

COMMONWEALTH SECRETARIAT RECORDS

RELEASED IN 2010

- 2010/001 Triennial Review Group 1977 and 1980: Salaries etc: Part 1**
Date Range 08 Feb 1977 - 12 Oct 1979
Control ADM/101/03/04
Details
Material includes details of the UN and the Western European Union salary systems; Secretariat Review group papers exploring de-linking Secretariat salaries away from UK civil service grades; on disparities between certain grades; and Secretariat considerations of housing, pensions and health plan options.
- 2010/002 Liaison between the Commonwealth Science Council and the Commonwealth Secretariat**
Date Range 01 Aug 1974 - 22 May 1979
Control ADM/101/10/02
Details
Papers addressing future roles and programmes of the Council, in particular the transfer of administrative and financial arrangement to the Secretariat. Includes a summary of the development of the Council. Draft version of the Memorandum of Understanding.
- 2010/003 Review Group on Housing Allowances 1975 - Present**
Date Range 02 Jul 1975 - 15 Nov 1979
Control ADM/103/01/01B
Details
Includes the 1974 Review of Gradings, Salaries and Allowances of Diplomatic Staff. Papers show proposals to raise rent ceiling, and explore leasing or purchase of accommodation for staff. Discussion on membership of review group, and a copy of their 1975 report.
- 2010/004 Proposed Internal Tax System**
Date Range 05 Feb 1975 - 14 Mar 1979
Control ADM/111/03/01C
Details
Discussion of system in other organisations and a report on the issue compiled by the Commonwealth Secretariat Staff Association. Also includes a paper detailing why no internal tax system was adopted and why that should remain the case.
- 2010/005 Commonwealth Secretariat Liaison with United Nations Industrial Development Organisation - General: Memorandum of Understanding between the Commonwealth Secretariat and UNIDO: Part 1**
Date Range 30 Aug 1978 - 17 Jul 1979
Control ADM/94/01/16
Details
Contains bound signed copy of MOU dated 21 June 1979. File documents the drafting of the agreement.
- 2010/006 The Victoria League for Commonwealth Friendship: General Correspondence**
Date Range 25 Mar 1969 - 07 Sep 1979

Control ADM/94/10/01

Details

Includes request from a more personal link between the two organisations. Details of follow up activities.

2010/007

Heads of Government Meeting 1977: Printing of Final Record

Date Range 22 Jun 1977 - 01 May 1979

Control C152/09/19

Details

Administrative details of printing and distribution.

2010/008

Heads of Government Meeting 1979: Date and Venue, Zambia

Date Range 10 Jun 1977 - 06 Jul 1979

Control C152/10/01

Details

Discussion about date and expressions of concern over potential developments in Southern Africa. Acceptance letters including original copies signed by Jim Callaghan, Spyros Kyprianou, Malcolm Fraser, Lieutenant-General Frederick Fred William Kwasi Akuffo. 1979 correspondence and news clipping covering speculation on a venue change including text of a ceasefire statement from Nkomo.

2010/009

Heads of Government Meeting: 1979, Zambia: Administrative Arrangements: Accommodation and Equipment

Date Range 03 Aug 1978 - 19 Jul 1979

Control C152/10/02/01

Details

On equipment requirements, creating 'intimacy' within the facilities, accommodation, transport, and communications.

2010/010

Heads of Government Meeting 1979: Zambia: Administrative Arrangements: Staffing

Date Range 18 Aug 1978 - 17 Sep 1979

Control C152/10/02/02

Details

General details concerning room costs, composition of Secretariat team and notice to staff on arrangements in Lusaka. Incorporation of Australian observation and assistance as preparation for Melbourne 1981.

2010/011

Heads of Government Meeting 1979: Liaison Officers Meetings, Papers etc

Date Range 02 Jan 1979 - 04 Jul 1979

Control C152/10/02A

Details

Staff notifications and minutes from Liaison Committee meetings. The committee are responsible for monitoring progress of administrative arrangements.

2010/012

Heads of Government Meeting 1979: Lusaka: Papers

Date Range 11 Jan 1977 - 19 Jun 1979

Control C152/10/03

Details

Correspondence from Secretary-General on agenda items.

- 2010/013** **Heads of Government Meeting: 1979, Zambia: Press Arrangements**
Date Range 16 Jun 1978 - 04 Sep 1979
Control C152/10/04
Details
Includes notes on the issue of accreditation for South African journalists and copy of post conference CHOGM report.
- 2010/014** **Heads of Government Meeting: 1979, Lusaka: Press Clippings**
Date Range 16 Oct 1978 - 16 Jul 1979
Control C152/10/04A
Details
Mainly from British newspapers the main topic is the suitability of Lusaka and the Queen's security given the continued fighting in "Zimbabwe-Rhodesia". Secretariat paper on Australian press comment.
- 2010/015** **Heads of Government Meeting: 1979, Zambia: Liaison Officers Meetings**
Date Range 02 Jan 1979 - 06 Jul 1979
Control C152/10/05
Details
Staff notifications, briefs and aide memoires and minutes from Liaison Committee meetings. The committee are responsible for monitoring progress of administrative arrangements.
- 2010/016** **Heads of Government Meeting: 1979, Zambia: Task Force**
Date Range 01 Feb 1979 - 05 Jul 1979
Control C152/10/06
Details
Task Force addressing the agenda and background documents. Minutes and briefs from Meeting plus copies of replies from member states on possible agenda items. Discussions cover Belize, Indochina, small states, Southern Africa, the outcomes of the Regional Heads of Government Meeting and funding matters.
- 2010/017** **Heads of Government Meeting: 1979, Zambia: Background Papers, Running File**
Date Range 06 Jul 1979 - 04 Aug 1979
Control C152/10/07/A
Details
Copies of conference papers including Zimbabwe Declaration, by the Zimbabwe Emergency Campaign Committee.
- 2010/018** **Heads of Government Meeting: 1979, Zambia: Delegations**
Date Range 26 Feb 1979 - 29 Aug 1979
Control C152/10/08
Details
Copies of the provisional and official Directory of Delegates and Secretariat staff. Correspondence giving notification of which delegate will attend.

- 2010/019** **Heads of Government Meeting: 1979, Zambia: Social Programme**
Date Range 06 Apr 1979 - 20 Jul 1979
Control C152/10/09
Details
Copies of the official Social Programme and correspondence on organisation of arrangements.
- 2010/020** **Heads of Government Meeting: 1979, Lusaka: Final Communiqué**
Date Range 27 Jun 1979 - Aug 1979
Control C152/10/10
Details
Draft versions of the various sections of the communiqué and of the declaration on racisms and racial prejudice. Shows contributions and amendments of various countries as well as the Secretariat.
- 2010/021** **Heads of Government Meeting: 1979, Zambia: Daily Business: Includes: Briefs for Chairman, Message to the Queen, Message from India re Election of Secretary-General**
Date Range 20 Jul 1979 - 04 Aug 1979
Control C152/10/13
Details
Chairman's Brief for Meeting of Senior Official.
Signed letter of thanks from the Queen to Kaunda.
Letter from India to Kaunda concerned about procedure relating to their nomination for Secretary-General. Plus notes outlining views from the restricted sessions on the SG election.
- 2010/022** **Heads of Government Meeting: 1979, Zambia: Amendments to Provisional Record**
Date Range 01 Aug 1979 - 17 Sep 1979
Control C152/10/14/C
Details
Amendments are mainly inserting omitted names and typos.
- 2010/023** **Heads of Government Meeting: 1979, Zambia: Speeches and Written Statements**
Date Range 01 Aug 1979 - 06 Aug 1979
Control C152/10/16
Details
Public copies of speeches given by Heads at opening session and on various agenda items including Rhodesia. Transcript of interview with Malcolm Fraser. Copy of Tribute; speeches at a dinner given by the President of Zambia.
- 2010/024** **Senior Officials Meeting 1978: Kuala Lumpur: Malaysia: Date and Venue: Administrative Arrangements**
Date Range 10 Jun 1977 - 30 Jan 1979
Control C185/05/01
Details
Contains notes on administrative arrangements, format of SOM records, staff attendance and official directory of delegates, programme and handbook, and the official opening ceremony.

- 2010/025** **Commonwealth Heads of Government Regional Meeting 1978:
Sydney: Follow-Up Action**
Date Range 12 Apr 1978 - 16 May 1979
Control C188/01/08
Details
Records of meetings, topics covered include logistics for consultative and working groups, briefing notes for the Secretary-General for a meeting with Malcolm Fraser discussing global financial issues and the Common Fund plus increasing support for Zimbabwe and Southern Africa. Other topics covered are recommendations of the Group on Energy ; discussion on extending the invitation to Nauru to attend follow up meeting; arrangements for a Commonwealth liaison officer in SPEC; as well as a general brief on the follow up meetings and a record of CHOGRM Senior Official Meeting, Kuala Lumpur 1978.
- 2010/026** **Heads of Government Regional Meeting 1978: Follow-Up Action:
Includes Meeting of Officials: 1 December 1978: Kuala Lumpur**
Date Range 16 Feb 1978 - 07 Nov 1979
Control C188/04/01
Details
On meeting arrangements, servicing of consultative and working groups covering trade, energy, illicit drugs, terrorism. Reports of some of these groups also included. Sub files containing notes from Secretariat Divisions on possible topics for the meeting.
- 2010/027** **Commonwealth Fund for Mozambique-Policy and
Administration**
Date Range 27 Jan 1977 - 15 Nov 1979
Control CFM/GEN/2 PART2
Details
Covers participation of Mozambique at the Rural Technology Meet in Tanzania 1977. Documents outline donations to the Fund as well as account details of allocation and expenditure. Also included are drafts of the Secretary-General's 6th report on the Fund, CFTC Board of Representatives papers and notes for the Secretary General concerning the Fund. Copies of correspondence from Secretary General to Samora Machel on a recently attended International Conference in Maputo and notes of a meeting with Marcelino dos Santos.
- 2010/028** **Commonwealth Fund for Technical Co-Operation: Liaison with
Commonwealth Secretariat**
Date Range 26 Sep 1969 - 05 Oct 1979
Control CFTC/ADM/101/02/01
Details
Papers exploring means of collaboration between the Secretariat at the newly created CFTC in order to provide cohesion, terms and conditions for field experts, and a draft plan of expenditure for operations during the first year including implications of conditions attached to contributions.
- 2010/029** **Speeches by Staff other than Secretary-General**
Date Range 19 Jun 1972 - 14 Feb 1979
Control CFTC/ADM/105/02/05B
Details
Speeches include Azim Husain to the 17th Commonwealth Parliamentary Association Conference, 16th September 1971. Address to Rotary International, District 113 Annual Conference, Eastbourne, by R Hunter Wade, 20th October 1973. Notes for Address to Council for Education in the Commonwealth, 5th December 1973. Notes on the CFTC. Speech by Ross Deane at the opening meeting of the Commonwealth Group of Experts, University of Ibadan, Nigeria 7th March 1977.

Also contains the publication The Commonwealth Fund for Technical Co-operation: A unique mechanism for mutual assistance.

- 2010/030** **Commonwealth Fund for Technical Co-Operation Headquarters:
Organisation and Duties**
Date Range 20 Oct 1972 - 05 Jun 1979
Control CFTC/ADM/111/01/02
Details
Ranging from notes concerning organisational and administrative needs to assessments of the CFTCs early year including a triennial review.
- 2010/031** **Bahamas: General**
Date Range 16 Oct 1970 - Jan 1979
Control CFTC/BAH/01
Details
Interest in developing conference services and general correspondence on administrative details post independence.
- 2010/032** **Advisory Committee on Relationships between the Official and
Unofficial Commonwealth: Administration and Membership: Volume
2**
Date Range 29 Mar 1978 - 26 Apr 1979
Control CFTC/CAS/TRG/50
Details
Further exploration of CFTC collaboration with NGOs and of an NGO desk at the Secretariat. Various Minutes and papers from the NGO Advisory Committee as well as their report.
- 2010/033** **Commonwealth Development Bank/Investment Corporation and
Export Credit Finance**
Date Range 31 May 1972 - 02 Apr 1979
Control CFTC/EMD/04/01
Details
Papers outlining envisaged role and responsibilities of the bank. Consideration over candidates. Critical paper; Secretariat Activities and Financial control.
- 2010/034** **Plan of Expenditure: Funding Procedures**
Date Range 22 Jun 1972 - 20 Jul 1979
Control CFTC/FIN/POE/04
Details
Contains the paper Utilization of Financial Resources available to the CFTC
- 2010/035** **Commonwealth Team of Industrial Specialists**
Date Range 01 Nov 1977 - 31 Jan 1979
Control CFTC/TAG/CID/01
Details
Record of Meeting of Team of Industrial Specialists 1977 and copy of Cooperation for Accelerating Industrialisation: Final Report by a Commonwealth Team of Industrial Specialists and related recommendations.

- 2010/036** **Cook Islands: Utilisation of Fish Resources within 200 mile Exclusive Economic Zone**
Date Range 01 Nov 1978 - 31 Jul 1979
Control CFTC/TAG/CKI/06
Details
Correspondence about project and report: Preliminary Review of Requirements for Management of Fisheries in the Cook Island Exclusive Zone. 24 April 1974
- 2010/037** **Kiribati: Fanning and Washington Islands: Purchase of Freehold Part 1**
Date Range 01 Feb 1978 - 31 Dec 1979
Control CFTC/TAG/KIR/08
Details
Secretariat advice to the government of Kiribati on negotiations of purchase from Burns Philip Ltd. Also includes proposals for the development of the islands and additional advice, opinion, valuations and legal considerations.
- 2010/038** **Kiribati: Working papers Pre Independence Discussions**
Date Range 01 Jul 1978 - 30 Jul 1979
Control CFTC/TAG/KIR/9/01
Details
Discussion on how to approach the issues concerning Ocean Island and the Banabans, including talks with Fiji government and possible review of financial accounts of the British Phosphate Commission
- 2010/039** **Mineral Policy in Africa/Senior Officials Workshop Part 2**
Date Range 01 Jul 1978 - 31 Dec 1979
Control CFTC/TAG/MIN/07
Details
Workshop administrative arrangements for collaboration with UN Centre on Transnational's. Also contains papers from the workshop
- 2010/040** **United Nations Institute for Namibia - UNIN**
Date Range 01 Oct 1974 - 30 Jun 1979
Control CFTC/TAG/NAM/03
Details
Sets out establishment of the Institute. Correspondence on potential training collaboration with the Secretariat including the recruitment of archivists. Contains a paper on the Role of the Kenyan National Archives in National Reconstruction and Development and on An Introduction to the Archives of the United Nations Institute for Namibia, Lusaka. Also includes notes of discussion between Secretary General and Sean McBride on position of South Africa at the UN.
- 2010/041** **Zambia: Evaluation of Petroleum Potential**
Date Range 01 Mar 1979 - 31 Dec 1979
Control CFTC/TAG/ZAM/07
Details
Request for assistance.
- 2010/042** **Study Fellowship: Mr D Karobia: Commonwealth Youth Programme Africa Centre: Visit to Asia-Pacific and Caribbean Centres**
Date Range 21 Feb 1979 - 30 May 1979

Control CYP/01/08/03

Details

Report by Director of CYP Africa Centre on a visit.

2010/043

Commonwealth Fellowships: Father D Mintoff

Date Range 29 Jan 1979 - 27 Sep 1979

Control CYP/01/08/11

Details

Report of visit

2010/044

Finance Sub-Committee, 7 November 1978, 10.30am: Third Meeting of Finance Sub-Committee for Financial Year 1978/79, 8 May 1979: Including Report of Triennial Review Group 1977

Date Range 16 Dec 1977 - 30 Oct 1979

Control DSG/LYN/31

Details

Budget Estimates 1978-79; Budget 1978-79 and 1979 - 80, Finance Committee Minutes & Finance Sub-Committee Report; Report of the Review Group 1977; Report of the Finance Sub-Committee 15 December 1977, 16 November 1978, May 1979; Minutes of the Finance Committee, 24th and 25th January 1978;

2010/045

Recruitment Policy

Date Range 03 Sep 1976 - 05 Mar 1979

Control DSG/LYN/38

Details

Issues covered include staff taking up CFTC field assignments and CYP regional staffing.

2010/046

Dependent Territories of the Commonwealth and Associated States

Date Range 24 Jun 1975 - 16 Nov 1979

Control ECON/116/49

Details

Reports on commodities; and on independence for Leeward and Winward Islands. Discussion on the Lome Convention; special membership of Nauru; Caribbean small states, and on whether Associated States of the Caribbean should be invited to Head of Government meetings. There are also notes on various meetings including visiting UN Mission on the British Virgin Islands; UK Foreign Office; CARICOM; and the Secretariat Working Group.

2010/047

South Pacific Bureau for Economic Co-Operation: Pacific Islands' Industrialisation: Study by Piddington

Date Range 26 Jul 1973 - 21 Aug 1979

Control ECON/33/94/12 Old File No: ECON/116/21

Details

Includes the reports; Industrial development and trade relations in the South Pacific: a report by a Team of Experts; Record of Meeting of Senior Officials on the same topic and notes by the Secretariat as observers at the meeting of Senior Officials.

- 2010/048** **African, Caribbean and Pacific Group of States: European Economic Community: Commonwealth Secretariat: Part 2**
Date Range 07 Nov 1978 - 01 Jun 1979
Control ECON/71/92/01
Details
 Contains a number of Secretariat reports including: An assessment of the present Stabex system and proposal for its improvement; The problems of the least developed, landlocked and island developing countries in the context of the Lome Convention; Consideration of the more effective and comprehensive arrangements for assisting the development of these countries; EEC imports of sugar from the ACP countries - the question of retroactivity of the guaranteed price; A study on improving EEC Agricultural surpluse availability to ACP countries; Customs Cooperation and the Lome Convention; The EEC and ACP, the role of Science and Technology and the mechanisms needed for improving transfer of technology and co-operation in specific sectors; Processing of natural resources and the industrial development of ACP states; The Lome convention and the common agricultural policy.
- 2010/049** **Status, Education and Training of Women in Commonwealth Countries**
Date Range 07 Jul 1975 - 10 Dec 1979
Control ED208/05/01
Details
 Following up on CHOGM and International Women's Year papers from various divisions considering aspects of Women in Public Affairs and Women in development.
- 2010/050** **Commonwealth Science Council: Part 2**
Date Range 12 Oct 1977 - 06 Dec 1979
Control ED95/77
Details
 Correspondence with Secretariat Education Division on areas of mutual interest. Also includes minutes and reports from various planning meetings for projects such as Collaboration in Measurement Standards; Rural Technology; Alternative Energy as well as for Executive Meetings of CSC. There are notes on scientific direction of Agence de Cooperation Culturelle et Technique; Technology - A superproblem; Bridging the Implementation Gap; and draft version of the CSC papers Science and technology for development.
- 2010/051** **Association of Polytechnics in Commonwealth Africa: Planning Meeting, Nairobi, 1977**
Date Range 03 Dec 1976 - 27 Feb 1979
Control ED95/78/01
Details
 Discussion and correspondence on the formation of the association including co-operation with L'Agence. Includes a copy of Report of the planning meeting proposing a Commonwealth Association of Polytechnics in Africa, Nairobi, 6 - 9 December 1977
- 2010/052** **Commonwealth Education Liaison Committee: Twentieth Anniversary**
Date Range 1979
Control EDP/CELC
Details
 Contains photographs and an account of CELC at 20.

2010/053

Dominica: Application for Commonwealth Membership

Date Range 12 Jan 1978 - 11 Jan 1979

Control I35/04/02

Details

Letter of initial request for information on membership process from Premier Col. A. R. John, 12 January 1978. Correspondence about timetable, letters of approval of membership from other members including a letter from Uganda raising their exclusion from Britain during the 1977 CHOGM.

Includes separate file: Dominica Independence Celebrations, 28 October/4 November 1978 which contains a paper on the independence negotiations and a profile of Dominica prepared by the Information Division.

2010/054

St Lucia: Membership of the Commonwealth

Date Range 20 Dec 1978 - 05 Apr 1979

Control I35/05/02

Details

Letter informing Secretariat of Termination of Association Order from UK Foreign Office, letters of approval of membership from other countries, and letter of welcome and press announcement.

2010/055

Apartheid in Sport: Part C

Date Range 11 May 1978 - 27 May 1979

Control I40/73/02

Details

Concerning areas such as sporting links with South Africa; Commonwealth Games Edmonton 1978 and Ugandan withdrawal citing Canadian anti-Amin propaganda and Nigeria's potential withdrawal over New Zealand's sporting contact with South Africa. New clippings. Copy of submissions to New Zealand Cricket Council. Letter from Muldoon to Ramphal on how to manage sporting organisations in New Zealand. Secretariat notes on New Zealand sporting contact with South Africa. Notes on meeting between Anyaoku and Jamaican Minister for youth affair on issues effecting sport such as apartheid and cold war politics. Details of discussions between Council of New Zealand Rugby Union and the government. On possible joint Austrian, British and New Zealand team tour of South Africa. Ben Couch's support for the tour. Letter from Malcolm Fraser on potential visit from Australian players.

2010/056

Special Problems of Small States: Meeting of Commonwealth Officials, 19/20 April 1979

Date Range 15 Nov 1978 - Jun 1979

Control I70/150/01

Details

Extracts from Senior Officials Meetings 1978, discussing special membership as well as specific issues faced by small states, notably external finance. A number of replies from members on Commonwealth: Its Special Responsibility to Small States plus a summary of responses and recommendations. Minutes from April Meeting and relevant papers from Heads of Government Meeting 1979.

2010/057

Correspondence with International Affairs: Part 1

Date Range 15 Oct 1969 - 18 Mar 1979

Control L155/A/15

Details

Papers on migration including 1970 intra-Commonwealth study, note on discussions over UK immigration Act 1971 and on a meeting between Ramphal and the British Home Secretary. Notes on meeting with IAD and New Hebrides.

- 2010/058** **Measures to Prevent Discrimination against Women**
Date Range 13 Apr 1978 - 25 Sep 1979
Control L155/D/83 Old File No: L155/DW
Details
Commissioning of the study, request for information and replies outlining the position in a number of Commonwealth countries.
- 2010/059** **Jamaica: Part 2**
Date Range 22 Jan 1975 - 10 Dec 1979
Control L155/G/171
Details
Correspondence on general legislation assistance to Jamaica on matters such as treatment of offenders, fugitive offenders, legal drafting, law school vacancies, human rights, registration of fathers of children born out of wedlock and general requests for copies of various pieces of legislation in other member countries.
- 2010/060** **Kiribati: Legal: Part 1**
Date Range 12 Apr 1977 - 21 Dec 1979
Control L155/G/173 Old File No: L155/GE; L155/KB
Details
Correspondence on post independence legal drafting, company law, and draft constitution. Issue of Secretariat assistance in independence financial settlement discussions, including the matter of British Phosphates Commission
- 2010/061** **Solomon Islands: Part 1**
Date Range 27 May 1975 - 28 Dec 1979
Control L155/G/188 Old File No: L155/SMONS
Details
Correspondence on provision of constitutional advice to Solomon Islands, prior to independence. Plus details of CFTC assistance, including a copy of Report on the Effects of the Grant of Independence to the Solomon Islands on Treaties Formerly applicable to the British Solomon Islands Protectorate and Certain Related Matters.
- 2010/062** **Western Samoa: Part 2**
Date Range 13 Feb 1976 - 18 Dec 1979
Control L155/G/201 Old File No: L155/WS
Details
General assistance on legislation.
- 2010/063** **Papua New Guinea: Part 3**
Date Range 04 Jan 1977 - 12 Dec 1979
Control L155/PNG
Details
Routine correspondence on matters such as meeting attendance, signatures and seal, law and the environment; accident claims; village courts; CFTC assistance with legal drafting and on legal appointments and the Law Reform Commission. Also includes a copy of a report on a visit by the legal Director 1974.
- 2010/064** **Seminar on Broadcasting and the Law**
Date Range 28 Nov 1978 - 25 Sep 1979
Control L155/SOBAL
Details
CFTC sponsored seminar. Contains spiral-bound copy of "Manual on Broadcasting and the Law".

2010/065

Trinidad and Tobago: Part 1

Date Range 02 Dec 1969 - 04 Dec 1979

Control L155/TDAD

Details

Correspondence on matters such as appointment of Ombudsman and other legal appointments; news clippings on Ramesh Mahraj case; paper on death penalty and appeals. Also includes a copy of a report on a visit by the legal Director 1975.

2010/066

Technical Assistance Committee: Part 2

Date Range 30 Dec 1977 - 05 Feb 1979

Control M158/001/09

Details

Agenda, minutes and papers of the committee. Topics covered include role and method of work of the committee; summary of project requests and finances; possible areas of co-operation with UNDP; report from Medical Advisor.

2010/067

Women and Development: Part 1

Date Range 07 Jul 1975 - 31 May 1979

Control M158/001/17/05

Details

Follow up on Kingston proposal on women in public affairs. Includes overview papers and recommendations for action, especially the establishment of the Internal Working Party on Women & Development; records of their meetings and their report.

2010/068

Commonwealth Foundation: Part 4

Date Range 21 Feb 1978 - 06 Nov 1979

Control M158/010/10 Old File No: M158/95/02

Details

Correspondence with the Foundation on topics such as request for financial sponsorship for the Child to Child programme; Summary records of Minor Grants Committee meetings; copies of visit reports including Directors Journey Report; on support to pharmaceutical associations; copy of Liverpool School of Tropical Medicines visit to Botswana; Minutes of Board of Trustees.

2010/069

Commonwealth Health Manpower and Health Management Planning: Part 1

Date Range 01 Aug 1977 - 13 Nov 1979

Control M158/020/15

Details

Follow up on Ministerial requirements for Secretariat to supply consultancy advice on national health policy. Includes correspondence and data from consultants, programmes reports and proposals.

2010/070

West African Health Secretariat: Part 4

Date Range 05 Jan 1976 - 06 Dec 1979

Control M158/030/01 Old File No: M158/94/10

Details

Papers assessing the efficacy of co-operation in West Africa; on contact renewal; summary of CFTC assistance; notes on meetings with the Secretariat; various reports and review of programme activities and finances plus accompanying comments; assessments of contributions and budgetary materials.

- 2010/071** **Projects: East, Central and Southern Africa: Part 4**
Date Range 02 Jan 1979 - 19 Dec 1979
Control M158/040/03 Old File No: M158/92/05B
Details
Correspondence and course material for Health Management Training.
- 2010/072** **Regional Health Co-Operation, Pacific: Part 1**
Date Range 18 Nov 1977 - 10 Sep 1979
Control M158/060/03
Details
Correspondence on co-operation with WHO Regional Office and South Pacific University, plus a report on the medical education mission 1971.
- 2010/073** **Inter-Regional Workshop for Trainers in Youth and Development Programmes, Papua-New Guinea, June 1979**
Date Range 27 Oct 1978 - 10 Sep 1979
Control ASG/MUR/01
Details
Project outline and report.
- 2010/074** **Internal Working Party on Women and Development**
Date Range 29 Aug 1978 - 04 May 1979
Control ASG/MUR/02
Details
Minutes and papers from working party.
- 2010/075** **Report on "Women and Development" by Elizabeth Reid**
Date Range 10 May 1979 - 18 May 1979
Control ASG/MUR/03
Details
Copy of report plus memorandum by the Commonwealth Secretariat and the Secretary-General.
- 2010/076** **Committee of Management: Minutes of the Meeting held on 6/7 March 1979, New Delhi**
Date Range 06 Mar 1979 - 06 Jun 1979
Control ASG/MUR/04
Details
Contains committee papers, reports, minutes and appendices
- 2010/077** **Meeting on Government Policy on Youth Affairs, 9/13 March 1979**
Date Range 19 Feb 1979
Control ASG/MUR/05
Details
Professor Murshid's file. Copy of Secretary-Generals speech; delegate information; papers on problems in Caribbean; youth Identity in India; democratic youth policy in Europe.

- 2010/078** **Commonwealth Youth Programme: Regional Directors Meeting, New Delhi, 5 March 1979**
Date Range 18 Feb 1979
Control ASG/MUR/06
Details
Professor Murshid's file .Divided into following sections: 5, Student Allowances (with 3 appendices, A/B/C); 6, Programme Management - Financial Rules/Conditions of Service
- 2010/079** **Commonwealth Youth Programme: Committee of Management, New Delhi, 6/7 March 1979**
Date Range Mar 1979
Control ASG/MUR/08
Details
Divided into following sections: 1 Report by Director; 2 Government Policy Meeting; 3 2nd Meeting of Young Leaders; 4 Workshop for Trainers; 5 Job Creation Projects; 6 Implementation of Appraisal Recs; 7 Pledges and Payments 78-79; 8 Revised Plan of Expenditure 78-79; 9 Pledges 1979-80; 10 Draft Plan of Expenditure 1979-80; Minutes of Meeting April 1978; Provisional Statement
- 2010/080** **Proposed Establishment of Regional Secretariat in South-East Asia: Part 1**
Date 04 Mar 1975 - 22 Nov 1977
Control HP/070/01
Details
Items in this file include, summary of current situation, correspondence on investigating the proposal, a copy of the final report with comments on its quality.
- 2010/081** **Commonwealth Foundation: Part 2**
Date 20 Dec 1972 - 25 Oct 1977
Control L155/95/02
Details
Correspondence between the Secretariat Legal Division and the Commonwealth Foundation on legal issues including; Law Conferences, reports on Foundation projects, liaison and co-operation with member countries, legal drafting and training
- 2010/082** **Committee of Management, London, 3/5 October 1977**
Date 18 Aug 1977 - 04 Oct 1977
Control SGAN/01/017
Details
Commonwealth Youth Programme, Committee of Management draft work plans; financial planning and accounting; minutes of Caribbean, African, Asian and Advisory Board.
- 2010/083** **Committee Youth Enterprise**
Date 20 Jun 1977 - 01 Aug 1977
Control SGAN/04/001
Details
Correspondence on the issue of Barclays Bank sponsorship of the Commonwealth Youth Conference and its association with South Africa. Copy of Mr Anyaoku's speech and conference programme.
- 2010/126** **Commonwealth Secretariat: budget estimates for 1979-80.**
London: Commonwealth Secretariat, 1979
Date Range 1979
Control ADMIN/BUDGET

- 2010/127** **Budget 1979-80. Finance Committee Meeting Minutes. Finance Sub-committee Report.**
London: Commonwealth Secretariat, 1979
Date Range 1979
Control ADMIN/BUDGET
- 2010/128** **Commonwealth Secretariat Staff Directory December 1979.**
London: Commonwealth Secretariat, 1979 33p
Date Range 1979
Control ADMIN/COMMONWEALTH SECRETARIAT STAFF DIRECTORY
- 2010/129** **Commonwealth Secretariat Staff Directory August 1979.**
London: Commonwealth Secretariat, 1979 31p
Date Range 1979
Control ADMIN/COMMONWEALTH SECRETARIAT STAFF DIRECTORY
- 2010/130** **Commonwealth Secretariat Staff Directory April 1979.**
London: Commonwealth Secretariat, 1979 31p
Date Range 1979
Control ADMIN/COMMONWEALTH SECRETARIAT STAFF DIRECTORY
- 2010/131** **Commonwealth Secretariat Market Survey Report 1979: appendices: market survey for non diplomatic staff salaries: report and consultant's proposals..**
London: Commonwealth Secretariat, 1979 31p
Date Range 1979
Control ADMIN/MARKET SURVEYS
- 2010/132** **Commonwealth Secretariat Market Survey Report 1979:**
London: Commonwealth Secretariat, 1979 31p
Date Range 1979
Control ADMIN/MARKET SURVEYS
- 2010/133** **Commonwealth Secretariat Market Survey Report 1979: market survey for non-diplomatic staff salaries.**
London: Commonwealth Secretariat, 1979
Date Range 1979
Control ADMIN/REP.OF THE REV.GROUP/ GRADINGS, SALARIES, ALLOWANCES
- 2010/134** **Administrative and Personnel Policies and Practices within the Commonwealth Secretariat: Section V: extract from draft report on Women and Development by E. Reed for Commonwealth Secretariat 1979.**

London: Commonwealth Secretariat, 1979 10p

Date Range 1979

Control ADMIN/STAFF REGULATIONS AND STAFF RULES

- 2010/135** **Nuclear collaboration with South Africa: report of the United Nations Seminar, London, 24-25 February 1979.**
London: Commonwealth Secretariat, 1979
Date Range 1979
Control AFRICA/GENERAL/1979
- 2010/136** **Report on the assignment for the period May - November 1979 [East African Management Institute].**
Date Range 1979
Control AFRICA-EAST REPORTS/IN DATE ORDER
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