ASSEMBLEE GÉNÉRALE ORDINAIRE

le jeudi 28 janvier 1960, à 17.00 h.

Amphithéâtre du Bâtiment de l'Administration

ORDINARY MEETING OF THE GENERAL ASSEMBLY

on Thursday January 28th 1960; at 5 p.m.

Main Auditorium of the Administration Building
Annual Report of the Staff Association Committee
for 1959

The Committee met 22 times during the year and consisted of the following:

- Dr. B. d'Espagnat (President)
- Mr. J.P. Kupferschmid (Vice-President)
- Dr. P. Lapostolle (Secretary)
- Dr. A. Citron (Committee representative on the Joint Committee)
- Mr. L. Montanot (Secretary)
- Mr. J. Baudelaque (Treasurer)
- Dr. F. Corulus (Editor of the Journal)
- Mr. P. Dutéil (Responsible for the Language Club)
- Mr. R. Tinguely (Canteen Committee delegate)
- Miss R. Frago (Photographic Club delegate)
- Mr. R. Rotelli (Sports Club delegate)
- Mr. E. Geiger (In charge of the installations at the disposal of the Association)
- Mr. F. James (Responsible for drawing up the rules of the various clubs)

The President, Dr. B. d'Espagnat, was unavoidably absent from October onwards and Mr. Kupferschmid deputised for him.

In addition, the Committee co-opted Mr. W. Steel as representative on CAFIC (Comité des Associations de Fonctionnaires internationaux à Genève). Mr. W. Steel had to resign during this year on his appointment to the Personnel Office. Mr. J.P. Street was made responsible for liaison with the other international Organizations.

The Joint Committee met once. The Staff Association was represented by Dr. B. d'Espagnat, Mr. Kupferschmid, Dr. Lapostolle and Dr. Citron. Although the Joint Committee only met once during the year, it must nevertheless be pointed out that many valuable talks were held between the Administration and the Association Committee. We would like to thank the Director-General and the Administration for the kind interest which it has continued to take in our activities.

We would also like to thank our secretary, Mrs S. Dick, for the enormous amount of work which she unsparingly does for the Association, and all the Staff Members who take an active part in our work.
The following is a summary of the Committee's activities in 1959. It reviews the items which have been dealt with in detail in the various issues of our Journal.

1. **Election of Staff Representatives to the Management Board of the Staff Insurance Scheme.**

   In 1957, the election of the Staff Representatives to the Management Board of the CERN Staff Insurance Scheme was organized by the Staff Association. This year, the Management Board decided that these elections were its own responsibility.

   At the request of the Management Board, the Staff Association proposed an election procedure. This procedure is intended to ensure a renewal of members while keeping a certain continuity in the Management Board; it was agreed to. These regulations came into force this year.

2. **Leave for staff working outside the basic working schedule.**

   Certain anomalies existed in the calculation of the number of days of leave of staff working outside the basic working schedule. The Personnel Office agreed to the Committee's proposal suggesting that the total number of days of leave should be calculated on the same basis as for the rest of the staff.

3. **Disciplinary Committee.**

   A meeting of this Committee, on which there are two Staff representatives, was convened.

   The procedure followed this time was based on the indications given in the document CERN/DG/Memo/48, which had been the subject of discussions between the Administration and the previous Committee.

4. **Non-Residence.**

   This problem had already been discussed by the Administration and the previous Committee. Without representing a final solution, the limited allowance granted to certain grade 4 Staff Members constitutes a first step towards settling the question of non-resident status in general.
5. **Promotions**

The Committee has decided to submit to the Director-General its observation on the procedure for promotions to a higher grade. The proposals for promotion are made by the Group Leaders or the Divisional Directors and then submitted to the Staff Review Boards. The latter are composed in such a way as to ensure the greatest possible fairness in granting promotions, but they have no possibility to consider the case of a staff member who was not proposed for promotion. This of course could reduce their effectiveness.

Consequently, the Committee has put forward to the Director-General propositions which would allow those staff members who were not promoted to appeal directly to him, if they consider themselves deserving promotion.

The Director-General has shown a great understanding and has decided that an appeal will be possible, along the line proposed by the Committee.

This decision has been communicated to the Staff by the circular DG/Memo/58 of 3 December 1959.

In addition, the Director-General has informed us that:

1) He has no objection to a Staff Member approaching the Personnel Officer in order to obtain the information necessary to draft his appeal. In so far as this information relates to duties in the same category as those of the Staff Member concerned, it will certainly be communicated to him.

2) He has no objection to the request for appeal being addressed to him directly. However, he will certainly ask the opinion of the Divisional Director and Group Leader concerned in every case.

3) It is evident that where promotion is refused, the Staff Member will be informed of the reason for this refusal.

6. **Fellows**

Last year, the Staff Association charged a sub-committee to study the problem of Fellows. This Committee noted that the conditions applicable to Fellows, particularly those who were single, were considerably below those applicable to Staff Members with the same qualifications. Moreover, the difference between the salaries of single and married Fellows was much greater than the family allowance paid to Staff Members.
Negotiations were started with the Administration, with a view to bringing the stipends and allowances of Fellows closer to those paid to Staff Members. CERN/DG/Memo/59 of 4 December 1959 was issued as a result of these negotiations. The stipends of single Fellows will be increased by 150 francs per month, while those of married Fellows will be reduced by 20 francs per month. Married Fellows, on the other hand, will in future receive an installation allowance equivalent to an increase of at least 78 francs per month for the first two years.

7. **Compensation on the termination of a continuous appointment.**

The position of Staff Members on continuous appointments, which happen to be terminated on the grounds of unsuitability or suppression of post, is rather precarious.

After consideration, we proposed that a Committee should be set up to advise the Director-General when a Staff Member in that category was dismissed, and we requested that he should receive compensation on terms comparable to those applicable to Staff Members on one year appointments. We based our request on the grounds that a Staff Member who was dismissed for the above reasons was not treated as well as a Staff Member dismissed for disciplinary reasons.

The Director-General assured us that the Administration would not consider it improper for a Staff Member threatened with termination for unsuitability to approach the Association. Such a procedure is, on the contrary, perfectly normal, and any Staff Member in that position may, if he so wishes, ask one or several official representatives of the Staff Association to support his case. In such an event, the Administration will give the said representatives any information it may possess on the subject.

In any case, the Administration is prepared to give written notice to any Staff Member whose work is unsatisfactory, so that he may be given an chance to improve.

Finally, the Director of Administration explained that arrangements concerning continuous appointments provided that, in the event of a post being suppressed, the appointment might be continued for several months to enable the Staff Member to apply for another post in the Organization.

8. **Housing**

In addition to a questionnaire from UN and another from the CERN Personnel Office, we circulated a third questionnaire at the request of the WHO Staff Association. The results were forwarded for consideration. Although there has been no improvement this year in the housing field, it is hoped that some definite schemes will take shape in 1960.
9. **Canteen**

At the beginning of 1959, the Staff Association Committee asked two experts from the Swiss Railways to make a report on the CERN canteen. This report was submitted to the Canteen Manager and the Canteen Committee.

In order to have all the information necessary for improving the present conditions, the Staff Association Committee proposed to carry out a staff opinion survey. On the basis of experts' report and the survey among the staff, the Canteen Committee will be able to see what course to follow.

10. **Transport**

Complaints by staff using public transport to CERN were made to the Association Committee. These complaints related to the following: overcrowding, fares, time-tables, stops on the left bank.

The Committee studied this problem jointly with the Administration. In agreement with the latter, a questionnaire was issued, the results of which will enable us to approach the Public Services and request an improvement.

11. **Nursery School**

This scheme will certainly take shape in 1960, because negotiations are progressing fairly well.

To launch this social scheme, the Committee recommended to the Administration that a sum of 3,000 francs be set aside from the funds put at the disposal of the staff by the Director-General. In addition, the Committee agreed to make a loan from the Association's funds.

12. **Social Assistant**

The Committee submitted a report to the Director-General concerning the employment of a social assistant at CERN.

13. **CERN Courrier**

The Committee welcomes the publication of the CERN Courrier. The Staff Association had in fact supported the idea of publishing the CERN Courrier, without any fear that this publication would duplicate its own Journal.
14. Journal

This year our Journal appeared 7 times. We tried as far as possible to group together the news from the different clubs. The articles on CERN's scientific activities were discontinu ed because the Courier is much better equipped to present this kind of article. As in previous years, contributions from Staff Members have been rather spasmodic, and the Editor would like to receive more of them, more often.

15. Office supplies for the Staff Association

The Administration asked us to pay the office expenses incurred by the Association. Since these expenses had not been included in our budget for 1959, we requested the Administration to postpone this decision until 1960.

16. External Relations

Mr. J.P. Stroot was appointed by the Committee to maintain contacts with other international Organizations.

In this capacity, he took part in the FICSA (Federación of International Civil Servants Associations) meeting in Rome as an observer. Our participation in the meetings of this body is of great interest to our Association, because we also have to face some of the problems dealt with by FICSA, and it is very helpful to us to know what goes on inside other international Organizations. Discussions were mainly concerned with the housing problem.

Besides this, Mr. W. Steel represented us at CAFIG (Comité des Associations de Personnel des Organisations internationales à Genève) of which he was the President.

We have pleasure in publishing a charming letter which we received after the Children Christmas Party:

"Dear Committee,

We liked your party very much, it was much nicer than last year. We thought that the conjurer was very good we wonder how he could get all those things out of the hat. The films were very funny and babyish so that the small children could understand. The TZA was a thousands times nicer than last year because the buns where not stale. We think the presents were exactly right for the children's different ages. We all thank you for the lovely party and hope it will be as good next year !

With best wishes for Christmas
Antonia, Benjamin, Oliver Pontz"
Financial Report for 1959

The number of subscribers this year reached 578 or about 65% of the total staff of CERN, and subscriptions amounted to 2,890 francs, plus 52 francs given by the organisers of the Administration Party.

The new method of collecting subscriptions through representatives in each division or service proved satisfactory, staff members still remaining free, if they so wished, to pay their subscription, as previously, directly into the Association's postal cheque account.

Apart from the usual expenditure connected with the printing of note-paper and the purchase of envelopes and miscellaneous small items, such as receipt books for subscriptions paid direct, the funds of the Association have had to be used to meet special expenditure, particularly the fees of the experts who came to make a report on the canteen, as well as the reimbursement of the travelling expenses of our delegates to the FICSA meetings in Paris and Rome (1958-1959).

Balance Sheet 1959

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<tr>
<td>Cash in hand 1.I.1959</td>
<td>1,117.65</td>
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<tr>
<td>Subscriptions paid by 578 members</td>
<td>2,890.--</td>
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<tr>
<td>Reimbursement of loan (Language Club)</td>
<td>1,500.--</td>
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<td>Administration Party</td>
<td>52.--</td>
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<tr>
<td>Travelling expenses of our delegate to Paris</td>
<td>174.75</td>
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<tr>
<td>Travelling expenses of our delegate to Rome</td>
<td>151.30</td>
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<tr>
<td>Fees of exports</td>
<td>300.--</td>
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<tr>
<td>Purchase of receipt books</td>
<td>208.--</td>
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<tr>
<td>Printing of notepaper</td>
<td>19.50</td>
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<tr>
<td>Drawing competition</td>
<td>33.50</td>
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<tr>
<td>Postal cheque account charges</td>
<td>30.75</td>
</tr>
<tr>
<td>Cash in hand 31.12.1959</td>
<td>4,650.95</td>
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Cash in hand 31.12.1959: 5,559.65

Note: As the financial position of the Association is sound, the Committee proposes that the annual subscription be kept at 5 francs.
Financial Report of the Language Club

Those courses have been held for three years and we are glad to note that the CERN staff members still take a great interest in them; the burst of keenness shown when they were started subsided somewhat after a while, but a steady level was soon reached; during 1958-1959, this interest was maintained, with about 80 students. For the first quarter of 1959-1960, there is an appreciable increase in the number of students regularly following these courses (125) owing to a considerable number of beginners (44) both for English and for French, while the attendance of students of the two previous years continued to be very good.

We should like to thank the Administration of CERN for its generosity in providing every year half the amount of our expenditure up to a maximum of 4,000 francs; the cost per hour and per student is thereby appreciably reduced.

During 1959, we bought a series of English gramophone records ("Essential English" by C.E. Eckersley) so that beginners could continue the course during holiday periods in groups, with no teacher.

As last year, the courses are given by:

French        Mr. Allanic
English       Mrs. R.W. Penney
              Mr. Marrache

The methods of the two English teachers have been standardized, Mr. Marrache now using the book in the "Essential English" series by C.E. Eckersley, which was used from the start by Mrs. Penney.

For the period 1958-1959, which was organized by Mr. Kunz with Mr. Nicolayson as treasurer, the balance sheet showed a credit balance of 231.70 francs which has been used to start off the present courses.
Balance 1958 - 1959

Cash in hand 15.8.1958 231.70
CERN contribution 1st quarter 1,350.--
" 2nd semester 2,200.--
Members subscriptions 3,628.50

Teachers' fees 6,947.--
Rent of room 175.05
Postal cheque account charges 16180
Purchase of linguaphone records 64.55
Cash in hand 31.8.1959 7,410.20

7,410.20 7,410.20

Auditors' Report

We, the undersigned, certify that we have audited the accounts and Balance Shoots of the CERN Staff Association and Language Club.

The accounts were found to have been carefully and accurately kept.

We therefore propose that the General Assembly should approve the accounts kept by our treasurer, Mr. J. Baudeloque, and thank him for his excellent work.

Genova, 19 January 1960

Auditors: F. van Holten  W. Gaechtor

IMPORTANT: Staff Members who took Christmas cards in the Staff Association office and omitted to pay for them, are requested to send 4.50 fr. per box to Mrs. S. Dick.