

## Secretariat

The administrative functions of the United Nations are entrusted to the Secretariat,<sup>1</sup> with the Secretary-General at the helm. According to Article 97 of the Charter, the Secretary-General is appointed by the General Assembly upon the recommendation of the Security Council and he in turn employs the necessary staff for the proper discharge of his duties.

Under the Charter, the Secretary-General's functions are to act as the chief administrative officer of the Organization and to appoint the staff of the Secretariat under regulations established by the Assembly; to bring to the attention of the Security Council any matter which, in his opinion, may threaten the maintenance of international peace and security; and to make an annual report to the General Assembly on the work of the Organization. Consequently, he is responsible both for carrying out the instructions given to him by the Security Council and the General Assembly in connection with the Organization's normal activities and the attainment of its basic objectives under the Charter, and for bringing to the attention of the Council and the Assembly those problems and proposals which he considers require a decision. In addition, he may be called upon to perform special functions under instructions from the Council or the Assembly, or he may on occasion use his good offices to seek a solution to a question without bringing it before any specific United Nations body. Prevailing international conditions and the personality and ability of a particular Secretary-General determine the extent of his involvement in specific problems and the way in which these problems are handled.

The present Secretary-General, U Thant of Burma, was appointed Acting Secretary-General on November 3, 1961, to complete the unexpired term of office of the late Dag Hammarskjöld. On November 30, 1962, he was appointed Secretary-General for a term ending on November 3, 1966.

In 1965, the total staff of the Secretariat (including the voluntary programmes) numbered 8,934, and 107 nationalities were represented in it. Article 101 (3) of the Charter states that:

The paramount consideration in the employment of the staff and in the determination of the conditions of service shall be the necessity of securing the highest standards of efficiency, competence and integrity. Due regard shall be paid to the importance of recruiting the staff on as wide a geographical basis as possible.

To this end, every person joining the Secretariat must take an oath:

To exercise in all loyalty, discretion and conscience the functions entrusted to me as an international civil servant of the United Nations, to discharge these functions and

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<sup>1</sup>The organization of the Secretariat is illustrated in the chart included in this chapter, and a list of the senior officials of the Secretariat during 1965 is given in Appendix II (7).