GENERAL AGREEMENT ON
TARIFFS AND TRADE

CONTRACTING PARTIES
Twenty-Third Session
24 March-6 April 1966

INFORMATION FOR DELEGATIONS

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2. Hours of meetings
3. Conference Office
4. Credentials
5. Admission cards
6. Security arrangements
7. Interpretation and use of equipment
8. Prepared speeches
9. Documents distribution
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13. Secretariat offices

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Secretariat
List of GATT members
Map of the Palais area, GATT secretariat (Villa Le Bocage)
MEETING ARRANGEMENTS

1. Meeting rooms

The plenary meetings of the twenty-third session of the CONTRACTING PARTIES will take place in Conference Room XVI (situated on the fifth floor of the "Assembly wing" of the Palais des Nations). The opening meeting will be at 3 p.m. on Thursday, 24 March 1966.

For meetings of committees and working parties, Conference Rooms XIV and XV will also be used.

Conference Room XVI can be most conveniently reached through door 15, Conference Room XIV through door 17 and Conference Room XV through door 20. A parking space situated near doors 15 and 17 is reserved for delegation cars. Delegates arriving by automobile should take the Pregny gateway. Those arriving by bus should proceed as far as the Ariana terminus (Vieux-Bois restaurant).

2. Hours of meetings

The usual hours for plenary and committee meetings will be:

10.00 a.m. to 12.30 p.m.
and 2.30 p.m. to 5.00 p.m.

The programme of meetings will be announced each day in the Order of the Day (OD/-). Meetings and hours will also be indicated at the entrance to the meeting rooms.

3. Conference Office

As from 24 March the Conference Office will be located in Room A.541 (adjacent to Conference Room XVI), telephone number 4341. Delegations may address enquiries to this office which will be attended permanently.

4. Credentials

Credentials for the representatives to the session should be submitted to the secretariat before the opening of the session. As stated in Rule 7 of the Procedures, credentials shall take the form of a communication from or on behalf of the Minister for Foreign Affairs authorizing the representative to perform on behalf of the contracting party the functions indicated in Article XXV of the General Agreement.
5. **Admission cards**

Since all meetings are private, participants will be required to show admission cards on entering meeting rooms. Cards will be issued at the Conference Office on the morning of 24 March and at Room XVI before the first plenary meeting to representatives, alternates and advisers who are accredited in writing.

Representatives are requested to complete, on the opening day of the session, the small white information cards which they will find attached to their admission cards, and return them to the Conference Office. These cards are necessary for compiling the list of representatives and to facilitate contacting representatives. Any changes occurring in the information furnished on the cards should be reported without delay to the Conference Office.

6. **Security arrangements**

All persons entering the meeting rooms are required to show their admission cards. Furthermore, these cards should be shown if requested by the security guards upon entrance to the Palais or the grounds. Attention is drawn to the fact that all the documentation for the session is restricted and is available only to members of delegations.

7. **Interpretation and use of equipment**

Simultaneous interpretation will be provided in English and French. Statements in Spanish will be interpreted into English and French.

Delegates are requested to turn down the volume regulator when not using their earphones; otherwise background noise develops, to the inconvenience of all in the room. When speaking into the microphone speakers are requested, if they take off their earphone, not to place it in the immediate vicinity of the microphone, as this interferes with its functioning.

8. **Prepared speeches**

When a representative intends to speak from a prepared text the task of the secretariat, in particular of the interpreters, the précis-writer and the Information Officer, would be greatly facilitated if three copies of the text were supplied to the secretariat as long in advance as possible.

9. **Documents distribution**

The regular distribution of documents to governments and intergovernmental organizations will be maintained throughout the session.
In addition, a special distribution will be made daily to delegations participating in the session. Governments having permanent missions in Geneva may collect their documents each day from the Documents Distribution Service in the Palais (Room C.04). For other governments and intergovernmental organizations documents will be placed each morning at 9 a.m. in delegation boxes located in the Conference Office (Room A.541). Copies of documents issued before the opening of the session can be obtained at Room C.111.

Certain documents relating directly to the session such as working papers (W.23/- series), orders of the day (OD/- series), and information papers (TWENTY-THREE/- series) will not be dispatched outside Geneva.

10. GATT publications

Requests for printed GATT publications should be made to the Information Office, Villa Le Bocage, Ext. 4430. A list of GATT publications and order forms will be available in the Conference Office. Delegations are reminded that, beyond the regular distribution of printed GATT publications, they will be required to pay for additional copies.

11. Public information

All enquiries relating to public information (press, radio, films, etc.) should be made to the GATT Information Office at the Villa Le Bocage, Ext. 4430.

12. Hospitality

Delegations wishing to give receptions, dinners, etc. are requested, in order to avoid conflicting engagements, to check the suggested dates with the Conference Office.

13. Secretariat offices

All offices of the secretariat (with the exception of the Conference Office) are in the Villa Le Bocage (see map attached).
SECRETARIAT

Office of the Director-General

Director-General

Mr. E. Wyndham White
(Executive Officer - Mrs. M. Wilson, tel. 4422)

Deputy Director-General

Mr. Finn Gundelach
(Assistant - Mr. H. Reed, Counsellor, tel. 4423)
(Adm. Officer - Miss J. Breen, tel. 4422)

Economic Adviser

Mr. W. Dufner

Director of In-Service Training Programme

Mr. F.A. Haight

Department of External Relations

Assistant Director-General

Mr. A. Balensi

Counsellors

Mr. G. Hortling
Mr. M. Monsalve

Chief, Information and Public Relations Office

Mr. R. Ford
(Adm. Officer - Miss M. Parmentier, tel. 4427)

Department of Conference Services and Administration

Head

Mr. D.P. Taylor

Secretary of Meetings

Mr. F.A. Haight
(Assistant and Summary Records Officer - Mr. A. Halliday, tel. 4407)

Conference Officer

Miss S. Niklaus

Director, Languages Division

Mr. R. Glémet

Director, Administrative and Financial Division

Mr. H. Ph. Sobels
### Department of Trade Policy and Intelligence

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Office</th>
<th>Tel. Ext.</th>
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</thead>
<tbody>
<tr>
<td>Assistant Director-General</td>
<td>Mr. G. Patterson</td>
<td>Bocage</td>
<td>4458</td>
</tr>
<tr>
<td>(Adm. Assistant - Mrs. M. Feinsilber, tel. 4457)</td>
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<tr>
<td>Director, General Division</td>
<td>Mr. R. Hancke</td>
<td>Bocage</td>
<td>4487</td>
</tr>
<tr>
<td>(Counsellor - Mr. G. Maggio, tel. 4452)</td>
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<tr>
<td>Director, Agricultural Division</td>
<td>Mr. J.M. Lucq</td>
<td>Bocage</td>
<td>4454</td>
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<tr>
<td>(Counsellor - Mr. H. van Tuinen, tel. 4490)</td>
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<tr>
<td>Director, Trade Intelligence</td>
<td>Mr. Ph. Carré</td>
<td>Bocage</td>
<td>4435</td>
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<tr>
<td>Division</td>
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<td>Annex</td>
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<tr>
<td>(Senior Statistical Officer - Mr. L. Till, tel. 4474)</td>
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<tr>
<td>Counsellor, Special Projects</td>
<td>Mr. J. Norbom</td>
<td>Bocage</td>
<td>4475</td>
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<td>Section</td>
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### Department of Trade and Development

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<tr>
<th>Position</th>
<th>Name</th>
<th>Office</th>
<th>Tel. Ext.</th>
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</thead>
<tbody>
<tr>
<td>Assistant Director-General</td>
<td>Mr. M.G. Mathur</td>
<td>Bocage</td>
<td>4432</td>
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<td>Annex</td>
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<tr>
<td>Director, Development Division</td>
<td>Mr. C. Shih</td>
<td>Bocage</td>
<td>4460</td>
</tr>
<tr>
<td>(Counsellor - Mr. J. Tumlir, tel. 4409)</td>
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### International Trade Centre

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
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<th>Tel. Ext.</th>
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<tbody>
<tr>
<td>Director</td>
<td>Mr. H.L.-Jacobson</td>
<td>Bocage</td>
<td>4406</td>
</tr>
<tr>
<td></td>
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<td>Annex</td>
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</tr>
<tr>
<td>Deputy-Director</td>
<td>Mr. V.E. Santiapillai</td>
<td>Bocage</td>
<td>4453</td>
</tr>
<tr>
<td></td>
<td></td>
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**GATT MEMBERSHIP: PRESENT STATUS**

1. **Contracting parties to the GATT (67)**

<table>
<thead>
<tr>
<th>Country</th>
<th>Country</th>
<th>Country</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australia</td>
<td>Germany, Fed. Rep. of</td>
<td>Niger</td>
</tr>
<tr>
<td>Austria</td>
<td>Ghana</td>
<td>Nigeria, Fed. Rep. of</td>
</tr>
<tr>
<td>Belgium</td>
<td>Greece</td>
<td>Norway</td>
</tr>
<tr>
<td>Brazil</td>
<td>Haiti</td>
<td>Pakistan</td>
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<tr>
<td>Burma</td>
<td>India</td>
<td>Peru</td>
</tr>
<tr>
<td>Burundi</td>
<td>Indonesia</td>
<td>Portugal</td>
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<tr>
<td>Cameroon</td>
<td>Israel</td>
<td>Rhodesia</td>
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<tr>
<td>Canada</td>
<td>Italy</td>
<td>Rwanda</td>
</tr>
<tr>
<td>Central African Republic</td>
<td>Ivory Coast</td>
<td>Senegal</td>
</tr>
<tr>
<td>Ceylon</td>
<td>Jamaica</td>
<td>Sierra Leone</td>
</tr>
<tr>
<td>Chad</td>
<td>Japan</td>
<td>South Africa</td>
</tr>
<tr>
<td>Chile</td>
<td>Kenya</td>
<td>Spain</td>
</tr>
<tr>
<td>Congo (Brazzaville)</td>
<td>Kuwait</td>
<td>Sweden</td>
</tr>
<tr>
<td>Cuba</td>
<td>Luxemburg</td>
<td>Tanzania</td>
</tr>
<tr>
<td>Cyprus</td>
<td>Madagascar</td>
<td>Togo</td>
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<tr>
<td>Czechoslovakia</td>
<td>Malawi</td>
<td>Trinidad and Tobago</td>
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<tr>
<td>Dahomey</td>
<td>Malaysia</td>
<td>Turkey</td>
</tr>
<tr>
<td>Denmark</td>
<td>Malta</td>
<td>Uganda</td>
</tr>
<tr>
<td>Dominican Republic</td>
<td>Mauritania</td>
<td>United Kingdom of Great</td>
</tr>
<tr>
<td>Finland</td>
<td>Kingdom of the Netherlands,</td>
<td>Britain and Northern</td>
</tr>
<tr>
<td>France</td>
<td></td>
<td>Ireland</td>
</tr>
<tr>
<td>Gabon</td>
<td>New Zealand</td>
<td>United States of America</td>
</tr>
<tr>
<td>Gambia</td>
<td>Nicaragua</td>
<td>Upper Volta</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Uruguay</td>
</tr>
</tbody>
</table>

2. **Countries which have acceded provisionally (6)**

<table>
<thead>
<tr>
<th>Country</th>
<th>Country</th>
<th>Country</th>
</tr>
</thead>
<tbody>
<tr>
<td>Argentina</td>
<td>Switzerland</td>
<td>United Arab Republic</td>
</tr>
<tr>
<td>Iceland</td>
<td>Tunisia</td>
<td>Yugoslavia</td>
</tr>
</tbody>
</table>

3. **Countries which participate in the work of the CONTRACTING PARTIES under special arrangements (2)**

- Cambodia
- Poland

4. **Countries to whose territories the GATT has been applied and which now, as independent States, maintain a de facto application of the GATT pending final decisions as to their future commercial policy (5)**

<table>
<thead>
<tr>
<th>Country</th>
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<th>Country</th>
</tr>
</thead>
<tbody>
<tr>
<td>Algeria</td>
<td>Mali</td>
<td>Zambia</td>
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<tr>
<td>Congo (Loopoldville)</td>
<td>Singapore</td>
<td></td>
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</tbody>
</table>
PLAN DU
PALAIS DES NATIONS
GENÈVE

SALLES
DES ASSEMBLÉES
3e étage
DES CONSEILS
1er etage
N° I - III - V - XIV - XV
XII
N° VI - VII - IX - X - XI - XII
3e étage
Parcs à autos
Ascenseurs
Portes principales avec leurs numéros
Conciergerie - renseignements : Rez de chaussée
Service médical : Soubassement
Agence COOK - salle B - 1 : 1er étage
Finances, Personnel : 2e étage
Banque : Rez de chaussée
Poste : Rez de chaussée
Télégraphe : Rez de chaussée
Entrée du cinéma : Rez de chaussée
Kiosque à journaux : Rez de chaussée
Bar et cafétéria : Rez de chaussée
Restaurant : 8e étage
Bibliothèque : 3e étage
Garage à bicyclettes et motocyclettes

Conciergerie renseignements
Rez de chaussée
Service médical
Soubassement
Agence COOK - salle B - 1
1er étage
Finances, Personnel
2e étage
Banque
Rez de chaussée
Poste
Rez de chaussée
Télégraphe
Rez de chaussée
Entrée du cinéma
Rez de chaussée
Kiosque à journaux
Rez de chaussée
Bar et cafétéria
Rez de chaussée
Restaurant
8e étage
Bibliothèque
3e étage
Garage à bicyclettes et motocyclettes