

GATT Office Circular No. 276

STAFF WELFARE OFFICER

It has been decided to create a new service available to all staff members. Mrs. Anne Kaeser will fulfil the duties of Staff Welfare Officer in parallel to her present work. She will continue to be attached administratively to the Head of the Department of Coordination and Administration.

Mrs. Kaeser has a wide experience of the operation of the organisation and has researched a variety of subjects including free social services available in Geneva, free legal advice, childcare facilities, medical and hospital treatment, communal and spare time activities. She is also a member of the Staff Assistance Fund Board and the GATT Sports Club Committee.

All staff members, whether permanent or temporary, and their families are welcome to consult Mrs. Kaeser on any personal, family or professional matter. Each case will of course be treated with tact and discretion and in strict confidence. She will receive new officials and offer assistance in finding accommodation, choosing schools, arranging credit facilities etc. Her duties will also include keeping in contact with groups and services in the other international organisations, the City of Geneva and elsewhere.

Mrs. Kaeser will be glad to receive any staff member interested in having further details of this service. Her office number is 3047 telephone extension 2106.

John Croome
Head of Department of Coordination
and Administration