

GATT Office Circular No. 168

LIST OF LIAISON OFFICERS AND REPRESENTATIVES

1. This document is designed for internal use in the secretariat. It sets out the names of Heads of Missions of contracting parties in Geneva and in certain cases the names of officials with whom the secretariat has day-to-day contact. Where contracting parties are not represented in Geneva, the name of the accredited Liaison Officer is given.
2. The persons listed below except for those shown with an asterisk are to receive a copy (on printed "copy" paper) of all official communications sent directly to their governments.
3. Although airgrams are sent only to Ministers for foreign affairs etc., a copy (printed "copy" in red ink) is to be addressed to each of the persons listed below except for those shown with an asterisk. For the convenience of representatives, care should be taken that the copy of the airgram be sent in the language indicated by the address below even though the original may be sent to his government in the other language.
4. For their convenience, an extra copy (on printed "copy" paper) of any correspondence sent directly to liaison officers and representatives listed below should be prepared and attached to the original for despatch. It should be remembered that for any correspondence of which a copy is to be sent to anyone outside the GATT secretariat, the copy should be prepared on printed copy paper so as to avoid any confusion in the mind of the recipient as to its origin or purpose. Likewise, any attachment to a letter of this nature should be sent in duplicate.
5. The Chairman of the CONTRACTING PARTIES receives a copy in English of all official correspondence, including airgrams, secret or otherwise, which is addressed to all contracting parties. It is not necessary, however, to send him copies of letters despatched only to one or several contracting parties. His address is:

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