

# Trips: Trips - 73

*HS L 179:66*



National Library  
of Sweden

Dag Hammarskjöld's saml.

Trip to San Francisco 1955

Draft agreement between the Sec. Gen. and the Mayor of the City of San Francisco relating to the arrangements for the commemoration in San Francisco of the 10th Anniversary of the signing of the UN Charter.

DRAFT AGREEMENT  
BETWEEN THE SECRETARY-GENERAL OF THE UNITED NATIONS AND  
THE MAYOR OF THE CITY OF SAN FRANCISCO  
RELATING TO THE ARRANGEMENTS FOR THE COMMEMORATION IN SAN FRANCISCO  
OF THE TENTH ANNIVERSARY OF THE SIGNING OF THE UNITED NATIONS CHARTER

---

Whereas, by a letter dated 7 December 1954, the Mayor of the City of San Francisco (pursuant to a resolution of the Board of Supervisors of the City and County of San Francisco adopted on 6 December 1954) extended to the United Nations an invitation to hold in San Francisco a commemoration of the Tenth Anniversary of the signing of the United Nations Charter.

Whereas, by a resolution adopted on 17 December 1954, the General Assembly of the United Nations noted with deep appreciation the invitation of the City of San Francisco and decided to commemorate the Tenth Anniversary of the signing of the Charter by arranging a seven-day commemoration, including four days of unofficial meetings of the Members of the United Nations to be held in San Francisco from 20 to 26 June 1955, and requested the Secretary-General, in cooperation with a committee of twelve Member States and in consultation with the civic authorities of the City of San Francisco, to arrange an appropriate programme for the commemoration.

Whereas, by the aforementioned resolution, the Secretary-General was authorized to conclude an agreement with the City of San Francisco on the allocation of costs of such a commemoration.

Now, therefore, the Secretary-General of the United Nations and the Mayor of San Francisco .....

desiring to conclude an agreement for the purpose of carrying out the relevant provisions of the aforementioned resolution of the General Assembly, have agreed as follows:

Article I - Programme and Participants

1. The United Nations undertakes, in conformity with Resolution 296 adopted by the General Assembly on 17 December 1954, to arrange the programme for the commemoration.

2. In accordance with the terms of Resolution 296 of the General Assembly, the United Nations undertakes to convene the meeting of the Representatives of sixty Members of the United Nations in San Francisco for four days of unofficial meetings of the Members between 20 and 26 June 1955, it being understood that in accordance with the terms of the above Resolution, the United Nations will pay the travel costs of one Representative of each Member State from the capital of the country or from Headquarters, as the case may be, to San Francisco and return, and that the City of San Francisco shall not be responsible for the travel costs or any other expenses of any Representatives or any officials appointed by Member Governments to represent them at these unofficial meetings.

Article II - United Nations Staff

1. In accordance with the terms of the above Resolution, and subject to the budgetary limitations imposed by the General Assembly, the United Nations undertakes to provide such staff as the Secretary-General may determine and to pay the travel costs of this staff between Headquarters and San Francisco. All subsistence allowances and salary of United Nations staff will be a charge on the United Nations budget.

2. The United Nations, furthermore, undertakes to pay the salaries of such staff as may be recruited locally by the United Nations for the purpose of this commemoration.

Article III - Publicity

The United Nations undertakes, in consultation and cooperation with the civic authorities of San Francisco, to provide services facilitating the fullest possible coverage of the commemoration by all media of public information, including press, radio, television and films.

Article IV - Facilities

1. The United Nations assumes responsibility for the provision of a radio programme circuit between the place of meetings in San Francisco and United Nations Headquarters in New York in order to facilitate the simultaneous transmission to New York and overseas of the proceedings in San Francisco.

2. The United Nations undertakes to provide at its own charge the necessary individual wireless receiver sets to enable those attending the meetings in the Opera House in San Francisco to follow simultaneous interpretation of all proceedings, and also to provide related simultaneous interpretation equipment.

3. The United Nations undertakes to organize expressly for these meetings and to transport to San Francisco at its own expense, exhibits and documentary films of United Nations activities since the establishment of the Organization to the present date for public showing in conjunction

with the commemorative meetings. Such exhibits will remain the property of the United Nations.

4. All the equipment referred to in paragraphs 1 to 3 above shall be removed by the United Nations as soon as possible following the conclusion of the meetings.

Article V - Admission to Commemorative Meetings

The United Nations shall be responsible for accreditation and admission of representatives of the press, radio, television and films, and of non-governmental organizations. The United Nations shall also be responsible for the allocation of tickets of admission.

Article VI - Premises

1. The City of San Francisco (hereinafter referred to as "the City") undertakes at its own expense to make available to the United Nations the necessary halls and office accommodations described in Annex I to this agreement.

2. The City undertakes at its own expense to suitably furnish and equip the necessary halls and office accommodations for the purpose of holding the commemorative meetings, in accordance with detailed specifications, described in Annex II to this agreement.

3. The City undertakes at its own expense to keep clean and maintain in a good state of repairs all accommodations, furnishing and equipment, utilities, installations and other facilities made available for these meetings. It shall install and operate an adequate system for the protection of the area of the meetings against fire.

Article VII - Services

1. The City undertakes at its own expense to install and make available to the United Nations in the above halls and offices, heat, light, water, power, telephone and other utilities required for the efficient holding of the commemorative meetings, except that the United Nations shall reimburse the City for any telephone call made to any point outside the county of San Francisco.

2. The City undertakes to furnish and install at its own expense the technical installations required to afford the United Nations the means of providing suitable public information coverage of the commemorative meetings as provided in Annex II to this Agreement.

3. The City undertakes to provide such local transportation facilities as may be practicable in connection with the holding of the commemorative meetings for Representatives of Members of the United Nations and for members of the Secretariat designated by the Secretary-General.

4. The City shall assist the United Nations in finding suitable hotel accommodations for Representatives of Member States, members of the staff, and such other participants in the meetings as the United Nations may designate, it being understood that any person by whom any such accommodation is occupied shall be financially responsible for all costs in connection with any such accommodation.

Article VIII - Staff Recruited by the City

All personnel, which is required to fulfill any of the obligations of the City under this Agreement, shall be furnished at the expense of the City and shall be under its administrative control.

Article IX - Police Protection

1. The City undertakes to furnish at its own expense such police protection as may be necessary to ensure the efficient holding of the commemorative meetings without interference of any kind. In particular, the City shall station guards at such points in and around the area of the meetings as may be designated by the Secretary-General and shall provide police escort and protection when requested by the Secretary-General for the protection of persons and property on such occasions and for such periods as the Secretary-General shall designate.

2. Without restricting the generality of this Article the City also undertakes to provide at its own expense a sufficient number of police to ensure that the tranquillity of the place of meetings is not disturbed by any person or group of persons attempting unauthorized entry, or creating disturbances.

3. While all police furnished under this Article shall be under the administrative control of the City, the Secretary-General may give the persons immediately in charge, such directions as he may see fit for the purpose of holding the commemorative meetings without any interference of any kind.

Article X - General Indemnity

1. Subject to the provisions of paragraph 2 of this Article, the City shall indemnify the United Nations against all liability of any kind on account of injuries, including death, to any person or on account of damages, destruction or loss to property not coming within the scope of paragraph 2 of this Article occurring in the area of the meetings.

2. Regardless of paragraph 1 of this Article, the City shall not be responsible in respect of any injury, including death, suffered by any United Nations staff member, as the result of any such staff member being engaged on United Nations official duties in the area of the meetings, save where any such injury is attributable to the negligence of the City, its agents or anyone under its administrative control.

3. While the United Nations will exercise due care in the use of all buildings or other structures as well as all other portions of the premises located within the area of the meetings, and of any vehicles, equipment, furniture, supplies, or other property made available to the United Nations, or to any person designated by the United Nations in connection with the holding of the commemorative meetings, the City assumes sole responsibility for:

- (i) Damage or destruction or loss, howsoever caused, to any buildings or other structures or to any other portion of the premises located within the area of the meetings.
- (ii) Damage, destruction or loss, howsoever caused to any vehicles, equipment, furniture, supplies or other property made available to the United Nations or to any person designated by the United Nations in connection with the holding of the commemorative meetings.

4. The United Nations undertakes that it shall not make any alterations to the premises located within the area of the meetings and that it shall not attach any installations or fixtures thereto, except with the express consent of the City. The United Nations also undertakes to co-operate with the City in every other way necessary to insure that all events taking place within the area of the meetings are conducted in a manner consistent with the City's regulations governing the area.

Article XI - Liaison

The United Nations and the City shall conduct all operations envisaged under the terms of this Agreement through appropriate liaison officers appointed for this purpose by the Secretary-General and the Mayor of the City, respectively.

Article XII - Disputes

Any dispute between the United Nations and the City concerning the interpretation or application of this Agreement shall be referred for final decision to a tribunal of three arbitrators, of whom one shall be named by the Secretary-General, one by the Mayor of the City, and the third selected by the other two or, if they shall fail to agree upon a third member, he shall be appointed by the President of the International Court of Justice.

## ANNEX I

### Meeting Halls and Office Accommodation

#### 1. Meeting Hall

- (a) The main hall in the Opera House for plenary meetings.
- (b) One hall in the War Memorial Building for smaller meetings.
- (c) One press conference room with a capacity of not less than 150.

#### 2. Office and working space

- (a) Office space to accommodate approximately 60 persons.
- (b) Documents reproduction area measuring approximately 450 square feet.
- (c) One working area for press (bullpen) approximately 1,000 square feet.
- (d) Locations for four commercial cable companies.

#### 3. Other space requirements

- (a) One delegates' lounge with a capacity of approximately 200 persons.
- (b) Ancillary facilities such as restrooms, cloakrooms, lobbies etc. for delegates, secretariat, press and public.
- (c) A first aid station.
- (d) Documents counter for distribution of press releases located in the press working area.
- (e) Display and sales counters for United Nations publications and stamps.
- (f) Exhibition space for a United Nations exhibition.
- (g) Facilities for properly controlling the admission and reception of visitors.
- (h) The theatre in the War Memorial Building for public showings of United Nations films.

16 February 1955

ANNEX II

FURNISHINGS AND EQUIPMENT

1. Meeting Halls

(a) Plenary Hall:

Podium area (see drawing No.130-A)

Podium for Bureau of General Assembly. (The President, Secretary-General and Executive Assistant to the Secretary-General. Reference drawing No.30)

- Rostrum for Speaker (Reference drawing No.37)

Five sound-proofed booths for radio commentators (see drawing No.H-104-53 M.D.)

Three open areas for visual coverage, total frontage 80' to 100', for still photographers, motion picture film crews and 3 live TV camera positions divided into 3 locations, one facing the rostrum and one on each side.

For visual camera positions:

- (1) Power receptacle for 115 volts 60 cycle 15 amps. Total number of outlets needed - 6.
- (2) Sound: Provision for audio feeds of the floor and English translation for a total of 10 camera positions (600 OHM line at ODEM level)

Five booths for interpreters - one for each language - Chinese, English, French, Russian and Spanish and one telecommunications booth (Reference drawing No.H-104-54 M.D.) These booths must be so located that the interpreters and the sound engineer will have an unobstructed view of the proceedings.

Sound amplification

Adequate lighting for film and television purposes (not less than 100 foot candles)

(b) The smaller hall to be equipped for sound amplification with provision for line feed to master control. A table and microphone to be located close to the chairman's position for an interpreter as consecutive interpretation may be needed on occasion; a single microphone to be provided at the speaker's table.

16 February 1955

(c) Press conference room to be furnished, if possible, with chairs with arms for writing. Room to be equipped with sound amplification and a radio line to master control.

2. Office furniture and fixtures

Offices to be furnished with approximately 35 executive type desks, 25 typists type desks, 20 tables, 100 chairs, 10 units of shelving, 6 filing cabinets, waste paper baskets, letter trays, ash trays etc. Press working area to be provided with 30 typing tables and 30 chairs.

Typewriters

25 English keyboard typewriters for Secretariat and  
30 English keyboard typewriters for Press to be furnished by the City.

Telephones

Approximately 50 telephones to be placed in plenary hall, and offices. Wiring plan to be developed and agreed upon by exchange of letters. Telephone booths for delegations in lounge and adjacent to plenary hall. Ten booths for outside Press representatives adjacent to press working area.

Telecommunications facilities

Master Control room in the Opera House located as close as possible to the sound control and the broadcasting booths. This room to be provided with 110 volts 60 cycles 5 KW. Approximate size - 20' x 20'. A patch panel of sufficient size to handle approximately 70 incoming, outgoing and local radio lines. Four radio lines are to be provided from each broadcast booth to master control, one line from each conference room and six lines from the plenary hall to master control.

Three interview studios 8' x 10' minimum in a reasonably quiet location, each to be equipped with one table, four chairs and the necessary equipment to conduct radio interviews. These interviews to be recorded either via radio lines in master control or by recording equipment located in the studio itself.

One sound-proofed studio for film and TV interviews, size 30' x 20', ceiling height minimum of 15 feet. Outlets for maximum of 30 emps at 115 volts, single phase AC.

Storage room with security locks for storage of cameras and other equipment near film studio.

Space for TV master control preferably close to the sound master control room - 16' x 12' minimum.

A paging system to call delegates to be installed in delegates' lounge and a car-calling system to be provided to call cars from parking area.

#### Reproduction facilities

A documents reproduction and distribution room approximately 15' x 30' located close to the press area and containing the following equipment:

- (a) 4 electric mimeograph machines (number 92 or 450 model)
- (b) 1 circular collating table
- (c) 12 five-foot work tables
- (d) 1 model 1250 multilith press
- (e) 1 electric stapler
- (f) 6 large waste containers
- (g) 4 documents racks in accordance with drawing to be supplied
- (h) 8 36" library shelves 8' high.

The City will also be responsible for arranging and financing a multilith photographic and platemaking contract with a private firm located nearby.

#### Warehouse and storage

Secure area in the Opera House to receive and store supplies and equipment with easy access to street.