



S-0043-0002-001-00092

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Title

**Security Council Matters ---General (Jan. - March)**

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Primary Contact

Home Location **S-0043-0002-001 (In Container)**

Assignee **In Container 'S-0043-0002-001 (Souleymane Soukouna)' since 11/2/2006 at**

Priority

Local-container

Owner Location **Archives and Records Management Section**

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Container **S-0043-0002: DPA - Security Council Matters - General**

Notes

Print Name of Person Submit Image

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UNITED NATIONS



NATIONS UNIES

INTEROFFICE MEMORANDUM

EOSG  
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DPKO

TO: Mr. Marrack Goulding, Under-Secretary-General  
for Political Affairs

DATE: 13 January 1997

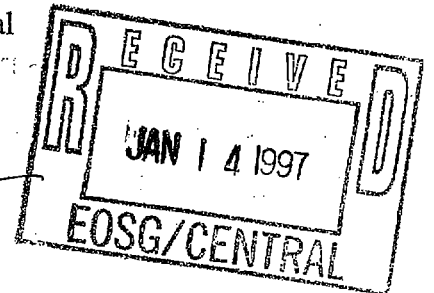
Mr. Yasushi Akashi, Under-Secretary-General  
for Humanitarian Affairs

Mr. Manfred Eisele, Assistant Secretary-General and  
Officer-in-charge, Department of Peace-keeping Operations

COPY TO: Mr. Chinmaya Gharekhan, Under-Secretary-General

FROM: The Secretary-General

A handwritten signature in dark ink, appearing to be 'K. Annan', written over the 'FROM' field.



SUBJECT: Briefings and reports to the Security-Council

1. As substantive Departments assume enhanced responsibilities and authority for their functional areas, the reporting by your Departments should follow the guidelines below.
2. Where the Security Council is concerned, the Department of Political Affairs retains the primary responsibility for monitoring the deliberations of the Security Council and for providing it with the political information required. In parallel, the Department of Peace-keeping Operations and the Department of Humanitarian Affairs will attend Security Council meetings (both consultations and formal) as required and provide the Council with information relating to their peace-keeping and humanitarian responsibilities. Heads of Department will determine when it is appropriate for them to brief the Council personally, or through their staff, ensuring consistency in this practice. Of course, it is vital that all three Departments coordinate closely, each acting as the lead Department where it has principal responsibility.
3. With such coordination, a briefing note on field operations should be presented to the members of the Council through DPA every Wednesday morning. It should be concise (100-

120 lines), highlighting significant trends on developments in the field about which the Council should be informed. (Every mission does not need to be covered every week).

4. Each Head of Department, as appropriate, will keep me informed of important issues or policy questions arising in the Council. It is my intention to attend the Council's consultations at least every other week. For such meetings to be meaningful, a substantive issue or question will need to be on the agenda, and I shall look to the three Heads of Department for coordinated advice and advance briefing notes in this respect.

5. The three Departments will coordinate in preparing drafts of reports to be submitted to the Security Council, one in the lead as appropriate. The Department of Peace-keeping Operations will be the lead Department for the preparation of reports dealing with peace-keeping operations and the Department of Humanitarian Affairs will prepare reports dealing with operations that are exclusively humanitarian in nature; the Department of Political Affairs will no longer take responsibility for submitting such reports. The lead Department will however ensure that the views of the Department of Political Affairs on political matters are taken fully into account. Draft reports must be submitted to my office for approval at least six working days before the date the report is due to be submitted to the Council.

6. All draft of reports to the Security Council will be approved by my office. Drafts of reports to the General Assembly will only be submitted for the Secretary-General's approval when they raise policy issues or other sensitive matters, as determined by the Head of Department concerned, or when they are concerned with peace-making or peace-keeping operations established by the General Assembly.