

ADVISORY COMMITTEE OF CERN USERS (ACCU)

Minutes of the ninth meeting, held on October 6, 1980

- Present : A. Bamberger, F. Binon, W. Blair, J.J. Blaising,  
K. Böckmann, P. Borgeaud, M. Buhler-Broglin,  
P. Dalpiaz, A. Filippas, P. Grafström, J.D. Hansen,  
D. Imrie, L. Leistam, E. Lillestøl (Chairman),  
P. Rancoita, M. Regler, D.Schotanus, H. Suter,  
J. Thompson, G. Ullmann, L. Van Hove.
- Invited : R.N. Milligan (Items 3,6), B. Righini (Item 5), W. Tejessy  
(Item 4).
- Apologies for absence: L. Rosselet, A. Vitale.

The Chairman welcomed to the meeting Leistam, who had been appointed by the CERN Staff Association as their representative in succession to Tejessy, who was also present for a specific agenda item.

1. Adoption of agenda

The draft agenda was approved.

2. Minutes of the previous meeting (CERN/ACCU/8)

The minutes of the previous meeting, held on June 2, 1980, were approved.

3. Matters arising from the minutes

a) Opening hours of Hostel Reception Office

Milligan reported that the opening hours for the reception office were now 8.30 - 12.00 and 14.00 - 17.00. In addition it was now possible to pay by cheque or bank transfer from an account at the CERN branch of the SBS and leave the cheque or transfer authorisation and room key at the reception office at any time, thus simplifying departure formalities.

b) Financial problems of Unpaid Associates

Van Hove said that as requested at the previous meeting, he had raised this matter in Council in June during his presentation of the five yearly review paper on the CERN Fellows and Associates Programme. The main aim of this paper was to request that this Programme continue to be funded at its present level, which had been approved. The paper also made reference to financial support for users from the member states, and to problems in this respect (see minutes of the previous meeting, CERN/ACCU/8). His intervention in Council was recorded in the draft Council minutes as follows:- "Drawing the attention of Council to the precarious financial conditions of some of the Unpaid Associates, he said:- "Paragraph 28 of the paper gives details of Unpaid Associates, showing in particular the noticeable increase in the last few years. In fact in April of this year the total registered with CERN passed through 2000. The paragraph closes with a reference to the fact that in some cases Unpaid Associates are in financial difficulty when at CERN, and asks all Member State authorities to ensure an adequate level of financial support for their Unpaid Associates. I should like to be a little more specific. It should be recognized that Geneva is a high-cost area. In some cases the additional allowance paid for coming is very low for all concerned. In other cases it is adequate for established physicists, but very low (even non-existent) for technicians or research students. In other cases the arrangements for the support of families are very low (or non-existent). Then there is the problem of health insurance, and also the problem of school fees, which may not be reimbursed at all, or only from a certain age of the child. The problems vary considerably from one State to another, and the purpose of this intervention is to ask all Member State authorities to review the financial conditions of their nationals when they come to CERN. This should be done for all categories: physicists, engineers, technicians, research students".

Van Hove added that users should note that the matter had been raised officially in Council by CERN, and that they should now contact their own authorities directly with specific problems.

The Chairman thanked the Research Director-General for this information, and asked users to refer to the statement in Council as a starting point in raising specific difficulties with the appropriate bodies in their home countries.

c) Extension of the CERN Hostel

Milligan said that at its meeting on June 25 the Finance Committee had approved the proposed extension, and in particular had agreed to guarantee the loan. However he had to report an unforeseen problem concerning the site, since the proposed location between the main entrance and the present hostel (Building 5) was close to the SC, and not acceptable to HS Division after a detailed study of radiation levels. The only possible location within the existing constraints was now the site currently occupied by the barracks.

This would cause a short-term problem due to having to demolish the barracks before construction started rather than after the extension was opened. The proposed solution was to obtain more rooms for CERN at the St. Genis Hostel during the period of construction. At present there were 91 beds in the barracks, and CERN had 79 at St. Genis. The agreement with the French authorities foresaw that a further 100 beds could be made available, and it was proposed to request these for the construction period.

In view of the discussion at the previous meeting on the standard of rooms in the Hostel, and after further discussion with Binon and Thompson, it had been decided to send a further questionnaire to Hostel users to investigate their preferences. 217 replies had been received, of which 131 preferred category 1, 64 category 2, and 22 category 3 (see Annex I). Since the present 62 rooms in Building 5, which are category 1, remain, it was therefore proposed to allocate the 150 rooms in the new building as follows - 70 category 1, 60 category 2, and 20 category 3.

Milligan closed his report by saying that in view of the unforeseen delay due to the site problem, every effort would be made to ensure rapid construction.

In answer to questions from members Milligan sketched different possible layouts of the building on the new site, indicated that the proposed tendering process included the possibility of contractors submitting offers for a ready-made package deal, said that construction would take about eighteen months from an as yet unknown starting date, and confirmed that special arrangements were envisaged for transport to and from the St. Genis Hostel during the period of construction.

d) Secretarial support for users

Grafström referred to the map attached to the minutes of the previous meeting, and asked whether this had been distributed to the secretariats as well as to groups. Buhler-Broglin said that this would be done, although the secretariats should already be aware of the arrangements.

Milligan said that at the previous meeting there had been a request for a telex repeater station on the Prévessin site. It turned out that there was already a telex station on this site, in the Purchasing Service of Finance Division (Building 864). This service was prepared to allow access to anyone who wished to use this telex facility, and interested individuals should contact Mr. C. Warrillow directly.

e) Move of fire station and CERN Hostel keys

Milligan said that the move of the firemen to their new premises was now taking place progressively. It had been agreed with HS Division that outside working hours keys for both the CERN Hostel (including the barracks) and the St. Genis Hostel would be available from the gatekeeper at the main entrance, with effect from October 6.

f) Problem of obtaining visas

Milligan reported that he had investigated the problem raised at the previous meeting, and it had turned out that this had been due to an isolated incident.

g) Accounting information for groups

Blair said that he had discussed with the appropriate people in Finance Division the remarks made about the difficulty in understanding accounting information for groups. They were aware of the problem, which was caused by the fact that several debit and credit entries under the heading "Miscellaneous" were telescoped to give a single net entry for the month. However a new accounting system was under development in which this heading would be abolished and a full breakdown of all entries would be given. This system was due to be introduced early in 1981, and should solve the problem.

4. The rôle of the CERN Staff Association and Users

Tejessy said that Vitasse and Reich, respectively Chairman and Vice-Chairman of the CERN Staff Association, were unfortunately unable to attend this meeting, and had asked Leistam and himself to present the Staff Association in its rôle towards the external users. He proposed to outline the history of the relationship between the Staff Association and users, and to give an overview of its present organisation and the reasons for the recent change in Statutes, and Leistam would review possible future developments. He stressed that it had always been the policy of the Staff Association to help visitors with problems, within the limits of resources and time available, and this open-door policy would continue.

The organs of the Staff Association were:-

- i) the Annual General Meeting, to which all members of the personnel were invited
- ii) the Staff Council, attended by the elected representatives and held on average once per month
- iii) the Executive Committee, of 9 elected representatives, including the Chairman, Vice-Chairman, etc., which meet more or less weekly.

As far as the representation of users was concerned, until 1971 there had been no arrangements, these being introduced that year. In 1973 six representatives of users were elected to the Staff Council, and in 1975 two members of the Executive Committee were Unpaid Associates, one being also a member of the Standing Advisory Committee (the interface between the Staff Association and CERN management). The situation in 1975 was a reflection of contacts with the ad hoc Commission of Unpaid Associates, interest among users being at a maximum due to problems then with taxation and residence permits in Switzerland. In 1976 there had been pressure from users for a Users Association, with its own statutes, council elections etc., towards which the Staff Association had been lukewarm due to the danger in having two parallel Associations, with, for instance, research staff paid by CERN joining the Users Association.

The Users Association did not materialize and eventually ACCU had been set up in 1978 on a more clearly defined basis. One unfortunate result of these developments was that no users had come forward as candidates for election to the Staff Council since 1976, although the mechanism existed and was regularly publicised. It appeared that users were not now so interested in being represented in the Staff Association.

Coming to the rôle of the Staff Association, its main functions were:-

- a) to coordinate recreational activities and sports facilities. There were many CERN clubs, which operated officially under the aegis of the Staff Association, but were in practice more or less autonomous.
- b) to be the equivalent of a works council.
- c) to perform trade union-like activities. No external trade unions were foreseen on the CERN site, and this meant that the Staff Association performed such activities as bargaining for better social conditions for personnel paid by CERN, and, if need be, organising actions in support.

As far as Unpaid Associates were concerned, it was clear that they had access to a) on the same basis as any staff member. However the relevance of and access to b) and c) was less easily defined.

The present statutes of the Staff Association had been in use since 1968. The reason for modifying the statutes now was to remedy minor deficiencies and to make two significant changes. The first change concerned the representation of Staff. Many senior members of staff felt that the Staff Association had not represented their interests well in recent years. To improve this situation, the Staff Association had set up a working group which had studied the question of staff representation, which had led to the following changes. All personnel paid by CERN were now assigned to electoral groups which formed three electoral groupings or colleges, according to their category, A (academic), B (technical), and C (manual), and there were provisions for each college to be proportionally represented in the Staff Council and to a lesser extent in the Executive Committee. A further point was the introduction of the possibility of a referendum on decisions reached by the Annual General Meeting.

The second major change concerned the representation of users. Here the problem was essentially technical, due to the large increase in numbers of Unpaid Associates and their varying presence at CERN. The old statutes, which foresaw small electoral groups, could not cope with numbers in this category exceeding 2000. Therefore in the new statutes Fellows and Paid Associates were incorporated in the same electoral groups as the staff with whom they worked, whereas only Unpaid Associates who applied individually would become members of the Staff Association. Then, like the CERN pensioners, they could elect two observers to the Staff Council. At present it was unclear whether such elected observers could vote in the Staff Council, but this was of little practical interest at present, since none had been elected.

Tejessy explained that through lack of time and user participation most of the effort in rewriting the statutes had gone into resolving the problem of electoral colleges for staff, and the problem of the representation of Unpaid Associates had not been thought through in detail. This would have to be done before the next Annual General Meeting of the Staff Association, in spring 1981. The question was how to achieve a reasonable representation of a fluctuating population of users, and he appealed for the cooperation of users in resolving this.

Blair asked what was the formal position of the new Statutes. Tejessy said that they had been accepted by the Annual General Meeting of the Staff Association in April 1980, and read to the meeting Articles VII 1.01 and 1.02 of the CERN Staff Regulations, which state:-

"Within the framework of the present Rules, and independently of the normal hierarchical channels, the relations between the Director-General of the Organization and the members of the personnel shall be either direct with the individual or on a collective basis with the Staff Association as intermediary. The Statutes of the Staff Association approved by the personnel shall be compatible with the aims and activities of the Organization and with its character as an international body. The Director-General shall be the judge of this compatibility."

Ullmann said that the Directors-General have so far withheld their agreement to the new Statutes, for the following reasons. Firstly these statutes were provisional, and a full printed text did not exist, and secondly there were a number of points which should be discussed with the Staff Association, which now has a new Executive Committee and there had not yet been time to do so.

Regler pointed out that in the present discussion on representation the use of the word "visitor" and even "user" could be misleading, and said that the population concerned were "correctly registered Unpaid Associates". Blair confirmed that such persons were members of the CERN personnel, and subject to the CERN Staff Rules and Regulations.

Leistam said that Tejessy had given a comprehensive account of the past and present situation. He felt that the main difference was whether one was based at CERN for a long period or not, for example Unpaid Associates who stayed for any length of time at CERN had the same problems as staff with respect to work permits for family members. However there were other problems, such as pensions, which were specifically only for staff in a CERN context. The Staff Council wished in future to see practical cooperation between users and staff, and would like a direct channel of communication between users and the Staff Association.

The Chairman said that the basic problem appeared to be the question of how Unpaid Associates should be represented in the Staff Association. Related to this there was the question of whether the Staff Association should be primarily a trade union or a social organisation.



Böckmann had been under the impression that the Staff Association existed to integrate outsiders to CERN, and to create a research environment. He could see now that there was mutual dependence of staff and users. He felt that the Staff Association should take steps to ensure that CERN staff realise that they are working for the user community, and this should be a fourth rôle to add to those listed by Tejessy. If the Staff Association behaved primarily as a trade union, users would not be interested in it. He urged the Staff Association to think constructively about the attitude of CERN staff to users.

Van Hove said that CERN could not avoid being influenced by the evolution in social conditions in the member states. He believed that the basic problem of the representation of users in the Staff Association had not been solved, but there was time to do so. Ullmann confirmed that the Staff Regulations give the Staff Association considerable leeway as to how to achieve this representation.

There followed a long discussion on various aspects of the question of the representation of users and their interest (or lack of interest) in the Staff Association. The conclusions may be summarized as follows:-

- i) ACCU has been accepted by the user community as an active and useful forum for the discussion with CERN management of problems specific to users.
- ii) Users in general are not interested in the trade union-like activities of the Staff Association.
- iii) Users and staff may have common problems (e.g. work permits for family members) and common interests (e.g. social activities, clubs), and the Staff Association should give more prominence to this aspect of its activities.
- iv) The continued existence of both ACCU and the Staff Association was unanimously supported.
- v) The representation of users in the Staff Association should be re-examined.
- vi) There were problems in arranging elections for users (even for Staff), and the possibility of co-opting some members of ACCU to the Staff Council should be studied.

It was agreed that as a first step two members of ACCU should have informal discussions with the Staff Association on the new statutes, and in particular on the question of the representation of users. Böckmann and Suter agreed to discuss this with Leistam, and to report on progress at the next meeting.

## 5. The CERN Electronics Pool

Righini presented the following report on the EP Division electronics pool, including arrangements for instrument testing, maintenance, and loans.

The Loan Pool of EP Division was set up to centralise the purchase, distribution and administration of all electronics instruments in the division and was established mainly for economic reasons, the most important advantage being that instruments once used in an experiment can be recovered and redistributed to other users, thus reducing the total number of instruments to be bought. In addition the range of instruments used is more homogeneous, with the result that there is a reduction in purchase and maintenance costs. The instruments handled by the Pool can be divided into two categories "standard" and "non-standard". "Standard" instruments are of general interest and hence of fairly wide use. They undergo a thorough prototype test before being declared standard, and the Pool holds a certain stock of them and reorders them automatically when the quantity held falls below a certain level. This means that the user is normally able to find a quick replacement for faulty units, or to obtain additional units when needed. However, stocks are kept rather low for reasons of economy and the Pool should be consulted in advance whenever the number of units needed exceeds two or three. As delivery times of four to six months are nowadays not uncommon, the sooner the Pool is notified the better. A list of standard instruments is available from the Pool. All other instruments are said to be "non-standard". They are bought only on request and after checking that no instrument capable of performing the same function is already available in the Pool. Generally, therefore, the only assistance the Pool can give in the case of failure is to send the instrument to the appropriate firm for servicing. The amount charged to the borrowing Group's account is calculated in different ways for "standard" and "non-standard" instruments. The value of a "standard" instrument is considered to be equivalent to its market price until another instrument capable of advantageously replacing it becomes available. In the case of "non-standard" instruments, the value drops from the purchase price to a minimum level of 20% of the latter at a rate of 20% per year.

Access to the Pool is given to approved experiments or to service groups by the EP Division Leader who attributes to them a certain allocation for a specific period. This applies to CERN groups and to visiting teams as well. When the Pool has been notified that the allocation has been granted it opens a "credit" for an amount corresponding to the allocation. The members of the group are then allowed to draw instruments from the Pool. Each time they do so their account is debited by an amount corresponding to the value of the instruments borrowed. If the instruments are returned to the Pool the appropriate amount is credited to the account.

The Pool's services are available to others, as well as to the groups which have received an allocation. Technical or commercial advice, such as where to find a product on the market, is available to anybody. Moreover, visiting teams wishing to avail themselves of the purchasing terms granted to EP Division, can order instruments through the Pool,



paying for them with their own funds. The instruments bought in this way are of course the sole property of the team that buys them, and the latter bears all the maintenance charges. Whenever possible the Pool concludes maintenance contracts with manufacturers: at present they cover the most widely used categories of standard and non-standard Pool instruments. The contracts have been drawn up in such a way that visiting teams can have their instruments maintained at the same rate as that applicable to CERN instruments.

The Pool is also responsible to the Division for making a yearly inventory of the instruments. For two reasons this has become a very heavy task over the last few years. Firstly, the number of instruments in the Pool is very large (a current total of 32,000, which is steadily rising). Secondly, owing to the size of modern experiments, many groups work together in the same areas and this makes it increasingly difficult to determine the precise location of the instruments. Each group remains responsible for the instruments which it borrows from the Pool, and a person is therefore nominated in each group, with responsibility for the inventory of items borrowed.

Members then asked a number of questions on points of detail. A summary of the questions and of the replies given by Righini and Buhler-Broglin follows:-

- i) Is there any difference between CERN Groups and visiting groups in the use of the Pool? (Grafström)  
CERN groups have no financial support other than CERN, whereas CERN expects visiting groups to have financial support from their institutes as well as from CERN for the purchase of equipment. Otherwise there is no difference in the arrangements. Anyone who contacts the Pool for information is treated in the same way, regardless of status, subject only to time constraints
- ii) Can equipment brought from outside and no longer needed be sold to the Pool? (Hansen)  
No.
- iii) Is it possible to take instruments from the Pool to outside institutes? (Schotanus)  
Yes, subject to formal approval being given by the Division. It should be understood that this facility is intended to assist tests for CERN experiments and not to finance experiments elsewhere.

Dalpiaz said that users were generally very satisfied with the Pool and its arrangements, and accepted that visiting groups and CERN staff were treated equally as far as possible. The only problem which most users see is the lack of equipment actually available for loan. He asked if there was any way of forcing groups to return equipment at the end of an experiment. This point was given strong support by Regler and Imrie, who said that often there were no standard spares available in the pool, yet it was possible to find spares by going to one or other of the large CERN groups.

Righini explained that direct action is currently taken to prevent groups hoarding instruments. The total number of registered groups was 130, and there were problems of this sort with a few. If the pool was out of stock of a given item, the reason could well be delays in delivery, which were now often as much as six to nine months. Delivery delays were now a general problem, also in U.S. laboratories, because of the shortage of electronic components on the international market.

## 6. Other business

### a) CERN pensions

Lillestøl said that as Chairman of ACCU he had been approached by the Chairman of the Staff Association on this question, to ask for the support of CERN users. As a user he had full sympathy with the pension problem, and had contacted members of the Scandinavian delegations, who were all in favour of the principle of increased pensions, but pointed out that this question was being raised at the same time that funds were being requested for LEP. He remarked that many in Scandinavia were completely unaware of the financial needs of CERN pensioners living in the Geneva area, and this took time to explain.

He added that following the action at CERN on September 18, the Staff Association had circulated a document which had included the following text:-

"We wish to thank here all those who took part in this action, and more particularly those who will not draw any benefits from it:

- The staff of Restaurant No.1
- All our visitors
- All the service-contract personnel
- And all other persons who are not CERN staff members."

This was fine, but the last line of the French text read:

"Et les autres personnes non-membres du CERN."

The statement that visitors/users are not members of CERN was most unfortunate.

### b) Transport from the Prévessin site in the evenings

Dalpiaz said that physicists who came to CERN to work on the Prévessin site for a few days had a transport problem in the evenings. They would work late, and wished to get back to the Hostel at say 10.00 p.m., but the last bus left at 17.45. At present each phoned the pompiers and was transported individually.

Van Hove suggested a grouping system for such calls like the limousine service available at laboratories in the U.S.A., with a guarantee of being picked up inside 30 minutes. Buhler-Broglin agreed to follow this up.

### c) Housing restrictions

Hansen described a problem which had occurred in summer. A Fellow who had just arrived in Geneva and was looking for accommodation had been refused a flat in Meyrin by the Swiss authorities because he had not been resident in Geneva for at least two years. The explanation given was that the flat was classed as HCM (Habitation de Classe Moyenne) and apparently the law was that two years' prior residence in the canton of Geneva was needed. If applied generally this would create major problems for users and for CERN - he himself was now looking for a flat, and every flat which he had seen at less than 2000 Swiss francs per month was HCM.

Van Hove pointed out that some flats were subject to certain laws. The Swiss authorities had frequently not applied the laws to the letter for employees of international organisations, but had done so in this case. The approach by CERN could be either to try to get the law changed or to ask the Swiss to go back to their previous practice. The only approach with any chance of success was the second, which had been followed by CERN. Ullmann added that since this had been done there had been no other refusals, while several new arrivals had been housed in HCM flats.

After a brief discussion the Chairman asked members to stress to users that any housing problem should be reported to the CERN Housing Service, and asked CERN to provide statistics on housing for newcomers.

Thompson added, for information, that U.K. users had access to a liaison officer, based at CERN and paid by the S.R.C. to look after their accommodation requirements. Ullmann said that while this was a satisfactory arrangement no other member state had been prepared to accept the financial commitment involved.

d) Accelerator scheduling

Dalpiaz said that it seemed to be the rule now that machine time was scheduled during working hours, meaning that physics running time was concentrated at weekends and nights. Several members supported this observation.

Van Hove explained that the basic reason was the cost of manpower to CERN, including the suppression of overtime for technicians and the reduction in working hours from 44 to 40. The problem was likely to become more acute with the introduction of antiprotons to the SPS, not to mention LEP, and the issue was whether to maximise the number of particles accelerated or to schedule the hours more favourably for physicists, within the budget limitations.

The Chairman remarked that this was a typical example of how illfeeling could be aroused in users when there was a simple explanation, which should be given to the users.

Imrie observed that it had been obvious for some time that physics running was usually scheduled over weekends, and commented that the SPS usually operated better at weekends.

Van Hove reminded users that specific points concerning scheduling should be raised directly with the appropriate accelerator coordinator, and added that he would consult the coordinators to see if there was a general trend of the nature suggested.

7. Items for the agenda of the next meeting

- a) Böckmann suggested an item on the cost of travel, saying that it would help travel budgets if physicists coming to CERN qualified for the same reduction in air fares as diplomats. After a brief discussion it was agreed that the matter should be pursued, and that user members should be asked to contact their national airlines and/or authorities as appropriate. Ullmann said that the question was also relevant for CERN staff on duty travel, and CERN could check the situation with Wagons-Lits Tourisme and IATA. Milligan agreed to be the contact person for CERN, and members were invited to report on progress and to make suggestions to him at any time.
- b) Regler explained how his group had had difficulties when a supplier had failed to fulfil an order for electronics equipment, and proposed a discussion on how to ensure that orders are fulfilled. Buhler-Broglin indicated that this problem had arisen in rather unusual circumstances, Blaising confirmed that this was not a general problem, and it was agreed not to pursue the matter.

8. Next meeting

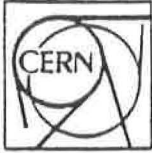
It was agreed that the next meeting of ACCU should be held around the end of January and that the Secretary should send members a note of the date once the 1981 calendar of meetings of the SPSC had been agreed.

The Chairman said that this would be the last meeting of ACCU which Van Hove would attend as Research Director-General, and thanked him for his efforts in setting up ACCU and for his continuing interest in users and in doing his best to solve their problems.

Applause.

Van Hove gave members his best wishes for the continued success of ACCU.

W. Blair



ORGANISATION EUROPÉENNE POUR LA RECHERCHE NUCLÉAIRE  
EUROPEAN ORGANIZATION FOR NUCLEAR RESEARCH

SIÈGE: GENÈVE, SUISSE

CERN  
CH-1211 GENÈVE 23  
SUISSE/SWITZERLAND

MEMBERS OF ACCU

Téléphone: GENÈVE (022)  
Central/Exchange : 836111  
Direct : 83 3207

Votre référence  
Your reference

Notre référence  
Our reference

PE-AS/RNM/mc

19th June 1980

Dear ACCU Member,

Standard of comfort in the proposed CERN Hostel extension

At the last meeting of ACCU on 2nd June you nominated Dr F. Binon and Dr J. Thompson to represent you at meetings concerning the planning of the construction of the Hostel extension. I met with them on 6th June and we examined possible room layouts, and in the course of our discussion it became clear that we were uncertain about what proportion of the rooms should be planned for each of the various levels of comfort.

We decided therefore to issue a questionnaire to current occupants of the hostel, the barracks and the St. Genis Hostel and to potential clients, so as to discover their preferences. Dr Thompson recently sent you a copy of the first draft for comments.

The Site and Buildings Division at CERN are anxious to obtain a clear idea of the required room distribution as quickly as possible, however, so that they can make a serious start on the drawings before the holiday period begins (and also before they get too heavily involved in the LEP construction). With the agreement of Dr Binon and Dr Thompson I have therefore drawn up the final version of the questionnaire and had it printed in its definitive version.

A copy is enclosed herewith; I should be glad if you could have it completed by as many potential hostel users as possible and returned to me by early next month. I apologise for asking you to make your copies locally, but it would be uneconomic to post them from CERN if they may not be needed.

./..

Thank you for your collaboration. The more clients that we can consult at this stage, the better the chance that they will be satisfied with the accommodation in our new building.

Yours sincerely,

A handwritten signature in dark ink, appearing to read 'R.N. Milligan', with a stylized flourish at the end.

R.N. Milligan  
Head of Administrative & Social Services  
Personnel Division

Copy : H. Laporte



M E M O R A N D U M

To : CERN Hostel Clients

From : R.N. Milligan, Administrative and Social Services, Personnel Division

Subject : Extension of the CERN Hostel

---

Plans are now proceeding for the construction of a new building to extend and improve the accommodation facilities for persons visiting CERN for short periods of time. The Finance Committee are being asked to approve this project at the next meeting on 25 June 1980.

The new building would incorporate common facilities such as a television lounge, games room, laundry, etc., and the sound insulation properties would receive special attention.

It is foreseen to include rooms offering different standards of comfort, at prices which would vary accordingly. In order that we can establish a suitable distribution of rooms corresponding to the preferences of the potential clients, we would be glad if you could complete the following questionnaire and return it to R.N. Milligan, Administrative and Social Services, Personnel Division, CERN, 1211 Geneva 23, before 30 June 1980 (if possible).

---

NAME ..... FIRST NAME..... NATIONALITY.....

Status at CERN : Fellow / Associate / Student / Other (specify) .....

Categories of accommodation foreseen :

- 1st : Standard similar to single rooms in CERN Hostel (4th and 5th floors, Building 5), i.e. single bed, wash-basin in room, showers and toilets on each floor.  
Estimated charge : 20 S.fr. per night.
- 2nd : Standard ~ 10% larger than category 1, wash-basin and toilet in each room, showers on each floor.  
Estimated charge : 25 S.fr. per night
- 3rd : Standard ~ 50% larger than category 1, wash-basin, shower and toilet in each room. Folding 2nd bed that can be used when needed.  
Estimated charge : 32 S.fr. per night (one person)  
40 S.fr. per night (two persons).

PLEASE CIRCLE THE CATEGORY OF ROOM THAT YOU PERSONALLY WOULD PREFER TO OCCUPY FOR YOUR VISITS TO CERN.

Comments : .....

.....

