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INTRODUCTION

It is no secret that the volume of United Nations documentation available is staggering. A quotation from the New York Times describes the situation well:

Each day of the year, weekends and holidays included, a flood of documents pours across the desks of the delegations here. The volume is stunning and poses for the United Nations a problem that is not merely bothersome but that threatens the effectiveness of the organization.

... The number of pages written and distributed by the United Nations headquarters in 1971 now exceeded [sic] 588,000,000. The United Nations offices in Geneva produced an additional 234,000,000 pages.

... It is an expensive business. One-seventh of the United Nations budget of $213-million—something over $30-million—is spent on paperwork.

Furthermore, as the researcher is quick to discover, it is no secret that the final user is seldom present in the minds of those who produce the information. It is to serve the immediate needs of the delegate, and only incidentally the scholarly world at large that the Headquarters Library of the United Nations has the task of keeping the Organization's documentation under bibliographic control.²

Recently, along with the growing volume of documentation, there has been developing, at least, a greater awareness of the problems of information retrieval; and some efforts have been expended toward solving

these problems. A 1972 international symposium held in Geneva, for instance, recommended that the information policies of the various organizations within the United Nations, and especially their information systems—which were termed "insufficiently harmonized, and with procedures that do not appear to be mutually compatible"—be better co-ordinated. This and similar criticisms seem to have prodded the United Nations' own production of a few much-needed indexes, and have spurred several commercial ventures which, if they can be afforded by libraries, will facilitate research endeavors significantly.

Although other guides to United Nations documentation (see Appendix) are available, they tend to be either too dense and extensive, or too brief for most research purposes. The guide which follows attempts to synthesize the more pertinent information and to provide a useful compromise, thereby paving the way both for the researcher who must use United Nations materials in some depth as well as for those whose use of the documentation may be merely tangential and occasional.4


4It is difficult to assess either the actual or potential number of those who have used or should be using United Nations materials for their information and research needs; however, just the fact that in the first thirty years of the UN's existence 345 doctoral dissertations on the Organization were made available should be a clue to the thousands of researchers at lesser levels who need access to this material. For a list of available dissertations, see United Nations: A Keyword Bibliography [1946-1976] issued by University Microfilms International (Ann Arbor, 1977).
CHAPTER I
BASIC RESOURCES

DEPOSITORY LIBRARIES. While changes have occurred which could affect the number and quality of some depository libraries, most researchers will find their needs met either through the holdings of these United Nations depository libraries or through the substantial collections in some non-depository libraries which purchase outright most of the available material. For locations of depository libraries throughout the United States and the world, the List of Depository Libraries Receiving United Nations Material (ST/LIB/12/Rev. and Add.1-2, January, 1971, as amended to 16 July 1973) may be consulted.6

In planning to use any particular library's collection, however, the researcher should make every effort to ensure a productive visit by consulting beforehand, by phone or letter if necessary, that library's

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5 An August 24, 1974, letter to United Nations depositories from Mme. Tyulina, Director of the Dag Hammarskjöld Library, announced major modifications in the distribution of materials. Under the new system, all libraries now designated as depositories—except for parliamentary libraries open to the public, libraries which provide their publications on exchange to the United Nations libraries in New York and/or Geneva, and one library in each country—can elect to subscribe, for an annual fee, to either partial or full depository services. See "United Nations Modifies and Prices Depository Services," Government Publications Review 2 (Winter 1975), p. 79.

6 Ramifications of the revised system may well include a decrease in subsequent acquisitions of some depositories (in effect, some non-depositories may come to out-distance the holdings of some depositories), or depositories may retreat to the purchase of more of their collections solely in microformat.

6 Rev.5 remains the latest official list since a Rev.6, issued 1 March 1977, was subsequently withdrawn.
specialist in United Nations materials. For, while libraries designated as depositories receive most basic United Nations materials, it should be cautioned that they do not receive all materials. For instance, normally excluded are the "limited" and the "restricted" documents, documents produced at the various United Nations missions, and those issued by the Office of Public Information. Also, a depository normally receives mimeographed documents only of the regional economic commission covering the area in which the library itself is located, and these items may be slow in arriving. The printed publications of all the regional economic commissions are in the sales program, however, and are therefore received by all depositories.

It is also significant to note that depository status does not necessarily guarantee receipt of publications from, for instance, the International Court of Justice, the United Nations Fund for Population Activities, or the project reports from the United Nations Development Programme. Furthermore, the sixteen specialized agencies of the United Nations, e.g. FAO, GATT, IMF, UNESCO, are autonomous as far as the designating of libraries as depositories for their own documents and publications is concerned. A fuller understanding of the types of depository arrangements, the inclusions and the exclusions, may be obtained from the latest Instructions for Depository Libraries Receiving United Nations Material (ST/LIB/13/Rev.3, 31 March 1977).

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BASIC INDEXES. For those who are well-acquainted with the structure of the United Nations, who know which organ is most likely to have worked on the topic to be investigated, and who have a good idea of the time period involved, a search of the appropriate Index to Proceedings might be the most productive approach. Four of these are currently being published:

- **Index to Proceedings of the General Assembly.** 1946+ (Published sessionally as ST/LIB/SER.B/A).
- **Index to Proceedings of the Economic and Social Council.** 1950+ (Published sessionally as ST/LIB/SER.B/B).
- **Index to Proceedings of the Security Council.** 1964+ (Published annually as ST/LIB/SER.B/S).
- **Index to Proceedings of the Trusteeship Council.** 1947+ (Published sessionally as ST/LIB/SER.B/T).

Some who are quite knowledgeable about committee structure and dates also employ the annual reports of the various bodies to locate related documentation.

Many users, however, lack the in-depth structural and chronological familiarity of the Organization and its activities. For them, the search for United Nations sources might begin with the *Yearbook of the United Nations* and then proceed into four basic indexes published by the Dag Hammarskjöld Library. The *Yearbook* is mentioned first simply because, often overlooked, it can frequently provide all the information needed by some users. Excellent lists of documentary references are provided following the narrative portion on each of the topics discussed.

If, following this simple approach, there is still a need for further documentation, then the main indexes described below should be searched. Use of these indexes will be determined by the period of time to be covered. The major time periods and their respective indexes are as
follows:

1974 - date: UNDEX.

The Checklist of United Nations Documents (ST/LIB/SER.F) which may be used for the earliest period is, as its title indicates, merely a listing and not a true index. The Checklist actually appeared in separate parts, with each part devoted to a specific organ and containing its own index. Since the volume of documents produced during the early years was not so extensive, a search through these lists is not as difficult as the suggestion might seem—as long as the specific organ involved is known.

Another tool which can be of some use for this early period and carries over into the next period is Ten Years of United Nations Publications 1945 to 1955: A Complete Catalogue (ST/ DPI/SER.F/17, Sales no. 55.I.8, December 1954). While the catalog is well-indexed, the title itself is misleading since the publication excludes most of the mimeographed documents.

Although the title stays the same, separate attention will be given to the United Nations Documents Index (henceforth UNDI) for the periods 1950-1962 and 1963-1973. Two reasons for this separation emerge. The most compelling is that, for the 1950-1962 period, coverage of UNDI differed substantially. The earlier interval included lists and indexes of the documents and publications issued not only by the United Nations.

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itself, but also by the specialized agencies. A second reason for isolating the two periods is that the system of referencing from the indexes to the main entries, i.e. the list of publications wherein full bibliographic citations are given, differed. Within the annual cumulative indexes to the first thirteen volumes of UNDI, reference is given to an entry number within the monthly issues. From the index, for instance, one might be referred to UN 576, or to WHO 576. Neither of these numbers, however, constitutes the document number. The entry number tells the user only where in those monthly issues the searcher can find the full citation. See samples below.

SAMPLE INDEX PORTION - UNDI, 1950-1962:

Regional Association II, Asia (WMO), admission to WMO 9
social development:
ESC (UN) 22nd sess.: disc. UN 4852
specialized agencies, representation in:
ESC (UN) 22nd sess.: disc. UN 4855, 4856
UN, representation in:
Conference on the Statute of the International Atomic Energy Agency IAEA 129
ESC and subsidiary organs UN 3168, 3169, 3463, 3465, 3813, 3970-3977, 3979-3982, 4923, 4929, 4936, 4949
Commn on Human Rights (UN) 11th sess.:...
Furthermore, the fact that the issue for each month had several numerical sequences makes locating the needed entry number most cumbersome.

A search through the 1950-1962 UNDI, though difficult, is at least facilitated by the Cumulative Index to Volumes 1 - 13 of the United Nations Documents Index published in four volumes by Kraus-Thomson Organization, Ltd., in 1974.

With volume fourteen of UNDI, coverage of the documents and publications of the specialized agencies was dropped and the system of indexing changed. Citations obtained from the indexes were changed from entry numbers to the actual United Nations document citation, that is, to the specific series symbol (see p. 18) and/or Official Records citation (p. 24), and/or to the sales number (p. 13). Unless fuller bibliographic information is needed—in which case one refers to the listings by the citation in the annual cumulative checklists, it is possible, from volume 14 on, to proceed directly from index to document without any intervening step. Note samples below.

SAMPLE INDEX PORTION - UNDI, 1963-1973:


PRISONERS OF WAR

Convention, Geneva 1949: implementation A/782; *A/PV. 1853; *A/C. 3/CR. 712, 713; *GA res. 2521 A (XXIV)

SAMPLE BIBLIOGRAPHIC LISTING - UNDI, 1963-1973:


RADIOLOGICAL WARFARE

Reports
A/7902 GA, 24th sess.: 1st Ctte.

Resolutions
*GA Res. 2602 (XXIV)

Draft resolutions
A/C. 1/L. 493/Rev. 1

Meeting records

10 To some extent, this policy change was a most unfortunate one, for it gave way to—in fact, encouraged, the fragmentation of bibliographic
The major problem with use of the 1963-1973 UNDI is the lack of any overall index cumulation, and, unfortunately, earlier Kraus-Thomson plans for a second cumulation have been dropped. For both time periods of UNDI, the indexes have included all United Nations documents and publications received by the Dag Hammarskjöld Library each month, with the exception of the "restricted" category of documents.

Although experimental issues were prepared for the A and B series for 1970-1973, 1974 represents the first year for full production of UNDI's computer-produced successor UNDEX. UNDEX is now composed of three basic series, i.e. the subject index, a country index, and a full bibliographic listing. The first part, the UNDEX Subject Index (Series A, ST/LIB/SER.I/A, vol.1, 1970+), now displays its information in two columns. Information provided includes a subject statement, a code word describing the type of document involved, any personal or corporate authors, date of issue, and the document symbol. (See next page for sample these series.)

The second series is the UNDEX Country Index (Series B, ST/LIB/SER.I/B, vol.1, 1970+) in which four vertical columns are used. Information here includes name of the country, a code word describing the type of participation or action involved (e.g. statements in debates, treaties, voting), a subject statement briefly describing the question to which the action relates (e.g. India-Pakistan question, or China (Rep.)-expulsion from UN), control over materials of the specialized agencies, such that each agency now has its own separate catalogs of publications and/or indexes. The quality of these tools varies widely, and it is often difficult to know just what guide is the appropriate one to be using at a given moment.

A further problem has developed in recent years with the establishment of computerized data bases. While it would be highly desirable that all the agencies' data bases be mutually compatible, the fear has already been expressed that the individualized systems may already be developed to the point that coordination and integration of the data bases is no longer economically feasible. See International Symposium, p. 14.
UNDEX Subject Index (Series A):

ART WORKS: restitution to country of origin

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= =

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= =

ASIA AND THE FAR EAST: employment; expansion; role of small-scale industries

ASIA AND THE FAR EAST: small-scale industries; financing

ATOMIC RADIATION: effects

= =

DRAFT RESOLUTIONS

A/L.747/Rev.1 = A/L.747/Rev.1/ Add.1

= A/L.721/Rev.1 = A/L.725

MEETING RECORDS

A/PV.2205 = A/PV.2206

VOTING

A/PV.2206

PER ARTICLES

ST/EC/7E/7E/27

PER ARTICLES

ST/EC/7E/7E/27

MEETING RECORDS

A/PV.2202

REPORTS

A/9276/Add.1 = A/9349

VOTING

A/PV.2202

MISC DOCUMENTS

SCEN (25)-Suppl 04-06

MEETING RECORDS

A/PV.2190

UNDEX Country Index (Series B):

BYELORUSSIAN SSR DOCUMENTS SUBMITTED

= =

= =

= =

= =

= =

APARTHEID: study

E/CM.4/L.1228/Add.1

APARTHEID: suppression and punishment; draft convention

E/CM.4/L.1259

ART WORKS: restitution to country of origin

A/L.721/Rev.1

DEVELOPMENT: international strategy; implementation; review

A/9389
and, in the last column, the document citation. Series B probably provides, at this point, the only significant contribution of the new system from the viewpoint of the outside user, for it is only with the initiation of this series that information on how a particular country voted on an issue becomes available directly from an index and without resort to the document cited.

A word of caution is worth while to the uninitiated user of UNDEX. Before taking down numerous citations to the various documents indexed, it is wise to discuss with the United Nations documents specialist exactly which types of citations are going to be available in that particular library and for which time period. If, for instance, no "L" (limited) documents will be available, or no A/FV documents will be available past a certain date, taking down endless citations to these may be a futile exercise to those whose need is immediate and whose intent is to use that library's collection exclusively.

The third component, the UNDEX List of Documents Issued (Series C, ST/LIB/SER.I/C, vol.1, 1974+) is manually produced and carries much the same information as the checklists in the old UNDI. See sample on the following page. Series C is being issued, however, so that only selected issues list the documents of particular organs, a fact which complicates use of the tool and which must constantly be borne in mind if one is to move efficiently from Series A or B into the full bibliographic check-list of Series C. Distributed ten times per year, the issues of Series C are divided as follows:

- Issues 1 and 6 - General Assembly (A/-),
- Issues 2 and 7 - Economic and Social Council (E/-),
- Issues 3 and 8 - Security Council (S/-), Trusteeship Council (//-), International Court of Justice, and sales number publications,
- Issues 4 and 9 - Secretariat (ST/-) and the series of regional


*Resolutions*

A/RES/3050 to 3109 (XXVIII)


A/RES/INF/20. Resolutions adopted by the General Assembly during its 28th session [3050 (XXVIII) - 3109 (XXVIII)]. Note by the Secretary-General. 21 Jan 1974. 21 p.

*Meeting Records*

28th SESSION

A/PV. 2117-2206. Verbatim records.

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economic commissions (E/CN.11/-, E/CN.12/-, E/CN.14/-, E/ECE/-, and E/CN.15/-),

Issues 5 and 10—Documents issued in all other series (UNCTAD, UNIDO, UNICEF, UNDP, etc.). Issue number 10 also contains a consolidated list of United Nations periodicals.

Students, faculty, librarians, and other occasional users of United Nations documentation will find this division of Series C much more perplexing than it was prior to 1974 when one could count on obtaining full bibliographic description of the document indexed in the checklist produced each month along with the indexes listing it!

Lack of adequate index cumulations for UNDEX poses another stumbling block. Only Series A and B, the subject and country indexes, will be cumulated, and the only year's cumulation thus far available is that for 1975. One for 1976 is in progress, but whether one will be done for 1974 remains to be seen. Such a serious time lag defeats what should be one of the beauties of any costly computerized information system; and the apparent lack of concern within the Documentation Services Division over the need for all indexes and checklists to be cumulated greatly undermines the potential for external use of UNDEX.

While certain advantages will no doubt emerge from the capabilities being generated by the computerized data bases of UNDEX, searches made by general users of United Nations indexes will, likely, continue to require time-consuming effort. For the more sophisticated researcher with access to the proper hardware, the data base promises initially to provide an off-line question and answer service which will permit in-depth search and retrieval of information stored in the data base. Promised for the future
is an on-line, interactive information retrieval system, a magnetic tape service, and a selective information dissemination service.\footnote{United Nations, Secretariat, UNDIS: The United Nations Documentation Information System (ST/LIB/33, 1974), p. 2. A second system, UNBIS: United Nations Bibliographic Information System, is also being designed and will touch upon the broader information needs posed by inquiries at the Dag Hammarskjöld Library. Lines of demarcation and degree of duplication between the two systems are still unclear.}
CHAPTER II
TYPES OF PUBLICATIONS

United Nations materials divide rather conveniently into four different publication types. They are 1.) the sales publications, 2.) the periodicals, 3.) the provisional mimeographed documents, and 4.) the Official Records. While some of these types are interrelated and at times may duplicate one another, each will be discussed separately. An effort will be made to provide links between the kinds of publications where such interrelationships exist.

UNITED NATIONS SALES PUBLICATIONS. This category, along with the United Nations periodicals, constitutes the most popularly known, and, generally, the most commonly held United Nations material in any collection. Included among the sales publications are various recurrent annuals, e.g. the Yearbook of the United Nations, various statistical yearbooks, the Yearbook of Human Rights, and the new Yearbook on Disarmament. Also appearing in series but at less regular intervals are items such as the Economic Survey of Europe, the International Review of Criminal Policy, and the Water Resources Development Series. Remaining sales publications consist of monographs or individual studies. The sales publications are printed materials which bear a "sales number" made up of four major elements, e.g. E/F.1975.II.A.1. In this configuration, the "E/F" informs

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the reader that the publication has been printed both in English and in French; the "1975" represents the publication date; the "II.A." represents a broad subject area; and the "1" indicates that it is the first category "II.A." document published (though not necessarily distributed) in 1975. The sales number normally appears in an oblong box on the reverse of the title page, although a few have been found only on the back cover of the publication. It is useful in ordering the publications, and, in certain library collections, in locating the materials physically. A library's shelving sequence for the sales publications—where they are kept together as a unit—is often constructed so that the Roman numeral (and any lettered subdivision of it) becomes the primary unit, thereby bringing together all publications in that general subject category; the next element used is the year; and finally, the Arabic number. A typical shelving sequence, therefore, would appear as follows:

1974.I.3  
1970.II.A.1  
1954.III.D.7  
1969.III.D.4  
1950.VI.17  
1971.VII.2

English and French still constitute the two working languages of the United Nations system. The traditional five official languages of English, French, Russian, Spanish, and Chinese were supplemented in 1973 by the addition of Arabic. The working languages for the Security Council, however, have traditionally been English, French, Russian, and Spanish until the recent addition of Chinese. Chinese was also added in 1973 to English, French, and Spanish as a working language for the General Assembly and for the Economic and Social Council. See Marlyse Messing and Fadia Nasr, "From Spoken Word to Final Print," UNITAR News 6 (1974), p. 18.

Some libraries may use a less functional variation of this arrangement, i.e. arranging first by year, then by subject category within, and then by individual publication number.
The United Nations currently divides its sales publications into the following broad subject categories:

I. General information and cartography
II. Economic matters
   II.A. Economic stability and employment
   II.B. Economic development
   II.C. World economy
   II.D. Trade, finance, and commerce
   II.E. Economy of Europe
   II.F. Economy of Asia and the Pacific
   II.G. Economy of Latin America
   II.H. Public Administration
   II.K. Economy of Africa
IV. Social questions
V. International law
VI. Atomic energy
VII. Political and Security Council affairs
VIII. Transportation and communications
IX. Disarmament
X. International administration
XI. Narcotic drugs
XIII. Demography
XIV. Human rights
XV. UNITAR studies
XVI. Public finance and fiscal questions
XVII. International statistics

A priori knowledge of these categories and their subdivisions will often permit the user to locate a publication by simply browsing within the relevant category and thereby alleviate the necessity of searching catalogs and indexes for a proper sales number citation. Unfortunately, no up-to-date catalog of all sales publications exists. A new edition of the compact Catalogue of United Nations Publications published in 1967 and containing a convenient subject and title index is sorely needed as a simple but effective finding aid. Where a citation to a publication is needed and the item is thought to be a pre-1967 sales publication,

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4Supplements were published for 1968/69 and again for 1970, but with no suitable indexes. It is interesting to observe that while vast sums have been poured into the complex, computerized UNDEX, a cumulated update to the 1967 Catalogue--a simple, manual undertaking which would serve the purpose of quickly locating citations to perhaps 50% of the United Nations materials generally requested in libraries--has been totally neglected by the Sales Section.
the 1967 Catalogue is still the most convenient tool to search. For post-1967 material, a search will be required through the annual volumes of the United Nations Document Index. A fair number of major United Nations collections may own a copy of the 1975 Geneva-produced, trilingual catalog of in-print items entitled United Nations Publications General Catalogue. It covers 1965-1974 and is quite useful; however, copies were not widely distributed and the catalog does not obviate the need for an updated, New York-produced edition containing subject and title indexes to all of the sales publications issued since the 1967 catalog. Locating 1974 and subsequent sales numbers will require searching through issues 3 and 8 of UNDEX Series C or through the subject portion of Series A. The United Nations Sales Section does produce an annual United Nations Publications In Print, with periodic supplements, but, as the title indicates, it includes only in print items, and has in recent years been merely an awkward-to-use checklist minus indexes.

Selected new sales publications may also be found cited in the column entitled "Publications, Official Records" of the UN Chronicle. In addition, users with access to International Bibliography, Information, Documentation (IBID) published quarterly by Unipub may find its indexes much simpler to use than the UNDEX indexes when subject access is desired.

UNITED NATIONS PERIODICALS. These titles are also among the better known of the United Nations' publications and include popular titles such as the UN Chronicle (formerly the UN Monthly Chronicle), the Bul-

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5 A sales number index and supplement has been compiled by the Emory University Library staff. For details, see Documents to the People 5 (1977), p. 157.
letin on Narcotics, Revista (formerly the Economic Bulletin for Latin America), and the three portions of UNDEX. There is, however, no index to articles in the United Nations periodicals exclusively. The best index is still the Public Affairs Information Service Bulletin (PAIS) which is published in cooperation with the New York Public Library on a weekly basis. With its annual cumulations, PAIS, which selectively indexes many of the more significant articles in United Nations journals, can be searched over the entire lifetime of the Organization. Also of use is IBID which has been published since 1973, displays contents tables for the entire United Nations family of periodicals, and indexes occasional articles.

Most United Nations periodicals can be located in libraries in the same way other journals are found. Title, volume, and issue number constitute the essential locational elements. As if to make life more difficult, however, the United Nations assigns to a few of its periodicals, e.g. the Economic Bulletin series, not only a volume and issue number; it furthermore assigns a sales number, thus providing two separate citations to the publication and posing the potential problem that records may have been retained under only one of the two forms, i.e. either as a simple journal title, by volume and issue number, or as a sales publication simply by the sales number. While many collections attempt to provide a record under both forms, the caution to search in an alternative way is well-heeded where the item does not appear to be available in the first instance.

6Technically, the United Nations Sales Section does not consider these among their "periodicals." Researchers, however, finding certain titles cited in bibliographies with volume numbers will normally look for the titles, whether they are really bi-annual, annual, or irregular, as simple periodicals.
For those who are interested in following world-wide commentary on questions which the Organization deals with on an on-going basis, two of the United Nations' own journals should be mentioned. Both are primarily lists, by broad subject areas, of items of special interest to United Nations delegates and staff, and include materials in a variety of languages in many non-United Nations journals or in books published worldwide. The first is **Current Bibliographical Information** (semi-monthly, vol.1, 1971+) which lists, describes and indexes periodicals acquired for the Dag Hammarskjöld Library in New York. The other is the **Monthly List of Selected Articles**, prepared since 1929 by the United Nations Library in Geneva, and based on its acquisitions. The Library in Geneva also produces a catalog of periodicals, annuals, and special series, but it again is strictly a catalog with indexes only by corporate authors and by country of origin.7

**MIMEOGRAPHED DOCUMENTS.** Although the better-known and more widely available United Nations materials generally are the sales publications and the periodicals, it is apparent that the mimeographed documents are, in several respects, the most important. They include 1.) provisional8 records of meetings, i.e. records which are of major significance to the body itself; 2.) various documents, some of which will subsequently be republished in final form among either the **Official Records** or the sales publications; and 3.) many documents of a more ephemeral nature which

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8The word **provisional** is used here to mean those documents drafted in the course of debate and certain meeting records, some of which will later be issued in a corrected form.
will never be republished. According to Brimmer,

Because of their provisional character, many mimeographed documents are later reproduced in final form in the official records, either as supplements or in the annexes. Occasionally they may appear as part of the meeting records. Nevertheless, their primacy is indisputable as the majority of the mimeographed documents are unique, appearing neither in the official records nor in sales publications.9

Indeed, about the only material which does not appear originally in a mimeographed form are the periodicals and some public relations materials.10 Aside from the relative inclusiveness then of this collection, two other factors contribute to its significance. First is the relative speed with which this documentation becomes available, for it is material that the delegates themselves must have in order to conduct business.11 The second factor is that the form often cited by writers is the mimeographed document and hence may be the easiest, and at times the only, form to retrieve. It bears mention here, however, that Rothman, in her rules for citing United Nations materials, cautions

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9 Brimmer, p. 87.


11 Those with access to United Nations depositories or to libraries which purchase the actual paper collection will be able to benefit from the more timely availability of the mimeographed collection. Because of the large amount of paper work and staff time involved, however, many non-depositories subscribe to the Readex Microprint collection of the mimeographed documents instead of to the paper copy available through the United Nations Sales Section. Here the main disadvantages are the two-year time lag in receipt of the microprint material and the difficulty of reading the microprint because of limitations of the readers that are available. An advantage may be the inclusion of some materials (see p. 23) in the Readex collection that are not available to collections which rely solely on their depository material. It might be added though that, because the paper copy itself has a short life span, even many of the depository libraries replace the paper copy with the Readex Microprint edition as soon as it is available.
against citing a mimeographed document unless 1.) the reference is to a category of material which will never be reprinted, or 2.) the final printed version is not available at the time of writing.  

The mimeographed materials ordinarily appear in an 8½" x 11" format, and are most easily identified by the appearance of an oblique stroke (/) separating components of the symbol. A typical symbol might appear as E/CN.12/AC.18/-. The fullest description of what each of the elements of the symbol designates is contained within the List of United Nations Document Series Symbols (ST/LIB/SER.B/5/Rev.2, Sales no. 1970.I.21). While a general idea of the composition of the symbol's construction is useful to any user of United Nations documentation, it is not absolutely necessary to understand it in detail in order to retrieve information. More detailed knowledge is highly useful for the more sophisticated user, however, in attempting to "outguess" the indexes or in narrowing the search for a particular document when index terminology is broad and the number of references under a given term is overwhelming. Indeed, there will be those whose mastery of United Nations materials and series symbol structure enable them to locate information without the use of indexes. These are the real experts, those who work in the Dag Hammarskjöld Library, in the specialized agencies, in the missions, and seldom the librarian or researcher in most United Nations collections where the specialist must also wear many other hats and has little daily proximity to United Nations activities.


13 A new list has been under preparation, but its publication status is uncertain.
The series symbols are composed primarily of capital letters, combined usually with Arabic numbers. The first component represents one of the five principal organs, i.e.

A/- General Assembly
E/- Economic and Social Council
S/- Security Council
T/- Trusteeship Council
ST/- Secretariat

or, the first component may also represent one of the subsidiary organs, i.e.

AEC/- Atomic Energy Commission (1946-1952)
AT/- United Nations Administrative Tribunal
CB/- Inter-Agency Consultative Board
CERD/- International Conference on the Elimination of All Forms of Racial Discrimination
DC/- Disarmament Commission
DP/- UN Development Programme
ID/- UN Industrial Development Organization
MSC/- Military Staff Committee
SF/- United Nations Special Fund
TD/- UN Conference on Trade and Development

To this basic series is frequently added only an Arabic number, e.g. E/2956, or, the 2956th document issued by the overall body, the Economic and Social Council. Most of the documentation, however, will bear additional components representing a subsidiary body, along with either a number representing that body's order of establishment, e.g. A/C.6/- (the Sixth Committee of the General Assembly), or an acronym for the subsidiary organ, e.g. A/SPC/- (the Special Political Committee of the General Assembly). The most common additives are:

-/C./- Standing, permanent, or main committee
-/AC./- Ad hoc committee, or similar body
-/DC./- Drafting committee
-/SC./- Sub-committee
-/WG./- Working group
-/WP./- Working party
-/PC./- Preparatory committee
-/CN./- Commission
-/SP/- States parties
-/Sub./- Sub-committee
-/CONF./- Conference
A third major component is often used to denote the nature of the document involved. A few of the more common are as follows:

- /INF.- Information series
- /PV.- Verbatim records of meetings ("procès-verbaux")
- /RES/- Mimeographed texts of adopted resolutions
- /SR.- Summary records of resolutions

Changes in the series symbol structure are, however, underway. One change, which applies to the documents and meeting records of the General Assembly and its main committees, retains the A/ code but then adds next the ordinal number of the session in Arabic numerals, followed by the individual document number. "Thus the series symbol of the GENERAL SERIES of the thirty-first session of the General Assembly is A/31/-, that of the First Committee is A/C.1/31/-, and so on."14 Similar changes are underway for documents of the Economic and Social Council, symbols for which will now appear as, for instance, E/1978/1, E/1978/C.1, and so on.

For anyone working with United Nations documentation in the mimeographed form, several cautions bear mention. The first is that, in many instances, if for whatever reason the desired mimeographed document is not available, a search may be made to determine if it may be available in a republished form (see p.31). The second caution is that most Secretariat (ST/-) materials are not available in the Readex Microprint collection. However, some of the may be republished and may be available subsequently as sales publications.

A final warning involves the Organization's own categories of distribution. Researchers using UNDI, UNDEX or other bibliographies may

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find "L" category documents cited. These are documents which receive limited distribution primarily because they are of a provisional nature—items such as draft resolutions—, and bear an "L" before the serial number of the symbol, e.g. E/CN.14/L.411. The "L" documents are not sent to depository libraries, although most eventually appear in the Readex collection. They are normally available on a current basis only at the United Nations itself or at places receiving the materials under delegate status. Again, however, in some instances the document may be available in its republished form and may provide a suitable and in some instances a welcome substitute. Another series, the "R" or the restricted category may occasionally be found cited in footnotes or bibliographies, although neither UNDI nor UNDEX index the "R" documents. The "R" documents are so classified because of their confidential nature and are not publicly available, except for Economic Commission for Europe documents which are automatically deestricted after a year and may subsequently appear in the Readex collection, but without, then, the "R".17

For those who fail to locate a specific document in one of the collections available to them, two other possibilities generally exist. The first would be to write to the Public Inquiries Unit, Office of Public Information (OPI), United Nations, New York, New York, 10017. This unit maintains mimeographed documents, including meeting records that are not reprinted in the Official Records, for public distribution.

15The Readex Microprint is produced from a collection obtained under special arrangement with the Secretariat's Distribution Centre which is separate from Depository Distribution.

16One library, for instance, which does, however, receive the "L" materials is the Eleanor Holmes Bobst Library at New York University.

17Anyone confronted with the questions regarding classification and declassification of documents may consult ST/AI/139/Add.16 for an outline of the principles.
However, they keep only a two-year stock of material since old stock must be cleared to make room for the new. Nor do they stock working documents of the regional economic commissions. For older documents and for ones no longer available from the OPI, photocopies may be requested at a cost of $US .15 per page and prepaid by a check made out to the United Nations. Requests for photocopies must be specific in bibliographic detail and should be addressed to Chief, Stack and Loan Section, Dag Hammarskjöld Library, Room L-105A, United Nations, New York, New York, 10017.

THE OFFICIAL RECORDS. While the mimeographed documents constitute the primary source for the researcher who wishes to mine in depth, the Official Records also have certain advantageous qualities, as Brimmer points out. While they do not reflect the constant changes of the deliberative process, they do record the results of that process in a final, "official" form, and a considerable amount of weeding can be bypassed if the aim is to consult only the final product. Furthermore, the Official Records, issued in separate paper fascicles, are easier to work with (especially when the alternative is to work with the microprint of the mimeographed collection) and may be available in more libraries.

For most of the principal organs, the Official Records consist of three parts, i.e. the meeting records, annexes, and supplements. The meeting records may be either verbatim minutes or summary records. Verbatim records, for example, are prepared by the Secretariat for

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18 Based upon comments by Harry N.M. Winton, editor, International Bibliography, Information, Documentation and made at the Special Libraries Association annual meeting, New York, 7 June 1977.

19 Brimmer, p. 90.
meetings of the General Assembly (A/PV-) and its First (Political and
Security) Committee (A/C.1/PV-) while other committees, except where
specifically requested by the General Assembly, are provided with sum-
mary records. Verbatim records are also made of Security Council plen-
ary meetings (S/PV-) while only summary records are available for
meetings of the Economic and Social Council (E/SR-). Summary records
condense the substance of proceedings to roughly one third the full
length of a verbatim rendering.  

The second component of most Official Records series, the annexes,
are arranged by agenda item number and contain printed versions of rele-
vant mimeographed items, particularly papers submitted to and discussed
by the various organs.

They are selected with the object of providing the recipient
with all documents necessary for a full comprehension or study of
a specific agenda item. Their usefulness cannot be overstated as,
ineffect, they act as a sessional bibliography by agenda item
number.  

Finally, the third Official Records component, the supplements, contain
resolutions of the particular body, reports of subsidiary organs such
as the Economic Commissions, and other items such as budget and finan-
cial reports.

A fuller description of that which constitutes the Official Records
of each of the major organs may be useful in knowing what exactly one
can expect to find for each. Such a description has been provided by
the United Nations Public Inquiries Unit and is set out below since the

20 Messing and Nasr, p. 18. The authors estimate that a provisional
verbatim record taken in three languages of a 2½ hour meeting requires
a team of twenty-four verbatim reporters and twenty-seven typists! The
cost of a 30-minute speech by a delegate comes to about $635 for a ver-
batim record and to about $186 for a summary record.

21 Brimmer, p. 4.
document containing the description is not likely to be too widely available.

**General Assembly Official Records** are published by session and contain:

(a) Verbatim records of plenary meetings,
(b) Summary records of main committee meetings,
(c) Annexes which contain selected documents arranged by Assembly item number,
(d) Numbered supplements consisting of reports (usually recurrent) of bodies and special committees, and a supplement containing the resolutions adopted at that particular session,
(e) Reports published individually by agenda item number and title,
(f) An index to the proceedings of that session.

The **Economic and Social Council** has two sessions each year. Each session's records are made up of:

(a) Summary records of meetings,
(b) Annexes of selected documents arranged by agenda item number,
(c) Numbered supplements containing annual reports of subsidiary and related bodies and a volume of resolutions adopted at that session,
(d) Reports issued individually by title,
(e) An index to the proceedings of the session.

**Security Council Official Records**, published by year (rather than by session), consist of:

(a) Verbatim records of meetings published individually by meeting,
(b) Supplements, in recent years issued quarterly, containing selected documents (reports and communications) arranged by symbol chronologically,
(c) Special supplements containing individual reports, e.g. the Trusteeship Council report to the Security Council on the Trust Territories of the Pacific Islands,
(d) A volume of resolutions and decisions adopted by the Security Council during the year,
(e) An index to the proceedings of the Security Council for the year.

The **Trusteeship Council Official Records** are published by session. They include:

(a) Summary records of meetings (in some cases verbatim records have been published; see sales catalog of official records for listing),
(b) Annexes containing selected documents,
(c) Numbered supplements containing reports and a volume of reso-
lutions adopted during the session,
(d) Special supplements containing special reports,
(e) An index to the proceedings of the session.\(^{22}\)

Recent changes in the production and distribution of the *Official Records* have been afoot since passage of Resolution 3415 (XXX) on Meeting Records of United Nations Bodies.\(^{23}\) In an effort to reduce costs and to expedite the process of correcting provisional records which had heretofore caused delays in delivery of the final "official" version and deprived delegates of access to them during periods of greatest need, several changes were begun. While ramifications of these changes are not yet fully understood, some of them were gleaned from a recently delivered paper on the *Official Records* publishing program.\(^{24}\)

It is anticipated that Records of the General Assembly and the Security Council will continue to be issued in verbatim form first as a mimeographed document and, subsequently, in printed form incorporating delegation corrections, editorial changes, and references. The only noticeable immediate change may be that, since the editing of final versions will attempt to go current, there may temporarily be a gap in the production of *Official Records* for roughly 1973-1976 which could affect some scholars. This gap will eventually be closed however. Also, beginning with the thirty-second session of the General Assembly, previously issued Summary Records in the bound *Official Record* format


will cease to be distributed.\textsuperscript{25} Instead, libraries and other United Nations \textit{Official Records} recipients will receive, shortly after issuance, the \textit{individual} offset edition of each Summary Record. While some libraries will find disadvantages to the new distribution policy, namely, increased bulk of materials and changes in record-keeping, the more expeditious receipt of the A/-/SR items should be a compensation. Records of the Economic and Social Council will still be published in summary record form, issued first as a mimeographed document and then in corrected, printed form.

Records of the Trusteeship Council, however, and records of subsidiary bodies of these major organs will now be issued only once—in final form, subject to correction which delegations will have about a month to submit.\textsuperscript{26} These corrections, rather than being inserted into a complete, revised edition, will now be gathered and published only in consolidated form in the sessional fascicle which also contains the table of contents, agenda, and list of items allocated to committees. For research purposes, this will mean a more cumbersome method of having to hold in hand both the unedited \textit{Official Record} and the consolidated corrigenda in order to assure an accurate reading of the final product.

In addition to the above changes and to the changes in the structure of the series symbol of the two main organs, the United Nations will also be pursuing technical studies on the feasibility of issuing the \textit{Official Records} by computerization coupled with the microformatting of the documentation. A word-processing experiment, a technique already gaining

\textsuperscript{25} Letter on "General Assembly Meeting Records, 32d Session," dated October, 1977, from Charles H. Hall, Sales Section, Publishing Division.

\textsuperscript{26} Nielsen, Op. Cit.
widespread acceptance in the business world,²⁷ could eventually revolutionize the entire editing process. Implementation of the process could result in some loss of intermediary references and documentation to scholars, however, and the experiment will require careful monitoring by the Assembly's Committee on Conferences.

The Official Records series will be found in all United Nations depositories as well as in many other libraries which purchase the materials directly from the United Nations. At this point in time, most collections will probably be available in paper copy with the materials commonly shelved by major organ, and, within, chronologically by session. Since 1972, however, the United Nations itself has been making the Official Records available on microfiche and more and more collections will likely be found in that form.²⁸

Several catalogs of Official Records have been produced to enable the researcher to know what exactly has been published. United Nations Official Records, 1948-1962 came out in 1963 and supplements have been published taking the listings through 1972.²⁹ Official Records, that is, the verbatim and summary records, annexes and supplements, are normally retained for sale in paper copy edition for approximately five

²⁷"Execs Warming to 'Word-Processing,'" The Sunday (Newark) Star Ledger, Financial Section, 20 November 1977, p. 12.


years with the exception of the supplements which contain resolutions and which are stocked indefinitely. 30
CHAPTER III

RESEARCH PROBLEMS

Two problems of a special nature are likely to confront the user of United Nations documentation. First is the considerable problem of knowing what documents are normally issued in a republished form as well as when and how the republished form is available. Second is the problem of knowing what elements are important in referring to United Nations materials and how to cite them properly.

REPUBLICATION OF PROVISIONAL MIMEOGRAPHED MATERIALS. As hinted earlier in this paper, ascertaining exactly when and how a provisional document initially published in the collection of mimeographed documents may have been republished in a final form presents a challenge even, at times, to the veteran user of United Nations documentation. Familiarity with the materials is, of course, an asset in knowing what is likely to be republished, but it does not necessarily solve the problem of knowing in what form and in what particular document that republication will appear. At times it may appear in final form under a sales number. This seems especially true of materials of a statistical nature and of major special studies. More often, however, the republished item will become a part of the Official Records. According to Scott Laing, it is the United Nations Publication Board that is responsible for determining
which mimeographed documents eventually are transmogrified into a sales publication.¹

To facilitate the location of information on republications, several routes may be suggested. The first is to use the valuable conversion tables prepared by John Deardorff for the records of the Economic and Social Council and for the Security Council, volumes of which cover 1946-1964.² A sample from one of the indexes follows:

**SAMPLE: United Nations Economic and Social Council Index...1946-1964.**

| E/2350/Add.5 | 15th | A., Agenda 32, p.1 | I.M Fund printed pub. |
| E/2351 | 15th | Mimeo.doc.only | Mimeo.doc.only |
| E/2351/Add.1 | 15th | Mimeo.doc.only | Mimeo.doc.only |
| E/2352 | 15th | Mimeo.doc.only | Mimeo.doc.only |
| E/2352/Rev.1 | 15th | U.N.pub.1953.II.E.4 | U.N.pub.1953.II.C.1 |
| E/2352/Rev.1/Add.1 | 15th | U.N.pub.1953.II.C.2 | |
| E/2353 and Corr.1 | 15th | | |
| E/2353/Add.1 and Corr.1 | 15th | | |
| E/2353/Rev.1 | 16th | | |

Since no update to the two indexes is forthcoming,³ efforts to convert subsequent symbol series material to **Official Records** or sales publications form will have to be made via the tables of republished documents located within **UNDI** and within **UNDEX**, Series C, for the respective years. See sample table which follows:

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³Letter of 13 May 1974 from John Deardorff, Slippery Rock State College.
SAMPLE: List of Republished Documents from UNDI.

<table>
<thead>
<tr>
<th>Code</th>
<th>Year</th>
<th>Title</th>
<th>Issue No.</th>
<th>Sales No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>E/3565</td>
<td>33</td>
<td>ESCOR, 33rd sess., Annexes, Agenda Item 6</td>
<td>33</td>
<td>832</td>
</tr>
<tr>
<td>E/RES/830</td>
<td>3</td>
<td>ESCOR, 33rd sess., Annexes, Agenda Item 9</td>
<td>9</td>
<td>834</td>
</tr>
<tr>
<td>3573</td>
<td>8</td>
<td>ESCOR, 33rd sess., Annexes, Agenda Item 18</td>
<td>18</td>
<td>835</td>
</tr>
<tr>
<td>3574</td>
<td>9</td>
<td>ESCOR, 33rd sess., Annexes, Agenda Item 12</td>
<td>12</td>
<td>836</td>
</tr>
<tr>
<td>3578</td>
<td>9</td>
<td>ESCOR, 33rd sess., Annexes, Agenda Item 9</td>
<td>9</td>
<td>837-845</td>
</tr>
<tr>
<td>3588</td>
<td>20</td>
<td>ESCOR, 34th sess., Norway, Sales no. 62. IX. 2</td>
<td>20</td>
<td>846</td>
</tr>
<tr>
<td>3589</td>
<td>3</td>
<td>ESCOR, 33rd sess., Annexes, Agenda Item 9</td>
<td>9</td>
<td>847</td>
</tr>
<tr>
<td>3590 &amp; Add. 1</td>
<td>3</td>
<td>ESCOR, 33rd sess., Norway, Sales no. 62. IX. 2</td>
<td>3</td>
<td>848</td>
</tr>
<tr>
<td>10</td>
<td>3</td>
<td>ESCOR, 33rd sess., Annexes, Agenda Item 9</td>
<td>9</td>
<td>849</td>
</tr>
<tr>
<td>11</td>
<td>3</td>
<td>ESCOR, 32nd sess., resumed, Annexes, Norway, Sales no. 62. IX. 2</td>
<td>11</td>
<td>850-856</td>
</tr>
</tbody>
</table>

Unfortunately, no conversion tables comparable to the two compiled by Deardorff have been done for the General Assembly or for the Trusteeship Council; thus the search for republished documents citations for these two organs will have to be done for all years rather than from just 1965 onward. Painstaking digging will at times be required to do such a search, for there is no guarantee of when, if ever, an item was republished, and, if republished, when the fact of such will appear in the lists of republished documents within UNDI and UNDEX.

CITATIONS TO UNITED NATIONS MATERIALS. General style manuals are usually inadequate as sources for examples of United Nations citations, and the United Nations' own style manual, though still useful, is in need of updating. An excellent compromise, therefore, as well as a useful tool to assist in understanding the Organization's output, is Marie H. Rothman's Citation Rules and Forms for United Nations Documents.

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4 Between 1950-1962 one must refer to the Table of Contents in each monthly issue of UNDI to learn where these lists, called simply "Republications," appear in each issue. For 1963 it is the Table of Contents page of the Cumulative Index, Part 1 which tells where the List of Republished Documents appears. For 1964 and subsequent years, pages for the Lists appear in the Table of Contents to the Cumulative Index, Part 2. The appearance of conversion tables within the relatively new UNDEX, Series C, is sporadic.

and Publications (Brooklyn: Long Island University Press, 1971). While Rothman's work itself must be consulted for a fuller understanding, examples from her text are shown below as illustrative of the basic footnote patterns involved for each of the four major publication types (see in Rothman pp. 7, 10, 14, and 19 respectively):

SAMPLE 1: Sales Publications.


SAMPLE 2: Periodicals.


SAMPLE 3: Mimeoographed Documents.


SAMPLE 4: Official Records.


Rothman also provides a chapter on short forms for footnotes in specialized papers, one on abbreviated forms for second and later references and one on bibliographies. Special attention is provided for legal materials (see p. 31 et seq.), although her pattern parallels Turabian's style manual6 more so than it does the Harvard white book which provides a section on international and world organization citations and in which the session number is treated as the volume number, e.g.


CHAPTER IV
SPECIAL UNITED NATIONS PROCESSES

There are several categories of United Nations actions which researchers will frequently desire to pursue in some depth. These activities involve the formulation of resolutions, the patterns of voting, the presentation and effect of speeches, and the complexities of the treaty-making process. While an in-depth study will inevitably involve painstaking searches through the various indexes and the reading of mimeographed documents and Official Records, as well as the study of secondary analyses, locating even the end result of these processes can be time-consuming.

Because most guides to United Nations documentation treat this vast bulk of United Nations output primarily by types of material only, ignoring treatment of these specific processes, the following sections attempt to remedy this oversight. Although shortcuts are not always available, a few can be suggested. Some of these shortcuts will employ non-United Nations produced materials. For the user who lacks familiarity with United Nations documentation particularly, the following seeks to provide some starting point and to suggest a framework for searching the end product of the several United Nations activities cited above.
UNITED NATIONS RESOLUTIONS. Resolutions are of considerable significance because they constitute the most formal decisions of each deliberative organ. The resolutions of the Assembly, in a sense, can be said to constitute the laws of the Organization, while Chapter IV of the Charter defines the function and the rules of procedure of that body. The text of a resolution is first issued in a separate, mimeographed form under the symbol series. General Assembly resolutions, for instance, will bear the designation A/Res-(no.).

Resolutions of each organ are subsequently collected and republished as a supplement to the Official Records of each organ. In the General Assembly Official Records, the resolutions are usually issued in the last numbered supplement for each session; in the Economic and Social Council Official Records and the Trusteeship Council Official Records, the resolutions are issued in the first numbered supplement for each session. Resolutions and decisions for the Security Council are published in an unnumbered supplement. These are then available both at depositories and at libraries subscribing to the Official Records generally within three to six months after session's end.

Though not considered an official record, the Press Section of the United Nations Office of Public Information does issue, several days following the close of the session, a substantial Press Release (GA/-) entitled Resolutions of the General Assembly at Its (number) Regular Session.

1 Each organ consecutively numbers most of its resolutions. Terminology may vary at times with UNCTAD which sometimes assigned the name "declarations," or "decisions," or even "recommendations" and with the Trade and Development Board which sometimes terms these "decisions" or "agreed conclusions." Peter I. Hajnal, "Indexes to Resolutions: A Reference Series Issued by the United Nations Library," Government Publications Review 2 (Winter 1975), p. 32.

Session for the use of the media, and some libraries may have been able to obtain a copy of the latest.

Regardless of the official material available, however, often none will serve the urgent need of some researchers, and access to secondary material will be important. It is here that resort to the New York Times will be necessary, since it will often reprint the full text of the more important resolutions. The texts are also reprinted frequently in the monthly UN Chronicle.

As already recognized by others, access to the substantial quantity of United Nations resolutions has often been difficult. Their texts have appeared in a large number of separate documents, and indexing, while available through the United Nations Documents Index, UNDEX, and the sessional indexes to the proceedings of the various organs, has involved cumbersome and time-consuming search. This is particularly true when the requestor lacks essential details such as the organ which passed the resolution, the resolution number, or its date of introduction or adoption. Assistance has recently been forthcoming, however, through a series of index cumulations published by the United Nations itself. General Assembly resolutions, which numbered 2,750 from 1946-1970 alone, are now indexed in two complementary publications, the Index to Resolutions of the General Assembly 1946-1970: Numerical List (ST/LIB/SER.H/1, pt.1; Sales no. 72.I.3) and its companion Index ...: Subject Index (ST/LIB/SER.H/1, pt.2; Sales no. 72.I.14). The numerical list, i.e. arranged by resolution number, provides title of the resolution, date of adoption, and, most importantly, in which of the myriad of official documents the full text itself can be located. Even those researchers having already located the substance of the resolutions in a secondary source will often
want to locate the final text of the resolutions in the official source. The subject index, which provides citation only to the resolution number and the session in which it was adopted, is most useful when the number of the resolution is itself an unknown or when it is desired to survey the full range or evolution of United Nations resolutions for policy on a particular topic. There is one circumstance, however, in which the two-part indexes are not coordinates. Lacking from the numerical list—simply because they are not numbered resolutions—are procedural, yet sometimes substantive, General Assembly resolutions on matters such as the appointment of Secretaries-General and the admission of new member states.

Besides the twenty-five year index cumulations for General Assembly resolutions, there also exist index cumulations for several other organs. One is the Index to Resolutions of the Security Council, 1946-1970 (ST/LIB/SER.R/3; Sales no. 73.I.16) providing both the numerical and subject approach to these 291 resolutions; and the other is an Index to Resolutions and Other Decisions of the United Nations Conference on Trade and Development and of the Trade and Development Board, 1964-1972 (ST/LIB/SER.R/2; Sales no. 73.I.5). Pending publication is the index to Economic and Social Council resolutions covering the first twenty-five years and an index to resolutions of the Trusteeship

3 Whereas the provisional mimeographed edition of the resolutions of the General Assembly, the Economic and Social Council and the Trusteeship Council appear and assume symbol series, e.g. the A/RES/1954 (XV); E/RES/805 (XXX); and T/RES (XIV)/4 respectively, there exists no provisional form documents series of resolutions for the Security Council. Resolutions of the Security Council "are comparably circulated in provisional form as a part of the basic or general series documents, i.e. S/-, without the identifying /RES element." The collected texts of Security Council resolutions are officially circulated in the S/INF series of documents. See Brimmer, p. 15.
Council. Intelligent searching of any of these indexes will recognize two factors. First is the principle of document indexing used by the Dag Hammarskjöld Library, and that has been to use a basically uncontrolled vocabulary, i.e. one based largely upon language of the source document itself. The second factor to be remembered is that there have been general changes in terminology over the past quarter century. For instance, countries now referred to as DEVELOPING COUNTRIES were previously referred to as UNDERDEVELOPED COUNTRIES and as ECONOMICALLY LESS DEVELOPED COUNTRIES. Without the aid, therefore, of a thesaurus (on which the United Nations is currently at work) or a controlled vocabulary, considerable flexibility and use of "see also" references will be significant in some search strategies.

In addition to recent efforts at improved indexing by the United Nations itself, a commercial venture, with numerous volumes of the projected twenty-five volume series already in print, promises to provide a panacea to the problem of location of the texts of resolutions. United Nations Resolutions (Dobbs Ferry, New York: Oceana Publications, Inc., 1973+) by Dusan J. Djonovich, consists of four sub-series, one for each of the principal organs, i.e. the General Assembly, the Security Council, the Economic and Social Council and the Trusteeship Council. The first sub-series, containing Assembly resolutions, is already being published.


5 Hajnal, pp. 32-33.
Each volume in the sub-series contains not only the full text of each resolution in chronological sequence, i.e. according to the date of adoption; it also includes the voting record for every resolution and, if voted in parts, the exact voting record for each part as well. For roll-call votes, a roll call voting record is provided and indicates abstentions and absences as well as votes for and against each resolution. Each sub-series will be completed by a comprehensive and analytical index in addition to the topical index available in the individual volumes.

Besides the above, some specialized subject compilations can occasionally be found to save valuable time. One example is the Institute for Palestine Studies' United Nations Resolutions on Palestine 1947-1972 (as extended to 1973 by a special annex) (Beirut: Center for Documentation and Studies, 1974), compiled by Sami Mussallam. This particular volume makes available not only a list of United Nations resolutions on Palestine and the Arab-Israeli conflict, but also those resolutions of related international organizations with the exception of UNESCO and WHO. Since the compilation provides citations to sources of the texts of resolutions (it does not reproduce the resolutions themselves) and to voting data, it becomes a convenient shortcut for reaching back into the Official Records. The same Institute has, in 1975, added to its earlier work by producing United Nations Resolutions on Palestine and the Arab-Israeli Conflict, 1947-1974, 3d edition, edited by George J. Tomeneh.


VOTING RECORDS. According to one estimate, "roll-call votes cover only about one-fifth of the votes in the United Nations General Assembly, and more than half of the decisions are made without voting at all. Nevertheless, a frequent question asked is that of how a country voted on an issue. Again, the most prompt, though unofficial, record of such a vote will often be found in the New York Times. While the Times will frequently provide the entire roll-call vote, the United Nations' own UN Chronicle will often give the vote total, though it seldom provides a country by country tabulation.

With the initiation of the UNEX Country Index (ST/LIB/SER.I/3), ascertaining at least how a particular country voted is somewhat simplified. The relatively new, computer-produced UNEX makes it possible to analyze on an on-going basis the way in which a country has been voting. There is, as usual with the United Nations materials, a time lag involved, but what is significant, as previously mentioned, is the fact that to

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some degree, such analysis can be accomplished without resort to original documents. The index records the vote.

SAMPLE: UNDEX Country Index.

<table>
<thead>
<tr>
<th>Country</th>
<th>Type of action</th>
<th>Subject</th>
<th>Symbol of document</th>
</tr>
</thead>
<tbody>
<tr>
<td>GUATEMALA</td>
<td>VOTING: ABST</td>
<td>UNITED NATIONS HIGH COMMISSIONER FOR HUMAN RIGHTS: establishment</td>
<td>A/PV.2201</td>
</tr>
<tr>
<td></td>
<td>VOTING: NOT PA</td>
<td>COMMODITIES AND MANUFACTURED GOODS: price indexation in international trade</td>
<td>A/PV.2192</td>
</tr>
<tr>
<td></td>
<td>VOTING: NO</td>
<td>UNITED NATIONS UNIVERSITY: draft charter</td>
<td>A/PV.2192</td>
</tr>
<tr>
<td></td>
<td>VOTING: YES</td>
<td>UNITED NATIONS UNIVERSITY: financing</td>
<td>A/PV.2192</td>
</tr>
<tr>
<td></td>
<td>VOTING: NO</td>
<td>AMERICAN SAMOA: self-determination and independence</td>
<td>A/PV.2202</td>
</tr>
</tbody>
</table>

If it were then desired to see the vote of all member countries on the particular resolution, the original document in the mimeographed collection or in the Official Records can be checked.

Another source that can be quite useful is one received by United Nations depository libraries from the U.S. Department of State's Bureau of International Organization Affairs. The volume is entitled Votes At the (number) Regular Session of the General Assembly and records the votes of all United Nations members in all roll call, and non-roll call, ballotings or decisions of a substantive or procedural nature in both plenary and the various committees. Primary arrangement of the compilation is by subject matter.

Retrospective searches for United Nations roll-call votes or vote totals can be initiated in several commonly available sources. First, and perhaps easiest to use once all the volumes are published, will be the Djonovich volumes of United Nations Resolutions mentioned earlier. Secondly, where the year of the resolution is known, another simple source is the United Nations Yearbook. And, when both access to the Djonovich volumes is lacking and the resolution date is an unknown, the next best alternative will be a search of the cumulated indexes to resolutions previously described. A final resort might be had to the
individually published, sessional Index to Proceedings of the various organs. In searching either the cumulated or sessional version, citations will be found to the original source document.

Some notion of the symbol series under which votes and comments on these votes first appear in the provisional mimeographed form bears mention here. Citations may be found either to the original symbol series or, in some cases, to the document in its republished Official Records form. Where the General Assembly is involved, votes and comments in plenary session will be cited in the first instance to the verbatim documents under the symbol A/PV-. The A/PV- number is most significant when access to verbatim records is desired, since it will be the only locational device provided and since access to the verbatim material is through the provisional mimeographed material. Whereas summary records of meetings are later reprinted as separate fascicles in the Official Records, verbatim records of some meetings appear only in mimeographed form.

Moving on from a consideration of plenary sessions to consideration of votes and comments by states within the various committees of the Gen-

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7 In searching the sessional Index to Proceedings of the General Assembly, the quickest way to locate the citation to the collected edition of resolutions is to check under the heading "General Assembly-Resolutions." The citation given will appear as, for example, A/7218 (GAOR, 23d sess., suppl. no.18) - collected ed. Next follows a citation to each resolution and its separate symbol series e.g. A/RES/2420 Aggression: definition so that, where the collected edition is unavailable in paper form, the microprint edition can be located for either the collected edition or the separate resolution.

8 According to one source, "A verbatim record contains in written form the entire proceedings of a meeting, word by word, as spoken, whereas a summary record condenses the substance of the proceedings to approximately one third the full length of a verbatim rendering." UNITAR News 4 (1972), p. 3.
eral Assembly, the latter will be found under a symbol series such as A/C.2/SR- since only summary records of the committee meetings are normally available. These do, however, get republished in fascicle form as previously mentioned. There is one—and, on occasion, a second—exception to the general rule that committee records are available only in summary form. Verbatim (PV or "procès verbaux") records are available for the First Committee (the Political and Security Committee), and on the decision of the General Assembly, unofficial transcriptions of specifically requested segments of debate in the Special Political Committee are also available. It is said that "both of these committees deal with certain questions of international peace and security which are among the most sensitive on the agenda and delegations often prefer their positions or their formal reservations on those questions be produced verbatim in the records."9

Within the Security Council, verbatim records, under the symbol series S/PV-, again become available and country by country comments and votes are provided. Finally, votes in the Economic and Social Council and in the Trusteeship Council will be found in summary record form only, in symbol series E/SR- and T/SR- respectively. Votes provided in the summary records of these two organs, however, usually do not give country by country tabulations but provide vote totals only.10

Where interest centers not on one or two roll-call votes but on the broader voting patterns and trends particularly within the General Assembly, secondary sources of date are often most useful.11

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9 Id.


as just one example, has available on magnetic tape the United Nations voting records for the General Assembly for 1946-1970, and such data has been used in the compilation of World Politics in the General Assembly by Hayward R. Alker, Jr. and Bruce M. Russett (New Haven: Yale University Press, 1965). Similar data has been collected by Ohio State University, as well as vote data for the main committees of the General Assembly and for the special sessions through 1972. The primary center from which all this data comes, however, is the Inter-University Consortium for Political Research at the University of Michigan in Ann Arbor. Roll-call data available through them includes:

General Assembly roll calls for the First to the Twenty-ninth Plenary Sessions (1946-1974), the First to the Fifth Special Sessions, and for the seven committees. ... All of the data are stored in member format. That is, the U.N. member is the case, the roll call is the variable, and the member’s vote is the value for each variable. The machine-readable documentation contains a synopsis of each roll call including the total vote on that roll call and its location in the General Assembly Official Records.

SPEECHES IN THE UNITED NATIONS. Direct access to speeches by specific individuals made during United Nations debate is difficult to obtain. The United Nations Documents Index and its successor UNDEX are not very helpful. The only actual index to speeches appears in the sessionally published Index to Proceedings of the General Assembly and its counterpart for the Economic and Social Council. And even to use these, one must at least know the country the speaker represents. The approach

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12 Conversation with Michele Sullivan, Documents Librarian, Yale University Library, November 1974.

13 Letter of 5 December 1974 from Bernard Block, Ohio State University Libraries, Columbus.

taken by these indexes is to list speeches and statements by representatives in alphabetical order by country or by organization first, and subdivided by subject discussed next. It is only after these divisions that speeches are finally listed by name of a specific representative. Thus it would be complex to follow the actions of any particular delegate over a substantial time period.

SAMPLE: Index to Speeches within Index to Proceedings of the General Assembly.

TURKEY

International Narcotics Control Board: report, 3rd Plen: 1789
Psychotropic substances: control: Convention, 1971: accessions and ratifications Soc: 859

Speeches by representatives
Bay Ilken, U.H. Soc: 859
Eren, N. Plen: 1789

If a desired speech is of a current nature and time permits, the most practical approach may be to request the text from the embassy or information office of the country concerned. Addresses for the embassies are provided in the U.S. Department of State's quarterly Diplomatic List (SuDocs. no. Sl.8:year/rev.). Locations of the various missions are given in Permanent Missions to the United Nations (ST/SG/SER.A/no.) which is available only by subscription, or simply in the Manhattan, New York, telephone directory under the name of each country, e.g. Iran Mission to the U.N. Or, if mere position statements are needed, the UN Chronicle itself, particularly the October and November issues, can be culled for summaries of policy speeches made during the opening sessions of the General Assembly.

There are, of course, a number of secondary sources for locating selected speeches before the United Nations, and, since these speeches

Sound recordings are made of the proceedings of all plenary meetings of the General Assembly and of meetings of all its Committees, and serve not only as an aid to transcribers in checking disputed passages but also as an important historical source for researchers. The vast majority of these recordings dating from the earliest period to the mid-1960's is available in the Recorded Sound Section of the Library of Congress. Also, a catalog of these recordings has been published under the title Catalogue of Sound Recordings in the Custody of the Sound Recording Unit of the Telecommunications Section of the United Nations as of 31 December 1972 (New York: United Nations, ST/OGS/SER.F/1/Rev.1, 1973). The catalog itself is divided into three major parts, 1.) a list, by principal subject or name of organ, of all United Nations proceedings which have been recorded for preservation, by year, number, or date of the meeting, and site; 2.) a similar list, by name of the organ, for recordings of specialized agencies and non-United Nations organs that are in the custody of the Sound Recording Unit; and 3.) a subject and name list of other sound recordings in the custody of the unit, including speeches.

15"From Spoken Word to Final Print," UNITAR News 4 (1972), p. 3.

In order to make some of the more popular material from the catalogue and the list more widely available, a Westport, Connecticut company, Mass Communications, Inc., has recently been marketing cassettes of the sound recordings. Among the more interesting items now available is The Arab-Israeli Conflict: Debates at the United Nations, 1947-1973, edited and narrated by the BBC correspondent at the United Nations, Brian Saxton. This particular group of six cassettes is divided as 1.) Partition, 1947-1948; 2.) Suez Crisis, 1948-1957; 3.) Six Day War, 1967; 4.) Terror and Counter-terror, 1967-1972; 5.) Lebanon Raid, 1973; and 6.) Mideast Review, Summer 1973. The other two groups available, each of eight cassettes and done in 1973, are United Nations Speeches by Heads of State 1945-1971, and Speeches by Presidents of the United States before the United Nations which concludes with the Nixon speeches of 18 September 1969 and 23 October 1970.

UNITED NATIONS TREATIES. The realm of treaties is a complex one, especially where questions occur involving the exact status of a particular treaty. In situations involving current treaty status, the advice given by Peter H. Rohn in his mammoth undertaking, the World Treaty Index (Santa Barbara, Calif.: ABC Clio, Inc., 1974, 6 vols.) might be advice well taken. Rohn comments,

The time lag in treaty documentation is such that, no matter what printed source or index is being used, there is no substitute for a direct inquiry to the treaty officer of one of the signatory governments for the latest information on the status of the treaty.

Sometimes it is even advisable to ask more than one government because there may be some doubt or controversy on this very point.\footnote{\textsuperscript{17}}

Yet, bearing such practical cautions in mind, numerous occasions are likely to occur in which resort to published sources of treaty information will suffice.

Under Article 102 of the Charter, every treaty and other international agreement entered into by any member state shall be registered with the Secretariat and shall be published by it after coming into force. And, under Article 102(2), no party to such an instrument may invoke it before any organ of the United Nations prior to its having been duly registered. It is also of interest to note that, perhaps because of difficulties in distinguishing between the terms even in local usage, neither the Charter nor regulations promulgated under it actually define either a "treaty" or an "international agreement."

Consequently, it is of some significance to observe, as done in each volume of the United Nations treaties, that the Secretariat's action in publishing an instrument and in labeling it as either a treaty or an international agreement does not, in itself, confer on that instrument any status not already assigned it by the Member State(s) submitting it for registration.

Such understandings and qualifications aside, it can now be stated that the United Nations Treaty Series (henceforth UNTS) is the primary source in which all such registered or filed and recorded instruments are officially published. The series, which now extends to some 300 volumes and takes up where the League of Nations Treaty Series left off, is now cumulatively indexed every fifty volumes, the last cumulation

\footnote{\textsuperscript{17}} See introductory material in Rohn, especially at p. xxii.
covering up through volumes 701-750. Each index cumulation consists of three separate sections, i.e. a chronological section wherein treaties and other international agreements are listed in the order of the dates on which they were signed, or were declared open to signature or accession or were supplemented, prolonged, extended or modified. The second index section lists in similar fashion general international agreements, and the final section arranges both treaties and other international agreements by names of countries and organizations party to the instruments and by subject of the instruments.

SAMPLE: "ALPHABETICAL INDEX".

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<td>Irrland (continued)</td>
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<td>multiparite:</td>
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<td>ratification 1966,20 Jan v.634:225</td>
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<td>ratification 1968,19 Jul v.640:278</td>
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<td>Israel (continued)</td>
<td></td>
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<tr>
<td>G.A. (continued)</td>
<td></td>
</tr>
<tr>
<td>declaration of death of missing persons (6 Apr 1960):</td>
<td></td>
</tr>
<tr>
<td>ratification 1966,23 Aug v.638:310</td>
<td></td>
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</tbody>
</table>

Partially because of the time lag in the United Nations' own indexing and partially because of the comprehensiveness and versatility of the tool itself, the previously mentioned World Treaty Index by Rohn becomes an important contribution to the search for treaty information. The new index provides not only capsule information on the more than 11,500 treaties in the UNTS; it also includes coverage of the League Treaty Series and of some 6,000 treaties of 42 national treaty collections for the period 1920-1970 and promises periodic supplements to update the original six volumes. The index, the first three volumes of which contain the main entries, also has separate access points by
parties, by date, by treaty number, by main topic, and by various topical concepts. As Rohn himself points out in his introduction,

This INDEX, unlike most other treaty indexes, carries in the Main Entry Section not only less but also more information than the original treaty itself. In the sense that the full verbatim text is not reproduced but condensed into several key concepts and features, the INDEX carries less information than the original source. In another sense the INDEX carries more information than the original source because the INDEX back-files and prints with the original main entry various post-signature information from the Annexes of subsequent LTS/UNTS volumes.¹⁸

Volume six of World Treaty Index is Treaty Profiles, a "quantitative inventory and survey of national, regional and global treaty patterns for the 20-year period from 1946 to 1965."¹⁹ The Index itself is the product of the Treaty Research Center housed at the University of Washington, a center which boasts a research consultation service and can offer custom-made computer printouts individually negotiated with the Center.

Before leaving the topic of treaties, several other sources deserve mention. According to one source, when a new treaty is adopted by a conference, the text is promptly reproduced in the records of the conference, and, if adopted by the General Assembly itself, the resolution bearing the text will immediately appear in the documents of the Assembly.²⁰ Publication of the treaty in slip or pamphlet form, such as the Treaties and Other International Agreements Series (TIAS) published for United States treaties, has never been regularized. Besides publication

¹⁸Rohn, pp. xxi-xxii.
¹⁹Ibid., at xxv.
in the United Nations Treaty Series, however, the text is generally reproduced in the United Nations Yearbook and in the U.N. Juridical Yearbook, both issued as sales publications. Non-technical summaries of the treaties can often be found in the UN Chronicle.

As far as multilateral treaties are involved, as soon as a state signs, ratifies, accedes or succeeds to such a treaty, all concerned governments are so notified by a circular note, and comprehensive information on those treaties is then contained in the publication Status of Multilateral Treaties in Respect of Which the Secretary-General Performs Depositary Functions (issued as a sales publication and supplemented in looseleaf form). Basic data provided includes dates of signatures, ratifications, accessions; notifications on succession; dates of entry into force; the texts of reservations, declarations, objections to reservations and instruments concerning territorial application.

The final source which bears mention is one containing citations for United Nations treaties to which the United States is currently party. The easiest to use and often most widely available source in this instance is the annual Treaties in Force published by the U.S. Department of State (SuDocs no. S9.14:year). Treaties in Force will provide, as in the instance of most legal tools, parallel citations, thus referring to the text of the treaty in alternative sources. For instance, the Treaty of Peace with Japan, signed at San Francisco September 8, 1951, is cited to three sources, 3 UST 2169; TTAS 2490; and to the United Nations' own series, 136 UNTS 45.
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Toward Wider Acceptance of UN Treaties.


APPENDIX
SELECTED ADDITIONAL SOURCES
FOR THE
STUDY OF THE UNITED NATIONS

GUIDES TO THE LITERATURE


BASIC REFERENCE TOOLS


Delegations to the General Assembly. ST/SG/SER.3/No. Issued for each session of the Assembly in Sales category I.


SERIALS WITH PARTICULAR REFERENCE TO UNITED NATIONS AFFAIRS.


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