

**ECONOMIC  
AND  
SOCIAL COUNCIL**

**CONSEIL  
ECONOMIQUE  
ET SOCIAL**

LONDON  
E/PC/T/14/1  
11 October 1946  
CONFERENCE: BRILLIANT

FEDERATION COLLEGIUM OFFICII IN SECTORE  
CONFERENTIAE DE REBUS ET EMPLOYMENT

Church House, Westminster

GENERAL ARRANGEMENTS FOR DELEGATES

Opening of the Conference

The first plenary session will be held in the House Memorial Hall, Church House, on Tuesday, 12 October 1946 at 9 p.m.

Delegates who have not already collected their passes are invited to do so at the reception desk at the Dean's Hall Entrance of Church House on or after 10.30 a.m. on 11 October in order to avoid any delay in opening the meeting at the advertised time.

Secretariat

The Executive Secretary of the Conference is Mr. Myndra White, Room 138. The Deputy Executive Secretary is Mr. J. W. La Carte, Room 150.

All communications and queries should be addressed to the office of the Administrative Secretary, Miss A. Saunders, Room 129, Extension 24.

Delegates Lounge

The North Hall on the 1st floor is reserved as a lounge for delegates. The bar will be open from 12 - 2 p.m. and from 6 - 7.30 p.m. daily. Tea will be served from 4.15 - 5.15 p.m. daily.

General Information Desk

This will be found in the Dean Entrance Hall. Members of the NUS will be in charge of this desk and will be glad to assist delegates in booking theatre tickets, shopping or any other personal matters.

A handbook will be issued by the Information Service of the Temporary London Office giving local information and particulars of all Conference arrangements.

Telephone Service (Foreign Funds)

A special service from the Church House switchboard will be in operation for delegates wishing to make trunk calls.

All delegates kindly give their name and delegation to the operator when making the call so that accounts may be subsequently rendered by the Finance Service for settlement.

Telephone call boxes are to be found in the kiosks outside the Moore Memorial Hall and Gallery on the 1st and 2nd floors.

Car Park

Delegation cars may be parked in Dean's Yard between the hours of 9 a.m. and 5.45 p.m. The concrete section at the south end of the Yard will be reserved for this purpose. The officials of the National Car Park will be in charge. Delegation drivers should report at the Main Entrance, where there will be an indicator board showing the names of delegations and should mark in the appropriate column whether they are in or out. A waiting room will be provided for them. Delegates requiring their cars should ask for them at the Messengers Desk in the Main Hall.

Food Cards

A representative of the Ministry of Food will attend in the Main Entrance at Church House on Tuesday 19 October and Wednesday 16 October, between the hours of 10.30 a.m. and 5 p.m. to supply delegates with Ration Cards.

It will be necessary to produce passports for this purpose.

Entertainment

It would be of great assistance if delegations arranging entertainment would inform Miss Caynglame-Robertson, Conferences and Missions Branch, Room 511, Extension 356, of their intention in order to avoid any conflict of dates.