M. Ehrenstrom	December 13, 1984

PU 145/3

10 December 1984

1. At a meeting today with Professor Howard Adelman (attended also by Mr Magnus Ehrenström at my request and C/DER), I have agreed to the following:
 - a) with Mr Ehrenström acting as liaison, Professor Adelman to be given supervised access this week (11-14 December) to UNRWA archives dealing with the years 1948-1952, and to any Advisory Commission archives for the same period which may be stored by the Agency;
 - b) for this purpose, Professor Adelman to be given the use of an Agency office and provided with a VIC grounds pass.
2. I have given this authorization on the following understanding:
 - a) that Professor Adelman's purpose is two-fold:
 - i) to assess what work would be needed on the archives to put them in the order necessary for systematic academic research in the future, with the intention of submitting a proposal to the Ford Foundation that the Foundation fund an arrangement between UNRWA and an academic research institution (to be identified) under which the latter would carry out this work;
 - ii) to scrutinize the material on the files for the years 1948-1952 (subject to the condition in (b) below) for the purposes of his own research, which is principally concerned with discussion during this period of possible resettlement of the Palestine refugees and any involvement UNRWA may have had in this discussion;
 - b) that material which may continue to be sensitive for security or personnel reasons will not be included in the documentation made available to Professor Adelman and that Mr Ehrenström will carry out the screening of this material.


Olof Rydbeck
Commissioner-General

cc: Prof. Adelman
Mr Ehrenström
DUL/NY
DP
TLA

12 December 1984

Dear Mr Rydbeck,

I hereby agree that archival material and records of UNRWA will not be copied and removed without the express permission of Magnus Ehrenström.

Secondly, this will confirm that the intention of the material is for scholarly research purposes only - "History of UNRWA".

Thirdly, if inadvertently any information is contained in the document which I receive which might "if divulged, injure the reputation, affect the privacy or endanger the safety of individuals", I confirm my agreement not to use such material.

I trust this agreement is satisfactory.

Sincerely,

Howard Adelman

Mr Olof Rydbeck
Commissioner-General
United Nations Relief and Works Agency
for Palestine Refugees in the Near East
UNRWA Headquarters
Vienna International Centre
Vienna, Austria

NOTE FOR THE RECORD

Prof. Howard Adelman's visit 10-14 December 1984

1. The work consisted of:

- a) A rough survey of the state of the archive and recommendations
- b) Scrutiny of 1950-1952 files of general interest (policy, refugee thinking, relations with Governments etc); Prof. Adelman's own research work; documentation system and articles.

2. On 1(a), Prof. Adelman will submit his report to Ford Foundation; a draft copy of his recommendations will be submitted to the Commissioner-General before Prof. Adelman's departure.

3. The work contained in 1(b) was done in the following way"

From the register of files Prof. Adelman selected those titles which were of interest to him.

Mr Daher, the Records Control Assistant, delivered the requested files, which were scrutinized by Prof. Adelman. He flagged those pages he wanted to be photocopied. (I also read a number of files to acquaint myself with subject.)

4. My impression is that there are very few "Strictly Confidential" documents in the files - it seems that that classification was rarely used. Also "Confidential" classification is rare, and I was astonished to see that many papers were "open" which certainly at that time should have been confidential.

5. Since the mimeographer obviously could not cope with the big volume of photocopies required, the daughter of Mr Daher (the archivist) was brought in on Wednesday morning. She will be paid by Prof Adelman.

6. All photocopies were given to me for checking their "innocence". My point of departure in judging this has been: S/C and Confidential documents have been taken out if they have not entirely "lost" their classification. In some doubtful cases I leave the decision to the Commissioner-General. Other documents, where staff still alive could be negatively affected were excluded by Prof. Adelman. I have checked this also.

7. The number of photocopies are approximately _____. It can be questioned if the Agency should bear the costs for that, but I am inclined to recommend that it does, since in the final end UNRWA will hopefully benefit.

8. No specific problems or questions came up during the work; it might well be worth mentioning, however, that I stressed the point that many of the papers photocopied were only in draft form and that the content therefore did not necessarily reflect the final position of the Agency. Prof. Adelman certainly was aware of this but told me that for research work, "drafts" were many times more valuable than final versions, since they provided the considerations and thinking behind what later became a decision or a policy. I agreed to this but think anyhow that it puts a certain obligation and carefulness on the researcher.

Magnus Ehrenström
Magnus Ehrenström

APPENDIX III

AUTHORIZATION OF DESTRUCTION OF FILES

INTER-OFFICE MEMORANDUM

REF: AD 250

3 October 1969

To : Head Records & Management
 From : Legal Officer
 Subject : Old Files

I refer to my letter of 25 September 1969. The old files under the heading Jordan 1950-1956 may be destroyed with the exception of the following:

Agreement - Jordan	Sept. 1948 June 1953
Jordan Yarmouk	June 1952 Dec. 1954
Yarmouk Jordan Documentation	December 1953
Yarmouk Project	1952 - 1954
Yarmouk Project Legal Aspects Misc.	

Pascal Karmy

INTER-OFFICE MEMORANDUM

REF: AD 250

22 September 1969

To Head Records & Management
From The Office of the General Counsel
Subject Old Files

I refer to my letter of 13 September 1969 and to the old files mentioned therein.

With the exception of the file No. ECR/5/02 concerning the Agreement on the Agricultural School and Afforestation in Gaza, the other files could be destroyed.

Pascal Karmy
Legal Officer

INTER-OFFICE MEMORANDUM

REF: AD 250

13 September 1969

To : Head Records & Management
From : The Office of the General Counsel
Subject : Old Files

scrutiny: Would you please send me the following files for

Correspondence Regarding the Recent
Situation in Gaza

Gaza Municipality Loan Agreement

Gaza

Management Survey Gaza

Gaza Incidents

Gaza Survey & Afforestation Project

GGR.1

ECR.1.01

ECR.3.05

ECR.5.02

Thank you.

Pascal Karmy

Pascal Karmy
Legal Officer

INTER-OFFICE MEMORANDUM

REF: AD 250

10 September 1969

To : Head Records & Management
From : The Office of the General Counsel
Subject : Old Files

I refer to my letter to you of even number dated 1 September 1969.

All the old files mentioned in my letter may be destroyed with the exception of two viz:

- a) Agreement with Al Safa Company Ltd.
- b) ECR/3/01 Egypt Agreement

Pascal Karmy
Legal Officer

INTER-OFFICE MEMORANDUM

REF AD 250

1 September 1969

To Head Records & Management
From The Office of the General Counsel
Subject Old Files

Would you please send me the following files for
scrutiny:

ECR.1	Progress Statement Egypt and Gaza
ECR.1.01	Tipton Hill Contract
ECR.2	Agreement with Al Safa Company Ltd.
	Awadallah Ibrahim Beh Claim
	Egypt Press Cuttings
	Egypt General Correspondence
	Specialized Agencies in Cairo
	Sinai Project Legal Work - Relations with Egyptian Government
ECR.3.01	Egypt Agreement
ECR.3.02	List of Staff for Egypt Government
ECR.5	Sinai Project

Thank you

Pascal Karmy
Legal Officer

INTER-OFFICE MEMORANDUM

REF: AD 250

30 August 1969

To : Head Records & Management
From The Office of the General Counsel
Subject Old Files

I refer to my letter to you of 26 August 1969. I have examined the files mentioned in my letter. You may destroy these files with the exception of SA/2 (Specialized Agencies - Agreements). Please send a messenger to take the files from our office.

Pascal Karmy
Legal Officer

INTER-OFFICE MEMORANDUM

REF AD 250

26 August 1969

To Head, Records & Management
From The Office of the General Counsel
Subject Old Files

I refer to my letter of 24 July 1969 No. AD/250.

The old files mentioned in the above-referenced letter have no legal interest and could be destroyed. Please send someone to collect them from my office.

Will you please send me the following files for scrutiny:

SA/1	Specialised Agencies
SA/1/01	Specialised Agencies - Benefits Extended by UNRWA
SA/2	Specialised Agencies - Agreements
SA/3	UNICEF - General
SA/3/01	UNICEF - Agreement
SA/3/01(a)	UNICEF - Agreement - Draft
SA/4	UNESCO.

Pascal Karmy
Legal Officer

M E M O R A N D U M

AD/250

24 July 1969

To: Head, Records & Management
 From: The Office of General Counsel
 Subject: Old Files

I refer to my letter of 14 March 1969 to you.

With the exception of the two files:

SCR/3/01 (Syria Negotiations & Draft Agreements) and
SCR/3/08 (Taxes in Syria), all the other files are

obsolete and could be destroyed. Please send someone to take the files.

Will you please send me the following old files for scrutiny:

Libyan Agreements	June 1952 March 1954.
Libya Laws & Agreements	Sept. 1952 June 1954
Libya	Oct. 1952 Oct. 1954
Iraq	Jan. 1951 Aug. 1955
Israel	Jan. 1951 Oct. 1954
IS/3 Incidents Plane, Truck, etc.	April 1954 Aug. 1955
Israel - Land Acquisition Law	-----
High Commissioner Visit to M.E.	1954
Technical Assistance	1951 March 1952
NY/01 New York	April 1954 June 1955
J/1 UNTSO	Feb. 1954 April 1955

Pascal Karmy
 Legal Officer

PK/mk

MEMORANDUM

REF

14 March 1969

To Head Records and Management
From Legal Officer
Subject Old Files

Please send us the following old files for our scrutiny in order to decide whether they should be destroyed or not.

Syria

General Correspondence	Sept. 1950 - Oct. 1953
Legal Syria	Dec. 1951 - Nov. 1954
Laws & Agreements No. 1-175	Jan. 1949 - Jan. 1955
Progress Statement	1954
Syrian Butter Substitute (LG/9/C1)	Dec. 1952 - Jan. 1953 - 1954
SCR/1, Syria General matters	Nov. 1952 - Aug.
SCR/2 Legal Correspondence	Jan. 1953 - March 1955
SCR/3 Relations with Syrian Government	1952 - 1955
SCR/3/01 Syria Negotiations & Draft Agreements	1950 - 1955
SCR/3/02 Terminal Indemnities	
SCR/3/03 Radio Communication Syria	Nov. 1953 - 1955

Pascal Karmy

APPENDIX IV

CONTROL OF CLASSIFIED DOCUMENTS

I refer to my letter of 14 March 1981 to refer to

Please advise me whether they should be destroyed or

in order to decide whether they should be destroyed or

one letter to the effect that they should be destroyed or

use self to the effect that they should be destroyed or

and that of someone else as well. Please advise me whether

General Correspondence 1951 - 1952 - Dec. 1952

Legal Syria 1951 - Nov. 1952

Legal & Administrative Documents 1951 - Dec. 1952

Progress Statement 1951 - Dec. 1952

Syrian Butler Substitution 1951 - Dec. 1952

SCR/1 Syria General matters 1951 - Dec. 1952

SCR/2 Legal Correspondence 1951 - Dec. 1952

SCR/3 Relations with Syria 1951 - Dec. 1952

4581 Government 1951 - Dec. 1952

SCR/3/01 Syria Negotiations 1951 - Dec. 1952

1951 - Dec. 1952

SCR/3/02 Terminal Indemnities 1951 - Dec. 1952

SCR/3/03 Public Communication 1951 - Dec. 1952

Syria 1951 - Dec. 1952

15/3 Syria, Trucks, etc. April 1951 - Dec. 1952

Israel - Land Acquisition Law 1951 - Dec. 1952

High Commissioner Visit to M.E. 1951 - Dec. 1952

Technical Assistance 1951 - Dec. 1952

Pascal Karmy 1951 - Dec. 1952

1951 - Dec. 1952

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DRAFT

UNITED NATIONS RELIEF AND WORKS AGENCY
FOR PALESTINE REFUGEES IN THE NEAR EAST

Headquarters (Vienna
.....

ADMINISTRATIVE SERVICES.....

Subject: CONTROL OF CLASSIFIED DOCUMENTS

1. PURPOSE

- (A) To define Agency policy concerning the security of official papers dealing with subjects of a nature requiring limited access.
- (B) To issue instructions for the preparation, issue, handling and filing of such papers.

2. EFFECTIVE DATE

Immediately.

3. APPLICABILITY

To all UNRWA Offices.

4. CANCELLATIONS

Administrative Services Instruction No. 13 dated 14 November 1962.

5. CATEGORIES AND DEFINITIONS

- (A) Categories. Official papers may be classified into the following special categories:

- I. STRICTLY CONFIDENTIAL. The term "Strictly Confidential" will be used to identify correspondence and documents which should be seen only by senior staff members.
- II. CONFIDENTIAL. The term "Confidential" will be used to identify correspondence and documents that should be seen only by employees who are required to handle them in the course of business.
- III. MEDICAL CONFIDENTIAL. The term "Medical Confidential" will be used to identify certain official medical documents or correspondence the subject-matter of which requires that access be held to an absolute minimum; i.e. medical reports

on or health records of individuals and the administration of staff medical records.

- IV. PRIVATE OFFICIAL. The term "Private Official" will be used to identify correspondence and other official papers concerning the careers or personal affairs of staff members or individuals in their official relations with the Agency.

Other Categories:

No other special classifications will be used except as authorized by the Commissioner-General or Deputy Commissioner-General.

Field Offices and Field Office Directors:

- I. The term "Field Offices" as used herein includes the Offices of the Director of UNRWA Liaison, New York, and the Administrative Officer, Cairo. (8)
- II. The term "Field Office Director" as used herein includes the Director of UNRWA Liaison Office, New York.

6. POLICY

A) Documents classified "Strictly Confidential"

I. ISSUE

The classification "Strictly Confidential" automatically restricts authority to issue such material to the following officers:

a) At Headquarters

Commissioner-General
Deputy Commissioner-General
Director of Education
Director of Health
Director of Administration, Relief and Information
The Legal Adviser
Comptroller
Director of Personnel

(b) In Field Offices

Field Office Directors

It will be the responsibility of these officers to decide which documents issued by them should be classified as "Strictly Confidential".

II. ACCESS

It will be the responsibility of officers receiving "Strictly Confidential" documents to decide who should handle and have access to such documents in accordance with paragraph 5. (A) I. above.

(B) Documents classified "Confidential"

I. ISSUE

The classification "Confidential" automatically restricts authority to issue or clearance for issue of such material to the following officers:-

(a) At Headquarters

- Commissioner-General
- Deputy Commissioner-General
- Department Heads and Deputy Department Heads
- Division Chiefs
- The designated representatives of the above officers
- Administration and Finance Officer
- Personnel Officers

(b) In Field Offices

- Field Office Directors
- Deputy Field Office Directors
- Department Heads
- Division Heads
- Area Officers (Relief Services Officers in Gaza)

It will be the responsibility of these officers to decide which documents issued by them should be classified as "Confidential".

II. ACCESS

It will be the responsibility of officers receiving "Confidential" documents to decide who should handle and have access to such documents in accordance with paragraph 5.(A) II. above.

(C) Documents classified "Medical Confidential"

- #### I.
- The classification "Medical Confidential" automatically restricts issue or clearance for issue of such material to the following officers:-

At Headquarters

Director of Health or his delegated representatives.

In Field Offices

Field Health Officer or his delegated representative, and Medical Officers.

II. It will be the responsibility of these officers to decide:-

(a) which documents issued by them should be classified as "Medical Confidential"; and

(b) who should handle and have access to such "Medical Confidential" documents in accordance with paragraph 5.(A) III above.

(D) Documents classified "Private Official"

I. The classification "Private Official" automatically restricts issue or clearance for issue of such material to the following officials:-

(a) At Headquarters

Commissioner-General
Deputy Commissioner-General
Department Heads, Division Chiefs, and
Deputy Department Heads
Administration and Finance Officer
Personnel Officers

(b) In Field Offices

Field Office Directors
Deputy Field Office Directors
Department Heads
Division Chiefs

II. It will be the responsibility of these officers to decide:-

(a) which documents issued by them should be classified as "Private Official"; and

(b) who should handle and have access to such "Private official" documents.

7 PROCEDURES

(A) Handling of "Strictly Confidential" Material

I. TRANSMITTAL

- (a) "Strictly Confidential" material transmitted between offices within each HQ. location or within any Field Office shall be hand-carried by the originator, addressee or recipient and handed over to the addressee or next recipient.
- (b) "Strictly Confidential" material transmitted between each HQ. location or between HQ. and Field Offices will be sent in sealed envelopes bearing the post title of the addressee. The words "Strictly Confidential" will appear on the top right corner of the envelope and be personally certified by the originator by signing on the top left corner of the envelope. The reference number of the enclosed document will be typed on the top left corner of the envelope.

II. OPENING

Envelopes marked "Strictly Confidential" may be opened only by the addressee or in his absence by the officer who has been formally authorized to perform his work.

III. FILING AND HANDLING OF "STRICTLY CONFIDENTIAL" MATERIAL

- (a) "Strictly Confidential" material shall be filed by the persons listed in paragraphs 6.(A)I (a) and (b) in the safes or security filing cabinets provided for this purpose.
- (b) Persons having "Strictly Confidential" material or files in their custody are responsible for ensuring that proper care is taken at all times, both for despatch and while in use.
- (c) "Strictly Confidential" material or files in use by officials other than those listed in paragraphs 6 (A) 1 (a) and (b) are to be returned for safe keeping to one of the officials listed in paragraphs 6 (A) I (a) and (b) before the close of business each day.
- (d) "Strictly Confidential" material or files are to be placed in the safe or security filing cabinet provided for the purpose at the close of business each day.

(B) HANDLING OF "CONFIDENTIAL" AND "MEDICAL CONFIDENTIAL" MATERIAL

TRANSMITTAL

- a) "Confidential" and "Medical Confidential" material will be sent in sealed envelopes (even between offices at HQ. or within any Field Office) bearing the office or post title of the addressee. The words "Confidential" and "Medical Confidential" will appear on the top right corner of the envelope, being personally certified by the authorized sender by signing on the top left corner of the envelope.

II. OPENING

At Headquarters

Envelopes marked "Confidential" and "Medical Confidential" may be opened only by the addressee or in his absence by the officer who has been formally authorized to perform his work.

In Field Offices

- (i) Correspondence originated from Headquarters or another Field Office

- (a) Envelopes marked "Confidential" will be addressed to Field Office Directors (alternatively, to Field Office Directors, attention: Field Department Head or Division Head). The Field Office Directors will open such envelopes personally or at their discretion authorize designated senior staff members to open them.

- (b) Envelopes marked "Medical Confidential" will be addressed to the Field Health Officer concerned.

- (ii) Correspondence within a Field Office

It is the responsibility of each Field Office Director to establish procedures for handling of "Confidential" and "Medical Confidential" correspondence within his field Office.

III. FILING AND HANDLING OF "CONFIDENTIAL" AND "MEDICAL CONFIDENTIAL" MATERIAL

- (a) Such correspondence will be placed in special subject files containing only "Confidential" or "Medical Confidential" material respectively.
- (b) Persons having such confidential correspondence or files in their custody are responsible for ensuring that proper care is taken at all times, both for despatch and while in use.
- (c) "Confidential" and "Medical Confidential" documents (including spare copies, drafts, stencils and files) are to be kept under lock and key when not in use.
- (d) All subject files classified "Confidential" and "Medical Confidential" are to include, on the back of the cover, a list of persons who are authorized to approve the issuance of this material to other persons.
- e When classified documents are received and filed in accordance with (a) above, full reference will be made in any unclassified file on the same subject to ensure complete cross-reference between classified and unclassified files.

(C) Handling of "Private Official" Material

I. TRANSMITTAL

- (a) "Private Official" material will be sent in sealed envelopes (even between offices at HQ. or within any Field Office) bearing the name (not the office or post title) of the addressee. The words "Private Official" will appear on the top right corner of the envelope.
- (b) The reference number of enclosed document will be typed on the top left corner of the envelope.
- (c) Administrative copies of such correspondence to other than the addressee may be sent under ordinary "Confidential" classification at the discretion of the authorized sender.

II. OPENING

Envelopes marked "Private Official" may be opened only by the addressee, unless he has issued a written instruction to the contrary.

III. HANDLING AND FILING

Originals being handled by addressees only, it will be their responsibility to file or dispose of such papers as they deem proper.

Copies of "Private Official" material will be handled in the same way as "Confidential" correspondence (see para 7. B III).

(D) Declassification of Classified Documents

All material issued under "Strictly Confidential", "Confidential", "Medical Confidential" and "Private Official" cover will be reviewed by senders at regular intervals on an ad-hoc basis with a view to declassifying documents which no longer require special security.

(E) Destruction of Classified Documents

All material issued under "Strictly Confidential", "Confidential", "Medical Confidential" and "Private Official" cover the retention of which will no longer serve a useful purpose but which still requires special security shall be destroyed, either in a paper shredding machine or by burning, by or under the direct supervision of the official responsible for its safe custody.

John F. Defrates
Director of Administration, Relief and
Information

Distribution: CG, D/CG, Department Heads HQ., Division Chiefs HQ., AFO/HQ, Personnel Officers HQ., FOD's, D/FOD's, Field Department and Division Heads, Area Officers, RSO's/Gaza).

PMH/myb

D R A F T

UNITED NATIONS RELIEF AND WORKS AGENCY
FOR PALESTINE REFUGEES IN THE NEAR EAST

Headquarters(Vienna)

.....

ADMINISTRATIVE SERVICES

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II. CONFIDENTIAL. The term "Confidential" will be used to identify correspondence and documents that should be seen only by employees who are required to handle them in the course of business.

III. MEDICAL CONFIDENTIAL. The term "Medical Confidential" will be used to identify certain official medical documents or correspondence the subject-matter of which requires that access be held to an absolute minimum; i.e. medical reports on or health records of individuals and the administration of staff medical records.

IV. PRIVATE OFFICIAL. The term "Private Official" will be used to identify correspondence and other official papers concerning the careers or personal affairs of staff members or individuals in their official relations with the Agency.

(B) Other Categories:

No other special classifications will be used except as authorized by the Commissioner-General or Deputy Commissioner-General.

(C) Field Offices and Field Office Directors:

I. The term "Field Offices" as used herein includes Offices of the Director of UNRWA Liaison, New York, and the Administrative Officer, Cairo.

II. The term "Field Office Director" as used herein includes ^{the} Director of UNRWA Liaison ^{Office} in New York.

6. POLICY

(A) Documents classified "Strictly Confidential".

I. ISSUE

The classification "Strictly Confidential" automatically restricts authority to issue such material to the following officers:

(a) At Headquarters

- Commissioner-General
- Deputy Commissioner-General
- Director of Education
- Director of Health
- Director of Administration, Relief and Information.
- The Legal Adviser
- Comptroller
- Director of Personnel

(b) In Field Offices

- Field Office Directors.

It will be the responsibility of these officers to decide which documents issued by them should be classified as "Strictly Confidential".

4/..

65

What about
H/A (A)? DE could
S/C note to
Call to make
not send me back.

II. ACCESS

It will be the responsibility of officers receiving "Strictly Confidential" documents to decide who should handle and have access to such documents in accordance with paragraph 5. (A) I. above.

(B) Documents classified "Confidential"

I. ISSUE

The classification "Confidential" automatically restricts authority to issue or clearance for issue of such material to the following officers:

(a) At Headquarters

- Commissioner-General
- Deputy Commissioner-General
- Department Heads and Deputy Department Heads
- Division Chiefs
- The designated representatives of the above officers
- Administration and Finance Officer
- Personnel Officers.

(b) In Field Offices

- Field Office Directors
- Deputy Field Office Directors
- Department Heads
- Division Heads
- Area Officers (Relief Services Officers in Gaza)

It will be the responsibility of these officers to decide which documents issued by them should be classified as "Confidential".

II. ACCESS

It will be the responsibility of officers receiving "Confidential" documents to decide who should handle and have access to such documents in accordance with paragraph 5.(A) II. above.

(C) Documents classified "Medical Confidential"

I. The classification "Medical Confidential" automatically restricts issue or clearance for issue of such material to the following officers:-

(a) At Headquarters

Director of Health or his delegated representative.

(b) In Field Offices

Field Health Officer or his delegated representative, and Medical Officers.

II. It will be the responsibility of these Officers to decide:-

- (a) which documents issued by them should be classified as "Medical Confidential"; and
- (b) who should handle and have access to such "Medical Confidential" documents in accordance with paragraph 5.(A) III above

(D) Documents classified "Private Official"

I. The classification "Private Official" automatically restricts issue or clearance for issue of such material to the following officials:-

What about HQ (A) & DDH? Personal Officer? DH about a staff member, I cannot reply "Medical Conf." memo for perhaps we can overcome that similar problems by authorizing persons receiving classified material from an officer authorized to issue it to reply under the same classification.

(a) At Headquarters

- Commissioner-General
- Deputy Commissioner-General
- Department Heads and Deputy Department Heads
- Division Chiefs
- Administration and Finance Officer
- Personnel Officers

(b) In Field Offices

- Field Office Directors
- Deputy Field Office Directors
- Department Heads
- Division Heads ^{Chiefs?}

*Does this include
Field Personnel Officers*

II. It will be the responsibility of these Officers to decide:-

- (a) which documents issued by them should be classified as "Private Official"; and
- (b) who should handle and have access to such "Private official" documents.

7. PROCEDURES

(A) Handling of "Strictly Confidential" Material

I. TRANSMITTAL

- (a) "Strictly Confidential" material transmitted between offices within each HQ. location or within any Field Office shall be hand-carried by the originator, addressee or recipient and handed over to the addressee or next recipient.

*What about
GS secretaries? I
don't see the Comptroller
hand-carrying
notes to me.*

SA/C-G's O

(b) "Strictly Confidential" material transmitted between each HQ. location or between HQ. and Field Offices will be sent in sealed envelopes bearing the post title of the addressee. The words "Strictly Confidential" will appear on the top right corner of the envelope ^{and} being personally certified by the originator by signing on the top left corner of the envelope. The reference number of the enclosed document will be typed on the top left corner of the envelope.

II. OPENING

Envelopes marked "Strictly Confidential" may be opened only by the addressee or in his absence by the ^{office} official who has been formally authorized to perform his work.

III. FILING AND HANDLING OF "STRICTLY CONFIDENTIAL" MATERIAL

(a) "Strictly Confidential" material shall be filed by the persons listed in paragraphs 6.(A)I (a) and (b) in the safes or security filing cabinets provided ~~to them~~ for this purpose.

(b) Persons having "Strictly Confidential" material or files in their custody are responsible for ensuring that proper care is taken at all times, both for despatch and while in use.

What about
the persons who type
S. material? Can they
hand-carry and file as
well?

c/c papers

-69-

8/..

"Strictly Confidential" material or files in use by officials other than those listed in paragraphs 6 (A) I (a) and (b) are to be returned for safe keeping to one of the officials listed in paragraphs 6 (A) I (a) and (b) before the close of business each day.

"Strictly Confidential" material or files are to be placed in the safe or security filing cabinet provided for the purpose at the close of business each day.

(B) Handling of "Confidential" and "Medical Confidential" Material

I. TRANSMITTAL

- (a) "Confidential" and "Medical Confidential" material will be sent in sealed envelopes (even between offices at HQ. or within any Field Office) bearing the office or post title of the addressee. The words "Confidential" and "Medical Confidential" will appear on the top right corner of the envelope, being personally certified by the authorized sender by signing on the top left corner of the envelope.

II. OPENING

(a) At Headquarters

Envelopes marked "Confidential" and "Medical Confidential" may be opened only by the addressee or in his absence by the ^{office} official who has been formally authorized to perform

(b) In Field Offices

(i) Correspondence originated from Headquarters or another Field Office

(a) Envelopes marked "Confidential" will be addressed to Field Office Director (alternatively, to Field Office Directors, attention: Field Department Head or Division Head^{Chief?}). The Field Office Directors will open such envelopes personally or at their discretion authorize designated senior staff members to open them.

(b) Envelopes marked "Medical Confidential" will be addressed to the Field Health Officer concerned

(ii) Correspondence within a Field Office

It is the responsibility of each Field Office Director to establish procedures for handling of "Confidential" and "Medical Confidential" correspondence within his Field Office.

III. FILING AND HANDLING OF "CONFIDENTIAL" AND "MEDICAL CONFIDENTIAL" MATERIAL

(a) Such correspondence will be placed in special subject files containing only "Confidential" or "Medical Confidential" material respectively.

This is not practical in Central Registry, where it would mean doubling the number of files and referring to each

(b) Persons having such confidential correspondence or files in their custody are responsible for ensuring that proper care is taken at all times, both for despatch and while in use.

(c) "Confidential" and Medical Confidential" documents (including spare copies, drafts, stencils and files) are to be kept under lock and key when not in use.

(d) All subject files classified "Confidential" and "Medical Confidential" are to include, on the back of the cover, a list of persons who are authorized to approve the issuance of this material to other persons.

(e) When classified documents are received and filed in accordance with (a) above, full reference will be made in any unclassified file on the same subject to ensure complete cross-reference between classified and unclassified files.

(C) Handling of "Private Official" Material

I. TRANSMITTAL

(a) "Private Official" material will be sent in sealed envelopes (even between offices at HQ, or within any Field Office) bearing the name (not the office ~~or~~ or post title) of the addressee. The words "Private Official" will appear on the top right corner of the

envelope which should be personally certified by the authorized sender by signing on the top left corner of the envelope.

(b) The reference number of enclosed document will be typed on the top left corner of the envelope.

(c) Administrative copies of such correspondence to other than the addressee may be sent under ordinary "Confidential" classification at the discretion of the authorized sender.

II. OPENING

Envelopes marked "Private Official" may be opened only by the addressee, unless he has issued a written instruction to the contrary.

III. HANDLING AND FILING

(a) Originals being handled by addressees only, it will be their responsibility to file or dispose of such papers as they deem proper.

(b) Copies of "Private Official" material will be handled in the same way as "Confidential" correspondence (see para 7. B III).

(D) Declassification of classified documents

All material issued under "Strictly Confidential", "Confidential", "Medical Confidential" and "Private Official" cover will be reviewed by senders at regular intervals on an ad-hoc basis with a view to declassifying documents which no longer require special security.

how regular?
once a month?
once a year?
once a decade?
LIT

(E) Destruction of classified documents

All material issued under "Strictly Confidential", "Confidential", "Medical Confidential" and "Private Official" cover whose retention ^{is} will no longer serve a useful purpose but which still requires special security shall be destroyed, either in a paper shredding machine or by burning, by or under the direct supervision of the official responsible for ^{its} their safe custody.

John F. Defrates.
Director of Administration, Relief and Information

~~EXX~~

Distribution: CG, D/CG, Department Heads HQ., Division Chiefs HQ., AFO/HQ, Personnel Officers HQ., FOD's, D/FOD's, Field Department and Division Heads, Area Officers, RSO's/Gaza).

PMH/myb

APPENDIX V

VOLUME REPORT - VIENNA (RECORDS CENTRE)

ROOM NO. TOTAL OF UNITS

TOTAL OF BOXES
OR L.F.

SPACE EQUIP.

ROOM NO.	TOTAL OF UNITS	TOTAL OF BOXES OR L.F.	SPACE EQUIP.
E.1164	12	on 176 boxes two shelves are cancelled to use the space as Table	1668
E.1165	12	205	190
E.1190	20	300	296
E.1191	31	465	457
E.0990	26	390	389
TOTAL	101	1,536	1,498
units in off.	2	1,536	5
5 stores	103	1,536- 1,503	1,503
Space Available		33 Boxes	

22

RG	DIVISION	SUBJECT	REFERENCE	DATE	LOCATION	TOTAL L.F.	NO. OF UNITS	NO. OF BOXES
01	CENTRAL REGISTRY	FINANCE MATTERS	FI	1960-1969	BAY 45&46 BAY 47 SH 1-2	36 5	5 x 18	102
		ADMINST.	AD	1960-1969	BAY 47 SH 2-6	11		
		RELIEF	RE/100-240/6	1960-1969	BAY 48 SH 1-6	18		
		RELIEF	RE/240/9-500	1960-1969	BAY 51 SH 1,2,4,5	12		
		ORGAN.	OR100-510	1960-1969	BAY 56 SH 1-6	18		
						<u>100</u>		
06	HEALTH DEP.	GEN-FILES	HD/100-960	1970-1979	BAY 49 SH 1-6	15	3 x 18	54
		GEN-FILES	HD/100-480	1960-1969	BAY 52 SH 1-6	16	1	15
		MED. CARE	HD/M/200-290	1970-1979	BAY 50 SH 1-6	18	1	18
		MED. CARE	HD/M/200-290	1960-1969	BAY 53 SH 1-3	9	1	16
							<u>6</u>	<u>103</u>
		PREVEN.	HD/P	1960-1969	BAY 55 SH 1-5	15		

ROOM E. 1190

RG	DIVISION	SUBJECT	REFERENCE	DATE	LOCATION	TOTAL L.F.	NO. OF UNITS	NO. OF BOXES
U9	ACCOUNTS	C.P.V., C.R.V., J.V.IMP.F. & FIELDS XXXXX VOUCHERS	BY NUMBER	1978-1981	BAY 59,60,61 62,63	75	5	
U9	SUPPLY	PURCHASE ORDER	BY NUMBER	1980	BAY 64 SH 3-5	9	1	
U4	PERSONNEL	VACANCIES	BY NUMBER	1980	BAY 64 SH 1-2	6		
U9	ACCOUNTS	PROV.FUND VOUCHERS & DOC. P.O.	BY NUMBER	1958-1975	BAY 65,66,68 & 69	56	4	
		T.S.A. STAFF H/H & FILES		1976-1978				
		BANK FILES		1976-1979	BAY 68 SH 1-2	4		
U4	PERSONNEL	COMPENSATION CLAIMS FILE	BY NUMBER					
U9	SUPPLY	GEN. STORES INDENTS	BY NUMBER	1980	BAY 62 SH 1-4	12	1	
U6	HEALTH	PER. FILES & BUDGET	BY NUMBER	1950-1975	BAY 7U	14	1	
U9	ACCOUNTS	VOUCHERS	BY NUMBER	1980	BAY 71	14	1	

RG	DIVISION	SUBJECT	REFERENCE	DATE	LOCATION	TOTAL L.F.	NO. OF UNITS	NO. OF BOXES
04	PERSONNEL	PENS. FUND & VACANCIES	BY NUMBER	1976-1979 1979	BAY 72	14	1	
09	ACCOUNTS	TABULATION S.M.	BY NUMBER	1979	BAY 73	15	1	
09	SUPPLY	INDENTS, P.O. M/T & M.S.	BY NUMBER	1980-1981	BAY 74	15	1	
09	D.P.D.	GEN. FILES	BY NUMBER	1960-1975	BAY 75	15	1	
09	SUPPLY	INDENTS	BY NUMBER	1980-1981	BAY 76&77	30	2	
04	ADMIN.	CABLES	BY NUMBER	1981	BAY 78	10	1	
						---	---	
					TOTAL OF UNITS	20		
					TOTAL OF SPACE	300		BOXES
					SPACE EQUIP.	-296		BOXES

					SPACE AVAILABLE	4		BOXES

ROOM E. 1191

RG	DIVISION	SUBJECT	REFERENCE	DATE	LOCATION	TOTAL L.F.	NO. OF UNITS	NO. OF BOXES
09	ACCOUNTS	PROV. FUND & GEN. LEDGERS TAB.	BY NUMBER	1972-1979	BAY 77 (DUPLICATED)	15	1	
09	BUDGET	BUDGET A/C TAB.	BY NUMBER	1980	BAY 78 (DUPLICATED)	15	1	
05	ECONOMIC	PUBLICATIONS SINAI & JORDAN VALLEY	BY NUMBER	1955	BAY 79	15	1	
02	COM-GEN. OFF	COM. GEN. REPORTS	BY NUMBER	1950-1980	BAY 80	15	1	
		EXT. AUDIT REPORTS	BY NUMBER	1950-1980				
01	CENTRAL REGISTRY	GENERAL OLD FILES	BY NUMBER	1950-1959	BAY 81&82	34	2	
08	LEGAL	PUBLICATIONS			BAY 83	12	1	
01	CENTRAL REG.	CHRONO. FILES		1970-1975	BAY 84	15	1	
04	PERSONNEL AREA	VANCANCIES		1982-1983	BAY 85 SH 1-2	6	1	
02	COM. GEN. OFF.	GEN. ASSEMBLY DOC.-UNRWA ITEMS		1965-1981	BAY 85 SH 3-5	9		
04	PERSONNEL (AREA)	VANCANCIES & MISC. SUB.		1979-1981	BAY 86	15	1	

ROOM E. 1191 (Cont'd)

RG	DIVISION	SUBJECT	REFERENCE	DATE	LOCATION	TOTAL L.F.	NO. OF UNITS	NO. OF BOXES
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U4	ADMIN.	SEP. STAFF COMP. CLAIMS SECURITY FILES		1975-1979	BAY 87	15	1	
----	--------	--	--	-----------	--------	----	---	--

U9	BUDGET	TAB.&GEN.FILES		1980-1982	BAY 88&89	30	2	
----	--------	----------------	--	-----------	-----------	----	---	--

U9	ACCUUNTS	GOVT. CLAIMS VOUCHERS&DOC.		1950-1963	BAY 90&91	30	2	
----	----------	-------------------------------	--	-----------	-----------	----	---	--

U5	ECONOMIC	HOST GOVT. EC.		1955-1952	BAY 92&93	28	2	
----	----------	----------------	--	-----------	-----------	----	---	--

U9	BUDGET	BUDGET B.A.A. & BAR.		1981-1982	BAY 94	17	1	
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U9	AUDIT	MISC. SUBJ.		1975-1978	BAY 95	6	1	
----	-------	-------------	--	-----------	--------	---	---	--

U9	ACCOUNTS	GEN. LEDGERS CASH BOOK TAB.		1950-1980	BAY 96-107	180	12	
----	----------	--------------------------------	--	-----------	------------	-----	----	--

TOTAL OF UNITS	31	UNITS
TOTAL OF SPACE	465	BOXES OR L.F.
TOTAL OF L.F.	457-	
EQUIP.	---	

SPACE AVAILABLE	8	BOXES OR L.F.
-----------------	---	---------------

UNITS FROM NO. 1-23 & 25-28

RG	DIVISION	SUBJECT	REFERENCE	DATE	LOCATION	TOTAL	L.F.	NO. OF UNITS	NO. OF BOXES
04	PERSONNEL	GENERAL	I/GEN.A/GEN I/101-112 & I.6, I.9 A/101-111	1960-1978	BAY 6 SH 1-5	13 15		27	390
				1960-1978	BAY 5 SH 1-5	15			
			MIS.	1954-1960	BAY 4 SH 1-3	6			
			CONF. FILES		BAY 4	4		53	
						--			
						53			
04	PERSONNEL	INT. STAFF PERS. FILE	SEPERATED FROM AGENCY	1951-1960 1961-1966	BAY 1&2 BAY 3	29 14			
				1967-1972	SH 1-5 BAY 10	13			
				1972-1976	SH 1-5 BAY 15	8		64	
					SH 1-4				
						<u>64</u>			
04	PERSONNEL	AREA STAFF	SEPERATED	1950-1960	BAY 7	15			
					SH 1-5				
			FROM AGENCY	1961-1965	BAY 8	15			
					SH 1-5				
				1966-1979	BAY 9	16		46	
					SH 1-5				
						--			
						46			

ROOM E009U (Cont'd)		TOTAL L.F.		NO. OF UNITS		NO. OF BOXES	
RG	DIVISION	SUBJECT	REFERENCE	DATE	LOCATION		
05	TECHNICAL	GENERAL FILES	TE	1956-1974	BAY 11,12 13,14 SH 1-6 BAY 26 SH 1-5	72	
	CONTRACTS					15	TOTAL 87 L.F. TECH
						--	
						87	
						15	
07	EDUCATION	SCHOOL ED. GEN. FILES	ED	1970-1978	BAY 17 SH 1-5	15	
				1970-1978	BAY 18 SH 1-5	15	
		HIGHER ED. GEN. FILES	ED	1960-1977	BAY 20,27 28	41	
		D/OF ED. CONF. FILES	CON/ED	1950-1960	BAY 19 SH 1-2	6	TOTAL L.F. 77 ED.
		MISC. OLD FILES				77	
				1950-1975	BAY 21 SH 1-5	13	13
02	AD/COM & CABINET	SUMMARY RECORD S.R. & MEETING		1972-1979	BAY 22,23, 25	36	
09	MANAGEMENT	GEN. FILES	M.		BAY 22,23, 25 SH 6	7	43
	TAB.					--	
						43	
						6	386
	BUDGET	GEN. FILES				26	BOXES
						390	BOXES
						386	BOXES
						4	BOXES

APPENDIX VI

GAZA VOLUME REPORT

Four drawer file Box:

Left wall: 2 steel shelf units
Left unit: 3 shelves
Top: 5 boxes
Middle: 3 boxes
Right unit: 3 shelves
Top: 5 boxes
Middle: 6 boxes
Bottom: 4 boxes and 1 small box

Right wall design desk - 2 steel units - 3 shelves:
Top: 5 boxes
Middle: 7 boxes

Room 1:

Left wall - 5 shelves ("Bay 5")

- (1) Top: 8 boxes
- (2) 6 boxes
- (3) 11 boxes and some loose files
- (4) 10 boxes
- (5) 8 boxes

Safe: 21 boxes

Front wall (window) - 3 shelves

- (6) Top: 5 boxes
- (7) Middle: 6 boxes
- (8) Bottom: 1 box and 5 loose bundles

Right Wall - 5 shelves ("Bay 4")

- Top: 9 boxes
- 2nd from Top: 21 boxes
- Middle: 15 boxes and loose files
- 2nd from bottom: 13 boxes
- bottom: 11 boxes

Room 2 (facing out):

Left Wall - 5 shelves ("Bay ?")

- Top: 6 boxes and loose files (some bundled)
- 2nd from top: 14 boxes and 4 wrapped bundles
- Middle: 18 boxes and 4 wrapped bundles
- 2nd from bottom: 19 boxes
- Bottom: 6 boxes and loose files

Right Wall - 5 shelves ("Bay 2")

Top: 9 boxes and loose files
2nd from top: 8 boxes and 6 bundles
Middle: 14 boxes and 10 small bundles and loose files
2nd from bottom: 11 boxes and many loose files
Bottom: 10 boxes and loose files

Room 3:

Left Wall - 5 shelves

Top: 17 boxes
2nd from top: 17 boxes
Middle: 27 boxes
2nd from bottom: 23 boxes
Bottom: 23 boxes

Right Wall - 5 shelves

Top: 13 boxes
2nd from top: 23 boxes
Middle: 24 boxes
2nd from bottom: 21 boxes
Bottom: 21 boxes

Room 4 ("Bay 3"):

Back Wall - 5 shelves and floor

Top: 2 boxes
2nd from top: 31 binders
Middle: 3 boxes and 22 binders
2nd from bottom: 3 boxes and 22 binders
Bottom: 2 boxes and small file box and 34 binders

1 Four drawer File Box:

Left wall: 2 steel shelf units
Left unit: 3 shelves
Top: 5 boxes
Middle: 3 boxes
Bottom: 1 box
Right Unit: 3 shelves
Top: 6 boxes
Middle: 6 boxes
Bottom: 4 boxes and 3 small wood drawers

Right wall beside desk - 2 steel units - 3 shelves:

Top: 6 boxes
Middle: 7 boxes and loose files

Bottom Assorted public material

Room 5:

Back Wall: 5 shelves
Top 1 box
2nd from top 6 boxes and loose files
Middle 12 boxes and loose files
2nd from bottom 26 boxes and loose files
Bottom 4 boxes and loose files

Desk - loose files and 1 box photos

Wall to right of desk: 3 shelves

Top: 4 boxes
Middle: 3 boxes and loose files
Bottom: 5 boxes and loose files

Room 6:

Back wall - 5 shelves

Top: 8 boxes and 3 binders
2nd from Top: 9 boxes
Middle: 11 binders and 6 boxes
2nd from Bottom: 6 boxes, 6 binders and loose files
Bottom: 17 boxes

Right wall - 3 steel shelf units - 3 shelves each

Top: 10 boxes
Middle: 19 binders and 10 boxes
Bottom: 17 boxes and 1 typewriter

Wall to left of entrance - 1 steel shelf unit - 3 shelves

Top: 6 boxes
Middle: 6 boxes
Bottom: 6 boxes

APPENDIX VII

Date - 8
Admin. - 3
Op. - 2
Cables - 3
Press Rev. - 2
Sp.
Mixed - 6
Relief

VOLUME REPORT - JERUSALEM

Shelf with mostly personal confidential
non-personal files mixed in; shelf of
A dress file cabinet; 1 table with 2
shelf with binders to file.

Description

Room 1:

There are 840 file boxes with an average of 12 files per box totalling 1,080 files approximately. Piled on storage shelves (3) with 4 tiers, mostly with 3 boxes wide per tier, 2 boxes high with the bottom shelf with 3 boxes high. There are also loose files on the floor and shelves.

Tiers	1 - 4	Personnel Files
	5 - 10	Terminated Employees
	11 - 12	Personnel
	13 - 14	Health
	15	Sanitation
	16	Mixed
	17	Legal, Finance
	18	Administration
	19	Director
	20	Finance/Personnel
	21	Finance/Legal
	22	Educational
	23	Administration
	24	Mixed
	25	Finance
	26	Operation and Management
	27 - 29	Projects
	30 - 31	Reintegration
	32	Economic Analysis
	33 - 34	Director
	35	Organization
	36 - 39	Health

Room 2:

2 four drawer filing cabinets with mostly personal confidential files but with other non-personal files mixed in; shelf of control books re. files; 4 drawer file cabinet; 1 table with 7 boxes of cables; and 1 shelf with binders to file.

Room 3:

80	Payroll - 17
	Cables 1
	Reg. 1
81	Salaries 12
	Food 6
80	Finance - 12
	Payroll 8
79	Payroll
78	Personnel

77 Legal
 Health
 Education
 Cables
 76 Everything mixed
 75 Admin. - 6
 Cables - 3
 XXXXX - 1
 Cr. Bal. - 3
 Statistics - 2
 Date - 8
 74 Admin. - 3
 Op. - 2
 Cables - 3
 Press Rev. - 2
 Sp.
 Mixed - 6
 73 Relief

APPENDIX VIII

ARCHIVAL MATERIALS CLASSIFIED

1 - 4	Personnel Files
5 - 10	Terminated Employees
11 - 12	Personnel
13 - 14	Health
15	Sanitation
16	Mixed
17	Legal, Finance
18	Administration
19	Director
20	Finance/Personnel
21	Finance/Legal
22	Educational
23	Administration
24	Mixed
25	Finance
26	Operation and Management
27 - 29	Projects
30 - 31	Reintegration
32	Economic Analysis
33 - 34	Director
35	Organization
36 - 38	Health

Room 2:

2. Four drawer filing cabinets with mostly personal confidential files but with other non-personal files mixed in; shelf with control books re. files; 4 drawer file cabinet; 1 table with boxes of cables; and 1 shelf with binders to file.

Room 3:

80	Payroll - 12
	Cables - 1
	Reg. - 1
81	Salaries - 12
	Food - 5
82	Finance - 12
	Payroll - 8
78	Payroll
79	Personnel

DIRECTORS OFFICE

OR/100	Organization & Policy	1955-1959
OR/110	Transfer of Headquarters to Jerusalem	1955
OR/110/1	Press on Transfer of Headquarters	1955
OR/120	Management Team	1955-1958
OR/130	Headquarters Survey & Disposals Board	1955-1959
OR/140	Country Representatives Meeting	1955-1959
OR/150	Staff Meetings	1955-1959
OR/170	Exchange of Corresp. Director, D/Director, Mr. Moe	1955-1959
AD/200	Administration - General	1955-1959
AD/200/1	Communications (Corresp. Cables, Telephones)	1955-1959
AD/200/2	Office Space, Supplies & Equip.	1955-1959
AD/200/2/1	Punch Card Equipment	
	- Mechanization of Activities	1954-1959
AD/200/2/2	Rotaprint Equipment	1955-1959
AD/200/4	Transportation & Travel	
AD/200/5	UN Plane (for UN Plane Charter LEG/330/5)	Sep. 1951-1959
AD/200/6	Base Warehouse	1955-1959
AD/200/7	Reports from the Field	1955-1959
AD/201	Emergency Situations	Nov. 1956-1959
PE/250	Personnel - General	1955-1959
PE/250/1	Statistics, Manning Tables, etc.	1955-1959
PE/250/2	Recruitment	1955-1959
PE/250/3	International Staff - General	1955-1959
PE/250/3/1	Appointment & Promotion	1955-1959
	Policy	1955-1958
PE/250/3/4	Pension Fund	
PE/250/3/5	Cost of Living (Area & International)	1955-1959
PE/250/5	Foreign Residents	1955-Nov. 1958
PE/250/6	Area Staff - General	1955-1959
PE/250/6/1	Salary Scales, Grades, etc.	1955-1959
PE/250/6/3	Professional Training & Scholarships	1955-1959
PE/250/6/5	Comments and Requests from	1955-1956
PE/250/21	Medical Services	1955-1959
FI/300	Finance - General	1955-1959
FI/300/1	Negotiating Committee & Cont.	1955-1959
FI/300/1/1	U.S. Contribution - Flour Jordan Govt.	1955-1959

FI/300/1/2	Contributions - DD's Tour	1956
	May 1956	1956
FI/300/1/4	French Contribution	1956-1958
FI/300/1/5	Contributions - D's Tour	
	July 1957	1957
FI/300/1/6	Contributions - AD's Tour	
	Feb. 1959	1959
FI/300/1/7	Small Contributions from	
	Non-Governmental Sources	1955-1959
FI/300/2	Audit Reports - Headquarters	1957-1959
FI/300/3	U.S. Tax Exemption	1955-1959
FI/300/4	Financial Statements,	
	Budgets, etc.	1955-1959
FI/300/5	Request for UNRWA Assistance from	
	Organizations, etc.	1957-1959
FI/300/6	Financial Regulations	1959
PRC/320	Procurement - General	1955-1959
PRC/320/1	UNICEF	1955-1959
PRC/320/3	Flour	1955-1959
SMT/350	Supply, Materials & Transport - General	1955-1959
PUB/400	Public Relations - Visitors	1955-1959
PUB/400/1	Administration	1955-1959
PUB/400/2	Press Attacks Against the	
	Agency	Dec. 1954-Jul. 1959
RFG/500	Refugee Services - General	1955-1958
RFG/501	Refugee Studies - Sociological &	
	Health Research	1954-1959
RFG/502	World Refugee Year	1959
RFG/503	Stamp Plan	1959
RFG/510	Requests from Refugees	1955-1959
RFG/520	Distribution, Registration,	
	Statistics & Eligibility	1955-1959
RFG/530	Rations - General	1955-1959
RFG/540	Kerosene Distribution	1955-1959
RFG/550	Clothing	1955-1959
RFG/560	Water Supply	1955-1959
RFG/570	Health - General	1955-1959
RFG/570/1	Health Div. - Budget & Staffing	1955-1959
RFG/580	Welfare	1955-1959
RFG/590	Other Claimants for Relief -	
	General	1955-1959
RFG/590/1	Cyprus	1955
RFG/590/2	Egypt, Gaza, Syria - Azazma	1955-1959
RFG/590/3	Jordan Frontier Villagers	1955-1958
RFG/600	Installations - General	1955-1959

OP/700	Operations - General	
REH/700	Rehabilitation Services - General	
	(Closed)	1955-1959
REH/701	Economic & Political Studies & Analyses, Publications	1955-1959
REH/702	Blocked Balances in Israel	1955-1959
REH/703	Compensation	1955-1959
REH/710	Education & Training - General	1955-1959
REH/710/1	Budget & Staffing	1955-1959
REH/710/2	Teachers' Salaries	1955-1958
REH/730	Placement - General	1955-1958
REH/730/1	Emigration	1954-1959
REH/730/2	Repatriation to Israel	1955
REH/800	Rehabilitation Projects - General	1955-1959
REH/810	Scholarships	1955-1959
UN/100	United Nations - Liaison Office, New York General	1955-1959
UN/100/1	Secretary-General's Visit	Jan.1956-Sep.1956
UN/100/2	Secretary-General's visit	Apr.1956-May 1956
UN/105	UN Documents - Publications - General	1955-1959
UN/110	General Assembly Sessions	1955-1959
UN/120	Secretary-General's Report	1955-1959
UN/130	Director's Annual Report	1955-1959
UN/140	Director's Special Report "Other Claimants"	Sep.1955-May 1956
UN/200	United Nations - Geneva Office General	1955
UN/240	CCAQ	1955-1959
UN/250	ACC	1955-1959
UN/260	FAC	1955-1959
UN/270	High Commissioner for Refugees	1955-1957
UN/280	ILO	1955-1959
UN/290	International Bank	1955-1957
UN/300	TAA - TAB	1955-1959
UN/310	UNESCO	1955-1959
UN/310/1	ASFEC	1955-1959
UN/320	UNICEF General	1955-1959
UN/330	WHO	1955-1959
UN/340	Regional Social Affairs Office, Beirut	1955-1959
UN/500	UNTSO	1955-1959
UN/510	UNPCC	1955-1959
UN/520	UNDGIL	1958

/100	Advisory Commission - General	
/150	Annual Report to the General Assembly	1955-1957

Delegations

AC/200	Belgium	1955-1958
AC/210	UAR (ex Egypt)	1955-1959
AC/220	France	1955-1959
AC/220/1	Fr. Language in Agency & Schools	1955-1957
AC/220/2	Fr. Hospitals in Jordan	1955-1956
AC/230	Jordan	1955-1958
AC/240	Lebanon	1955-1959
AC/250	Syria (Closed)	1955-1956
AC/260	Turkey	1955-1959
AC/270	United Kingdom	1955-1959
AC/280	United States	1955-1959

PO/500	Organizations General	1955-1959
PO/510	Red Cross Organizations	1955-1959
PO/520	International Committee for Arab Refugees	1955
PO/530	Ford Foundation	1955-1958
PO/540	The Arab Palestine Office	1955-Feb. 1958
PO/550	CARE	1955-Sep. 1959
PO/560	American Council for Judaism	Dec. 1955-Jan. 1957
PO/570	Women's Voluntary Services for Civil Defence	Dec. 1955-Mar. 1956

UAR/

E/100	Government (Part 1)	
E/100	Government (Part 2)	
E/150	Cairo Office	
E/200	Cairo Administratio	
	(Part 1)	
E/200	Cairo Administratio	
	(Part 2)	
E/250	Cairo Personnel	
E/400	Public Relations -	
	(Part 1)	
E/400	Public Relations -	
	(Part 2)	
E/810	Sinai Project -	
	General (Part 1)	D
E/810	Sinai Project -	
	General (Part 2)	D
E/810/1	Sinai Project.Tipton &	
	Hill Contract	
	(Part 1)	M
E/810/1	Sinai Project.Tipton &	
	Hill Contract	
	(Part 2)	D
E/810/2	Sinai Project.	
	Feasibility Report	F
E/810/3	Sinai Project -Soil	
	Surveys	O
E/810/4	Sinai Project - Public	
	Relations &	
	Opinions	J
E/810/5	Sinai Project -	
	Construction	
	Agreement	J
	Water Supply	
	Health	
	General	
	Medical Centre	
	General	
	Welfare	
	Installations - General	
	Madaba Town	
	Augusta Victoria Hosp	
	Order of St. John of	
	Jerusalem - Hosp	
	Rehabilitation Services -	
	Education & Training	
	Teachers' Salaries	

GAZA

G/100	Government	1955-1959
G/110	Medical Agreement	1955-1958
G/150	Gaza Field Office	1955-1959
G/150/1	Gaza Incidents - 1955 and early 1956	
G/150/2	Gaza Emergency - Israeli Occupation	Nov. 1956-Feb. 1958
G/150/2/1	Financial Matters	1955-1957
G/150/3 (Part II)	Egyptian Administration	1957-1959
G/200	Administration - General	1955-1959
G/200/1	Frontier Permits, visas, etc.	1955-1959
G/210	Management Team Report	Oct. 1955-Feb. 1956
G/250	Personnel	1955-1959
G/250/1	Egyptian Staff	Dec. 1956-Jan. 1958
G/350	Procurement, Supply & Transport	1955-1959
G/400	Public Relations - Visits, Staff & Officials	1955-1959
G/500	Refugee Services - General	1955-1959
G/510	Requests from Refugees	1956-1959
G/520	Refugee Registration & Distribution	1955-1959
G/530	Rations	1955-Jan. 1959
G/550	Clothing	1955-1957
G/560	Water Supply	Jan. 1959
G/570	Health	1955-Feb. 1959
G/580	Welfare	1955-Mar. 1959
G/600	Installations - General	1955-1959
G/700	Rehabilitation Services - General	1955-1959
G/710	Education & Training	1955-1959
G/720	Income Scales	1955-1959
G/730	Placement	1955-Jan. 1959
G/800	Projects - General	1955-1959
G/810	Vocational Training Centre	1955-1959
G/820	Agricultural Training Centre	1955-Apr. 1959
G/830	Seaport	June 1955
G/840	Weavers	1955-1957

JORDAN

J/100	Government	1955-1956
J/110	Agreement	1955-Feb. 1962
J/130	Jordan Development Bank	1955-1959
J/150	Jordan Office	1955-1959
J/150/1	Civil Disorders	1955-Jul. 1958
J/200	Administration	1955-1959
J/200/1	Reorganization	1955-Jan. 1958
J/210	Management Team Report	1955-1956
J/250	Personnel	1955-
J/250/1	Administrative & Technical Unit	1955-1958
	(\$11,000,000 Program)	1955-1958
J/250/1/1	Admin. & Tech. Unit Management	1955
	Report	1955
J/300	Finance, Budgets, Audits, etc.	1955-1959
J/350	Procurement, Supply & Transport	1955-1959
J/350/1	Flour	1955-1959
J/400	Public Relations - Visits, Staff	1955-1960
	& Officials	1955-1960
J/500	Refugee Services - General	1955-Feb. 1958
J/501	Refugee Conference -	
	20 July 1955	1955-1958
J/510	Requests from Refugees	1955-1959
J/520	Refugee Registration &	
	Distribution	1955-1959
J/520/1	Eligibility - Investigation	1955-1959
J/520/2	Registration - Public	
	Relations	1955
J/530	Rations	1955-1959
J/550	Clothings & Training	1956-1958
J/560	Water Supply	1955-1959
J/570	Health	1955-1959
J/570/1	Tuberculosis	1955-1959
J/570/2	Malaria Program	1955-1959
J/580	Welfare	1955-Oct
J/600	Installations - General	1955-1959
J/615	Madaba Town	1955-1959
J/620	Augusta Victoria Hospital	1955-1959
J/670	Order of St. John of	
	Jerusalem - Hospital	1955-1959
J/700	Rehabilitation Services - General	1955-1957
J/710	Education & Training	1955-1959
J/710/2	Teachers' Salaries	1955-Jul. 1958

J/720	Income Scale	1955-Oct.1958
J/730	Placement	1955-Oct.1958
J/800	Projects - General	1955-1959
J/810	Yarmuk - General	1955-Jul.1958
J/810/1	Baker/Harza Contract	1954-1956
J/810/2	Agricultural Dev. & Land Tenure	1955-1957
J/810/3	Resettlement Proposals, Misc. Surveys, Press	1955-1959
J/820	Azrak Project	1955-1956
J/825	Loans - Individual Grants	1955-1959
J/830	Jisr El Majameh	
J/835	V.T.C. - Kalandia	1955-1959
J/840	Vocational Training School for Girls	1955-1956
J/845	Teacher Tr. Centres - Ramallah - Nablus	1955-1959
J/850	Agricultural Training	1955-Jan.1957
J/855	Economic Planning Unit	1955-1957
J/860	Ghor Nimrin Tent Factory	1955-1958
J/865	Marj Na'aja Scheme	1955-Jan.1960
J/870	Irbed Maqarin Road	1955

LEBANON

L/100	Government	1955-1959
L/100/1	Negotiations re Gaza Emergency	1956-1959
L/100/3	Relief for Earthquake Victims	1956
L/110	Agreement	1955-1959
L/130	Security Arrangements	1954-1959
L/150	Lebanon Office	1955-Jan.1959
L/200	Administration	1955-1959
L/250	Personnel	1955-1959
L/350	Procurement, Supply & Transport Field Committee on Contracts	1955-Jun.1959
L/400	Public Relations - Visits, Staff and Officials	1955-1959
L/500	Refugee Services - General	1955-Jul.1959
L/500/1	Boy-Cott - Dec. 1958	Dec.1958-Mar.1959
L/510	Requests from Refugees	1955-1959
L/520	Refugee Registration & Distribution	1955-1959
L/530	Rations	1955-Feb.1959
L/550	Clothing	1955-Feb.1959
L/560	Water Supply	1955-Apr.1959
L/570	Health	1955-1959
L/580	Welfare	1955-1959
L/600	Installations - General	1955-1959
L/630	Bhannes Canatorium	
L/640	Nabatieh Camp & Tripoli	1955-1956
L/650	Anjar Camp	1955
L/700	Rehabilitation Services - General	
L/710	Education & Training	1955-1959
L/720	Income Scales	1955-1959
L/730	Placement	Nov. 1958
L/800	Projects - General	1955-May.1959
L/810	Vocational Training Centre - Kobbe	1955-1956
L/810/1	Arc Welding Course	1955-1959
L/820	Loans & Grants Program	1955
L/830	AMER - Marjayoun Project	1955

SYRIA

S/100	Government	1955-1959
S/100/1	Health Minister's Report	1956
S/150	Syria Office	1955-1958
S/150/1	Emergency Situation (Gendron & Hornett)	1955-1957
S/200	Administration	1955-1959
S/250	Personnel	1955-1959
S/350	Procurement, Supply & Transport	1955-1959
S/400	Public Relations - Visits, Staff	1955-1959
S/500	Refugee Services - General	1955-1958
S/510	Requests from Refugees	1955-Jan. 1958
S/520	Refugee Registration & Distribution	1955-1959
S/530	Rations	1955-Feb. 1959
S/550	Clothing	1956-1959
S/560	Water Supply	1955-1958
S/570	Health	1955-Apr. 1959
S/580	Welfare	1955-1959
S/600	Installations - General	1955-1959
S/630	Lattakia Camp	1955-1956
S/700	Rehabilitation Services - General	1955-1959
S/710	Education & Training	1955-1959
S/720	Income Scales	1955-1958
S/730	Placement	
S/800	Projects - General	1955-1959
S/810	Ramadam Agricultural & Housing Settlement	1955-1957
S/820	Civil Aviation Training	1955

ISRAEL

IS/100	Israel - General	1955-Nov.1958
IS/110	Negotiation re Gaza	
	Emergency	Nov.1956-Nov.1957
	Privileges & Immunities	May 1950 Dec. 1953
	Tax Refund	Jul.1950 Feb. 1952
	Contributions	Jul.1950 Dec. 1953
	Cairo-Gaza District	May 1950 Dec. 1953
	Representative - Correspondence	Jan.1953 Dec. 1953
	Representative - Gaza	Jan.1953 Nov. 1954
	Projects 1953/54	Jan.1953 Dec. 1954
	Gaza Projects	Jun.1950 Dec. 1954
	Supply	Jan.1953 May 1954
	Progress Statements	May 1953 Dec. 1954
	Sinai Projects	Jul.1950 Aug. 1952
	Gaza Port	Oct.1950 Aug. 1953
	Azara Bedwina	Sep.1950 Sep. 1953
	Confidential - Incident At Boreif	Jul.1953 Sep. 1953
	Camp Gaza	
	Committee Consents on First Draft	Nov.1954
	Technical Annexes H.W. Sinai Project	
	Feasibility Report	
	Preliminary Survey of the	
	Construction of A. Port in Gaza	
	S.J. Meunier	
	Morning Meetings	Dec.1953 Dec. 1954
	Passport - Gaza Refugees	1950

IRAQ

IR/140	Immigration & Status of Refugees	Oct. 1955	Apr. 1957
IR/150	Liaison Office	Feb. 1955	Nov. 1959
IR/810	Resettlement		
/150/1	Possibilities	Jan. 1955	Feb. 1959
/200	Administration		
/250	Personnel		
/350	Procurement, Supply & Transport		
/400	Public Relations - Visits, Staff		
/500	Refugee Services - General		
/510	Requests from Refugees		
/520	Refugee Registration & Distribution		
/530	Rations		
/540	Clothing		
/550	Water Supply		
/560	Health		
/570	Welfare		
/600	Installations - General		
/630	Lattakia Camp		
/700	Rehabilitation Services - General		
/710	Education & Training		
/720	Income Scales		
/730	Placement		
/800	Projects - General		
/810	Ramadan Agricultural & Housing Settlement		
/820	Civil Aviation Training		

DIRECTOR'S OFFICE

E G Y P T

E.1	Correspondence with Government	May 1950	Dec. 1954
E.2	Agreement	Apr. 1950	Dec. 1954
E.3	Privileges & Immunities	May 1950	Dec. 1953
E.4	Tax Refund	Jul. 1950	Feb. 1952
E.5	Contributions	Jul. 1950	Dec. 1953
E.6	Cairo-Gaza District	May 1950	Dec. 1952
E.6.A	Representative - Correspondence	Jan. 1953	Dec. 1954
E.6.B	Representative - Gaza	Jan. 1953	Nov. 1954
E.7.A	Projects 1953/54	Jan. 1953	Dec. 1954
E.7.B	Gaza Projects	Jun. 1950	Dec. 1954
E.8	Supply	Jan. 1953	May 1954
E.9	Progress Statements	May 1953	Dec. 1954
E.10	Sinai Projects	Jul. 1950	Aug. 1952
E.10	Gaza Poor	Oct. 1950	Aug. 1953
E.11	Azama Bedwins	Sep. 1950	Sep. 1953
---	Confidential - Incident At Bureij	Jul. 1953	Sep. 1953
	Camp Gaza		
	Committee Comments on First Draft	Nov. 1954	
	Technical Annexes N.W. Sinai Project		
	Feasibility Report		
	Preliminary Survey of the		
	Construction of A Port in Gaza -		
	S.J. Meunier		
---	Morning Meetings	Dec. 1953	Dec. 1954
---	Passport - Gaza Refugees	1950	

J O R D A N

J.Conf.	Confidential Correspondence	Feb.1953	Apr. 1954
J.1	Correspondence with Governments	1950	Dec. 1954
J.2	Agreement	Jun.1950	Sep. 1954
J.3	Privileges & Immunities	May 1950	Sep. 1954
J.4	Tax Refund	Apr.1953	May 1954
J.5	Contribution	Jul.1950	Sep. 1953
J.6	Representative (1)	Apr.1950	Dec. 1952
J.6	Representative (2)	Dec.1952	Oct. 1954
J.7	Projects	1950	Dec. 1954
J.7(a)	Yarmouk - General (1)	Dec.1952	Dec. 1953
J.7(a)	Yarmouk - General (2)	Feb.1954	Dec. 1954
J.7(b)	Yarmouk - Agreement	Sep.1952	Nov. 1954
J.7(c)	Yarmouk - Desk Study	Aug.1952	Dec. 1953
J.7(c)	Yarmouk - Desk Study	Jan.1954	Jun. 1954
J.7(c)	Yarmouk - Desk Study	Jul.1954	Dec. 1954
J.7(c)	Yarmouk - Press Reports	Nov.1953	Sep. 1954
J.7(d)	Yarmouk - Legal Aspects	Dec.1952	Dec. 1953
J.7(d)	Yarmouk - Legal Aspects	Feb.1954	Apr. 1954
----	Yarmouk - Appraisal Report	Dec.1953	
	Michael Baker Jr., Inc.		
----	Yarmouk - Jordan Valley Project	----	
----	Yarmouk - Audit Report	Sep.1954	Nov. 1954
----	Yarmouk - Technical Audit (2)	Oct.1954	
Conf.	Yarmouk - Audit Report	Jan.1955	
Conf.	Yarmouk - Audit Report	Jan.1955	
----	Yarmouk - Report on Examination	Dec.1954	
	Relative to Major Contracts and WRD		
	Records - Price, Waterhouse, Feat., Co.		
J.7(4)	Marj Najja	Nov.1950	Oct. 1954
J.7(9)	Kalandia	Nov.1950	Jul. 1954
J.7(f)	Musa Bey Alami	Nov.1950	Sep. 1954
J.8	Supply	Jan.1953	Dec. 1954
J.9	Progress Statements	Aug.1952	Oct. 1953
J.9	Progress Statements	Jan.1954	Aug. 1955
J.10	Economic Refugees	Sep.1950	Dec. 1954
J.11	Development Bank	Aug.1950	Apr. 1955
J.12	Economic Development	Jun.1953	Nov. 1954
J.13	Flour	1952	
J.13	Flour/1953	Jan.1953	Jun. 1953
J.13	Flour 1953/54	Jul.1953	Dec. 1954
J.14	Tent Factory	Nov.1952	Nov. 1954
J.15	Bedwin Settlement	May 1952	Sep. 1952
J.16	Investigations - Ration Cards	Jul.1954	Dec. 1954
	Jerusalem Poor	1950	1951

L E B A N O N

L.1	Correspondence with Government	1950	Nov. 1954
L(Conf)	Correspondence Confidential	Sep.1953	Mar. 1954
L.2	Agreement	Mar.1950	Nov. 1954
L.3	Privileges & Immunities	1950	May 1954
L.4	Tax Refund. Exchange - Customs	Oct.1952	Sep. 1955
L.5	Contribution	May 1951	Feb. 1954
L.6	Correspondence with Representative	1950	Dec. 1953
L.6	Correspondence with Representative	Jan.1954	Dec. 1954
L.7	Projects Lebanon	Jun.1950	Dec. 1951
L.7	Projects	May 1951	Nov. 1954
L.8	Bechmezzine Nursery	Aug.1950	Feb. 1952
L.8	Supply	Oct.1953	May 1954
L.9	Arab Higher Committee	Jun.1950	Jul. 1952
L.10	UNESCC Building - Offices	Sep.1950	Dec. 1953
L.10	Refugees Thinking Lebanon	1950	1951
----	Dr. Izzat Tannous - General	----	

S Y R I A

Syria		Jan. 1953	Jun. 1954
Conf.	Confidential Correspondence	May 1950	Dec. 1952
S.1	Correspondence with Government	Jan. 1953	Nov. 1954
S.1	Correspondence with Government	Jun. 1950	Sep. 1953
S.2	Agreement	Oct. 1950	Jun. 1953
S.3	Privileges & Immunities	Sep. 1950	Oct. 1953
S.4	Tax Refund - Customs - Exchange	Nov. 1951	Jun. 1953
S.5	Contribution	Apr. 1950	Jun. 1953
S.6	Correspondence with Representative	Jan. 1952	Dec. 1952
S.6	Correspondence with Representative	Jan. 1953	Dec. 1953
S.6	Correspondence with Representative	Dec. 1953	Oct. 1954
S.6	Correspondence with Representative	Jul. 1950	Jun. 1953
S.7	Projects	Jan. 1952	Sep. 1952
S.7	Projects	Apr. 1953	Oct. 1954
S.7	Projects	Jan. 1953	Nov. 1954
S.8	Supply	Mar. 1954	Dec. 1954
S.9	Progress Statement		

I R A Q

R.1	Correspondence with Government	May 1950	Aug. 1954
R.6	Liaison Office	Jun. 1950	Dec. 1954
R.7	Projects	Sep. 1953	Dec. 1954
R.8	Supply	Oct. 1953	

I S R A E L

IS.1	Israel Government	May 1950	Aug. 1952
IS.2	Agreement	May 1951	Aug. 1951
IS.3	Contributions	Jun. 1950	Oct. 1951
IS.4	Privileges & Immunities	May 1950	Jun. 1950
IS.6	Country Representative Israel	1950	1952
IS.8	Demilitarized Zone	Jun. 1950	Jun. 1952

S A U D I A R A B I A

SA	Saudi Arabia	Jul. 1950	Apr. 1952
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L I B Y A

LY.1	Correspondence with Government	Feb. 1951	Jun. 1954
LY.2	Agreement	Apr. 1952	Oct. 1954
LY.6	Liaison Office	May 1951	Dec. 1953
LY.7	Projects	Apr. 1950	Feb. 1954
LY.9	Progress Statements	Feb. 1953	Sep. 1953

R.1 Correspondence with Government
 R.6 Liaison Office
 R.7 Projects
 R.8 Supply

May 1950
 Jun. 1950
 Sep. 1953
 Oct. 1953

Aug. 1951
 Dec. 1951
 Dec. 1951
 Assembly Resolution
 Assembly IXth - Gen
 Assembly 8th - Gen
 Assembly Reports
 Coordinating Commit

I S R A E L

IS.1 Israel Government
 IS.2 Agreement
 IS.3 Contributions
 IS.4 Privileges & Immunities
 IS.6 Country Representative Israel
 IS.8 Demilitarized Zone

1950
 May 1951
 Jun. 1950
 May 1950
 1950
 Jun. 1950

1951
 Aug. 1951
 Oct. 1951
 Jun. 1951
 1951
 Jun. 1951
 Commissioner for Refu
 Civil Aviation

S A U D I A R A B I A

SA Saudi Arabia

Jul. 1950

Apr. 1951

ational Bank
 cal Assistance
 cal Assistance

L I B Y A

LY.1 Correspondence with Government
 LY.2 Agreement
 LY.6 Liaison Office
 LY.7 Projects
 LY.9 Progress Statements

Feb. 1951
 Apr. 1952
 May 1951
 Apr. 1950
 Feb. 1953

Jun. 1954
 Oct. 1954
 Dec. 1954
 Feb. 1954
 Sep. 1954
 - Agreement
 ary Societies & Oth
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League

UNITED NATIONS

NY.1	Correspondence with New York	1950	1952
UN.1	Correspondence with New York	Jan. 1953	Jan. 1955
UN.2	Correspondence with Geneva	Mar. 1950	Sep. 1954
----	General Assembly Resolution	1950	1952
UN.3	General Assembly IXth - General	May 1954	Nov. 1954
UN.4	General Assembly 8th - General	Jul. 1953	Jan. 1954
NY.2	General Assembly Reports	Jun. 1950	Nov. 1952
UN.5	Admin. Coordinating Committee - General	Mar. 1953	Jan. 1955
AG.5	F.A.O.	Apr. 1950	1952
UN.6	F.A.O.	Jan. 1953	Aug. 1954
UN.7	High Commissioner for Refugees	May 1951	Oct. 1954
AG.1	P.C.C.	1949	1953
AG.3	ICAO Civil Aviation	1950	1952
UN.8	I.L.O.	Mar. 1950	Aug. 1954
AG.6	I.R.O.	May 1950	1952
UN.9	International Bank	Feb. 1953	Sep. 1954
AG.10	Technical Assistance	Jun. 1950	Nov. 1952
UN.10	Technical Assistance	Nov. 1952	Jul. 1954
AG.2	UNESCO	Mar. 1950	Nov. 1951
UN.11	UNESCO	Jan. 1952	Nov. 1954
UN.11.A	UNESCO-Arid Zone Research	May 1951	Oct. 1954
AG.4	UNICEF	1950	1952
UN.12	UNICEF	Feb. 1953	Nov. 1954
UN.12.A	UNICEF - Agreement	Apr. 1950	Jul. 1953
AG.8	W.H.O.	1950	Dec. 1952
UN.13	W.H.O.	Dec. 1952	Dec. 1954
AG.9	Voluntary Societies & Other Agencies	1950	1951
UN.14	Voluntary Societies & Other Agencies	Apr. 1952	Dec. 1953
UN.14	Voluntary Societies & Other Agencies	Dec. 1953	Dec. 1954
UN.15	UNTSO	Jul. 1953	Dec. 1954
UN.16	UNPEC	Jan. 1954	Sep. 1954
AL.1	Arab League	Jan. 1951	Sep. 1954

A D M I N I S T R A T I O N

AD.1	Administration - General	1950	Dec. 1953
AD.1	Administration - General	Jan. 1954	Dec. 1954
AD.2	Allowances	Jan. 1950	Oct. 1954
AD.3	Decentralization	Dec. 1951	Oct. 1954
AD.4	Headquarters Move	Feb. 1952	Dec. 1954
AD.5	Income Tax. All Host Countries	Aug. 1950	Jun. 1953
AD.6	Job Descriptions	Jan. 1951	Oct. 1954
AD.7	Leave - General	Jun. 1950	Dec. 1954
AD.8	Administrative Manual	1953	
AD.9	Pension Fund - Health Plan	Mar. 1953	Dec. 1954
AD.10.A.	Personnel General	Jan. 1953	Dec. 1954
PE.1	Personnel General	1950	1952
AD.10.B	Personnel Statistics (Ccnf.)	Mar. 1953	Nov. 1954
AD.12	Transport Road Transport. UN Plane	May 1950	Nov. 1954
----	Working Folder on Relationship Between HQ. & Field	Jul. 1953	Aug. 1953
PE.3	Organizational Charts	1951	

D I R E C T O R & L E G A L (General Files)

D.1	Director	1950	1952
D.2	Reintegration Plan	1950	1952
D.3	Admin. Coordination Commission	Jul. 1951	Nov. 1952
D.4	Relief Reduction	1950	Feb. 1953
D.5	URWICK ORR Supplementary Survey	Sep. 1951	Mar. 1953
D.7	Decentralization Mr. Blandford File	Sep. 1951 1952	Aug. 1952

L E G A L

LAI	Legal Advisor	Apr. 1951	1952
LG.1	Legal Division - General	Jan. 1953	Jul. 1954
LG.2	Agreements - UNESCO - UNICEF - WHO	1953	
LA.3	Compensation-Terminal Indemnities	1951	1952
LC.3	Compensation-Terminal Indemnities	Jan. 1953	Jan. 1954
LG.4	Privileges & Immunities	Sep. 1950	Sep. 1953
LG.5	Relations with Governments	Jun. 1950	Oct. 1952
LG.6	Transfer of Relief	Jun. 1952	Oct. 1954

A D V I S O R Y C O M M I S S I O N

AC.1	AD/COM Secretariat	1950	1951
AC.2	AD/COM Proposal	1951	1952
AC.3	AD/COM Information	Jul. 1951	1952
AC.4	AD/COM UK Delegation	1950	1952
AC.6	AD/COM US Delegation	1950	1952
AC.7	AD/COM French Delegation	1950	1952

FINANCE

Fin.1	Financial Matters - General	1950	Dec. 1954
Fin.2	Contributions	May 1952	May 1955
Fin.3	Negotiating Committee on Extra Budgetary Funds	1950	1954
Fin.4	Financial Statements	Jul.1954	Dec. 1954
----	Minutes of Field Finance Officers Meeting	Mar.1955	

REPORTS

R.1	Reports	1950	Oct. 1954
R.2	Monthly Reports	Jan.1953	Dec. 1953
R.2	Monthly Reports	Feb.1954	Dec. 1954
R.3	Representatives Meeting	Dec.1952	Sep. 1954
R.4	Directors Newsletters to Country Representatives	Mar.1953	Apr. 1954

PUBLIC RELATIONS

PUB.1	Press	1950	Dec. 1953
PUB.1	Press	Jan.1954	Apr. 1954
PUB.1	Press	May 1954	Sep. 1954
PUB.1	Press	Oct.1954	Dec. 1954
PUB.1	Press	Dec.1953	Jun. 1954
PUB.2	Weekly Newsletter	Jul.1954	Dec. 1954
PUB.2	Weekly Newsletter	Dec.1954	Jun. 1955
PUB.2	Weekly Newsletter	Mar.1953	Dec. 1954
PR.1	Procurement Policy	Dec.1952	Dec. 1953
PR.2	Procurement - General	Jan.1954	Dec. 1954
PR.2	Procurement - General	May 1953	May 1953
PR.3	Procurement Report	Nov.1954	Nov. 1954
----	Verbatim Notes of SM & T Meeting 24/25 Nov.	Nov.1954	Nov. 1954
----	Verbatim Notes of SM & T Meeting 25/26 Nov.		
----	Press on Procurement Policy	Mar.1954	Dec. 1954
SMT.1	Supply Materials & Transport	Jul.1954	Jul. 1954
SG.1	Supply General	1950	1952
SG.5	Winter Shelters	1950	1952

PROGRAM & PLANNING DIVISION

RENG.	Engineering	1951	1954
PAG.1	Agriculture	1950	May 1954
PO.1	Project Branch	1950	1952
RPR.1	Project Branch	1953	Aug. 1954
PO.3	Project Reports	Jul. 1951	May 1952
RPR.2	Project Reports	Jan. 1953	Feb. 1955
PC.2	Textiles Projects & Embr.	Jun. 1950	May 1952
RH.1	Housing	Dec. 1950	Aug. 1953
----	Works Relief	Sep. 1950	Mar. 1951
----	Rehabilitation Projects	1953	1954
----	Progress Report - Rehabilitation of Palestine Refugees	Mar. 1954	
----	Review of Project Status	Sep. 1955	

EDUCATION DIVISION

ED.1	Education General	1952	
RED.1	Education General	1953	1954
RED.2	Education Reports	Feb. 1953	Nov. 1954
	Education Reports	May 1953	Jun. 1955
----	Education Reports	Jul. 1953	Jun. 1954
ED.3	Aid to Universities	1950	1951

ECONOMICS DIVISION

ECOM.1	Economics Division	May 1950	Dec. 1951
REC.1	Economics Division	Dec. 1951	Oct. 1954
REC.1,A	Income Scale	Mar. 1954	Dec. 1954
REC.2	Blocked Balances	Oct. 1952	Dec. 1954
----	Near Eastern Economics Joint Report	May 1954	
AC	For General Assembly		

WELFARE DIVISION

SWD.1	Welfare General	1950	1952
W.q(a)	Welfare General	1953	1954
SWD.3	Clothing Appeal	1950	1952
W.2	Clothing Appeal	Nov. 1952	Dec. 1952
W.3	Welfare Reports	1953	Feb. 1955
SWD.4	Emigration	Jun. 1950	Aug. 1952
RPL.2	Emigration	Aug. 1952	Oct. 1954
RPL.1	Placement Branch	Dec. 1952	Oct. 1954

H E A L T H D I V I S I O N

HD.1	Health Division - General	Jan.1950	Dec. 1954
HD.2	Augusta Victoria Hospital	Apr.1950	Sep. 1954
HD.3	Minutes - Health Meetings	Aug.1950	Oct. 1954
HD.4	Health Reports	Jan.1953	Dec. 1954
HD.4	Health Reports	Jan.1955	Jun. 1955

Q U A L I T Y C O N T R O L D I V I S I O N

QC.1	Quality Control Division - General	Nov.1953	Dec.
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D I S T R I B U T I O N

D.1	Distribution General	Feb.1953	Jul. 1954
D.2	Base Warehouse	Sep.1951	Sep. 1954
D.3	Contracts Committee	May 1950	Dec. 1953
D.4	Railway Tarrifs	Dec.1950	Apr. 1953
D.6	Winter Shelter	Aug.1953	Apr. 1954
----	Registration - File Taken to New York by Mr. Labouisse	Oct.1954	
----	Survey Report on Registration & Statistics	Dec.1952	
	Appendices to Above	Dec.1952	

R E G I S T R A T I O N & S T A T I S T I C S

RS.1	Registration & Statistics	Jan.1953	Dec.
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U N I T E D N A I O N S

NY.1	Correspondence with New York	1950	1952
UN.1	Correspondence with New York	Jan.1953	Jan. 1955
UN.2	Correspondence with Geneva	Mar.1950	Sep. 1954
----	General Assembly Resolution	1950	1952
UN.3	General Assembly IXth - General	May 1954	Nov. 1954
UN.4	General Assembly 8th - General	Jul.1953	Jan. 1954
NY.2	General Assembly Reports	Jun.1950	Nov. 1952
UN.5	Admin. Coordinating Committee - General	Mar.1953	Jan. 1955
AG.5	F.A.O.	Apr.1950	1952
UN.6	F.A.O.	Jan.1953	Aug. 1954
UN.7	High Commissioner for Refugees	May 1951	Oct. 1954
AG.1	P.C.C.	1949	1953
AG.3	ICAO Civil Aviation	1950	1952
UN.8	I.L.O.	Mar.1950	Aug. 1954
AG.6	I.R.O.	May 1950	1952
UN.9	International Bank	Feb.1953	Sep. 1954
AG.10	Technical Assistance	Jun.1950	Nov. 1952
UN.10	Technical Assistance	Nov.1952	Jul. 1954
AG.2	UNESCO	Mar.1950	Nov. 1951
UN.11	UNESCO	Jan.1952	Nov. 1954
UN.11.A	UNESCO-Arid Zone Research	May 1951	Oct. 1954
AG.4	UNICEF	1950	1952
UN.12	UNICEF	Feb.1953	Nov. 1954
UN.12.A	UNICEF - Agreement	Apr.1950	Jul. 1953
AG.8	W.H.O.	1950	Dec. 1952
UN.13	W.H.O.	Dec.1952	Dec. 1954
AG.9	Voluntary Societies & Other Agencies	1950	1951
UN.14	Voluntary Societies & Other Agencies	Apr.1952	Dec. 1953
UN.14	Voluntary Societies & Other Agencies	Dec.1953	Dec. 1954
UN.15	UNTSO	Jul.1953	Dec. 1954
UN.16	UNPEC	Jan.1954	Sep. 1954
AL.1	Arab League	Jan.1951	Sep. 1954

L E G A L

LEG/100	General Counsel's Office - General	Oct. 1954	1961
LEG/110	Budget	Mar. 1955	1959

UNRWA ADMINISTRATION

LEG/200	General	1956	1959
LEG/200/1	Ex-Gratia Payments	1956	1959
LEG/200/2	Audit Reports - HQ.	1957	1959
LEG/200/2(E)	Audit Reports - Egypt	Sep. 1956	1959
LEG/200/2(G)	Audit Reports - Gaza	1956	1959
LEG/200/2(J)	Audit Reports - Jordan	July 1956	1959
LEG/200/2(L)	Audit Reports - Lebanon	1956	1959
LEG/200/2(S)	Audit Reports - Syria	1956	1959

INSURANCE

LEG/210	General	June 1955	1959
LEG/210/1	Floating Maritime Policy	Mar. 1954	1959
LEG/210/2	Motor Fleet Policy	1957	1959
LEG/210/3	Fire Insurance	Oct. 1955	1959
LEG/210/6	Staff - Accident	Oct. 1954	1959
LEG/210/7	Automobiles	Dec. 1954	1959
LEG/210/8	Personal Property	1956	1959

PERSONNEL POLICY & STAFF RULES

LEG/250	General	1954	1959
LEG/250/1(J)	Admin. & Technical Unit Jordan	1955	1958
LEG/251	Chapt. I - Duties, Obligations, Privileges	1955	1959
LEG/251/1	Outside Activities	1954	1959
LEG/252	Chapt. II - Classification & Designation of Posts & Staff	1957	1959
LEG/253	Chapt. III - Salaries & Related Allowances Area	1955	1959
LEG/253(1)	Salaries & Related Allowances International	1955	1959
LEG/254	Chapt. IV - Appointment	1955	1959
LEG/255(A)	Chapt. V - Leave Area	1957	1959
LEG/255(I)	Leave International	1956	1959
LEG/256	Chapt. VI - Social Security (Maternity & Sick Leave)	1956	1959
LEG/256/1	Compensation for Death, Injury or Illness	1955	1959

POLICY & RULES

LEG/256/11	Claims General	1950	1959
LEG/257	Chapt. VII Travel & Transfer Expenses	1956	1959
LEG/257/1	Removal Expenses	1957	1958
LEG/258	Chapt. VIII Staff Relations	1953	1959
LEG/258/1	Staff Association HQ.	1953	1959

LEG/258/1(E)	Staff Association Egypt	1955	1959
LEG/258/1(J)	Staff Association Jordan	1955	1959
LEG/258/1(L)	Staff Association Lebanon	1955	1959
LEG/258/2	Staff Social Club	1957	1958
LEG/259	Chapt.IX Separation From Service	1956	1959
LEG/259/1	Provident Fund (Extended Notice)	1954	1959
LEG/262	Chapt.XII General Provisions		1959
LEG/270	Local Employees Other Than Area Staff	1955	1959
LEG/271	Manning Table Control		1959
LEG/272	Payments on behalf of Deceased Staff Members - Designation of Beneficiaries & Unclaimed Wages	1955	1959
LEG/275	Compensation for loss or damage to property policy	1956	1959
LEG/275/1	Claims, General	1957	1959
LEG/277	Seconded Staff & Transfers Between UN bodies		1959
LEG/280	UN Staff Rules, Regulations, Personnel Directives	1955	1958

PROCUREMENT & SUPPLY

LEG/320	General	Aug. 1955	1959
LEG/320/2	Contracts Committee	1952	1959
LEG/320/3	Narcotics	1954	1959
LEG/320/4	Inspection of Goods	Apr. 1955	1959
LEG/320/5	Defaulting Suppliers Committee	Nov. 1955	1959
LEG/320/6	UNEF Procurement	1957	1959
LEG/320/6/1	S.S. Kalamara		1957
LEG/320/7	Disposal of Supplies (Board of Survey)	Sep. 1955	1959

SUPPLY LOSSES & CLAIMS - (Suppliers - Contractors)

LEG/320/01	General	1956	1959
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CASES

LEG/320/01(1)	S.S. Daleby & S.S. Curran	Nov. 1956	Oct. 1958
LEG/320/01(2)	S.S. Etrog & S.S. Dvora	Jun. 1957	Mar. 1961
LEG/320/01(3)	Rice General Trading Co.		
LEG/320/01(4)	Sa'Ad Ibbini - Contractor	Sep. 1956	1958
LEG/320/01(5)	SS. Dominator - Flour	Jun. 1954	Feb. 1963
LEG/320/01(6)	Jereisati - Broad Beans P.O.HH 0/08/0764	Oct. 1958	1959
LEG/320/01(7)	Mount Scopus Thefts		1958
LEG/320/01(8)	Butter Substitute - SS. "SYRTE"	Nov. 1958	Apr. 1960
LEG/320/01(9)	Flour-Inter-American Grain Contract CF/RW-833(OL/113)	Sep. 1958	Sep. 1960
LEG/320/01(10)	Flour from France - PQ.HH 0107/0691	Nov. 1958	May 1959

LEG/320/01(11)	Flour - SS. Magdelene	Aug. 1954	Mar. 1960
LEG/320/01(12)	Flour - SS. Mintric		
	P.O. HH 0109/C965		
LEG/320/01(14)	Dera'A Clinic, Medical	Apr. 1955	Aug. 1960
	Supplies (Wadi'A Nasralla)		
LEG/320/01(15)	Theft of Gasoline Coupons-HQ	Jul. 1958	Aug. 1962
LEG/320/01(16)	Hassan Ali Qeisy	June-July	1959
LEG/320/01(17)	Sidani - Supplies Claim		1957
	P.O. 1048/HH/011C		
	0039/HH/0101	1959	June 1960
	0083/HH/0101		
LEG/350/101	S/S Marmara - Flour		1956
LEG/350/102	UNICEF Messageries Maritimes		1956
LEG/350/105	UNICEF Blankets	1957	1958
LEG/460/16	HABRE - Canvas (Arbitration)	1955	1956
LEG/460/20	Azzouni - Tents (Arbitration)	1955	1956

Contracts & Business Forms

LEG/330	General	1955	1959
LEG/330/1	Building	Jun. 1955	1959
LEG/330/2	Purchase Orders	May 1955	1959
LEG/330/3	Transport	1956	1959
LEG/330/4	Leases	1955	1958

CASES

LEG/330/1(1)	Mahassin - Syria		
LEG/330/1(2)	Barakat		
LEG/330/4(3)	Corn (Polyclinique) Lebanon		
LEG/330/5	UN Aircraft Charter	1955	1959
LEG/330/6	Customs Clearance (Siblini)	Nov. 1955	1959

TRANSPORTATION

LEG/530	General	Dec. 1955
LEG/350/1	Agency Goods - Personal Effects	1956
LEG/350/2	Accidents	Dec. 1956

CASES

LEG/350/2(1)	Mills Walter Accident	Feb. 1957	Mar.
LEG/350/2(2)	CIE Libanaise D'Assurance	Nov. 1954	Feb.
LEG/350/2(4)	Karim Saffouri	Mar. 1958	Feb.
LEG/350/2(5)	Stolen Land Rover	Jul. 1958	
LEG/350/2(6)	Driver Saba Issa Saba		
LEG/350/2(7)	Kabbani Accident	Feb. 1955	Apr.
LEG/350/2(8)	CHLV. Sedan UN 181 (Miss Gila Kinor)	1957	Sep.
LEG/350/2(9)	Ford Station Wagon CD 374 (UNEF)	Nov. 1956	Sep.
LEG/350/2(10)	Renault Station Wagon No.91 (Darbouk)	May 1958	Apr.
LEG/350/2(11)	Triumph-UNRWA HQ. (Ahmad Hosseh)	Aug. 1959	May
LEG/350/2(12)	Driver Arab Deek UNRWA Vehicle No.200	Apr. 1954	

REFUGEES

LEG/500	General	1956
LEG/510	Legal Status & Definition	1951
LEG/520	Rations (Selling of, Changes)	May 1956
LEG/600	Claims Against the Agency - Disputes	1955

CASES

LEG/600/1	Fatmeh Basyouni	Jul. 1955	Sep.
LEG/600/2	Husseini Claim	Apr. 1957	
LEG/600/3	Ain El Hilweh Camp-Muhammad Ahmad El Haj		
LEG/600/4	Dekwaneh Camp-Darwiche Mustapha Zayyat	Apr. 1956	Mar.
LEG/600/5	Alliance School Accident (Syria)	Feb. 1959	Jun.
LEG/600/6	Lutfi Atta Majje - Accident in Iraq	Jul. 1956	Jan.

PLACEMENT & EMIGRATION

LEG/730	General	1954	Jan.
LEG/730/1	U.S. Emigration - Refugee Relief Act	1953	
LEG/730/11	Travel Arrangements	Nov. 1955	Jul.
LEG/730/12	Waivers	1955	

PROJECTS & PROGRAMMES - AGREEMENTS

LEG/800	General	May 1955	
LEG/810	Arts & Crafts	Dec. 1954	Jan.
LEG/810/1	Danis Family	Oct. 1958	Oct.
LEG/810/2	George Gebrie - Plaza Hotel	Oct. 1957	Jun.
LEG/810/3	Khoury	Feb. 1958	Feb.
LEG/815	Children's Clothing Programme	May. 1956	
LEG/820	Handicapped Refugees	May 1956	
LEG/825	Ghor Nimrin Tent Factory	Aug. 1954	
LEG/830	Arab Development Society-Mousa Alami Project	1950	

Training Projects - Agreements

LEG/880	Trainee Undertakings - General	Apr. 1956	1959
LEG/880(G)	- Gaza	1956	1959
LEG/880(J)	- Jordan	1956	1959
LEG/880/1	Nursing Training	Mar. 1956	1959
LEG/880/2	Kobbe	May 1955	1959
LEG/880/3	Adel Bay Osseirane	May 1955	1959
LEG/880/4	Kalandia Vtc.	Nov. 1956	1959

LOANS & GRANTS

LEG/885	General	1956	1959
LEG/885/1	Nassar Loan (Gaza)	Apr. 1955	Jun. 1960
LEG/885/2	Himmo Service Station (IRAQ)	Jul. 1954	Oct. 1961
LEG/885/3	Baghdad Modern Candy Co. (Iraq)	Mar. 1954	Jul. 1956
LEG/885/4	Hamawi Metal Foundary	May 1955	Feb. 1960
LEG/885/6	Shihadeh & Darwiche	Apr. 1955	1957

DEVELOPMENT PROJECTS - AGREEMENTS

LEG/890	General	Jul. 1955	1959
LEG/890/1	Daba'a (Syria)	Sep. 1957	Jul. 1958
LEG/890/2	Yarmouk	1955	Jun. 1957

UNITED NATIONS & SPECIALIZED AGENCIES

LEG/UN/100	General	1956	1959
LEG/UN/120	Secretary General's Report	1954	1956
LEG/UN/130	Director's Reports	1956	1959
LEG/UN/150	UNEF	1957	1959
LEG/UN/160	UNOGIL		1958

L E G A L D E P A R T M E N T

EGYPT

All files except the two against which there is ticks were destroyed in accordance with AD250 of 10/9/1969

	Progress Statement Egypt & Gaza	May 1953	Nov. 1953
	Tipton Hill Contract	1954	
	Agreement with Al Safa Company Ltd.	Jun. 1953	Jun. 1954
	Awadallah Ibrahim Beh Claim	Jul. 1950	1951
	Egypt Press Cuttings	1951	1952
ECR.1	Egypt General Correspondence	1950	1953
ECR.1.01	Specialized Agencies in Cairo	1955	
ECR.2	Sinai Project Legal Work	Oct. 1953	Aug. 1953
ECR.2	Relations with Egyptian Government	Dec. 1948	May 1953
ECR.3.01	Egypt Agreement	1946	1954
ECR.3.02	List of Staff for Egypt Government	Apr. 1954	1955
ECR.5	Sinai Project	1950	1955

PLANS FOR THE SINAI PROJECT WERE TRANSFERRED FROM CAIRO OFFICE AND ARE HELD IN THE RECORDS CONTROL CENTRE.

GAZA

ALL FILES EXCEPT THE LAST ONE WERE DESTROYED IN ACCORDANCE WIT AD250 OF 22/9/1969

	Correspondence Regarding the Recent Situation in Gaza		1957
	Gaza Municipality Loan Agreement	1954	
GCR.1	Gaza	1951	1955
ECR.1.01	Management Survey Gaza	1955	
ECR.3.05	Gaza Incidents	1955	
ECR.5.02	Gaza Survey & Afforestation Project	1954	

JORDAN

ALL FILES EXCEPT THOSE AGAINST WHICH THERE IS A TICK WERE DESTROYED IN ACCORDANCE WITH IOM AD250 of 3/10/1969.

	Progress Statement	Feb. 1955	Dec. 1955
	Laws and Agreements	Sep. 1948	Jun. 1953
	General	Dec. 1950	Nov. 1953
	Press Extracts	Nov. 1950	Nov. 1954
	Press	Mar. 1954	Nov. 1955
	Lindberg Report & Correspondence	Jul. 1954	Oct. 1954
	Integration Legislation	Sep. 1950	Dec. 1952
	Private Cars (Jordan)	Mar. 1954	May 1954
JCR/1	General Correspondence	May 1954	Dec. 1955
JCR/2	Legal Correspondence	May 1952	Oct. 1954

JCR/2/01	Monthly Reports Legal Jordan 1954	Jan. 1954 Jan. 1956
JCR/3	Relations with Government	Jul. 1950 Dec. 1955
JCR/3/01	Jordan Agreement	Oct. 1953 Dec. 1955
JCR/3/03	Radio and Wireless Apparatus	Mar. 1953 Nov. 1955
JCR/4	Procurement Policy	Feb. 1954 Mar. 1955
JCR/4/04	Flour Procurement Jordan	Sep. 1953 Sep. 1955
JCR/5	Etudes & Projects En Jordanie	Jun. 1954 Dec. 1955
JCR/5/01	Jordan Yarmouk	Jun. 1952 Dec. 1954
JCR/5/01 (d)	Yarmouk Jordan Documentation	Dec. 1953
1955	Yarmouk Project	1952
1954	Yarmouk Project Legal Aspects Misc.	Nov. 1954 May 1955
1951	Madaba Road Camp Project	May 1954 Jan. 1955
1952	Kalandia Vocational Training Centre	May 1951 Nov. 1954
1955	Jordan Development Bank	Sep. 1954 Oct. 1955
	Currency Regulations in Jordan	Mar. 1951 Apr. 1954
	Arab Bank - Agreement	

LEBANON

1955	Lebanon IV General Correspondence	Dec. 1952 Jan. 1955
1955	Lebanon Laws & Agreements	1952
1954	Accord Liban - UNRWA	1954
1955	Correspondence with Lebanon Government	1950
1955	General Correspondence	Feb. 1954 Oct. 1955
	Legal Correspondence	Mar. 1952 Dec. 1955
	Relations with Lebanese Government	Jan. 1954 Dec. 1955
	Empty Containers Lebanon	1952
	Projects Au Liban	Aug. 1954 Dec. 1955
	Negotiations with Lebanese Government	Apr. 1950 Nov. 1955
	Private Cars	1951
	Diplomatic Privileges - General	Jul. 1951 Jul. 1953
1957	List of Staff for Lebanese Government	May 1954 Sep. 1954
1955	List of Staff for Lebanese Government	1954 Dec. 1955
	Identity Cards	Mar. 1952 Jan. 1956
	Lebanese Contribution	Nov. 1950 Oct. 1954
	General Correspondence	Apr. 1953 Dec. 1955
	Visas Lebanon	Feb. 1951 Dec. 1955
	Personnel Effects	Jan. 1951 Nov. 1955
	Attachment of Salaries	Aug. 1951 Aug. 1952
	Lebanon Field Office Inquiry	Jun. 1957 Oct. 1957
	Transfer of Office Premises to the	Oct. 1951 Nov. 1952
	Air Port of Bir Hassan	
	Anjar Camp	Jun. 1955 Jul. 1955
	Customs Declaration D.6	Nov. 1951 Jun. 1953

SYRIA

ALL FILES EXCEPT THE TWO AGAINST WHICH THERE IS A TICK WERE DESTROYED IN ACCORDANCE WITH AD250 of 24/7/1969

General Correspondence	Sep. 1950 Oct. 1953
Legal Syria	Dec. 1951 Nov. 1954
Laws & Agreements No. 1-175	Jan. 1949 Jan. 1955

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	Progress Statement	1954	
	Syrian Butter Substitute (LG/9/01)	Dec. 1952	Jan. 1954
SCR/1	Syria General Matters	1953	1954
SCR/2	Legal Correspondence	Nov. 1952	Aug. 1955
SCR/3	Relations with Syrian Government	Jan. 1953	Mar. 1955
SCR/3/01	Syria Negotiations & Draft Agreements	1952	1955
SCR/3/02	Terminal Indemnities	1950	1955
SCR/3/03	Radio Communication Syria	Nov. 1953	1955
SCR/3/04	Income Tax Syria	1953	1955
SCR/3/06	Teachers' Strike	Apr. 1955	May 1955
SCR/3/07	Placement Office	1953	1955
SCR/3/08	Taxes in Syria	1954	1955
SCR/3/09	Immunity of UNRWA Personnel	1955	
SCR/3/10	Expulsion from Syria Sleiman Case	1955	
SCR/3/11	Transportation of Prohibited Material in UNRWA Courier	1955	
SCR/4	Supply Procurement	1955	
SCR/4/02	Import License	1954	
SCR/4/03	Achats de Ble En Syrie - Supplies General	1954	1955
SCR/5	Projects in Syria	1954	1955
SCR/6	Bank Deposits Syria	Dec. 1955	

OTHER COUNTRIES

ALL FILES DESTROYED SEE AD250 of 26/8/1969)

	Libyan Agreements	Jun. 1952	Mar. 1954
	Libya Laws & Agreements	Sep. 1952	Jun. 1954
	Libya	Oct. 1952	Oct. 1954
	Iraq	Jan. 1951	Aug. 1955
	Israel	Jan. 1951	Oct. 1954
IS/3	Incidents Plane, Truck, etc.	Apr. 1954	Aug. 1955
	Israel - Land Acquisition Law	----	
	High Commissioner Visit to M.E.	1954	
	Technical Assistance	1951	Mar. 1952
NY/01	New York	Apr. 1954	Jun. 1955
J/1	UNTSOor	Feb. 1954	Apr. 1955

SPECIALIZED AGENCIES

ALL FILES EXCEPT THE ONE AGAINST WHICH THERE IS A TICK WERE DESTROYED IN ACCORDANCE WITH AD250 of 30/8/1969.

SA/1	Specialized Agencies	Apr. 1954	Nov. 1955
SA/1/01	Specialized Agencies - Benefits Extended by UNRWA	Feb. 1954	Nov. 1954
SA/2	Specialized Agencies - Agreements	Jul. 1953	Apr. 1954
SA/3	UNICEF - General	Jul. 1953	Aug. 1954
SA/3/01	UNICEF - Agreement	Jul. 1953	Nov. 1955
SA/3/01(a)	UNICEF - Agreement - Draft	Dec. 1954	Dec. 1954
SA/4	UNESCO	Jul. 1954	Aug. 1954

CASE FILES - PERSONNEL

954	I/04	Bavdelaire - Claim for Allowances	1953	1954
955	I/05	Korlu & Beraud - Car Accident, Insurance Claim	1953	1954
955	I/06	Dr. Bishara - Validation of Services for Pension Fund	1953	1955
955	I/08	Dalai - Court Case Against UNRWA (Syria)	1954	1955
955	I/09	Ghattas - Appeal Against Termination	1954	1955
955	I/11	Dimmock & Hopkins - Dependency Credit	1954	1955
955	I/12	Jenkins - Claim for Medical Expenses	1954	
955	I/13	Mahmoud - Accident Claim Bethlehem Jordan	1954	
955	I/15	Roumy - Accident Claim (Jordan)	1950	1955
	I/16	Sha'ban - Court Case - Indemnity Payment	1954	
	I/17	Simon - Appeal Against Termination	1952	1955
	I/18	Vidal - Claim for Home Leave	1954	
	I/19	Dr. Yule - Claim Against UNRWA	1953	1954
	I/22	Dr. Lamara - Claim Against UNRWA	1953	1954
	I/23	Tutunjian - Transfer of Children to Custody of Father	1954	1955
155	I/25	BLISS - Clearance for Syria	1954	1955
155	I/26	EULOS - Retaining as Legal Consultant	1954	1955
	I/28	Collozi - Accident claim	1953	1955
	I/30	Balata Case	Jun. 1955	Jul. 1955
	I/31	Blanc - Allegations by Host Governments	Sep. 1953	Jan. 1959
	I/32	Anderson - Claim of Wife of Deceased	1954	1955
	I/2/02	Radicopoulos - Claim for Payment of Doctor's Fees	1954	
54		Keast - Albert Khayat Jordan Inquiry	1951	1952
54				
54				
55	LEG/E/450/2	Guirguis - Appeal Against Dismissal (Ex-Gratia Payment)		
54	LEG/G/250/102	Drs. Najib & Aslanides - Claims for Overtime		
55	LEG/J/250/101	Kassicieh - Appeal against Dismissal		
	LEG/L/250/641	Hadad - Claims for Compensation Service Incurred Accident		
	LEG/S/250/1	Sha'ban - Termination & Absence from Duty		
2	LEG/S/250/641	ES-Shaer - claims for Compensation Service Incurred Accident		
5	LEG/S/450/4	Shomar - Court Summons		
5	LEG/250/314	McDermott - Claim for Compensation Service Incurred Accident		
	LEG/250/321	Hilpern - Appeal against Dismissal		
	LEG/250/327	Benoit - Termination on Health Grounds		
	LEG/250/601	HAWA - Settlement of Accounts on Resignation		
	LEG/250/602	Radicopoulos - Appeal against Dismissal		
	LEG/250/603	Farah - Moussali Forgery Claim		
	LEG/250/604	Mrs. Hakim - Investigation & Dismissal		
	LEG/250/605	Payan - Ex-Gratia Payment following Dismissal		
5	LEG/250/620	Miss Jaber - Gaza Frontier Permit Inquiry		
	LEG/250/621	Miss Murdock - Claim for Terminal Indemnities		
	LEG/J/250/641	Ashour - Deceased Father's Claim for Compensation		
	LEG/L/250/101	Abu Fadel - Complaint against Termination		
	LEG/L/450/4	Lebanon Office Staff - Accusation & Investigation, May 1957		
	LEG/L/450/5	Bus Incidents at Sin-El-Fil, Beirut - July 1957		
	LEG/250/03(1)	Hajj - Loss of Cheque		
	LEG/250/03(2)	Awad - Payment of Debts on Termination		
	LEG/250/03(3)	Miss Nasser - Transfer of Funds		
	LEG/250/03(4)	Kardosh - (Deceased) Terminal Benefits		

LEG/250/03(5) Abu Jarad - Ex-Gratia Payment for Period of Suspension
 LEG/250/03(6) Da'doush - Attachment of Agency Assets
 LEG/250/03(7) Knezevitch - Deportation Order - Gaza
 LEG/250/03(8) Gaza - Criminal Cases
 1. Hussein Abu Jarad - Flour Theft
 2. Nassar - Defamatory Statements
 3. Shaker Filfil - Ambulance - Negligence in Performance of Duties
 LEG/250/03(9) Hussieni - Claim for Compensation - Shooting Incident - Gaza
 LEG/250/03(10) Polyclinic Guard - Complaint Against Dabbas (Guard) & Dr. Sahyoun (Dentist)
 LEG/250/03(11) Safi - Service - Incurred Accident
 LEG/250/03(12) Egypt - Court Cases
 1. Awad Iskandar Guirguis Naguib
 2. Labib Bibawi Agaiby
 3. Fouad Serour Guirguis
 4. Fayege Youssef Tawil
 5. Dr. Mahmoud Mohammed Ali
 LEG/250/03(13) Hamati - Court Case
 LEG/250/03(14) George - Termination Emoluments
 LEG/240/03(15) El Kurd - Service Incurred Accident
 LEG/250/03(16) Sbeir - (Deceased) - Designation of Beneficiaries
 LEG/250/03(17) Farah & Khammar - Assault in Saida
 LEG/250/03(18) Shreih & Ayoub - Assault
 LEG/250/03(19) Dr. Khartabil - Service Incurred Accident
 LEG/250/03(20) Dr. Agha - Loss of Cheque
 LEG/261(1) Calfa
 LEG/261(2) Habibi
 LEG/261(3) Bordcosh
 LEG/261(4) Kutteh
 LEG/261(5) Aqel
 LEG/261(6) Rasmussen
 LEG/261(7) Abul Afiyah
 LEG/261(8) Shihada
 LEG/261(9) Abu Adal
 LEG/261(10) El Haj Said
 LEG/261(11) Nimeh Mikhail
 LEG/261(12) Nimer Naim Haj
 LEG/261(13) Hazmeh Loubani
 LEG/261(14) Nahi Rakkad El Mahd
 LEG/261(15) Gregory Anastas Gregory
 LEG/261(16) Khalil Khleiff
 LEG/261(17) Bordcosh
 LEG/261(18) Guluzian
 LEG/261(19) J.G. Khayat
 LEG/261(20) Sami Zureik
 LEG/261(21) I.K. Duzdar
 LEG/261(22) Dr. S. Khayat
 LEG/261(23) Dr. J. Qaddura
 LEG/261(24) Charley Sa'adeh
 LEG/261(25) Alphonse Haddad
 LEG/261(26) A. Abdul El-Sayyed
 LEG/261(27) Anwar Nurad
 LEG/261(28) M. Abu Laban
 LEG/261(29) Jawdat Yussef El-Mudallal

LEG/261(30) Khalil Ibrahim Khoury - Jordan
 LEG/261(31) Nabil Geceah
 LEG/261/1(1) I.K. Cuzdar

CASE FILES - SUPPLY

L/1	Iraq Clothing Company - Repayment of Loan	1952	1955
L/4	Italian Rice Contract - Tax Payment of Rice Purchased in Italy	1954	1955
L/6	Alliance Israelite Damascus - Building Bit at Disposal of UNRWA by Syrian Government	1954	1955
L/9	Dava's Drilling Contract Syria - Cancellation of Contract and Settlement	1954	
L/11	Levant Markets - Tent and Rice Purchase Queries	1954	1955
L/12	Cortbawi F. Project - Vocational Training Branch of Contract	1954	1955
L/13	Rubber Boots - Case Re Purchase of Rubber Boots	1955	
L/18	Haricot Beans - Claim Against Supplier	1955	
L/19	Sioufi Transport - Claim for Accidents	1955	1956
	Flour Contract No. 60 - Inquiry into Flour Purchase		
	Rouchdy Contract - Inquiry into Flour Purchase	1951	1958

PERSONNEL

M/1	Management	1955	
	Personnel Division	Jan. 1952	Dec. 1955
	General Correspondence	1950	Nov. 1953
P/1	Revision of Personnel Policy 1955	May 1954	Dec. 1955
P/1/G1	Importation of Household Effects	Dec. 1950	Nov. 1955
P/1/O2	Administration	Jun. 1951	Dec. 1955
P/2	List of Personnel International	Jan. 1954	Dec. 1955
P/2/O1	Manning Table	Sep. 1950	Oct. 1954
P/2/O2	Employment Area Staff	Dec. 1950	Oct. 1954
P/3	Salaries & Increments	Dec. 1950	Jul. 1955
P/4	Education Grant	Jan. 1952	Apr. 1955
P/5/O2	Leave Administration	Feb. 1953	Oct. 1955
P/6	Home Leave	Apr. 1952	Nov. 1954
P/5/G1	Terminal Indemnity Area Staff	Jun. 1953	May 1955
P/7/G1	Termination Indemnity Provident Fund	May 1954	Feb. 1955
P/7/O1/1	Working Papers		
	Termination International Staff	Jun. 1955	Aug. 1955
P/7/O2	Terminal Indemnity and Provident Fund	Apr. 1950	Dec. 1954
P/7/O2	Age Limit	Jun. 1954	Jun. 1955
P/7/O3	Termination on Account of Illness	Oct. 1954	Apr. 1955
P/7/O4	Pension Fund	Nov. 1951	Jun. 1954
P/8	Compensation International Staff	Nov. 1951	Jun. 1954
P/9/O1	Oath of Loyalty	Oct. 1952	Sep. 1954
P/10	Admin. Instructions 124.1, 124.2, and 124.3 Working Papers	1955	

PUBLIC RELATIONS

PR/1	Public Relation Division	1954	1955
PR/3	Misc. Information on Refugees	1953	1955
	Press Campaigns	1954	
	Press Extracts	1955	

FINANCE

F/1	Finance Division	1951	1955
F/2	Contributions	1954	1955
F/3	Financial Statement	1954	1956
	Agreement British Bank of M.E.	1954	

DEPARTMENT OF OPERATIONS

	Operational Instruction	1952	1953
	Program Division	1952	1954
PRG/1	Projects Monthly Reports	Aug. 1951	Dec. 1953
	Registration Division	Sep. 1952	Oct. 1953
	Investigation, Registration	1954	
	Technical Division	1951	1954
TO/1	Agriculture	1950	1954
	Economics Division	Dec. 1950	May 1955

SW/1	Social Welfare Division & Reports	Oct. 1951	Feb. 1955
_____	Placement	1952	1955
_____	Health Division General		
_____	Correspondence	Aug. 1950	Feb. 1955
_____	Reports Health Division	Oct. 1954	Oct. 1955
H/3	Appointment of B/W. Pharmacist	Oct. 1954	Oct. 1955
H/4	Narcotics	Jul. 1953	Apr. 1954
_____	Education division	Jun. 1951	Apr. 1955
_____	Reports Education Division	Dec. 1954	Nov. 1955
_____	Grants to Universities	Jun. 1952	Aug. 1954
_____	Vocational Training	Jan. 1950	Jul. 1953

REFUGEE PROBLEMS

RP/1	Refugee Problems	1950	1955
RP/1/01	Refugee Claims	1954	1955
RP/3	Reintegration	1951	1954
RP/4	Certificates for Refugees	1954	
RP/6	Arab League - Travel Documents for Refugees	1951	1954
RP/6/01	Transfer of Refugees	1955	

GENERAL (1)

GC/2/02	Documentations Juridiques Locals	1954	1955
GC/2/04	Legal Status of UNRWA	1954	1955
GC/2/06	UNRWA Postal Stamps	1954	1955
GC/2/08	UNRWA Mail Bag	Nov. 1953	Jun. 1954
GC/4	Publications	1951	1955
GC/4/01	Copies of Requisitions for Publications	1955	
GC/5	Budget & Expenditure	May 1952	Mar. 1955
GC/7	Applications for Employment	1954	Jan. 1956
B/2	Joint Appeals Board	Dec. 1952	1955
B/3	Compensation Board	1953	1955
_____	Survey Board	Jan. 1953	Jan. 1956
B/4	Administrative Tribunal	Jul. 1954	May 1955
B/5	Committee on Contracts	1954	1955
B/6	Personnel Review Committee	1950	Jun. 1954
B/7	C.C.A.Q. Meeting	Apr. 1954	1955
B/7	UNRWA Staff Association	1955	
B/8	Daily Meetings	Dec. 1953	1955
B/9	UNRWAWA	Nov. 1951	Dec. 1955
B/10	Country Representatives' Meetings	1954	1955
_____	Legal Advisor's Meetings	Nov. 1951	Apr. 1954
_____	Minutes Law Officers Meetings	1952	
_____	Labour Legislation in The Arab Countries	Oct. 1952	

GENERAL (2)

	Proposed Governments Agreements	Dec. 1948	Aug. 1954
	Host Countries Agreement	1954	
	Cabinets of M.E. Countries	1952	1954
	Transfer of Responsibility to Host Governments	Jun. 1953	Sep. 1954
	High Commissioner Competence of	Dec. 1953	May 1954
	Accords Avec Les Gouvernements	1952	
	Palestine Conciliation Commission	1950	Jul. 1954
	Deligation of Authority	1953	1954
	Census & Resettlement of Refugees	1950	1952
	Reintegration	1950	
	Contributions Letters	1951	
	Privileges & Immunities General	1950	1954
	Demilitarized Zone General	Jun. 1954	
	Legal	1951	1953
	General Counsel's Office	1951	1953
	Responsibilities ADCOM & Director	May 1953	
GC/UN/100	General Correspondence Between Legal	1950	1950
	Division & Legal Department UN New York		
	Decentralization. Proposal from G.C.	May 1954	Jun. 1955
	Income Tax of UNRWA Staff Members	Feb. 1951	Jun. 1953
	Brozen Favereau. Incident Press	1954	1957

GENERAL (3)

C/1/01	Agency Building Contracts	1950	1952
C/2/02	Nabatich	1954	Mar. 1955
	Transfer to HQ. to Jordan	Dec. 1954	Oct. 1955
	Loan Policy - General Correspondence	May 1951	Jul. 1954
	Re Loans & Grants		
	Integration Loans	Jul. 1952	Jun. 1953
	Loans Legal Matters	1953	
	Permis de Port et Armes	Jun. 1958	
	Confidential Entry Permits to		
	Lebanon	Jan. 1958	
	Miscellaneous	1950	1952
	Attendance at Duty	Jun. 1955	
	MMA - MSA - TSA	Jun. 1954	Oct. 1956
	Gendron	Jul. 1958	
	Karim Safouri	1954	1956
	Chrono Confidential	Jul. 1954	Dec. 1954
	Weekly News Letters	Jan. 1954	
	Vacancies in Other UN Organization	1953	1955

DUO/G.S - OLD RECORDS DIVISION & DEPARTMENT

---	Press General & Publicity	1951	
---	Press Conferences	1950	
---	Personnel Press General	1950	1951
---	Information	1954	
---	Liban: Information General	1950	1953
---	File Containing Papers on Following	Oct. 1950	May 1953
---	(i) Difficulties Experienced in Syria		
---	(ii) Relations Between Governments		
---	(iii) Mr. Lockes Statement (Divisional Reports)		
---	Correspondence		
---	Kerosene	1950 - 1952	
---	Chief Budget	1950 - 1952	
---	Personnel	1951 - 1952	
---	Personnel, Police General	1950 - 1952	
---	Field Oper. Officer	1951 - 1952	
---	Pol. - Shell Company	1951 - 1952	
---	FFO Syria	1951 - 1952	
---	Port Said - e.g.	1950 - 1951	
---	FFO - Jordan	1950 - 1952	
---	FFO - Gaza	1950 - 1952	
---	Comptroller	1951 - 1952	
---	HQ - General	1951 - 1952	
---	Health Division	1951 - 1952	
---	T.B. Hospital	1951 - 1952	
---	Sanit. - Maintenance	1954 - 1952	
---	Education Division	1954 - 1952	
---	Welfare Division	1954 - 1952	
---	Supply, Transport	1950 - 1950	
---	Engineering	1954 - 1952	
---	Shelter & Repairs	1954 - 1952	
---	Registration	1954 - 1952	
---	Transportation	1954 - 1952	
---	Care, Sick, Feeding	1957 - 1952	
---	Telephones	1950 - 1952	
---	Rye	1959 - 1952	
---	Carpenters Shop	1955 - 1952	
---	Stores Base	1959 - 1950	
---	Records, General	1951 - 1952	
---	Records, Special	1951 - 1952	
---	Press - General	1951 - 1952	
---	Akher Sa'ed Magazine	1957 - 1952	
---	Public Informations	1957 - 1950	
---	Public Informations	1957 - 1950	
---	Public Relations	1958	
---	Finance General	1950 - 1959	
---	Budget General	1955 - 1958	
---	Budget General	1950 - 1959	
---	Provident Fund	1954 - 1950	
---	Budget Reports	1957 - 1959	
---	Income Tax	1950 - 1955	
---	Pension Mrs. Nassar	1955 - 1958	

APPENDIX IX

CLASSIFICATION REPORT ON ARCHIVAL MATERIALS - GAZA

CC/UN/100

C/1/01
C/2/02

Agency Building Contracts	1950	
Kabatic	1954	May
Transfer to HQ. Le Jordan	Dec. 1954	Dec.
Loan Policy - General Correspondence	May 1951	May
Re Loans & Grants	Jul. 1952	Jul.
Integration Loans	1953	
Loans Legal Matters	Jun. 1958	
Permis de Port et Armes	Jun. 1958	
Confidential Entry Permits to Lebanon	Jan. 1958	
Miscellaneous	1950	
Attendance at Duty	Jan. 1953	
HMA - HSA - ISA	Jun. 1954	Jun.
Gendron	Jul. 1958	
Karim Safouri	1954	
Chrono Confidential	Jul. 1954	Jul.
Weekly News Letters	Jan. 1954	Jan.
Vacancies in Other UN Organization	1953	

	SUBJECT	YEAR
Fg/D/2-2	Chief Accounts	1959 - 1961
Fg/D/2-2	Chief Accounts	1962 - 1962
Fg/2	Comptroller - gen.	1957 - 1959
	correspondence	
	Comptroller - gen.	1959 - 1961
	correspondence	
Fg/D-1	Kerossne	1960 - 1962
Fg/D/4-2	Chief Budget	1959 - 1962
Fg/D/4	Administration	1954 - 1962
Fg/D/6	Personnel	1961 - 1962
Fg/D/4-1	Personnel, coiro general	1955 - 1962
Fg/D/5	Field Oper. Officer	1961 - 1962
Fg/D/4-3	Pol - shell company	1961 - 1962
Fg/D/3-3	FFO Syria	1961 - 1962
Fg/D/3-2	Port Said - p.o.	1958 - 1961
Fg/D/3-1	FFO - Jordan	1958 - 1962
Fg/D/3	FFO - Gaza	1954 - 1958
Fg/D/2	Combtroller	1961 - 1962
Fg/D/2	HQ - General	1961 - 1962
Fg/D/7	Health Division	1957 - 1962
Fg/D/7-1	T.B. Hospital	1961 - 1962
Fg/D/8	Sanit., maintenance	1954 - 1962
Fg/D/9	Education Division	1954 - 1962
Fg/D/10	Welfare Division	1954 - 1962
Fg/D/11	Supply, Transport	1956 - 1960
Fg/D/12	Engineering	1954 - 1962
Fg/D/12-1	Shelter Programme Gaza	1954 - 1962
Fg/D/14	Registration	1954 - 1962
Fg/D/16	Transportation	1954 - 1962
Fg/D/17	Care, Supl. feeding	1957 - 1962
Fg/D/19	Telephones	1960 - 1962
Fg/D/21	Rvs	1959 - 1962
Fg/D/22	Carpentry Shop	1955 - 1962
Fg/D/23	Stocle Bakaue	1959 - 1960
Fg/D/24 R	Records, Stahics	1961 - 1962
Fg/D/24	Records, Stahics	1961 - 1962
PR/3/C	Press - General	1951 - 1959
PR/9	Akher Sa'ah Magazine	1957 - 1958
PR/10	Public Informations	1957 - 1960
PR/10-C	Public Informations	1957 - 1959
PR/12-C	Public Relations	1958
F/1/G	Finance General	1958 - 1959
F/3/G	Budget General	1955 - 1958
F/3/C	Budget General	1958 - 1959
F/9	Provident Fund	1954 - 1959
F/8	Budget Reports	1957 - 1959
F/12	Income Tax	1950 - 1956
F/29	Pension Mrs. Nassar	1955 - 1958

M/4-C	Refugee Committee	1954	1956
M/11	Miscellaneous Conf.	1950	1954
	Correspondence		
M/17	UNRWA Staff Association	1954 -	1959
M/21	UNRWA Repr. Miscell.	1957 -	1960
SP/1-C	Supply General	1951 -	1959
SP/19	UNRWA Vehicles & Drivers	1951 -	1960
SP/30	Supplies EX. SS Delpy	1957 -	
SP/32	Supplies - EX Haifa	1954 -	1957
SP/39	Flour Exchanges with Eg. Govt.	1955 -	1957
FG/D/4	Administration	1954 -	1962
FG/D/6	Personnel	1961 -	1962
FG/D/4-1	Personnel & Cairo Gen.	1955 -	1962
FG/D/5	Field Oper. Officer	1961 -	1962
FG/D/4-3	POL - Shell Company	1961 -	1962
FG/D/3-3	FFO Syria	1961 -	1962
FG/D/3-2	Port Said - P.O.	1958 -	1961
FG/D/3-1	F.F.O - Jordan	1958 -	1962
FG/D/3	FFO - Gaza	1954 -	1958
FG/D/2	Comptroller	1961 -	1962
FG/D/1	HQ - General	1961 -	1962
FG/D/7	Health Division	1957 -	1962
FG/D/7-1	T.B. Hospital	1961 -	1962
FG/D/8	Sanit. & Maintenance	1954 -	1962
FG/D/9	Education Division	1954 -	1962
FG/D/10	Welfare Division	1954 -	1962
FG/D/11	Supply & Transport	1956 -	1960
FG/D/12	Engineering	1954 -	1962
FG/D/12-1	Shelter Programme Gaza	1954 -	1962
FG/D/14	Registration	1954 -	1962
FG/D/16	Transport	1954 -	1962
FG/D/17	Care & Supl. Feeding	1957 -	1962
FG/D/19	Telephones	1960 -	1962
FG/D/21	RVS	1959 -	1962
FG/D/22	Carpentry Shop	1955 -	1962
FG/D/23	Stock Balance	1959 -	1960
FG/D/24	Records & Statistics	1961 -	1962
FG/D/24	Records & Statistics	1962	
FG/F/1	Accounts & Records Gen.	1954 -	1959
FG/F/3	Medical Supplier for PHD. Gaza - Dec.	1958 -	1962
FG/F/4	Equip. General	1960 -	1962 Jul.
FG/F/6	Outstanding Liabilities & Commit.	1954	1962
FG/F/7	Accounting for Cont. & Donations	1959	1962
FG/F/8	Accounting for Supplies	Aug. 1961 -	1962
FG/F/10-1	AS2 Inventory & AS3	1954 -	1960
FG/F/11	Supplies General	1954 -	1962
FG/F/14	Losses of Supplies	1953 -	1961

FG/A/1	Gaza F.S. Bulletins	1958 - 1960
FG/A/1	Gaza F.S. Bulletins	1961 - 1962
FG/A/1-1	HQ Staff Bulletins	1961 - 1962
FG/A/1-2	HQ Staff Circulars	1961 - 1962
FG/A/3	Inter Office	
	Instructions	1952 - 1962
FG/A/2	Contracts & Agreements	1954 - 1962
FG/A/3-2	Gaza F. Adm. S.	
	Circulars	1960 - 1962
FG/A/3-3	HQ Adm. Ser.	
	Instructions	1959 - 1962
FG/A/4	Local Fin. Circulars	1959 - 1962
FG/A/4-1	Gaza F. Staff Circulars	1960 - 1962
FG/A/4-2	HQ Adm. Ser. Circulars	1960 - 1962
FG/A/4-3	HQ Adm. Ser. Bulletins	1961 - 1962
FG/A/4-4	HQ Gen. Bulletins	1961 - 1962
FG/A/5	Emergency	1955 - 1957
FG/A/6	UNRWA Premises	1953 - 1960
FG/A/7	Miscellaneous	1954 - 1962
FG/A/8	Fin. Tech. Instructions	1951 - 1962
FG/A/9	Office Stationary	1954 - 1961
FG/A/10	Gaza F. Memorandum	1951 - 1961
FG/A/11	Press Release	1959 - 1962
FG/A/10-1	Gaza F. Dist.	
	Instructions	1961
FG/A/11-1	UNRWA Statistics	1960 - 1962
FG/A/12	Vacancy Circulations	1962
FG/A/13	Cash Losses	1953 - 1960
FG/A/14	Field Pers. Directives	1959 - 1962
FG/A/14-1	Gaza F. Policy	
	Directives	1961 - 1962
FG/A/14-2	Gaza F. Pers.	
	Instructions	1960
FG/A/14-2	Policy Directive	1961
FG/A/17	Tech. Instructions	1960 - 1963
FG/A/18	Field Oper. Instructions	1960
FG/A/19	Distribution	
	Instructions	1960
FG/A/20	Gaza Health Circulars	1960
FG/A/21	Tech. Instructions	1961
FG/A/21-1	Gaza F. Reg. Tech.	
	Instructions	1962
FG/A/24	Accounts Tech.	
	Instructions	1962
FG/A/28	Proc. Tech. Instructions	1962
FG/D/2-2	Chief Accounts	1959 - 1961
FG/D/2-2	Chief Accounts	1962
FG/2	Comptroller-Gen.	
	Correspondence	1957
FG/2	Comptroller-Gen.	
	Correspondence	1959 - 1961
FG/D-1	Kerosene	1960 - 1962
FG/D/4-2	Chief Budget	1959 - 1962
R/5/C	Education General	Jt-1 1952 - 1957

R/5/C	Education General - Jt-2	1957 - 1958
R/5/C	Education General - Jt-3	1958 - 1959
R/5/C	Education General - Jt-4	1959
R/5-1	Transport of Students	1958 - 1959
R/5-2/C	Training Courses	1952 - 1959
R/5-4	Education Teachers	1952 - 1959
R/5-6	Education School	1957 - 1959
R/5-9	Constructions	1957 - 1959
	Education University	
	Scholarship	1953 - 1959
R/8-2/H	Registration	1957 - 1958
R/8-2/C	Registration Ration	
	Removal	1957 - 1959
R/9/C	Donations	1957 - 1959
R/9-2	Donations Corso.	1957 - 1959
R/11/C	Works Projects	1957 - 1958
R/13	Refugees Hospitalization	1957 - 1958
R/13	Refugees Hospitalization	1955 - 1956
R/13/A	Hospital Incidents	1959
R/13/1	Refugee Hospitalization-	
	Cairo	1954 - 1959
R/13/2	Refugee Hospitalization	
	B. Hospital	1950 - 1958
R/14/C	Medical General	1951 - 1959
R/16	Arabs from Israel	1951 - 1952
R/16-1	Azazma Tribe	1950 - 1959
R/19/C	Placement	1951 - 1959
R/18	Relief Gaza Area	
	Residents	1950 - 1958
R/23	Income Scale	1950 - 1959
R/31-1	Dist. CARE	1957 - 1958
R/32-4	Community Development	1957 - 1959
R/32-5	Community Development	
	Coop.	1952 - 1959
R/32-6	Grants	1958 - 1959
R/36	Re-Union & Familes	1958
R/37	Sinai Project	1954 - 1955
R/41	Refugee Shelter-Jt-1	1956 - 1959
R/41	Refugee Shelter-Jt-2	1959
R/41	Refugee Shelter-Jt-3	1957 - 1958
R/41-A	Refugee Shelter-Jt	1959 - 1960
R/41/C	Refugee Shelter	1957 - 1959
R/41-1	Shelter Records	1958 - 1959
R/41-3	Camps	1960
R/45	Projects	1953 - 1956
R/47	Border Incidents	1952 - 1957
R/52	Clothing Programme	1957 - 1959
R/52-1	Clothing Programme Care	1958 - 1959
R/53	Embroidery	1958 - 1960

DUO/G's OLD RECORDS - A

A/1 1A	Re-organization of Agency HQ	
A/1 1B	Re-organization of Gaza F.O.	1951 1959
A/1-1C	Re-organization of Agency Cairo Office	1957 - 1959
A/1-2	Director's Office General	1950 - 1959
A/1-2/C	Director's Office General	1952 - 1959
A/1-3/A	Gaza General	1958 - 1959
A/1-3/B	Cairo Office General	1951 - 1959
A/1-4	Cables Restrictions	1958
A/4/C	Frontier Permits	1958 - 1959
A/7	Travel UN Claim	1950 - 1955
A/7/C	UN Plance	1956 - 1960
A/12	International Staff Administration	1950 - 1959
A/12-1	International Staff League	1951 - 1960
A/12-2	International Staff Manning Table	1955 - 1959
A/12-3	International Staff General	1951-53-59
A/12-4	International Staff Security	1953 - 1959
A/12-6	International Staff Insurance	1957 - 1959
A/12-7	Post Report Gaza	1959
A/13-A	Local Staff Administration	1950 - 1959
A/13-A+B	Local Staff Administration	1951 - 1957
A/13-1	Local Staff Manning Table	1953 - 1959
A/13-2	Local Staff Personnel General	1950 - 1959
A/13-3	Local Staff Joint Appeal's Board	1959
A/13-5	Local Staff Doctor Aslanides	1957
A/13-6	Local Staff Employees See from Eg. Govt.	1957 1958
A/13-7	Local Staff Dr. Wadi' Wanis	1958
A/13-10	Local Staff Empl. of UAR Citizens	1956 - 1958
A/13-11	Ahmad Y. Akilla	1958
A/18	Adcommittee Meetings	1955 - 1959
A/33	UN Inter Agency Meeting	1959
A/33	Cairo Reports	1952 - 1954
A/42	Country Rep.'s Meetings	1952 - 1959
A/43	Director's Staff Meetings	1952
A/44	Monthly Reports - Gaza District	
A/46	HQ. Monthly Reports	1952 - 1959
A/58/C	Fire in Agency Premises	1959 - 1960
A/59/C	Gen. Corresp. Dir. Circulars & Bulletins	1958
A/68-C	Medical Attention Area Staff	1956 - 1959
A/69	Economics, Wages & Salaries Survey	1955
A/71	Economics, Cost of living	1956 1959
A/79-1	Visits to Gaza - UNRWA Directors	1955 - 1959

A/74	Medical Asst. Form	1951
A/94	Director's Reports	1954 - 1959
A/95	Reports Miscellaneous	1952 - 1959
A/79-C	Visits to & from Gaza	1955 - 1959
A/79-2	Visits to Gaza UN See General	1958

DUO/G's Old Files P

P/1	Policy General	1955 - 1958
P/2	Status of Refugees	1955 - 1956
P/3	World R. Year	1960
P/4	Legal Status of UNRWA General	1951 - 1959
P/4-1	Legal Status of UNRWA Mail Pouch	1952 - 1958
P/4-2	Legal Status of UNRWA Fees & Taxes	1950 - 1959
P/4-3-A	Legal Status of UNRWA Staff Lists	1956 - 1959
P/4-3-B	Legal Status of UNRWA Staff Lists	1956 - 1959
P/4-4	Legal Status of UNRWA Lab. Law	1954
P/4-5	Legal Status of UNRWA Knesevitch Ret.	1957 - 1958
P/4-6	Legal Attachment orders	1957
P/4-7	Legal status of UNRWA court Summons	1957 1959
P/4-8	Legal status of UNRWA Reg. of I/Staff	1958
P/5	Agreement Between Eg. & UNRWA	1951
P/5-1	Adm. Corresp. Ref. to Eg. & Authority	1957 1959
P/5-2	Reports of Meeting - Egyp. Authority	1955 - 1958
P/5-3	Statustical Reports	1957-59-60
P/5-4	Staff Appointments	1957 - 1959
P/5-5	Govt. Request - Fin. Asst.	1957 - 1959
P/6	Legal Matters General	1956 - 1959
P/6-1	Legal Matters & Comp. Claims G. Farah	1952 - 1957
P/6-3	Legal Matters - Flour Cases	1956
P/6-4	Ambulance Case	1956 - 1957
P/6-5	Ahmad Nassar Case	1956 - 1957
P/6-6	Overtime Claims	1956 - 1957
P/6-7	Teacher's Salary Claims	1955 - 1956
P/6-8	Bus Hire	1956 - 1957
P/6-9	Pers. Losses	1957
P/6-10	Term. Guards	1958
P/6-11	Sami Jarousha Case	1957 - 1958
P/6-12	Abu Garad Case	1957 - 1958
P/6-13	Pharmacy Case	1957
P/6-14	Claim of Hire Car Owner	1958
P/6-15	Khalifa Case	1958
P/11	Emergency Prog. Egypt	1956 - 1958
P/12	Supply Losses	1956 - 1959

P/13	UNEF General	1957 - 1959
P/13-C	UNEF Resp.	1957 - 1960
P/13-2	UNEF Invitations	1957 - 1958

	TO	FROM	
1.			
2.	005	121	
3.	085	101	
4.	081	01	300
5.	02	1	284
6.	002	185	193
7.	120	101	241
8.	080	101	217
9.	040	101	123
10.	130	101	151
11.	010	101	172
12.	050	101	88
13.	060	101	14
14.	070	101	1
15.	080	101	
16.	090	101	
17.	100	101	
18.	110	101	
19.	120	101	
20.	130	101	
21.	140	101	
22.	150	101	
23.	160	101	
24.	170	101	
25.	180	101	
26.	190	101	
27.	200	101	
28.	210	101	
29.	220	101	
30.	230	101	
31.	240	101	
32.	250	101	
33.	260	101	
34.	270	101	
35.	280	101	
36.	290	101	
37.	300	101	
38.	310	101	
39.	320	101	
40.	330	101	
41.	340	101	
42.	350	101	
43.	360	101	
44.	370	101	
45.	380	101	
46.	390	101	
47.	400	101	
48.	410	101	
49.	420	101	
50.	430	101	
51.	440	101	
52.	450	101	
53.	460	101	
54.	470	101	
55.	480	101	
56.	490	101	
57.	500	101	
58.	510	101	
59.	520	101	
60.	530	101	
61.	540	101	
62.	550	101	
63.	560	101	
64.	570	101	
65.	580	101	
66.	590	101	
67.	600	101	
68.	610	101	
69.	620	101	
70.	630	101	
71.	640	101	
72.	650	101	
73.	660	101	
74.	670	101	
75.	680	101	
76.	690	101	
77.	700	101	
78.	710	101	
79.	720	101	
80.	730	101	
81.	740	101	
82.	750	101	
83.	760	101	
84.	770	101	
85.	780	101	
86.	790	101	
87.	800	101	
88.	810	101	
89.	820	101	
90.	830	101	
91.	840	101	
92.	850	101	
93.	860	101	
94.	870	101	
95.	880	101	
96.	890	101	
97.	900	101	
98.	910	101	
99.	920	101	
100.	930	101	
101.	940	101	
102.	950	101	
103.	960	101	
104.	970	101	
105.	980	101	
106.	990	101	
107.	1000	101	

PERSONNEL OLD RECORDS

<u>S/NO.</u>	<u>ALPH.</u>	<u>FROM</u>	<u>TO</u>
1.	A	151	- 200
2. 1/1	A	201	- 250
3. 2/2	A	51	- 100
4. 3/3	A	1	- 50
5. 4/4	A	251	- 300
6. 4/4-1	A	101	- 150
7.	A	391	- 400
8. 4/4-2	A	191	- 430
9.	A	301	- 335
10. 4/4-3-A	A	431	- 510
11.	A	511	- 528
12. 4/4-3-B	A	336	- 360
13.	A	361	- 390
14. 4/4-4	A	628	- 650
15.	A	605	- 627
16. 4/4-5	A	529	- 555
17.	A	556	- 584
18. 4/4-6	A	651	- 670
19. 4/4-7	A	585	- 604
20.	A	961	- 995
21. 4/4-8	A	796	- 850
22.	A	701	- 733
23. 5	A	671	- 700
24. 5-1	A	831	- 860
25.	A	734	- 760
26. 5-2	A	941	- 951
27.	A	466	- 485
28. 5-3	A	1030	- 1048
29. 5-4	A	1047	- 1065
30. 5-5	A	1066	- 1079
31. 6	A	985	- 1006
32. 6-1	A	1007	- 1029
33.	A	955	- 984
34. 6-3	A	861	- 884
35. 6-4	A	886	- 915
36. 6-5	A	916	- 940
6/6-6			
6/6-7			
6/6-8			
1. 6/6-9	B	34	- 53
2. 6/6-10	B	54	- 60
3. 6/6-11	B	1	- 33
6/6-12			
6/6-13			
6/6-14			
6/6-15			
1. 7/11	C	1	- 10
7/12			

D

AD/150-1	Admin. Security Prot. Cont.				
1.	D	1	-	27	
AD/150-2	Admin. Sec. P. Cont. I	28	-	51	
AD/151	Admin. Security Prot. Cont. E				
AD/152	Admin. Security Prot. Cont. E	1	-	23	
AD/170	Admin. Security Prot. Cont. E				
AD/170	Admin. Security Prot. Cont. F	300	-	315	
1.	F	284	-	299	
2.	F	193	-	216	
3.	F	241	-	283	
4.	F	217	-	240	
5.	F	123	-	150	
6.	F	151	-	171	
7.	F	172	-	192	
8.	F	86	-	128	
9.	F	41	-	885	
10.	F	1	-	40	
AD/170	Admin. Security Prot. Cont. G				
AD/170	Admin. Security Prot. Cont. G	1	-	37	
AD/170	Admin. Security Prot. Cont. H				
AD/170	Admin. Security Prot. Cont. H				
1.	H	375	-	393	
2.	H	281	-	310	
3.	H	311	-	398	
4.	H	257	-	280	
5.	H	234	-	256	
6.	H	217	-	233	
7.	H	127	-	166	
8.	H	195	-	216	
9.	H	101	-	126	
10.	H	167	-	195	
11.	H	51	-	100	
12.	H	1	-	50	
AD/170	Admin. Security Prot. Cont. I				
AD/170	Admin. Security Prot. Cont. I				
AD/170	Admin. Security Prot. Cont. I				
1.	I	131	-	151	
2.	I	182	-	199	
3.	I	1	-	35	
4.	I	81	-	130	
5.	I	151	-	181	
6.	I	36	-	80	
7.	I	231	-	300	
8.	I	301	-	313	
9.	I	314	-	329	
10.	I	228	-	255	
11.	I	256	-	28	

	I	200	227
	<u>J</u>		
	J	51	- 80
2.	J	80	- 97
3.	K	1	- 45

PERSONNEL

1.	Requests for Tem. Assist.	1968	No Other
2.	Changes Work sheets		
	All Locations	1964 - 1972	
3.	Casual Employees	1968 - 1971	
4.	Requests for Tem. Assist.	1967	Other
5.	Requests for Tem. Assist.	1969 - 1972	Other
6.	Requests for Tem. Assist.	1969 - 1972	No Other
7.	Requests for Tem. Assist.	1973	Other
8.	Requests for Tem. Assist.	1973	No Other
9.	Casual Employees	1972 - 1974	
10.	General File	1972 - 1979	
11.	Casual Employees	1977	
12.	Request for Tem. Assist.	1974	No Other
13.	Request for Tem. Assist.	1974	Other
14.	Request for Tem. Assist.	1975	No Other
15.	Request for Tem. Assist.	1975	Other
16.	Request for Tem. Assist.	1976	Other
17.	Request for Tem. Assist.	1970	Other
18.	Index Cards for Temp. Assist.	1960 - 1967	
19.	Casual Dist. Lab.	1975 - 1979	
20.	Cancelled Authorities	1973 - 1978	
21.	Application for Temp. Assist.	1975 - 1976	
22.	Application for Temp. Assist.	1977 - 1978	
23.	Monthly Report for Budget Assist.	1967 - 1976	
	Identification of Temp. Assist. sent to DPD	1970 - 1974	
25.	Identification of Temp. Assist. sent to PDP	1974 - 1977	
26.	Attendance Record Remanders	1975 - 1976	

ADMINISTRATIVE SERVICES

CLOSED AND CANCELLED FILES

AD/320

AD/101	Admin. Coordin. of S. Comm. General	Cancelled
AD/110	Admin. Relation with Govt.	Cancelled
AD/110.1	Admin. Elec. & G. Mun. & Local Coun.	Cancelled
AD/111	Admin. DSAR. Telephone Messages	Cancelled
AD/130	Admin. Monthly Reports (FAO, FASO & G.S)	Cancelled
AD/150	Admin. Security General Etc.	24.12.60 - 31.13.76

Members (28)

Cancelled

UR 130	Inter Field Visits	(1974 - 1978) (2)
UR 140	Summary Record of the Cabinet Meetings	(1971 - 1978) (1)
UR 140/1	Cabinet Memorandum	(1974 - 1978) (1)
UR/140/3	Budget Status Reports	(1975 - 1978) (1)
UR 200	Organization Gaza Field	(1976 - 1978) (2)
UR 225	Visits to Gaza (other than Staff)	(1974 - 1977) (1)
UR 240/14	Quarterly Reports	(1974 - 1977) (1)
UR 245/9	Detained Staff	(1976 - 1977) (1)
UR 560	Contributions General	(1976 - 1978) (1)
UR 730	Education & Training General	(1975 - 1978) (4)
UR 740	Health General	(1977 - 1978) (1)
UR 780	Public Informations	(1976 - 1978) (2)
UR 800	Relations with Israeli Government	(1975 - 1977) (1)
UR 860	American Friends Service Committee Quaker Service	
	Pre-School Play Centres	(1976 - 1978) (1)
UR 880	Government Plans for Gaza Strip	(1975 - 1976) (1)

APPENDIX X

LIST OF FILES EXAMINED - VIENNA

Director's Office:

Egypt	E1	Correspondence - Government	
	E2	Agreement	
	E.7 B	Gaza Projects	
	E.10	Sinai Projects	
	E.10	Gaza Poor	
	?	Passport - Gaza Refugees	
Jordan	J.1	Correspondence - Government	
	J.2	Agreement	
	J.5	Contribution	
	J.7	Projects	
	J.10	Economic Refuges	
	?	Jerusalem Poor	
Lebanon	L.1	Correspondence - Government	
	L.2	Agreement	
	L.7	Projects Lebanon	
	L.10	Refugees Thinking - Lebanon	
Syria	S.1	Correspondence - Government	
	S.2	Agreement	
	S.7	Projects 50-53	
Iraq	Ir.1	Correspondence - Government	
Israel	Is.1	Israel Government	50-52
	Is.2	Agreement	
	Is.3	Contributions	
Saudi Arabia	SA		50-52
Libya	LY-1	Correspondence - Government	
	LY-7	Projects	
UN	NY.1	Correspondence Reports	1950-52
	UN.2	Correspondence with Geneva	
	?	G.A. Report	50-52
	NY.2	Gen. Ass. Report	50-52
	AG.5	FAO	April 50-52
	UN.7	HCR	May 31
	AG.1	PCC	1949-53
	AG.2	UNESCO	March 1950/51
	AG.4	UNICEF	50-52
	UN.12.A	UNICEF - Agreement	April 50-July 53
	AG.9	Voluntary Societies & other Agreements	1950-51
Director:			
	D.1	Director	1950-52
	D.2	Reintegration Plan	1950-52
	D.3	Administration	July/51
		Co-ordination	

	D.4	Relief Reduction	1950-Feb./53
Legal:			
	LG.5	Relations with Gov't.	June 50/Oct.52
Advisory Committee:			
		All files.	
Reports:			
	R.1		June 50-Oct/54
Public Relations:			
	Pub.1	Press	1950-53
Program & Planning:			
	Rag.1	Agriculture	1950
	PO.1	Project Branch	1950
	PO.2	Textiles	
	RH.1	Houses, Water	50-51
Education Division:			
	Ed.3	Aid to Universities	1950-51
Economics Division:			
	Econ.1		May 50-Dec/57
Welfare Division:			
	SW.D.1	Welfare General	50-52
	*SW.D.4	Emigration	June 50-May/52
Health Division:			
	HD.1	Health Div. General	Jan/50-Dec. 51
Distribution:			
		Survey Report on Registration & Statistics	Dec./52
Department of Operations:			
	TD/1	Technical Division	1957
		Agriculture	1950
		Economics	Dec/50
	SW/1	Health Division	Aug/50
	IT.4	Vocational Training	Jan/50