

INTERNATIONAL UNION OF PURE AND APPLIED CHEMISTRY

MINUTES OF LXIVth MEETING OF EXECUTIVE COMMITTEE

HELD AT IUPAC SECRETARIAT, OXFORD

on

FRIDAY-SATURDAY, 14-15th FEBRUARY, 1969 at 9.00

PRESENT:

Prof. V.N. Kondratiev	-	President, in the Chair
Dr. A.L.G. Rees	-	Vice-President
Prof. W. Klemm	-	Past President
Dr. R. Morf	-	Secretary General
Prof. J.C. Bailar, Jr.	-	Treasurer
Sir Harold Thompson		
Prof. O. Wichterle		

IN ATTENDANCE:

Mr. P.M. Arnold	-	Chairman of Finance Committee (in part)
Dr. M. Williams	-	Executive Secretary
Mr. R.J.M. Ratcliffe	-	Assistant Secretary

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A G E N D A

1. Finalization of Agenda.
2. Minutes of and Matters Arising from Minutes of LXI, LXII and LXIII Executive Committee Meetings.
3. Matters Arising from Minutes of XXII Bureau, Division Presidents' (31.10.68) and Finance Committee (21.1.69) Meetings.
4. Review of Travel Expenses and Subsistence of IUPAC Officers.
5. IUPAC Sponsorship and Subvention.
6. IUPAC Publications.
7. Motion of U.S. Delegation re Studies of Dues Structure.
8. Association between IUPAC and International Conference on Crystal Growth.
9. Arrangements for XXVth IUPAC Conference (Cortina d'Ampezzo).
10. Report of President on State of The Union.
11. Biennial Report of Treasurer.
12. Budget Estimates for 1970 and 1971.
13. IUPAC Seal.
14. Publicity - Exhibition Panel.
15. Memorandum of Prof. V.N. Kondratiev re Critical Data on Chemical Kinetics.
16. Reimbursement of IUPAC for Contract Work.
17. Representation of IUPAC on Other International Organizations.
18. New Titular and Associate Members.
19. Clarification of Comptes Rendus XXIV IUPAC Conference.
20. Clinical Chemistry Section.
21. Inter-Divisional Committee on Nomenclature and Symbols.
22. Company Associates Plan.
23. National Adhering Organizations.
24. Circular Letters from Commission V.7.
25. Operation of Joint Commissions.
26. Liaison with Industry
27. XXVIth IUPAC Conference (Washington D.C.)
28. Committee on Teaching of Chemistry

Minute 420

INTRODUCTION

An apology for non-attendance had been received from Prof. J. Lecomte, who was recovering from an operation. The following telegram was sent by the Secretary General:

"PRESIDENT KONDRATIEV ME CHARGE DE VOUS EXPRIMER NOS VOEUX
LES MEILLEURS POUR VOTRE GUERISON RAPIDE ET COMPLETE STOP
AVEC MON MEILLEUR SOUVENIR"

Minute 421

FINALIZATION OF AGENDA

The Agenda, as drawn up by the Executive Secretary, was approved.

Minute 422

MINUTES OF LX, LXI and LXIII EXECUTIVE COMMITTEE MEETINGS

It was Resolved:

that the amended Minutes of the LX Meeting and the
Minutes of the LXI and LXIII Meetings of the Executive
Committee be approved.

(Note: The Minutes of the LXII Meeting were approved at Monte Carlo on
31st October, 1968).

Minute 423

MATTERS ARISING FROM MINUTES OF LX EXECUTIVE COMMITTEE MEETING

Minute 379: Membership of Bureau - It was Resolved:

that the wording "and the Statutes be changed
accordingly" of the second resolution (see
Minute 398 of LXI Executive Committee Meeting)
be rescinded - for consideration by the Bureau
and Council.

Minute 389: Paris Archives - The Secretary General reported that he
had still not been able to remove the residue of IUPAC archives material
from Paris to Switzerland.

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It was Resolved:

that the Executive Secretary arrange for the transport of IUPAC archives material from La Maison de la Chimie (Paris) to the IUPAC Secretariat (Oxford), and catalogue them so that the Executive Committee might decide which items were worth keeping.

Minute 424

MATTERS ARISING FROM MINUTES OF LXIII EXECUTIVE COMMITTEE MEETING

Minute 413(v): Machine Documentation - Dr. Gabrielson had felt himself insufficiently expert to prepare a statement on machine documentation in the chemical field, for publication in the Information Bulletin, and suggested Dr. J.W. Barrett as a possible author.

It was Resolved:

that Dr. K. Loening, in consultation with Dr. J.W. Barrett, Prof. H.K. Livingston, and other experts as necessary from throughout the world, be invited to prepare a report on machine documentation. It should:

- (a) assess the problems of machine documentation;
- (b) survey the different approaches already in hand throughout the world (giving the characteristics of each);
- (c) specify the characteristics necessary for chemistry;
- (d) recommend what, if anything, should be done by IUPAC.

The report should be available for consideration by the Bureau at Cortina d'Ampezzo with a view to safeguarding the interests of chemists - Executive Secretary to act.

Minute 413(vii): Ad-hoc Committee on Medicinal Chemistry - On grounds of increased responsibilities as the newly elected President of the American Chemical Society, Dr. B. Riegel had declined the invitation to act as convener of the ad-hoc Committee on Medicinal Chemistry. He recommended the invitation be extended instead to Prof. E.E. Campaigne (USA). The USSR Ministry of Medicinal Industry had recommended that Prof. V.D. Yakovlev, being a chemist, would be a more suitable member of the ad-hoc Committee than Prof. G.N. Pershin. This view was

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supported by the USSR National Committee for Chemistry.

Prof. Wichterle observed that it was better for recommendations on membership of IUPAC units not to be made by governmental departments, otherwise the concept that IUPAC was a non-political organization would be violated.

It was Resolved:

that an ad-hoc Committee to study the possible setting up of a Section on Medicinal Chemistry by IUPAC, be appointed, the composition to be Prof. E.E. Campaigne (Convener), Prof. V.D. Yakovlev and Dr. L.H. Sternbach. A report should be prepared for consideration by the Bureau at Cortina d'Ampezzo - Secretary General to act.

Minute 417: Pension Payment to Dr. Morf - Having heard a statement from Dr. Morf, the Executive Committee decided to make him a cash payment of \$15,200 as an appreciation to him of his efforts for IUPAC. Dr. Morf said that he had not asked for any such payment, nor would he make any such claim in the future. This payment is to be made upon his retirement from Hoffmann-La Roche

A copy of this resolution is to be sent to the proper authorities in Hoffmann-La Roche.

Minute 425

MATTERS ARISING FROM MINUTES OF XXII BUREAU MEETING

Minute 17: Article by Prof. Klemm - Butterworths had submitted quotations for printing various quantities of the article. It was agreed to print 10,000 copies (£450), then retain the type standing for 6 months for a possible reprint.

The article would be distributed free, from the IUPAC Secretariat to National Adhering Organizations, Company Associates, University Libraries and Heads of Chemistry Departments, and to addresses on the mail chains of Pure and Applied Chemistry and the Information Bulletin. Special effort should be directed to bringing the article to the attention of younger chemists. National Adhering Organizations should be requested to arrange for republication of the article in appropriate national journals.

The Executive Secretary reported some difficulty in obtaining a copy of the mail chain for the Information Bulletin from the Secretary General; Dr. Morf promised to send it to Oxford immediately.

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Minute 22: Visas for Symposia Participants - Prof. Kondratiev had expressed surprise that requests be made to the Academies of Science in Hungary (re International Symposium on Macromolecular Chemistry: Kinetics and Mechanism of Polyreaction), USSR (re VIIth International Symposium on the Chemistry of Natural Products) and Poland (re XIIIth International Conference on Co-ordination Chemistry) for written assurances re provision of visas for all intending symposia participants. Visas are the responsibility of Foreign Ministries and Academies of Science can play no part in the matter.

It was now clear that the Bureau had been in error in merely asking for visa assurances from Hungary, USSR and Poland. The matter applied equally to all countries which were National Adhering Organizations of IUPAC.

Dr. Rees agreed that IUPAC cannot dictate visa policies to governments, but chemists of all National Adhering Organizations should be entitled to attend meetings sponsored by IUPAC. He believed that unless a country, which is proposed as the venue of an IUPAC meeting, can give an assurance that there will be no discrimination, then IUPAC is entitled to withhold sponsorship of this meeting on the grounds that it is not accessible to all its members.

It was Resolved:

to inform National Adhering Organizations, Division Presidents and others responsible for the organization of symposia and meetings under the auspices of IUPAC that, in considering the location of such meetings, they should take all possible steps to ensure the freedom of all bona fide chemists to attend. Unless such provision is made, IUPAC may find it impossible to grant sponsorship - Executive Secretary to act.

Prof. Wichterle suggested this resolution be included in the revised Advance Information Questionnaire and space left for the Organizers to comment on the matter. The resolution is also to be printed in the Information Bulletin.

Minute 24: Paper, Pulp and Board Section - As President of the Applied Chemistry Division, Dr. Gallay was trying to ensure a good future programme of activity for the Paper, Pulp and Board Section. He hoped that the Treasurer would budget for the possibility of a post-Cortina meeting of the Section. Approval for this budgeting was given by the Executive Committee.

In order to make the position perfectly clear, it was Resolved:

that the Treasurer recommend Dr. Gallay to inform all Titular Members of the Paper, Pulp

and Board Section that they cannot meet at Cortina d'Ampezzo at the expense of IUPAC.

MINUTE 426

MATTERS ARISING FROM MINUTES OF FINANCE COMMITTEE MEETING (21.1.1969)

Minute 3: Transfer of Funds to Reserves - The Finance Committee believed that reserves were now sufficient in relation to annual expenditures, and it recommended that the mandatory \$10,000 annual transfers to reserves be terminated.

Before taking any decision on the recommendation of the Finance Committee, Sir Harold Thompson asked for details of IUPAC's existing assets. These were provided in the form of a Comparative Statement of Income and Expenditure (see Appendix A) and Comparative Balance Sheets (see Appendix B). Total assets at the end of 1968 were \$329,781.76, including \$183,489.16 in Reserve and an Excess of Income over Expenditure for 1968 of \$36,066.24.

Dr. Morf gave as reasons for the greater Excess of Income over Expenditure (\$61,822.43) in 1967, a Conference year, compared with 1968, a reduction in the staff of the Basle Secretariat (saving more than \$10,000), the repayment from staff pension funds by Hoffmann-La Roche, and the extent of payment of travel expenses of some Titular Members to the Prague Conference by their National Adhering Organizations. Mr. Arnold expected the good financial position to continue in that payment of travel expenses by National Adhering Organizations would probably continue, though at a lesser level; also, the office of the Secretary General in Zurich would gradually be phased out.

It was Resolved:

that the mandatory \$10,000 annual transfers from income to reserves be terminated, effective with the current fiscal year - for consideration by the Bureau and Council.

In light of the good financial position, Sir Harold Thompson thought that consideration might be given to convening of more meetings of IUPAC Commissions in future.

Minute 4: Terms of Reference of Committee - In order to comply with Statute 9.5, it was necessary for the Finance Committee to consult the Treasurer about the selection, purchases and sales of securities. This should be done by telephone if an urgent decision was required.

It was Resolved:

that the Finance Committee be given executive authority with respect to selection, purchases and sales of securities held by IUPAC, provided

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that the Treasurer and Schweizerische Bankgesellschaft
(as the IUPAC Bankers), concur in the decisions of
the Committee - for consideration by the Bureau and Council

Minute 9: Banker - It was Resolved:

that the Secretary General write a letter to
Schweizerische Bankgesellschaft

- (a) asking it to continue as the IUPAC Banker,
- (b) asking for an estimate of its expenses as
IUPAC Banker, so that these may be paid by IUPAC.

Minute 10: Budget - IUPAC policy on sponsorship of meetings is defined
by Minute 16 of the Council Meetings at the XXIII Conference (Paris,
6th and 8th July, 1965).

It was Resolved:

that the second sentence of item (3) of Minute 16
of the Council Meetings at the XXIII Conference
be amended to read "The total amount set aside
for subventions in a non-Conference year shall
normally not exceed \$20,000, and no restriction
be placed on the subvention for a single meeting" -
for consideration by the Bureau and Council.

The Treasurer moved that a vote of thanks be minuted to the Finance
Committee for its excellent work on behalf of IUPAC. In reply to a
question from the Treasurer, Mr. Arnold confirmed that there were only
five members of the Finance Committee; Dr. Morf was an ex-officio
member.

Minute 427

REVIEW OF TRAVEL EXPENSES AND SUBSISTENCE OF IUPAC OFFICERS

Previous to the meeting, the Treasurer had circulated amongst the
Executive Committee a listing of travel expenditure incurred by IUPAC
Officers during 1967 and 1968.

Minute 428

IUPAC SPONSORSHIP AND SUBVENTION

Further to the recommendation of the Division Presidents (see Minute 3,
Monte Carlo Meeting, 31st October, 1968), it was Resolved:

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that the appointment of a Symposium Editor by the Organizers be made a condition of granting IUPAC sponsorship to a meeting - for consideration by the Bureau and Council.

In consultation with the Chairman of the Editorial Advisory Board (Sir Harold Thompson), Scientific Editor (Prof. B.C.L. Weedon), and Butterworths (the IUPAC publishers), the Advanced Information Questionnaire, (Appendix C), President's Letter (Appendix D), Notes for IUPAC Officers and Organizers of Meetings (Appendix E) and Notes to Contributors (Appendix F) had been revised by the Executive Secretary. The revisions took into account the responsibilities of a Symposium Editor, and were endorsed by the Executive Committee.

IUPAC policy on co-sponsorship of meetings is to treat each case on its merits. If IUPAC is the initiator, it has the first right to publish the proceedings of a co-sponsored meeting.

The mechanism of granting IUPAC sponsorship and subvention to meetings, which takes into account existing IUPAC policy (see Minute 16, Council Meetings at Paris, 6th and 8th July, 1965), is now as defined in Appendix G. Requests for subvention should be accompanied by a draft realistic budget along the lines of Appendix H. It was agreed to publish Appendix G in the Information Bulletin and have reprints available for use by new Division Presidents, etc. Publication of Appendix G was also recommended in appropriate national journals through the National Adhering Organizations.

Sponsorship by IUPAC of the following meetings was considered by the Executive Committee (no subvention requested unless specifically mentioned):

Centennial Celebration of Mendeleev's Discovery of Periodic Law (UNESCO, Paris, in conjunction with French Chemical Society, March 1969). Prof. Kondratiev, as President of IUPAC, had cabled his approval for IUPAC's name to be associated with the centennial celebration. This action was endorsed by the Executive Committee.

Colloque Weyl-II (Cornell University, USA, June 1969). Already supported by Inorganic Chemistry Division; Editorial Board wished to publish 8 main lectures; approved by Executive Committee.

Air Pollution (Cortina d'Ampezzo, July 1969). Editorial Board wished to publish 4 main lectures; already approved by Bureau.

Kinetics and Mechanism of Polyreaction (Budapest, August 1969). Already supported by Macromolecular Division; Editorial Board agreed to allow Organizers to publish proceedings; approved by Executive Committee.

IVth, Vth and VIth Microsymposia (Prague, September 1969). Already supported by Macromolecular Division; Editorial Board wished to publish

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main lectures (8, 3 and 5, respectively); approved by Executive Committee. XXIIInd IUPAC Congress Committee had no objection to granting of sponsorship, and this is thought to apply equally to other meetings in 1969.

University Chemical Education (Frascati, October 1969). Editorial Board wished to publish 3 main lectures and 21 short communications; already approved by Bureau.

Xth European Congress of Molecular Spectroscopy (Liege, October 1969). Answers from Organizers to Advanced Information Questionnaire not yet received; Executive Committee decision deferred.

Thermodynamics (Cardiff, April 1970). Now supported by Physical Chemistry Division; Editorial Board wished to publish 8 main lectures; approved by Executive Committee.

VIIth Natural Products (Riga, June 1970). Already supported by Organic Chemistry Division; Editorial Board wished to publish 12 main lectures; approved by Executive Committee. Subvention of \$2,500 granted to assist air fares of main lecturers; Treasurer to inform Organizers that Executive Committee finds it impossible to understand the draft budget.

IIIrd Photochemistry (St. Moritz, July 1970). Already supported by Organic Chemistry Division; Editorial Board wished to publish 12 main lectures; approved by Executive Committee.

Non-Aqueous Electrochemistry (Paris, July 1970). Being organized by Commissions I.3 and V.5; insufficiently detailed answers from Organizers to Advanced Information Questionnaire yet received; Executive Committee decision deferred.

Vth Carbohydrate Chemistry (Paris, August 1970). Already supported by Organic Chemistry Division; insufficiently detailed answers from Organizers to Advanced Information Questionnaire yet received; Executive Committee decision deferred.

XIIIth Co-ordination Chemistry (Cracow/Zakopane, September 1970). Already supported by Inorganic Chemistry Division; Editorial Board wished to publish 14 main lectures; approved by Executive Committee. Subvention of \$2,000 granted.

VIth Microtechniques (Graz, September 1970). Subvention of \$2,000 granted.

VIIth Plant Protection (Paris, September 1970). Contrary to the wording in the Minutes of the Pesticides Section meeting at Sittingbourne, 7-9th October, 1968, IUPAC is not a co-sponsor.

Analytical Chemistry (Budapest, September 1970). Now supported by

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Analytical Chemistry Division; Editorial Board wished to publish 13 main lectures; approved by Executive Committee.

Pesticides under Metabolic and Environmental Conditions (Bonn, September 1970). Subvention of \$1,500 granted, to be provided via Deutscher Zentrallausschuss für Chemie.

Industrial Wastes (Vienna, November 1970). Already supported by Applied Chemistry Division; insufficiently detailed answers from Organizers to Advanced Information Questionnaire yet available; Executive Committee decision deferred

Cycloaddition (Munich, September 1970). Already supported by Organic Chemistry Division; insufficiently detailed answers from Organizers to Advanced Information Questionnaire yet available; Executive Committee decision deferred. Executive Committee decision on subvention deferred, but \$2,500 likely to be provided via Deutscher Zentrallausschuss für Chemie.

Terminal Pesticide Residues (Tel Aviv, February 1971). Draft budget not yet received from Organizers; Executive Committee decision on subvention deferred.

IIInd Pesticide Chemistry (Tel Aviv, February 1971). Already supported by Applied Chemistry Division; insufficiently detailed answers from Organizers to Advanced Information Questionnaire yet available; Editorial Board decision deferred.

Vth Catalysis (USA, August 1972). Now supported by Physical Chemistry Division; Butterworths to be asked if they are interested in publication; Editorial Board did not wish to insist on publication; approved by Executive Committee.

Minute 429

IUPAC PUBLICATIONS

The official address of IUPAC for all correspondence is the Secretariat (see Item 4, Statement of Responsibilities and Authorizations for the Executive Secretary, in Minutes of LXII Executive Committee Meeting, Monte Carlo, 29th October 1968) and this must appear on the front cover of all future issues of the Information Bulletin and Comptes Rendus. The address of the Secretary General, as Editor of the Bulletin, should appear only on its inside-front cover.

Prof. K.A. Jensen had enquired about the provision of reprints of articles on tentative nomenclature in the Information Bulletin. Dr. Morf indicated that reprints could easily be provided if requests for them were received before printing of the Bulletin. Unless he received directions to the contrary, the Secretary General was instructed to print automatically 100-200 reprints of all future

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tentative nomenclature articles for use by the respective Commissions.

With regard to errors in the Tentative IUPAC/IUB 1967 Revised Rules for Nomenclature of Steroids (see Information Bulletin 33), it was agreed to suspend all further distribution and sales of Bulletin 33, in its present form, and reprint the corrected Rules in Bulletin 34. In order to prevent any reoccurrence of such troubles, it was Resolved:

that no printing of tentative nomenclature rules be allowed unless a proof has been seen and approved by the Chairman or a Titular Member of the relevant Commission.

IUB was encouraging the publication in biological and biochemical journals of IUPAC/IUB Tentative Rules for Cyclitol Nomenclature and 1967 Revised Rules for Nomenclature of Steroids. It was Resolved:

IUB be informed that IUPAC does not agree with the widespread publication of tentative rules of nomenclature - Secretary General to act.

(Note: Since the Executive Committee met, it has been established that IUB regards all rules as 'tentative'. 'Definite' rules are not recognized as such by IUB.)

Further to the suggestion of Dr. L.C. Cross, Sir Harold Thompson proposed that, in future, all tentative rules of nomenclature be printed separately from the Information Bulletin by direct reproduction from the original manuscript. Such reproduction ensured accuracy, was quick and inexpensive, and would emphasize the tentative nature of the rules. Distribution of these rules should be on a wider basis than as at present. Whilst agreeing with the printing in separate form of tentative rules, Dr. Rees preferred to see them typeset.

It was Resolved:

that a Standing Committee on Publications of about five people, under the Chairmanship of Sir Harold Thompson, be set up by IUPAC. This Committee should meet at Cortina d'Ampezzo and make recommendations to the Executive Committee on the best method of producing future tentative rules of nomenclature.

Sir Harold Thompson commented on the copyright position of definite rules of nomenclature, which had been cited as a serious restriction to their wide dissemination throughout the world. Normally, Butterworths levied a royalty only when reproduction elsewhere might affect sales of their English-language publication.

It was Resolved:

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that Sir Harold Thompson discuss with Butterworths possible means of producing, in addition to the existing hard-cover edition, a cheap soft-cover version of all definite rules of nomenclature for wide distribution (50,000 copies) throughout the world. Alternatively, after completion of the hard-cover printing, Butterworths might be willing to sell back to IUPAC the copyright so that IUPAC could itself print and distribute a soft-cover version, or allow the rules to be reprinted in appropriate national journals.

The question of publication in the Information Bulletin of minutes of Commission meetings was raised. It was felt desirable only to publish essential resolutions but to refer the matter to the Standing Committee on Publications.

Dr. Rees emphasized that distribution of the Information Bulletin and Comptes Rendus was the responsibility of the Executive Secretary. In principle, it was agreed that gratis copies should only be available to:

- (a) National Adhering Organizations and members of National Committees for Chemistry.
- (b) A number of academic chemists nominated by each National Adhering Organization (this list should be fairly small).
- (c) Professional and learned societies, other than the National Adhering Organizations, that are concerned with chemistry, either completely or partially.
- (d) Titular and Associate Members and National Representatives.
- (e) Company Associates.

Organizations currently receiving the Bulletin and Comptes Rendus but not belonging to one of the above categories, should be asked to pay for these publications. These principles were referred to the Standing Committee for Publications for consideration.

Agreement had been reached to supply Butterworths with 75 copies of each issue of the Bulletin for sale to standing-order subscribers. It appeared that Butterworths had not been charged by IUPAC for copies of Bulletins before No. 31. The Executive Secretary had proposed prices for Nos. 31 and 32 and was awaiting the decision of the IUPAC Officers. It was agreed that the prices be settled between the Treasurer and the Executive Secretary.

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Changes in the cover design, size and format of Pure and Applied Chemistry had previously been suggested by the Division Presidents (see Minute 11, Zürich Meeting, 30-31st May 1968) and Executive Committee (Minute 404, LXIth Meeting, Monte Carlo, 28th October 1968). This matter was referred to the Standing Committee for Publications for consideration.

Minute 430

MOTION OF U.S. DELEGATION RE STUDIES OF DUES STRUCTURE

The revised scheme for annual subscriptions, based on turnover of the chemical industry (see Appendix P), had been recirculated to National Adhering Organizations for their consideration. Replies had been received from Australia, Canada, Czechoslovakia, Finland, Germany, Hungary, Israel, New Zealand, U.K., and U.S.S.R.

It was Resolved:

that, in principle, the Executive Committee recommends acceptance of the revised scheme for annual subscriptions from National Adhering Organizations, based on turnover of the chemical industry - for consideration by the Bureau and Council with a view to making the scheme statutory at the XXVIth Conference in Washington, D.C. (1971).

Each National Adhering Organization would be free to take into account its chemical turnover, then decide which category of the revised scheme was applicable to itself.

Prof. Kondratiev pointed out that, in the view of the USSR National Committee for Chemistry, each country should have the same number of votes in Council irrespective of its category of annual subscription.

Prof. Bailar recommended that a clear definition of "chemical turnover" be prepared for Cortina d'Ampezzo. Prof. Bailar and Mr. Arnold were asked on behalf of the U.S. Delegation, to prepare a paper re the resolution on the new dues scheme for distribution to National Adhering Organizations by the Secretariat as soon as possible. This paper should include data showing the money extra to annual subscriptions, contributed by some countries to IUPAC, e.g. travel of Titular Members to Conference; Company Associates' subscriptions; voluntary donations.

Minute 431

ASSOCIATION BETWEEN IUPAC AND INTERNATIONAL CONFERENCE ON CRYSTAL GROWTH

Unfortunately, there was no time available at Monte Carlo for the Bureau

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to consider the recommendation of the Executive Committee on this matter (see Minute 407, LXI Executive Committee Meeting, Monte Carlo, 28th October, 1968).

In order to avoid fragmentation within chemistry into independent units, Dr. Rees still believed that a definite framework was needed within IUPAC to accommodate both bodies responsible solely for organization of symposia (International Committee for Crystal Growth; International Congress on Catalysis) and bodies with activities other than, and even including, publication (Nuclear Magnetic Resonance; International Association for Cereal Chemistry; International Confederation for Thermal Analysis). International organizations already associated with IUPAC were:- Federation of Chemical Engineering; International Committee for Electrochemical Thermodynamics and Kinetics (CITCE); International Federation of Clinical Chemistry.

The Executive Committee reaffirmed its recommendation to the Bureau that an ad-hoc Committee of three persons be appointed to study the question of relationships of IUPAC on inter-disciplinary matters with other international organizations, particularly as regards matters of publication and sponsorship. Dr. Rees was asked to draw up possible terms of reference for the ad-hoc Committee, for consideration by the Bureau at Cortina d'Ampezzo.

Minute 432

ARRANGEMENTS FOR XXVth IUPAC CONFERENCE (CORTINA D'AMPEZZO)

Mr. Ratcliffe reported on preparations he had made with the Italian Research Council and Compagnia Italiana Turismo for holding the XXVth Conference in Cortina d'Ampezzo from 30th June to 8th July, 1969. The Executive Committee, Bureau and Council would meet at the Savoia Grand Hotel, where members of the Bureau would be staying and the Secretariat located. Accommodation, travel and claim (as appropriate) forms had been mailed from the Secretariat on 28th January to National Adhering Organizations, Titular and Associate Members, Observers and National Representatives. The most convenient route to Cortina was by air to Venice, then by coach (2-3 hour journey).

The Treasurer had recommended subsistence of \$20 per day be payable to Titular Members during the Conference, plus subsistence for one extra day to cover travel to and from Cortina for European Members and two extra days for African, Asian, American and Australian Members.

Mr. Ratcliffe was given permission to make a short visit to Cortina in April, if necessary, in order to check that all local arrangements were progressing satisfactorily. Dr. Morf indicated that it would also be necessary for someone from Union Bank of Switzerland to go to Cortina and arrange for payment at a local bank of travel and subsistence expenses.

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Concern was expressed at duplication of the work of the Secretariat by the Secretary General over arrangements for group travel, visas, etc. at the Conference. The Executive Committee reaffirmed its previous directive on this matter (see Item 6, Statement of Relations between Executive Committee, Officers and Executive Secretary, LXII Executive Committee Meeting, Monte Carlo, 29th October, 1968), namely that the Executive Secretary shall be responsible for making all arrangements concerned with IUPAC Conferences, etc.

The draft Agenda for the Council Meetings was revised (See Appendix I) and will be distributed by the Secretary General to National Adhering Organizations on 2nd March, 1969. The Secretary General will advise members of the Executive Committee, by letter, of all nominations and proposals submitted to him by the statutory deadline of two months before the Council Meetings.

Minute 433

REPORT OF PRESIDENT ON STATE OF THE UNION

The tentative scheme of the report (see Appendix J) was outlined by Prof. Kondratiev. He hoped to have the final report ready by mid-March. The Executive Secretary was requested to obtain, for the President, details of new activities of the Divisions since their reports to the Bureau at Monte Carlo.

Under the heading "Desirable Changes in the Statutes", Prof. Kondratiev wondered if all reference to "Sections" should be deleted, leaving only the possibility of Commissions and Sub-Commissions within the Divisions. After some discussion on this proposal, it was agreed to retain the present wording, because this allowed IUPAC some flexibility, such as the formation of the Clinical Chemistry Section directly attached to the Bureau.

Minute 434

BIENNIAL REPORT OF TREASURER

The Treasurer's report was not yet finalized, but Prof. Bailar commented on some points of importance from it:

Changes in categories for annual subscriptions of
National Adhering Organizations.

Growth in Company Associates Plan.

Financial help from some countries in payment of
travel of their Titular Members.

Slow growth in number of subscribers to Pure and Applied Chemistry,

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but drop in total royalties from Butterworths.

Money for CE contract considered to be too low.

Thanks to Union Bank of Switzerland for their work on behalf of IUPAC.

IUPAC Secretariat at Oxford - a new expense.

Travel and subsistence expenditure now very high, but must expect such costs to grow with increasing activity of IUPAC.

Prof. Bailar itemized the income and expenditure budget for 1969. He hoped that the excess of expenditure over income would be less than shown, because there was never complete attendance at all planned meetings and some countries paid the travel of their Titular Members. Dr. Rees agreed with the view of the Finance Committee that more realistic budgeting of travel and subsistence expenses was possible than simply indicating the maximum expenditure envisaged on this item. It was agreed that, in future budgets, 10% be deducted from the maximum expenditure on travel and subsistence until more precise data was available on such expenses. The amended budget for 1969 is shown in Appendix K.

On behalf of the Treasurer, the Secretariat is to invoice all Company Associates, other than those in Japan, U.K., and U.S.A. where existing arrangements are adequate, for their annual subscriptions, commencing 1969. Notification of payments to Union Bank of Switzerland by Associates should also be made to the Treasurer and Secretariat. Arrangements were already in hand for invoicing the National Adhering Organizations for their 1969 dues.

Sir Harold Thompson had agreed to look into the declining royalties paid by Butterworths (see Minute 21, XXIInd Bureau Meeting, Monte Carlo, 29-30th October, 1968). Butterworths had provided him with Cumulative Sales (per title) to 31.12.67 and also Sales (per title) for each of the years 1965, 1966 and 1967. The rate of royalty had been changed from 12.5 to 10% in mid-1966, but the main factors causing the decline appeared to be poor advance orders from IUPAC-sponsored meetings and lack of co-operation from organizers of meetings to ensure early publication of the proceedings. The Sales (per title) for 1968 should be available for consideration at Cortina.

The Executive Secretary was asked to convey the addresses of Company Associates to Butterworths, so that any drop in paid subscribers to Pure and Applied Chemistry through implementation of the Company Associates Plan, could be estimated.

.../...

Minute 435

BUDGET ESTIMATES FOR 1970 and 1971

Prof. Bailar emphasized that the estimates for 1970 and 1971 (see Appendices L and M) were, as yet, only rough and they would be modified considerably in due course. Some Division Committees, Sections and Commissions had not yet indicated their budgetary requirements for these years. Membership of many IUPAC units will change at Cortina d'Ampezzo; the same schedule of meetings has been envisaged for the XXVith Conference in Washington, D.C. (1971) as in Cortina d'Ampezzo. Subsistence of \$20 per day was obviously unrealistic for Washington, D.C. No allowance had been made for rising costs between 1969 and 1971, but Dr. Morf believed that a drop in air fares was likely by 1971. Mr. Arnold reported that the US National Committee for Chemistry had agreed to assume the extra financial burden from holding the XXVith Conference in USA instead of in Europe. It was attempting to raise \$500,000, much of which was needed to cover the expenses of the XXIIIrd Congress at Boston (1971).

Minute 436

IUPAC SEAL

The Finance Committee (Minute 2, Minutes of Zurich Meeting, 22nd February, 1968) had resolved that:

"Urgent consideration should be given to adopting procedures within IUPAC for better protection of property rights, particularly trade-marking and copyrighting."

Dr. Rees believed that it was now opportune for IUPAC to have an official seal for use on contracts with CE, UNESCO, etc.

A possible design was submitted by the Executive Secretary. He was requested to prepare a paper, for consideration by the Executive Committee at Cortina d'Ampezzo, on the implications of an IUPAC seal.

Minute 437

PUBLICITY - EXHIBITION PANEL

This item was not discussed by the Executive Committee. The Executive Secretary is to prepare a paper on the matter for consideration at Cortina d'Ampezzo.

.../...

Minute 438

MEMORANDUM OF PROF. V.N. KONDRATIEV RE CRITICAL DATA ON CHEMICAL KINETICS

After the discussion of the memorandum at its recent meeting in Frankfurt, the Bureau of CODATA had agreed to establish a Task Group on Data for Chemical Kinetics. Proposals for the means of formation of the Task Group and its subsequent action had been made. Regarding its formation, Prof. Kondratiev is to be consulted to provide names of experts of the different categories of the area of chemical kinetics. The proposals are to be considered by the full CODATA Committee when it meets at Rome on 25th-28th June, so that further comments should be available for the IUPAC Conference in Cortina d'Ampezzo. Prof. Kondratiev said that, for the beginning, IUPAC should undertake the data on electrochemical kinetics.

With regard to increasing IUPAC activities in the field of catalysis, Prof. Kondratiev had thought the simplest way would be through some reorganization of Commission I.6 (Colloid and Surface Chemistry). Prof. J.H. de Boer and Prof. G. Schay had suggested that the Sub-Commission structure of this Commission might be revived to deal with heterogeneous and homogeneous catalysis. The Executive Committee recommended that the matter be discussed by the Physical Chemistry Division at Cortina d'Ampezzo. Official contact with the Council of International Congress on Catalysis has been established (see Minute 440).

Minute 439

REIMBURSEMENT OF IUPAC FOR CONTRACT WORK

At the suggestion of Dr. Gallay, the Executive Committee had been requested to look into the matter of reimbursement of IUPAC for preparation of methods, etc. (see Minute 26, XXII Bureau Meeting, Monte Carlo 29-30th October 1968). The Executive Committee recommended that in such cases as the pesticides work carried out for FAO-WHO by the Applied Chemistry Division there should be a definite contract which made provision for the work to be done by IUPAC.

Commission V.1 (Analytical Reactions and Reagents) had expressed concern at not knowing the present status of the contract work with CE. Dr. Morf indicated that:

- (a) The 1967 contract had been completed on time, some 47 tentative methods having been selected by Prof. R. Truhaut and himself.
- (b) The 1968 contract had been extended to July 1969, when 10 additional methods are due to be supplied to CE. These methods had already been considered by Commission V.1 and were now being considered by Section VI.1 (Food).

.../...

- (c) The question of any further contract with CE would be considered only after completion of that for 1968/9.

Some people expressed the view that the contracts with CE, especially that for 1967, had been made too hurriedly.

It was Resolved:

that the 47 tentative methods submitted by IUPAC to CE in 1967 be sent immediately for consideration and updating by Commission V.1 and Section VI.1 - Co-ordinating Committee to act.

(Note added by Executive Secretary: The suggestion of Prof. Klemm (see Minute 26 loc cit) namely that approved methods be sent to appropriate Commissions to check that official IUPAC nomenclature was being used, might be implemented, through the Inter-Divisional Committee on Nomenclature and Symbols, for the 47 tentative methods).

Prof. Truhaut should be asked to report to the Bureau at Cortina d'Ampezzo on the status of the contract work with CE.

With regard to the enquiry from FAO about the availability for reference of IUPAC-approved methods, Dr. Morf advised that the CE authorities in Brussels should first be consulted. In the case of a similar enquiry from the Ghanaian Central Government Chemical Laboratory, the Executive Secretary was asked to send details of published IUPAC standard methods for analysis of oils, fats and soaps, etc.

Minute 440

REPRESENTATION OF IUPAC ON OTHER INTERNATIONAL ORGANIZATIONS

The Executive Committee approved the following as official IUPAC representatives:

Prof. J.Th.G. Overbeek (Physical Chemistry Division) - Council of International Congress on Catalysis

Dr. R. Morf - Executive Board of WHO (Geneva, 18th February, 1969)

Dr. W.W. Meinke (Analytical Chemistry Division) - Study Group Meeting of International Standard Reference Materials Programme (Washington, D.C., 26-28th May, 1969).

A list of current IUPAC representatives on other international organizations is shown in Appendix N.

Prof. P.D. Bartlett (Organic Chemistry Division) was nominated as the official IUPAC delegate to the following IUPAC-sponsored symposia:

.../...

VIIth International Symposium on the Chemistry of Natural Products (Mexico City, 21-25th April, 1969).

International Symposium on Conformational Analysis (Brussels, 8-12th September, 1969).

As a general principle, it was agreed that IUPAC must accept representatives to IUPAC units nominated by other international unions. The Executive Committee ratified the following nominated representative:

Dr. H.A. Sheraga (IUPAB) - Macromolecular Division,
and noted that Dr. Wolf was the nominated representative of IUPAB to the Macromolecular Division until September 1969.

Minute 441

NEW TITULAR AND ASSOCIATE MEMBERS

The Executive Committee endorsed the election of the following new Associate Members, already approved by the Applied Chemistry Division:

Prof. F. Korte (Germany) - Commission VI.5.1 (Terminal Pesticide Residues)

Mr. A. Toussaint (Belgium) - Section VI.6 (Organic Coatings)

Subject to final scrutiny by the Secretary General and Treasurer, the revised mechanism of payment of travel expenses and subsistence and of administrative expenses associated with the running of Divisions, Sections and Commissions, as indicated in Appendix O, was approved.

Minute 442

CLARIFICATION OF COMPTES RENDUS XXIV CONFERENCE

Dr. H. van Olphen had recently advised that all Sub-Commission structure (see p.127, Comptes Rendus XXIV Conference) of Commission I.6 (Colloid and Surface Chemistry) had, in fact, been eliminated at the Prague Conference.

The Executive Committee agreed that the Sub-Commissions on Mycotoxins and on Smoke Constituents should be designated VI.1.1.1 and VI.1.1.2 (they are Sub-Commissions of Commission VI.1.1: Trace Substances) and not VI.1.3 and VI.1.4 as shown in Comptes Rendus XXIV Conference.

(Note from Executive Secretary: There is a disparity in Comptes Rendus XXIV Conference in that the Commission on Trace Substances is designated VI.1.1 in the membership section, but VI.1.2 in the Applied Chemistry Division Report. Correspondingly, the Commission on Food Additives is designated VI.1.2 and VI.1.1).

Enlargement of the Macromolecular Division Committee to twelve Titular

Members was endorsed; as was the election of Dr. P. Cossee (Netherlands) and Prof. O. Horn (Germany) as new Titular Members, and Dr. R.W. Cairns (USA), Prof. V.A. Kargin (USSR), Dr. G.M. Kline (USA) and Sir Harry Melville (UK) as new Associate Members. The possibility of nominating National Representatives to the Macromolecular Division Committee was approved.

Contrary to By-Law 4.1304, Section VI.3 (Oils and Fats) has more than one National Representative from several countries. This appeared to date back to the time when this unit first came under the auspices of IUPAC. The Executive Committee recommended that the situation remain unchanged for the present, but that the Division President, Dr. Gallay, be asked to investigate the matter.

The Macromolecular Division has two Working Parties, which do not fall within the statutory structure of IUPAC. It was agreed that, if necessary, Prof. Wichterle, could draw on his contingency fund (see Minute 19 XXII Bureau Meeting, Monte Carlo, 29-30th October, 1968) to finance the working of these Parties.

It was recommended that the Division Presidents be asked to supply the Secretariat, at Cortina d'Ampezzo, on the day between the two Council Meetings, with complete lists of their new Titular and Associate Members, for checking by the Secretariat and approval by Council.

Further to the deliberations at Monte Carlo (Item 9 of Appendix A, LXII Executive Committee Meeting, 29th October, 1968), it was Resolved:

that the Executive Secretary should be responsible for assembling the Comptes Rendus XXV Conference and that, subject to approval of the Treasurer to the cost, printing be carried out in UK.

A new feature of the Comptes Rendus would be an alphabetical index of all Titular and Associate Members, National Representatives and Observers.

Minute 443

CLINICAL CHEMISTRY SECTION

It was Resolved that:

- (a) Prof. Bailar should write to Prof. M. Rubin, President-elect of the Clinical Chemistry Section (with a copy to the Section's Secretary, Dr. D.B. Tonks), emphasizing that if the Section really wished to be part of IUPAC, it should convene its 1969 meetings at Cortina d'Ampezzo. Unless there was a very special reason for meeting at Geneva in September, travel expenses to

.../...

and subsistence at Geneva will not be reimbursed by IUPAC.

- (b) although the titular membership of the three Commissions of the Clinical Chemistry Section has not yet been approved by the Bureau (or Executive Committee), expenses will be reimbursed for meetings at Cortina d'Ampezzo.
- (c) the Executive Secretary should prepare a letter, for signature by Prof. Kondratiev, drawing the attention of the Clinical Chemistry Section to IUPAC's publication contract with Butterworths.

Minute 444

INTER-DIVISIONAL COMMITTEE ON NOMENCLATURE AND SYMBOLS

A letter had been received from Prof. R. Belcher, Secretary of the Inter-Divisional Committee on Nomenclature and Symbols, drawing the attention of the Executive Committee to various shortcomings of the Inter-Divisional Committee.

It was Resolved:

that should the misgivings about the activities of the Inter-Divisional Committee on Nomenclature and Symbols, prove true at Cortina d'Ampezzo, then appropriate action should be taken by the Bureau - Executive Secretary to inform Prof. Belcher.

Minute 445

COMPANY ASSOCIATES PLAN

As a service to IUPAC Company Associates, the Executive Secretary had proposed that in the case of IUPAC-symposium material published outside of Pure and Applied Chemistry or one of its Supplements, Company Associates be able to purchase such publications at a special discount. It was agreed that the matter was unlikely to influence Company Associates markedly, and the scheme would be expensive to administer.

It was confirmed that Company Associates do not have the right to send Observers to attend meetings of IUPAC Commissions.

.../...

Minute 446

NATIONAL ADHERING ORGANIZATIONS

Prof. D.M. Newitt had been concerned about the lack of participation of India in IUPAC affairs. The Executive Committee hoped the situation would be remedied now that the National Institute of Sciences of India was the Adhering Organization responsible for communication with international scientific unions.

Expressions of interest in IUPAC activities had been received from Ghana and Hong Kong. The Secretary General was requested to inform them of the statutory position re membership of IUPAC.

The policy of IUPAC is to await applications from possible new National Adhering Organizations rather than to solicit them.

Minute 447

CIRCULAR LETTERS FROM COMMISSION V.7

Distribution of a circular letter from Commission V.7 (Analytical Radiochemistry and Nuclear Materials) requesting information on whether the best chemical reagents normally available, are sufficiently satisfactory for the majority of work on analytical radiochemistry, had been approved by the Division President and was endorsed by the Executive Committee.

The Analytical Chemistry Division had also approved a second circular letter from Commission V.7, to chemical reagent manufacturers who use material of abnormal isotopic abundance, recommending that they label their reagent bottles accordingly. The Executive Committee suggested the advice of Dr. H. Seligman, Chairman of the Joint Commission on Applied Radioactivity, be sought before distribution of this letter.

Minute 448

OPERATION OF JOINT COMMISSIONS

It was Resolved:

that the principles for payment of administrative expenses incurred by Joint Commissions be discussed via correspondence between the respective Treasurers - Prof. Bailar to act.

.../...

Minut 449

LIAISON WITH INDUSTRY

Prof. Kondratiev had written to all National Adhering Organizations, asking them to contact chemical industry in their respective countries for information on what problems industry would like to have considered by IUPAC. The USSR National Committee had subsequently submitted proposals for a number of future activities within the Analytical Chemistry and Applied Chemistry Divisions.

It was Resolved:

that Prof. Wichterle, Prof. P. West and Dr. Gallay be invited to prepare a paper on IUPAC liaison with industry for discussion by Industrial Titular and Associate Members and National Representatives at a meeting on the evening of Friday, 4th July, at Cortina d'Ampezzo.

Minute 450

XXVth IUPAC CONFERENCE (WASHINGTON, D.C.)

Dr. M.A. Paul, on behalf of the U.S. National Committee for Chemistry, had requested advice on provision of meeting rooms and Conference office space, etc., for the Washington Conference. The Executive Committee suggested that the arrangements should be similar to those made for Cortina d'Ampezzo.

Minute 451

COMMITTEE ON TEACHING OF CHEMISTRY

The Executive Committee approved the replacement of Prof. O.A. Reutov (USSR) by Prof. A.F. Platé (USSR) as a Titular Member of the Committee on Teaching of Chemistry.

VOTE OF THANKS

Prof. Kondratiev extended his cordial thanks to the members of the Executive Committee for their attendance at the meeting and to the Secretariat staff for all arrangements in ensuring a successful meeting. The Secretary General was asked to thank Sir Ewart Jones, by letter, for the hospitality extended to the Executive Committee.

The Meeting closed at 18.30

CHAIRMAN: *V Kondratiev*
DATE: *3 VII 1964*

INTERNATIONAL UNION OF PURE AND APPLIED CHEMISTRY
MINUTES OF LXIVth MEETING OF EXECUTIVE COMMITTEE
HELD AT IUPAC SECRETARIAT, OXFORD

on

FRIDAY-SATURDAY, 14-15th FEBRUARY, 1969 at 9.00

A P P E N D I C E S A - P

COMPARATIVE STATEMENT OF IUPAC INCOME AND EXPENDITURES

YEARS ENDED 31st DECEMBER, 1967 and 1968

(Expressed in US-Dollars)

APPENDIX A

I N C O M E

		<u>1967</u>		<u>1968</u>
		<u>\$</u>		<u>\$</u>
<u>Subscriptions</u>				
Current Year	88'885.55		95'244.37	
Previous Years	5'648.50 ¹⁾		14'716.57	
Voluntary Contributions	12'280.--		- .--	
Voluntary Contribution from Germany (special Donation)	10'000.--		- .--	
Company Associates	<u>30'557.48</u>	147'371.53	<u>31'870.64</u>	141'831.58
<u>Interest and Dividends (net)</u>	7'278.79		12'143.12	
<u>Less: Transfer to Reserve a/c</u>	7'278.79	- .--	12'143.12	- .--
<u>Sales of Publications</u>		179.64		66.57
<u>Royalties from Butterworths</u>	7'406.50		6'440.--	
<u>Less : Transfer to Reserve a/c</u>	<u>7'406.50</u>	- .--	<u>6'440.--</u>	- .--
<u>Other Income</u>				
Contract Teaching of Chemistry (UNESCO special Subvention)	1,500.--		3'000.--	
CEE Brussels	5'051.69		2'025.52	
Reimbursement of Contribution 1966 and 1967 (non paid) to ICSU	<u>1'707.48</u>	8'259.17	<u>1'793.51</u>	6'819.03
Exchange Difference		- .--		225.05
		<u>\$155'810.34</u>		<u>\$148'942.23</u>
<u>UNESCO/ICSU GRANT ACCOUNTS</u>				
Subvention collected during year		14'000.--		14'000.--
Special Grant from ICSU for CEE Contract		8'000.--		- .--
		<u>\$177'810.34</u>		<u>\$162'942.23</u>

1) Of which Germany \$5'000.-- UK £2'600 =
\$7'280.--

Zurich, 15th January, 1969.

E X P E N D I T U R E

		<u>1967</u>		<u>1968</u>
		<u>£</u>		<u>£</u>
<u>Office Expenses (Salaries, Printing Stationery and Miscellaneous)</u>				
General Office and Sections	24'320.26		8'511.67	
Office of Secretary General (Zürich)	- .--		10'623.06	
Secretariat (Oxford)	- .--		21'723.17	
	<u>24'320.26</u>		<u>40'857.90</u>	
<u>Travel and Subsistence Allowances (incl. UNESCO a/c)</u>				
	18'282.71		58'541.26	
<u>Special Account (Prague Conference) Partially covered by UNESCO</u>				
Subvention	38'486.08		- .--	
Contract CEE/ICSU	7'571.21		- .--	
<u>Contribution to Symposia (UNESCO Subv.)</u>				
	- .--		4'000.--	
<u>Publications (partially covered by UNESCO Subvention)</u>				
	<u>10'587.90</u>		<u>14'043.77</u>	
Total	99'248.16		117'442.93	
<u>Less: Subvention collected from UNESCO/ICSU</u>				
	14'000.--		14'000.--	
ICSU/CEE Special Grant	<u>8'000.--</u>	77'248.16	<u>- .--</u>	103'442.93
<u>Other Expenses</u>				
Contract Teaching of Chemistry	3'031.38		4'127.96	
Bank Charges	523.30		705.12	
Subscription to ICSU	1'793.51		1'890.68	
Audit and Accounting Charges	1'273.14		2'709.30	
Voluntary contribution from Germany in favour of 4 Chemical Companies in Basle	<u>10'000.--</u>	16'621.33	<u>- .--</u>	9'433.06
<u>Exchange Differences</u>		118.42		- .--
<u>Excess of income over expenditure for period</u>				
		<u>61'822.43</u>		<u>36'066.24</u>
		£155'810.34		£148'942.23
<u>UNESCO/ICSU GRANT ACCOUNTS</u>				
Total of Expenditures	15'577.80		28'979.15	
Less: to the debit of IUPAC Funds	<u>1'577.80</u>	14'000.--	<u>14'979.15</u>	14'000.--
Expenditures CEE a/c (ICSU special Grant)	7'571.21		- .--	- .--
Plus: Balance refunded to ICSU in 1968	<u>428.79</u>	8'000.--		
		<u>£177'810.34</u>		<u>£162'942.23</u>

APPENDIX B

COMPARATIVE IUPAC BALANCE SHEETS

AS AT 31st DECEMBER, 1967 and 1968

(Expressed in US-Dollars)

A S S E T S

		<u>1967</u> \$		<u>1968</u> \$
<u>Cash in Bank</u>				
Current Accounts:				
US \$	7'343.02		14'987.22	
Sterlings	9'230.59		6'587.56	
Swiss Francs	<u>2'829.04</u>	19'402.65	<u>349.53</u>	21'915.31
<u>Bankers Acceptances</u>		91'000.--		91'000.--
<u>Bullion Account</u> - at cost		14'176.45		14'176.45
<u>Marketable Securities</u> - at cost		146'111.19		196'440.50 *)
<u>Transitory Assets</u>		3'658.90		6'249.50
		<u>\$274'349.19</u>		<u>\$329'781.76</u>

*) Approximate Market Value
as at December 1968 \$275'105.--

L I A B I L I T I E S

	<u>1967</u> <u>£</u>	<u>1968</u> <u>£</u>
<u>Capital Account</u>	102'139.36	107'926.36
<u>Reserve</u>	95'533.45	183'489.16
<u>Transitory Liabilities</u>	14'853.95	2'300.--
 <u>Plus:</u>		
Excess of income over expenditure for the 12 months ended 31st December	61'822.43	36'066.24
	<u>£274'349.19</u>	<u>£329'781.76</u>



International Union of Pure and Applied Chemistry

Secretariat: Bank Court Chambers, 2-3 Pound Way, Cowley Centre, Oxford, OX4 3YF, England
Telephone: Oxford 70125 Telegrams: IUPAC OXFORD

ADVANCED INFORMATION QUESTIONNAIRE

Publication of Congresses and Symposia

IUPAC reserves the right to publish in Pure and Applied Chemistry (or its Supplements) the whole or part of the proceedings of any symposium or congress which it sponsors or it initiates and co-sponsors. Because a decision on sponsorship is taken only after the question of publication has been carefully considered, the Editorial Advisory Board requires advance information about symposia. Organizers of meetings who are considering making an application to IUPAC for sponsorship should therefore supply the information requested on the back of this Questionnaire as soon as possible to the Executive Secretary (at the Secretariat address given above).

It is a condition of granting sponsorship to a symposium, the proceedings or part of which will be published by IUPAC, that the Organizers shall appoint a senior person as Symposium Editor well in advance of the symposium. The Symposium Editor should establish early contact with the lecturers so that he will be able in due course to deliver all the manuscripts, in proper form, to the Scientific Editor (Prof. B.C.L. Weedon, Queen Mary College, Mile End Road, London, E.1, England) by an agreed date.

The Symposium Editor will be responsible for:

1. Collecting the manuscripts (usually best done at the actual symposium), and checking that they are complete with all illustrations, references and an English-language abstract.
2. Ensuring that the manuscripts conform as far as possible with IUPAC recommendations on nomenclature, terminology and the use of symbols.
3. Undertaking or arranging for preliminary editing of manuscripts by authors writing in a language not their own.

The responsibilities of the Symposium Editor will probably continue for some weeks after the symposium is formally over, and appropriate acknowledgement of his help will be made in the eventual publication.

When arrangements have been made to publish the whole or part of the proceedings of a symposium in Pure and Applied Chemistry (or a supplement of it), the Organizers must indicate this fact in all the symposium circulars and programmes.

On receipt of IUPAC sponsorship, its Publishers (Butterworth & Co. (Publishers) Ltd., 88, Kingsway, London, W.C.2., England) will contact the Symposium Editor for such details as are necessary to enable them to estimate the size and probable price of the publication based on the symposium, to draw up appropriate publicity material, etc. The Organizers, if they so desire, may undertake to supply free of charge a copy of the publication to all participants and offset the additional cost by increasing the registration fee. The publishers are then able to offer 25-33% discount on the probable published price, depending on the number of copies ordered. Alternatively, the Organizers must provide facilities for ordering copies of the proceedings at, or before, the symposium. Discounts offered in this case are of the order of 20% on such advance orders; it is not necessary to attend the meeting in order to take advantage of this concession.

Attention is drawn to "Notes to IUPAC Officers and Organizers of Meetings" and "Notes to Contributors" which are published periodically in Pure and Applied Chemistry. Reprints of these notes may be obtained from the Executive Secretary.

Organizers of symposia and meetings under the auspices of IUPAC, in considering the location of such meetings, should take all possible steps to ensure the freedom of all bona fide chemists to attend. Unless such provision is made, IUPAC may find it impossible to grant sponsorship.

ADVANCED INFORMATION QUESTIONNAIRE

1. Title of Symposium with sub-divisions if any:

2. Commission, Section or Division of IUPAC supporting application for sponsorship:

3. Dates and place proposed for symposium:

4. What assurances can you give that all bona fide chemists from throughout the world will be free to attend the symposium:

5. Approximate number of participants expected:

6. Number of papers to be presented and time allowed for presentation of each:

7. Number of specially invited lecturers and time allowed for presentation of each lecture:

8. Names of probable invited lecturers:

9. Name and address of Symposium Editor:

10. Name and address of Chairman/Secretary of Organizing Committee:

Date:

Signature:

(Chairman/Secretary)



International Union of Pure and Applied Chemistry



President: Prof. V.N. Kondratiev, U.S.S.R.
Secretary General: Dr. R. Morf, Switzerland
Treasurer: Prof. John C. Bailar, Jr., U.S.A.



Secretariat: 2-3 Pound Way, Cowley Centre, Oxford, England
Telephone: Oxford 70125

From: President of IUPAC

To: Chairman of Symposium Organizing Committee

Dear

(Title of Meeting to be inserted)

Now that this meeting has been given official sponsorship by IUPAC, I should like to draw your attention to a number of points concerning the publication which was made a condition of the sponsorship.

It is, of course, in the interests of all concerned that the publication should be available as soon as possible after the meeting, and that it should provide a fitting record which will be to the credit of the Organizers and IUPAC. I should therefore like to invite your help and that of your Symposium Editor in ensuring that, as far as possible, these results are achieved.

I hope that the Symposium Editor will take every opportunity to impress on all authors the importance of delivering their manuscripts to him by the agreed date. In practice, it is usually most convenient if authors are asked to hand over their manuscripts during the actual meeting. The manuscripts should be checked immediately by the Symposium Editor to see that they are complete with all illustrations, references and an English-language abstract.

A high proportion of IUPAC meetings are held during comparatively few months in the year. This results in a flood of manuscripts for publication at certain times, and inevitable delays in handling some of them. There are, however, two further ways in which the Symposium

Editor can help considerably to speed up the whole publication programme. First of all, he can ensure that the manuscripts conform as far as possible with IUPAC recommendations on nomenclature, terminology and the use of symbols. This is a task which can only be undertaken satisfactorily by someone thoroughly familiar with the general theme discussed at the meeting. Secondly, he can arrange that manuscripts by authors writing in a language not their own are, where necessary, corrected to ensure that the author's meaning is clear, and that his presentation is both acceptable and reasonably concise. Again this can only be done quickly by someone familiar with the field. If subsequently it is discovered that authors' manuscripts require extensive revision, or have to be returned for correction or clarification, the whole publication planned can be seriously held up.

The Symposium Editor will need to allow reasonable time for the collection of manuscripts, and for the preliminary editing suggested above. However, he should give the Scientific Editor (Prof. B.C.L. Weedon, Queen Mary College, Mile End Road, London, E.1, England) ample warning of the date by which all manuscripts to be published will be in his hands.

This letter is intended to emphasize the ways in which your Organizing Committee and particularly the Symposium Editor can help achieve rapid publication. There are, of course, other ways in which you can help promote IUPAC publications generally. These are outlined in "Notes for IUPAC Officers and Organizers of Meetings", copies of which can be obtained from the Executive Secretary, and I should be grateful if you would give these points your careful consideration.

Yours sincerely,

V.N. KONDRATIEV
President of IUPAC

NOTES FOR IUPAC OFFICERS

AND

ORGANIZERS OF MEETINGS

PURE AND APPLIED CHEMISTRY

The Journal is the principal medium for publishing and disseminating the scientific proceedings of the International Union of Pure and Applied Chemistry. Two volumes are normally published each year, and bound reprints of the individual reports or accounts of meetings may be purchased separately. When appropriate, special supplements are also issued.

To ensure the smooth running of the Journal the attention of IUPAC Officers, Organizers of Meetings and individual authors is directed to the following points:

A. Commission or Section Reports

A.1 ADVANCE NOTICE

Division Presidents should give the Scientific Editor, via the IUPAC Secretariat, ample notice of any reports from their Divisions, and keep him informed as to the approximate length of each report and the probable date for the submission of the manuscript. Normally only final, as distinct from tentative, reports are published in Pure and Applied Chemistry. Tentative reports are published in the IUPAC Information Bulletin and should be sent to the Executive Secretary for publication.

A.2 LANGUAGE AND TRANSLATION

A report will be published in the language(s) in which it is submitted, but in the interests of achieving maximum publicity, it should be preferably in English, French, or German. It is sometimes desirable that a translation of key sections of the text (e.g. the explanatory introduction, but not tables and notes which can readily be understood by most chemists in the original) should also be published. After consultation with the Scientific Editor, the Division President or the Commission or Section Chairman should, whenever possible, arrange for this translation to be prepared by a member of the Commission concerned. Translation of Definitive Nomenclature Rules must have also the approval of the Division President and of the Executive Committee. In all cases the published text must indicate which is the official version and which the translation.

A.3 APPROVAL AND SUBMISSION

After approval by the Chairman (and any other members concerned) of the sponsoring (Sub-) Commission or Section, and by the Division President, the manuscript should be sent to the Scientific Editor, via the IUPAC Secretariat, together with the name and address of the person to whom queries should be referred and the proofs sent for correction.

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A.4 FREE REPRINTS

IUPAC's publishers provide ³⁶ free reprints of a report. These will be held by the Executive Secretary and distributed according to any written instructions from the Division President. Suitable recipients will include authors and Commission or Section members.

B. Symposia and Other Meetings

B.1 ADVANCE INFORMATION

IUPAC reserves the right to publish the whole or any part of the proceedings of any symposium or congress which it sponsors or it initiates and co-sponsors. Because a decision on sponsorship is only taken after the question of publication has been carefully considered, the Editorial Advisory Board requires advance information about symposia. Organizers of meetings who are considering making an application for sponsorship should therefore supply the necessary information for consideration by IUPAC preferably two years before the actual meeting.

This information is most conveniently supplied in the form of answers to an Advance Information Questionnaire, copies of which can be obtained from the Executive Secretary (IUPAC Secretariat, Bank Court Chambers, 2-3 Pound Way, Cowley Centre, Oxford, OX4 3YF, England).

B.2 SCOPE OF PUBLICATION

Normally only the main invited (plenary or sessional) lectures are published, and summaries, abstracts, or reports of discussions are not included. The Editorial Advisory Board, or those of its members authorized to act on its behalf, will, however, consider carefully any requests by organizers of meetings for departures from this general policy. Organizers of sponsored meetings are at liberty to make their own arrangements for the publication of any part of the proceedings which IUPAC decides not to publish.

B.3 LANGUAGE AND TRANSLATION

The proceedings of meetings normally will be published in English, French or German. A suitable translation of a contribution in another language, as well as the original text, should be provided by the author(s) or the organizers of the meeting.

B.4 PREPARATION AND COLLECTION OF MANUSCRIPTS

Manuscripts for publication will be collected by a Symposium Editor appointed by the Symposium Organizing Committee, and sent to the Scientific Editor by an agreed date; any delay can seriously disrupt IUPAC's publication programme. As far as possible, papers should conform to the general style set out in the "Notes to Contributors" published elsewhere in the Journal. Organizers are asked to ensure that these Notes, copies of which can be obtained from the Executive Secretary, are circulated to all authors concerned.

After collecting the manuscripts, preferably no later than at the actual meeting, the Symposium Editor will be responsible for:

- i Checking that the manuscripts are complete with all illustrations, references and an English-language abstract.
- ii Ensuring that they conform as far as possible with IUPAC recommendations on nomenclature, terminology and the use of symbols.
- iii Undertaking or arranging for preliminary editing of manuscripts by authors writing in a language not their own.
- iv Providing details for the English and French-language title pages of the proceedings.

B.5 REPRINTS AND DISCOUNTS

The report of a meeting published in Pure and Applied Chemistry is also made available as a bound reprint. A discount of 20 % is allowed on all advance orders for this reprint placed with the organizers before the end of the meeting concerned; it is not necessary to attend the meeting in order to take advantage of this concession. Organizers should therefore arrange for these advance orders to be collected and forwarded in due course to IUPAC's publishers (Messrs. Butterworths, 88, Kingsway, London, W.C.2. England). The publishers will supply suitable order forms on request.

As soon as the number and length of the lectures to be published is known, organizers should ask the publishers to quote a definite price for the special reprint. This will then make it possible for the organizers to collect the payment for the reprints at the same time as the registration fee, a practice which has proved very convenient to many participants and is also of great benefit to IUPAC. Any printed form which participants are required to fill in when making payment should include a line specifying the cost of the reprint, which can be included in the total payment.

As an alternative to the above procedure the organizers may purchase the special reprints in bulk for distribution. Very substantial discounts (25-33% depending on the number involved) may be obtained on such bulk orders. The publishers will, if required, still despatch individual copies directly to the permanent addresses of the participants, provided that the organizers cover the cost of postage. Some organizers may wish to consider purchasing bound reprints from IUPAC's publishers for distribution with other publications of their own, subject always to agreement with IUPAC's publishers.

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B.6 PUBLICITY

Organizers should give prominent publicity in all their circulars and handbooks to the publication plans. A notice along the following lines should be included:

"The main lectures delivered at the Symposium will be published in Pure and Applied Chemistry, the official journal of IUPAC, and also made available as a specially bound reprint. A discount of 20% on the publication price will be allowed on all advance orders for this reprint received by the organizers before the end of the meeting. Those attending the meeting may pay for their copy of the reprint at the same time as their registration fee."

As soon as agreed, the price of the reprint should be given. If the organizers have included the cost of the published reprint in the registration fee, then the final sentence of the notice should read:

"Those officially registered for the meeting will, in due course, receive a copy of this reprint without charge"

Copies of all circulars and handbooks should be sent immediately to the Scientific Editor, IUPAC's publishers and the IUPAC Secretariat. As soon as the meeting is over, organizers should supply IUPAC's publishers with a complete list of the names and full addresses of those who register for the meeting, and suggest ways in which IUPAC's special publication may best be advertised (e.g. the most suitable review journals).

B.7 AUTHOR'S REPRINTS

IUPAC's publishers provide 36 free reprints of individual contributions to the proceedings of a meeting. These reprints are sent to the (senior) author. Authors may purchase additional reprints of their contributions provided that the order is placed with the publishers when corrected proofs are returned.

NOTES TO CONTRIBUTORS

A. Preparation of Manuscripts

A.1 TYPING

Manuscripts should be typed with double-line spacing, on one side of the page only, with margins of at least 4 cm. at the top, bottom and left hand edges. Top copies only should be provided. All the pages (including those for tables, references, and legends for figures) must be numbered consecutively, and preferably be of about A4 size (29.5 x 21 cm.). Authors are advised to keep a duplicate of each manuscript to safeguard against any loss in the post.

A.2 STYLE

The text should be concise. Instructions to printers on points of typography should not normally be inserted; this will be done by the publishers in order to ensure that a uniform style is achieved. However, symbols or words may be underlined in the typescript to indicate that they are to be set in italics. Where Greek letters are used they should be named in pencil in the margin.

Authors writing in a language not their own are strongly recommended to seek the help of a suitable colleague to ensure that their meaning is clear and that what they have written is grammatically correct. Help of this type will be arranged by the Symposium Editor appointed by the Organizers of a meeting sponsored by IUPAC.

The name of the Division, of the (Sub-) Commission or Section, and of any other sponsoring body, should be given as headings above the title on the first page of a Report. The membership of the (Sub-) Commission or Section, with an indication of national affiliation in parenthesis, should be given either in an introduction or in a footnote.

Manuscripts of lectures should include diagrams or tables covering the material which was originally presented by the use of slides or the blackboard.

A.3 INFORMATION SHEET

A separate front sheet should give the full title of the contribution, the name and full address of the author to whom proofs and queries should be sent, the number of illustrations, and a short title (to be used as a running head at the top of the printed page) if the full title comprises more than 54 characters, each letter or space being counted as one character.

A.4 ABSTRACT

The author should include with his manuscript a short abstract in English.

A.5 REFERENCES

References to the literature should be indicated by means of superscript Arabic numerals, without parentheses, which run consecutively throughout each paper. The references themselves should be listed in numerical order at the end of the paper with use of the style and journal abbreviations of Chemical Abstracts: full initials should be given with names, e.g.

⁵¹ H. C. Rilling and K. Block. *J. Biol. Chem.* 234, 1424 (1959).

⁵² S. Landauer and H. N. Rydon. *J. Chem. Soc.* 2224 (1953).

⁵³ A. Eschenmoser, L. Ruzicka, O. Jeger, and D. Arigoni. *Helv. Chim. Acta* 38, 1890 (1955).

A.6 NOMENCLATURE AND SYMBOLS

These should follow IUPAC recommendations as far as possible. See Definitive Rules for Nomenclature of Organic Chemistry: Sections A and B, 2nd Ed., 1966 (Butterworths, London 1966), Section C, 1966 (Butterworths, London, 1966); Definitive Rules for Nomenclature of Inorganic Chemistry (Butterworths, London, 1959), and Manual of Physico-Chemical Symbols and Terminology (Butterworths, London, 1959). See also reprints by the Chemical Society (Handbook for Chemical Society Authors, London, 1961) and the American Chemical Society (J. Am. Chem. Soc. 82, 5517, 5523, 5545 (1960)).

Chemical names occurring in the text should be spelt out in full whenever possible, e.g. "hydrogen chloride" not "HCl". Trade names should have an initial capital letter.

Symbols, except those conforming to standard IUPAC recommendations, should be clearly defined; it is often convenient to tabulate all symbols at the end of the paper.

Decimal quantities less than unity should be preceded by the figure nought, e.g. 0.376 not .376. In an English typescript, the full stop should be used as a decimal point and not as a multiplication sign. Fractional indices should be used instead of root signs, e.g. $(ax + by)^{1/2}$ is preferred to $\sqrt{ax + by}$. Log x is assumed to mean $\log_{10} x$, and $\log_e x$ is written as $\ln x$.

A.7 FORMULAE

These should be written with particular care and may be numbered, if desired, Roman numerals being used. Within reason, these numbers may be used in the cursive text to avoid repetition of long chemical names.

A.8 FOOTNOTES

These should be used sparingly. They should be indicated by daggers (\dagger), double daggers (\ddagger), etc. In the manuscript, a footnote should follow immediately after the quotation to which it refers, being separated from the main text by rules above and below the text of the footnote, viz:

all contain a positive, zero, or negative charge \ddagger . Hence

\ddagger This occurs because the extra electron(s) involved when the residual molecule is neutral or negative occupy a zero-energy molecular orbital.

the position of substitution which gives a residual molecule of greatest stability will be the same . . .

Footnotes to tables should be placed at the bottom of the table to which they refer.

A.9 TABLES

These should not be used more than is necessary, and, in particular, they should not duplicate results which are better presented in graphical form. Tables should be numbered serially throughout the paper, Arabic numerals being used, and should be referred to by their numbers in the text. Captions to tables should appear at the heads. Papers can be read more easily if tables are arranged with the lines of type running across the page; the "sideways" or "landscape" arrangement is only justified in tables having both a large number of columns and several lines of readings - otherwise it is often possible to turn the table round. Column headings should be kept as brief as possible, consistent with clarity. Units are stated at the head of each column, or in side captions (in parentheses), and are not repeated in the body of the table. These points are illustrated in the following table:

Table 3. Comparison of calculated boiling-point elevation, freezing-point depression, and osmotic pressure

<i>M</i>	$(\Delta T_b/c_2)_0$ °C/(g/100ml)	$(\Delta T_f/c_2)_0$ °C/(g/100ml)	$(\pi/c_2)_0$ g/cm ² /(g/100ml)
10,000	0.0031	0.0058	25.0
50,000	0.0006	0.0012	5.0
100,000	0.0003	0.0006	2.5

A.10 ILLUSTRATIONS

These should be numbered consecutively throughout the paper. The author's name, the title of the paper, and the figure number should be written on the back of each illustration in soft pencil.

It is recommended that drawings should be supplied roughly twice the size (linear) that seems desirable for the finished block; it is helpful if all drawings for any one paper are drawn to the same scale. Wherever possible, one set of line drawings should be drawn in Indian ink on tracing cloth or Bristol board with lettering and numbering inserted lightly in pencil, blue pencil being preferred; lettering will then be inserted by the publisher's drawing office in standard style. For a half reduction the following thicknesses of lines should be used where possible: _____ border; _____ grid; _____ curve. Authors are recommended to use the minimum amount of descriptive matter on graphs, etc., but rather to refer to curves, points, etc. by symbols and to place the description in the legend. Legends to illustrations should be listed on a separate sheet of paper and not attached to the illustrations themselves. Scale grids should not be used in graphs unless required for actual measurements.

A.11 PHOTOGRAPHS

For reproduction purposes these should be unmounted glossy prints. If any lettering is to be inserted on a photograph, a rough duplicate should be provided with such lettering indicated on it.

A.12 PERMISSION TO REPRODUCE

For any material which is not original, permission to reproduce must be obtained in advance in writing by the author(s) from those concerned.

B. PROOFS

B.1

Two sets of page proofs are sent to authors. One set should be returned as soon as possible to the publishers with all necessary corrections marked on it. Authors are normally given a date by which corrected proofs should be returned; their co-operation by complying with such requests will be greatly appreciated. Sometimes it will be impossible to delay the publication of an issue solely because some corrected proofs are overdue, and no guarantee can be given that any corrections received after the specified date will be incorporated. Every effort will be made by the publishers to ensure that authors have a reasonable time in which to check their proofs.

B.2

Proofs are sent air-mail to all authors resident outside United Kingdom and corrected proofs should be returned by air-mail.

B.3

The purpose of proofs is to correct printer's errors, and not to provide authors with an opportunity to make alterations and additions. Changes are expensive, particularly when they necessitate re-pagination, and can delay the publication of a whole issue of the Journal. For these reasons it may be impossible to allow any but quite minor alterations at the page-proofs stage.

C. OFFPRINTS

C.1

Commission and Section Reports: 36 free reprints will be sent to the Executive Secretary who will distribute them according to any written instructions from the Division President. Suitable recipients will include authors and Commission or Section members.

C.2

Meetings: 36 free reprints of individual contributions will be sent to the (senior) author.

C.3

Extra copies of the offprints of individual contributions may be purchased from the publishers. Bulk orders by authors, IUPAC Officers and Organizers of meetings should be placed as soon as possible, and not later than the date for the return of proofs.

C.4

Copies of each issue of the Journal will be sent automatically by the Executive Secretary to each National Adhering Body and Company Associate and to members of the Bureau.

MECHANISM OF GRANTING IUPAC SPONSORSHIP AND IUPAC

SUBVENTION TO MEETINGS

SPONSORSHIP

Applications for sponsorship should normally be made two years in advance of the actual meetings to the Executive Secretary, IUPAC Secretariat, Bank Court Chambers, 2/3 Pound Way, Cowley Centre Oxford OX4 3YF, England).

1. On receipt of an application, the Executive Secretary will send the Organizers an Advanced Information Questionnaire.
2. On receipt of the completed Questionnaire, the Executive Secretary will distribute copies to:
 - (i) The Chairman of the Editorial Advisory Board and the Scientific Editor for a recommendation re publication of the proceedings of the meeting in Pure and Applied Chemistry.
 - (ii) The appropriate Division President(s) for advice re scientific standard of the meeting.
3. On receipt of the advice of the Chairman of the Editorial Advisory Board, the Scientific Editor and the Division President(s), the Executive Secretary will convey them to the Bureau (or Executive Committee), either by correspondence or at a meeting, if convenient, for a decision on the granting of sponsorship.
4. On receipt of the decision on sponsorship, the Executive Secretary will prepare an appropriate letter, for signature by the Secretary General, conveying the decision to the Organizers. Copies of this letter will be sent to the relevant Division President(s), Chairman of the Editorial Advisory Board, Scientific Editor and Messrs. Butterworths.
5. If sponsorship is granted, the Executive Secretary will prepare a letter, for signature by the President, drawing the attention of the Organizers and the Symposium Editor appointed by them, to their responsibilities re publication of the proceedings.
6. If sponsorship is granted, Messrs. Butterworths will contact the Symposium Editor for such details as are necessary to enable them to estimate the size and probable price of the publication based on the symposium, to draw up suitable publicity material, etc.

SUBVENTION

Requests for subvention to meetings granted sponsorship by IUPAC should be made to the Executive Secretary. Save in special circumstances, the granting of subvention shall be limited to meetings which are to be held in non-Conference years.

1. On receipt of a request, the Executive Secretary will ask the Organizers to supply a draft realistic budget.
2. On receipt of the draft budget, the Executive Secretary will distribute copies to the Bureau (or Executive Committee) for its decision, which will normally be given only at a meeting of same and not by correspondence.

DRAFT BUDGET FOR A SYMPOSIUM

INCOME

EXPENDITURE

I. Registration Fee

This should take into account what is to be provided for delegates (e.g. essential catering; excursions; local transport; symposium literature). The target number of delegates should be stated. A direct charge for special tours and visits, etc., may be made at the time of registration.

II. Other Sources of Financial Support

(e.g. Government; Academy of Science).

Note: In the case of some symposia there are hidden subsidies, such as the provision of secretarial and office facilities or lecture rooms at no direct cost to the organizing body. The draft budget should include some statement about the extent of this support.

I. Travel and Subsistence Expenditure

- (i) Travel and subsistence allowances for plenary lecturers.
- (ii) Local transport (e.g. for delegates by bus to and from meetings).

II. Organizational Expenditure

- (i) Secretarial and office expenses (e.g. administrative and secretarial assistance; postage; telephone; office and equipment rental)
- (ii) Printing costs (e.g. special letterheads and envelopes; circulars; handbook; abstracts; register of delegates; badges).
- (iii) Travel and subsistence expenses for organizing officials.
- (iv) Translation fees
- (v) Hire of lecture rooms, etc. (e.g. lecture rooms; projectors and operators; hall for opening ceremony).

III. Entertainment Expenditure

- (i) Opening ceremony
- (ii) Symposium banquet
- (iii) Local excursions
- (iv) Ladies' programme
- (v) Special tours and visits
- (vi) Special performances (e.g. music; theatre).

IV. Unforeseen Contingencies

AGENDA FOR XXVth IUPAC CONFERENCE

COUNCIL MEETINGS

Cortina d'Ampezzo - July 5th and 7th, 1969

1. Definitive Agenda.
2. Approval of Minutes.
3. Announcement of Nominations of Candidates for Election.
4. Announcement of the Time of the Elections.
5. Statutory Report of the President on the State of the Union.
6. Biennial Report of the Treasurer.
7. Report of the Finance Committee.
8. Budget for 1970 and Budget Estimate for 1971.
9. Dues Structure.
10. Fixing the Annual Dues for 1970 and 1971.
11. Report of the Committee on Teaching of Chemistry.
12. Report on Publications.
13. Reports of the Division Presidents and the Clinical Chemistry Section.
14. Adoption of Final Nomenclature Rules.
15. Bureau proposals for New Units.
16. Decisions taken by Bureau and Executive Committee.
17. Elections.
18. Date and Place of Conference and Congress in 1973.
19. Any Other Business.

TENTATIVE SCHEME OF THE PRESIDENT'S REPORT

I. Some History

Recommendations made in the reports by Presidents Tiselius, Noyes, Todd and Klemm. (Greater contacts with industry, more effective work of the Commissions and Sections, reconsideration of the terms of their office, etc.).

II. What was achieved in the two past years

1(i) Co-operation with industry

- (a) Contract with CE.
- (b) Company Associates
- (c) Memorandum of Prof. Kondratiev. Suggestion to ask all National Committees about requests from industry.

(ii) Organization of the Oxford Secretariat and the commencement of its work.

(iii) Changes in IUPAC structure

- (a) Establishment of the Macromolecular Division, closing of the Commission on Macromolecules and of the Section on Plastics and High Polymers.
- (b) Closing of the Biological Division and transfer of the Joint Commission on Biological Nomenclature to the Division of Organic Chemistry.
- (c) Section on Clinical Chemistry.
- (d) Ad-hoc Committees on Plasma Chemistry and Medicinal Chemistry, increase in IUPAC activities in the fields of kinetics and catalysis.

(iv) Publication Activities.

(v) Desirable changes in the Statutes.

2. What has been done by Commissions and Sections in the two past years.

3. Congresses, Symposia, Conferences and other meetings.

III. Finances and Budget of IUPAC

General finance position (increase in IUPAC activities and in its budget, income and expenses, activities of the Finance Committee).

IV. Vote of Thanks

V. Handing on of the President's Office to Dr. Rees

INCOME BUDGET FOR 1969

Dues from National Adhering Organizations	96,050
Interest and Dividends	10,000
International Council of Scientific Unions	14,000
Royalties	6,000
Company Associates (127)	*38,142
Contribution to printing of Prof. Klemm's Article by Deutscher Zentrallausschuss für Chemie	1,000
TOTAL INCOME	165,192
TOTAL EXPENDITURE	242,150
Excess of Expenditure over Income	76,958

*5% already deducted for use by NAO
in promoting Company Associates Scheme

EXPENDITURE BUDGET FOR 1969

(Meetings in Cortina d'Ampezzo unless stated otherwise)

SECTION ON CLINICAL CHEMISTRY

(at Geneva)

<u>Titular Members</u>	<u>Travel \$</u>	<u>Subsistence \$</u>	<u>Adm. \$</u>
10	* 3,313	1,440 (6)	150

PHYSICAL CHEMISTRY DIVISION

Division Committee	10	2,723	1,220 (5)	100
I.1: Physico-Chemical Symbols, Terminology and Units	9	2,699	** 820 (3)	
I.2: Thermodynamics and Thermochemistry	8	3,625	660 (3)	
I.3: Electrochemistry	8	3,451	680 (3)	20
I.4: Data and Standards	8	4,852	680 (3)	
I.5: Molecular Structure and Spectroscopy	7	4,879	280 (1)	20
I.6: Colloid and Surface Chemistry	8	2,501	640 (3)	25

Less Double Accounting

24,730
2,456
4,980
540
TOTAL22,2744,440165

* Dr. Sanz to report to Council

** Prof. McGlashan to report to Council

INORGANIC CHEMISTRY DIVISION

	<u>Titular Members</u>	<u>Travel \$</u>	<u>Subsistence \$</u>	<u>Adm. \$</u>
Division Committee	10	2,055	620 (2)	180
II.1: Atomic Weights	8	3,835	480 (2)	20
II.2: Nomenclature of Inorganic Chemistry	10	*(i) 289 (ii) 4,095	*(i) 280 (3) (ii) 1,260 (5)**	20
II.3: High Temperatures and Refractories	4	1,223	160 (1)	20
		<hr/> 11,497	<hr/> 2,800	
Less Double Accounting		999	160	
		<hr/> 10,498	<hr/> 2,640	<hr/> 240
	<u>TOTAL</u>			

ORGANIC CHEMISTRY DIVISION

Division Committee	10	3,768	1,020 (4)	50
III.1: Nomenclature of Organic Chemistry (at Oberursel)	8	1,671	// 1,500 (7)	200
III.2: Chemical Plant Taxonomy	8	3,529	320 (1)	
III.3: Biochemical Nomenclature (at New England) *	5	3,122	400 (3)	
		<hr/> 12,090	<hr/> 3,240	
Less Double Accounting		1,701	200	
		<hr/> 10,389	<hr/> 3,040	<hr/> 250
	<u>TOTAL</u>			

~~//~~ Prof. Verkade to report to Council

* (i) Meeting of II.2.1: Organic Derivatives of the Elements, at Oberursel; Prof. Jensen as Observer at III.1
(ii) Prof. Veibel as Observer from III.1

** Prof. Jensen to report to Council

* IUPAC Members only

MACROMOLECULAR DIVISION

	<u>Titular Members</u>	<u>Travel \$</u>	<u>Subsistence \$</u>	<u>Adm. \$</u>
Division Committee	9	3,204	560 (2)	150
IV.1: Macromolecular Nomenclature (at Oberursel)	8	3,063	*700 (3)	
		<u>6,267</u>	<u>1,260</u>	
Less Double Accounting		1,101	40	
		<u>5,166</u>	<u>1,220</u>	<u>150</u>
<u>TOTAL</u>				

ANALYTICAL CHEMISTRY DIVISION

Division Committee	10	4,037	1,020 (4)	250
V.1: Analytical Reactions and Reagents	6	1,369	480 (3)	50
V.2: Microchemical Techniques and Trace Analysis	8	2,400	640 (3)	50
V.3: Analytical Nomenclature	8	2,171	860 (4)	50
V.4: Spectrochemical and other Optical Procedures for Analyses	8	3,003	800 (4)	50
V.5: Electroanalytical Chemistry	7	5,645	700 (4)	50
V.6: Equilibrium Data	8	3,917	480 (2)	50
V.7: Analytical Radiochemistry and Nuclear Materials	5	2,114	400 (3)	50
		<u>24,656</u>	<u>5,380</u>	
Less Double Accounting		2,321	420	
		<u>22,335</u>	<u>4,960</u>	<u>600</u>
<u>TOTAL</u>				

* Dr. Loening to report to Council

** Prof. Belcher to report to Council

APPLIED CHEMISTRY DIVISION

	<u>Titular Members</u>	<u>Travel \$</u>	<u>Subsistence \$</u>	<u>Adm. \$</u>
Division Committee	8	3,926	820 (4)	400
VI.1: Food	10	2,073	840 (3)	
VI.1.1: Trace Substances	8	3,081	640 (3)	
VI.1.2: Food Additives and Contaminants	8	1,118	640 (3)	
VI.2: Fermentation Industries	7	2,696	580 (3)	
VI.3: Oils and Fats	8	1,123	520 (2)	800
VI.4: Toxicology and Industrial Hygiene	8	2,022	660 (3)	100
VI.5: Pesticides	9	3,634	1,300 (6)	
VI.6: Organic Coatings	8	1,742	640 (3)	
VI.7: Pulp, Paper and Board **	8	2,488	480 (3)	
VI.8: Water, Sewage and Industrial Wastes	7	*(i) 603 (ii) 1,159	*(i) 280 (1) (ii) 460 (2)	200
		25,665	7,860	
Less Double Accounting		3,217	1,060	
	<u>TOTAL</u>	<u>22,448</u>	<u>6,800</u>	<u>1,500</u>

** Not scheduled to meet at Cortina d'Ampezzo. Dr. Gallay has recommended budgetting for a possible meeting in late 1969.

* (i) Meeting at Brussels
(ii) Meeting at Cortina d'Ampezzo

STANDING COMMITTEES

	<u>Members</u>	<u>Travel</u>	<u>Subsistence</u>
Bureau	23	10,905	2,760 (5)
Executive Committee	8	* (i) 2,594	* (i) 420 (2)
		(ii) 3,115	(ii) 320 (1)
Finance Committee	6	ø (i) 1,013	ø (i) 240 (1)
		(ii) 1,550	(ii) 340 (1)
Committee on Teaching of Chemistry (at Oxford)	9	// 3,325	520 (2)
Inter-Divisional Committee on Nomenclature and Symbols	6	2,042	240 (1)
Co-ordinating Committee for Analytical Methods	4	** 1,186	180 (1)
Standing Committee on Congress Organization and Programmes	2	372	80 (1)
Division Presidents	6	2,476	240 (1)
		<hr/> 28,578	<hr/> 5,340
Less Double Accounting		8,307	720
		<hr/> 20,271	<hr/> 4,620
	<u>TOTAL</u>		

* (i) Meeting at Oxford

ø (i) Meeting at Zurich
(ii) Mr. Arnold to report to Council

// Prof. Parry to report to Council

** Prof. Truhaut to report to Council

1969

GENERAL EXPENSES

	<u>Travel & Subsistence</u>	<u>Adm.</u>
President	1,000	
Past-President	500	
Vice-President	500	
Secretary General	5,000	
Treasurer	1,200	
Executive to Congress in Australia*	3,174	
Office of Secretary General:		
Typists (4524)		
Rent (1690)		
Operations:		
i. Electricity and water (38)		
ii. Telephone and telegrams (995)		
iii. Postage (741)		
iv. Stationery (926)		
v. Printing (116)		
vi. Photocopying (1083)		
vii. Cleaning (278)		
viii. Accident insurance (82)		
ix. Bus fares (daily to post office - 41)		
Storage of archives (Kuoni - 110)		
Railway season-ticket (412)		
Commuting from home to Zurich Airport (Dr. Morf - 440)		
Cortina d'Ampezzo (1 typist - 231)		
Miscellaneous expenses (116)	1,083	10,740
IUPAC Secretariat:		
Executive and Assistant Secretaries (11602-7133)		
Typists (3218-1536-1192-180)		
Rent (1800), Rates (local tax - 720)		

* Prof. Kondratiev & Prof. Wichterle (Dr. Rees)

	<u>Travel & Subsistence</u>	<u>Adm.</u>
Operations:		
i. Electricity (240)		
ii. Telephone (264)		
iii. Postage (2016)		
iv. Stationery (1440)		
v. Printing (480)		
vi. Photocopying (2160)		
vii. Cleaning (240)		
Furniture (1440)		
Local journeys (288)		
Cortina d'Ampezzo (Exec. & Asst. Secs. and 2 typists - 1544)		
Miscellaneous expenses (144)	1,832	35,805
Contingency Fund for Divisions		12,000
Translations		1,000
Delegate to Vith Natural Products Symposium	390	
Co-operations with UN Agencies (FAO, WHO, IAEA, EC)		6,000
Scientific Editors and Office Expenses		3,300
Comptes Rendus (printing & mailing)		6,000
Information Bulletin (printing & mailing)		10,000
ICSU Contribution (2%)		2,000
Accounting (Union Bank of Switzerland)		4,000
Chartered Auditors		2,700
Printing of Prof. Klemm's Article		1,080
<u>TOTAL</u>	<u>14,679</u>	<u>94,625</u>

RECAPITULATION

Clinical Chemistry Section

Travel	3,313	
Subsistence	<u>1,440</u>	
	4,753	
<u>Less: 10% for non-claims</u>	<u>475</u>	
	4, 278	
Administration	<u>150</u>	4, 428

Physical Chemistry Division

Travel	22,274	
Subsistence	<u>4,440</u>	
	26,714	
<u>Less: 10% for non-claims</u>	<u>2,671</u>	
	24,043	
Administration	<u>165</u>	24,208

Inorganic Chemistry Division

Travel	10,498	
Subsistence	<u>2,640</u>	
	13,138	
<u>Less: 10% for non-claims</u>	<u>1,314</u>	
	11,824	
Administration	<u>240</u>	12,064

.../...

Organic Chemistry Division

Travel	10,389	
Subsistence	<u>3,040</u>	
	13,429	
<u>Less: 10% for non-claims</u>	<u>1,343</u>	
	12,086	
Administration	<u>250</u>	12,336

Macromolecular Division

Travel	5,166	
Subsistence	<u>1,220</u>	
	6,386	
<u>Less: 10% for non-claims</u>	<u>648</u>	
	5,738	
Administration	<u>150</u>	5,888

Analytical Chemistry Division

Travel	22,335	
Subsistence	<u>4,960</u>	
	27,295	
<u>Less: 10% for non-claims</u>	<u>2,730</u>	
	24,565	
Administration	<u>600</u>	25,165

.../...

Applied Chemistry Division

Travel	22,448	
Subsistence	<u>6,800</u>	
	29,248	
<u>Less: 10% for non-claims</u>	<u>2,925</u>	
	26,323	
Administration	<u>1,500</u>	27,823

Standing Committees

Travel	20,271	
Subsistence	<u>4,620</u>	
	24,891	
<u>Less: 10% for non-claims</u>	<u>2,489</u>	22,402

General Expenses

Travel & Subsistence	14,679	
<u>Less: 10% for non-claims</u>	<u>1,468</u>	
	13,211	
Administration	<u>94,625</u>	107,836
		<hr/>
<u>TOTAL EXPENDITURE</u>		<u>242,150</u>

INCOME BUDGET FOR 1970

	\$
Dues from National Adhering Organizations	96,050
Interest and Dividends	10,000
International Council of Scientific Unions	14,000
Royalties	6,000
Company Associates (127)	* 38,142
Contribution to Bonn Pesticides and Munich Cycloaddition Symposia by Deutscher Zentralausschus für Chemie	4,000
TOTAL INCOME	168,192
TOTAL EXPENDITURE	178,303
Excess of Expenditure over Income	10,111

* 5% already deducted for use by NAO in
promoting Company Associates Scheme

EXPENDITURE BUDGET 1970 * /

	<u>Titular Members</u>	<u>Travel \$</u>	<u>Subsistence \$</u>	<u>Adm. \$</u>
<u>PHYSICAL CHEMISTRY DIVISION</u>				
Division Committee	10	-	-	100
I.1: Physico-Chemical Symbols, Terminology and Units (in Europe)	9	2,500	540 (2)	
I.3: Electrochemistry (at Paris)	8	3,007	640 (3)	20
I.4: Data and Standards	8	-	-	-
I.5: Molecular Structure and Spectroscopy	7	-	-	-
Ad hoc Committee on Catalysis and Kinetics (in Europe)	3	863	180 (2)	
		<u>6,370</u>	<u>1,360</u>	<u>120</u>
<u>TOTAL</u>				
<u>INORGANIC CHEMISTRY DIVISION</u>				
II.2: Nomenclature of Inorganic Chemistry	10	-	-	200
II.2.1 : Organic Derivatives of the Elements (in Europe)	ø 3	270	120 (1)	
II.3: High Temperatures and Refractories (in Europe)	4	918	240 (3)	20
		<u>1,188</u>	<u>360</u>	<u>220</u>
<u>TOTAL</u>				
<u>ORGANIC CHEMISTRY DIVISION</u>				
Division Committee (at St. Moritz)	10	3,296	800 (3)	250
III.1: Nomenclature of Organic Chemistry (in Europe)	8	1,472	800 (4)	
III.2: Chemical Plant Taxonomy	8	-	-	
III.3: Biochemical Nomenclature (in Europe)	5	2,522	500 (4)	
		<u>7,290</u>	<u>2,100</u>	<u>250</u>
<u>TOTAL</u>				

* Based on Membership as at 1969.

/ No allowance made for price increases between 1969 and 1970. ø Inorganic Chemistry Members only.

		<u>Titular Members</u>	<u>Travel \$</u>	<u>Subsistence \$</u>	<u>Adm. \$</u>
<u>MACROMOLECULAR DIVISION</u>					
Division Committee		9	*(i) 3,059	(i) 540 (2)	150
			/ (ii) 2,628	(ii) 540 (2)	
IV,1:Macromolecular Nomenclature (in Europe)		8	3,148	480 (2)	
	<u>TOTAL</u>		<u>8,835</u>	<u>1,560</u>	<u>150</u>
<u>ANALYTICAL CHEMISTRY DIVISION</u>					
Division Executive Committee (at Graz)		3	1,038	240 (3)	350
V.1: Analytical Reactions and Reagents		6	-	-	150
V.2: Microchemical Techniques and Trace Analysis		8	-	-	
V.3: Analytical Nomenclature (European Members only - at Tubingen)		7	724	280 (1)	100
V.5: Electroanalytical Chemistry		7	-	-	
V.6: Equilibrium Data		8	-	-	100
	<u>TOTAL</u>		<u>1,762</u>	<u>520</u>	<u>700</u>
<u>APPLIED CHEMISTRY DIVISION</u>					
Division Committee			-	-	400
VI.1.1: Trace Substances (in Europe)		8	2,018	640 (3)	
VI.1.2: Food Additives and Contaminants (in Europe)		8	472	480 (2)	
VI.2: Fermentation Industries (in Europe)		8	3,115	480 (2)	200
VI.3: Oils and Fats (in Europe)		8	442	640 (3)	800
VI.8: Water, Sewage and Industrial Wastes (in Europe)		7	(i) 1,116	(i) 320 (1)	
			(ii) 1,103	(ii) 320 (1)	
	<u>TOTAL</u>		<u>8,266</u>	<u>2,880</u>	<u>1,400</u>
<u>CLINICAL CHEMISTRY SECTION</u>					
		10	3,108	600 (2)	150

* (i) In Europe.

/ (ii) At Delft.

	<u>Titular Members</u>	<u>Travel \$</u>	<u>Subsistence \$</u>	
<u>STANDING COMMITTEES</u>				
Bureau (in Europe)	24	7,905	1,440	(2)
Executive Committee (in Europe)	8	(i) 2,576	(i) 480	(3)
		(ii) 2,498	(ii) 960	(6)
Finance Committee (in Europe)	6	1,013	240	(3)
Committee on Teaching of Chemistry (in U.S.A.)	9	3,924	540	(2)
Co-ordinating Committee for Analytical Methods (in Europe)	4	705	160	(1)
Division Presidents (in Europe)	6	(i) 1,238	(i) 480	(3)
		(ii) 1,260	(ii) 360	(2)
Standing Committee on Congress Organization and Programmes (in Europe)	2	200	80	(1)
		<hr/>	<hr/>	
		21,319	4,740	
Less Double Accounting		3,832	840	
		<hr/>	<hr/>	
	<u>TOTAL</u>	<u>17,487</u>	<u>3,900</u>	

GENERAL EXPENSES1970

	<u>Travel & Subsistence</u>	<u>Adm.</u>
President	1,000	
Past-President	500	
Vice-President	500	
Secretary General	5,000	
Treasurer	1,200	
Office of Secretary General:		
Typists (4524)		
Rent (1690)		
Operations:		
i. Electricity and water (38)		
ii. Telephone and telegrams (995)		
iii. Postage (741)		
iv. Stationery (926)		
v. Printing (116)		
vi. Photocopying (1083)		
viii. Cleaning (278)		
viii. Accident insurance (82)		
ix. Bus fares (daily to post office - 41)		
Storage of archives (Kuoni - 110)		
Railway season-ticket (412)		
Commuting from home to Zurich-airport (Dr. Morf - 440)		
Bureau meeting (1 typist - 170)		
Miscellaneous expenses (116)	1,022	10,740
 IUPAC Secretariat:		
Executive and Assistant Secretaries (12,110 - 7,265 - 7,133)		
Typists (3,287 - 1,562 - 1,956 - 180)		
Rent (1800), Rates (local tax - 720)		
Operations:		
i. Electricity (240)		
ii. Telephone (264)		
iii. Postage (2016)		
iv. Stationery (1440)		
v. Printing (480)		
vi. Photocopying (2160)		
vii. Cleaning (240)		
Furniture (720)		
Local journeys (288)		
Bureau meeting (Exec. & 1 Asst.Sec., 1 typist - 468)		
Miscellaneous expenses (144)	756	43,717

		<u>1970</u>
	<u>Travel & Subsistence</u>	<u>Adm.</u>
Contingency Fund for Divisions		12,000
Translations		1,000
Co-operation with UN and other agencies (FAO, WHO, IAEA, EC)		6,000
Scientific Editors and Offices Expenses		3,300
Information Bulletin (printing and mailing)		10,000
ICSU Contribution (2%)		2,000
Accounting (Union Bank of Switzerland)		4,000
Chartered Auditors		2,700
Subvention to Symposia:		
VIIth Natural Products (2,500)		
VIth Microtechniques (2,500)		
XIIIth Co-ordination (2,000)		
Bonn Pesticides (1,500)		
Cycloaddition (2,500)		10,500
	<u>TOTAL</u>	<u>105,957</u>
		<u>9,978</u>

RECAPITULATION

Physical Chemistry Division

Travel	6,370	
Subsistence	1,360	
	<hr/>	
	7,730	
<u>Less: 10% for non-claims</u>	773	
	<hr/>	
Administration	6,957	
	120	
	<hr/>	7,077

Inorganic Chemistry Division

Travel	1,188	
Subsistence	360	
	<hr/>	
	1,548	
<u>Less: 10% for non-claims</u>	155	
	<hr/>	
Administration	1,393	
	220	
	<hr/>	1,613

Organic Chemistry Division

Travel	7,290	
Subsistence	2,100	
	<hr/>	
	9,390	
<u>Less: 10% for non-claims</u>	939	
	<hr/>	
Administration	8,451	
	250	
	<hr/>	8,701

.../...

Macromolecular Division

Travel	8,335	
Subsistence	1,560	
	<hr/>	
	9,895	
<u>Less:</u> 10% for non-claims	990	
	<hr/>	
Administration	8,905	
	150	
	<hr/>	9,055

Analytical Chemistry Division

Travel	1,762	
Subsistence	520	
	<hr/>	
	2,282	
<u>Less:</u> 10% for non-claims	228	
	<hr/>	
Administration	2,054	
	700	
	<hr/>	2,754

Clinical Chemistry Section

Travel	3,108	
Subsistence	600	
	<hr/>	
	3,708	
<u>Less:</u> 10% for non-claims	371	
	<hr/>	
Administration	3,337	
	150	
	<hr/>	3,487

Applied Chemistry Division

Travel	8,266	
Subsistence	2,880	
	<hr/>	
	11,146	
<u>Less: 10% for non-claims</u>	1,115	
	<hr/>	
	10,031	
Administration	1,400	11,431
	<hr/>	

Standing Committees

Travel	17,487	
Subsistence	3,900	
	<hr/>	
	21,387	
<u>Less: 10% for non-claims</u>	2,139	19,248
	<hr/>	

General Expenses

Travel & Subsistence	9,978	
<u>Less: 10% for non-claims</u>	998	
	<hr/>	
	8,980	
Administration	105,957	114,937
	<hr/>	
<u>TOTAL EXPENDITURE</u>		<hr/> 178,303 <hr/>

INCOME BUDGET FOR 1971

Dues from National Adhering Organizations	96,050
Interest and Dividends	10,000
International Council of Scientific Unions	14,000
Royalties	6,000
Company Associates (127)	*38,142
	<hr/>
TOTAL INCOME	164,192
TOTAL EXPENDITURE	289,717
	<hr/>
Excess of Expenditure over Income	125,525
	<hr/>

* 5% already deducted for use by NAO
in promoting Company Associates Scheme

EXPENDITURE BUDGET FOR 1971* /

(Meetings at Washington, D.C. unless stated otherwise)

	<u>Titular Members</u>	<u>Travel \$</u>	<u>Subsistence \$</u>	<u>Adm. \$</u>
<u>CLINICAL CHEMISTRY SECTION</u>				
	10	5,777	1,440 (6)	150
<u>PHYSICAL CHEMISTRY DIVISION</u>				
Division Committee	10	4,923	1,200 (5)	100
I.1: Physico-Chemical Symbols, Terminology and Units	9	4,340	720 (3)	
I.2: Thermodynamics and Thermochemistry	8	4,968	660 (3)	
I.3: Electrochemistry	8	4,316	630 (3)	
I.4: Data and Standards	8	5,015	680 (3)	
I.5: Molecular Structure and Spectroscopy	7	5,494	280 (1)	
I.6: Colloid and Surface Chemistry	8	4,003	640 (3)	25
I.7: Applied Radiochemistry	3			
		<u>33,059</u>	<u>4,860</u>	
Less Double Accounting		4,364	540	
		<u>28,695</u>	<u>4,320</u>	<u>125</u>
<u>TOTAL</u>				

* Based on Membership as at 1969 and assuming duration of meetings in Washington, D.C. as for Cortina d'Ampezzo.

/ No allowance made for price increases between 1969 and 1971.

	Titular Members	Travel \$	Subsistence \$	Adm. \$
<u>INORGANIC CHEMISTRY DIVISION</u>				
Division Committee	10	5,441	600 (2)	180
II.1: Atomic Weights	8	3,286	480 (2)	20
II.2: Nomenclature of Inorganic Chemistry	10	5,442	1,200 (5)	20
II.3: High Temperatures and Refractories	4	1,786	160 (1)	20
		<hr/>	<hr/>	
		15,955	2,440	
Less Double Accounting		2,319	160	
		<hr/>	<hr/>	
	<u>TOTAL</u>	13,636	2,280	240
		<hr/>	<hr/>	<hr/>
<u>ORGANIC CHEMISTRY DIVISION</u>				
Division Committee	10	5,465	1,000 (4)	250
III.1: Nomenclature of Organic Chemistry (in Europe)	8	2,562	1,440 (8)	
III.2: Chemical Plant Taxonomy	8	4,327	320 (1)	
III.3: Biochemical Nomenclature (in Europe)	5	2,522	400 (3)	
		<hr/>	<hr/>	
		14,876	3,160	
Less Double Accounting		1,912	200	
		<hr/>	<hr/>	
	<u>TOTAL</u>	12,964	2,960	250
		<hr/>	<hr/>	<hr/>
<u>MACROMOLECULAR DIVISION</u>				
Division Committee	9	*(i) 3,204	(i) 540 (2)	150
		(ii) 5,887	(ii) 540 (2)	
IV.1: Macromolecular Nomenclature	8	4,761	640 (3)	
		<hr/>	<hr/>	
		13,852	1,720	
Less Double Accounting		1,722	40	
		<hr/>	<hr/>	
	<u>TOTAL</u>	12,130	1,680	150
		<hr/>	<hr/>	<hr/>

*(i) Meeting in Europe.

	Titular Members	Travel \$	Subsistence \$	Adm. \$
<u>ANALYTICAL CHEMISTRY DIVISION</u>				
Division Committee	10	5,624	1,000 (4)	250
V.1: Analytical Reactions and Reagents	6	3,034	480 (3)	50
V.2: Microchemical Techniques	8	4,010	640 (3)	50
V.3: Analytical Nomenclature	8	4,319	800 (4)	50
V.4: Spectrochemical and other Optical Procedures for Analyses	8	2,495	800 (4)	50
V.5: Electroanalytical Chemistry	7	4,171	700 (4)	50
V.6: Equilibrium Data	8	4,545	480 (2)	50
V.7: Analytical Radiochemistry & Nuclear Materials	5	2,585	400 (3)	50
		<u>30,783</u>	<u>5,300</u>	
Less Double Accounting		3,117	420	
	<u>TOTAL</u>	<u>27,666</u>	<u>4,880</u>	<u>600</u>

APPLIED CHEMISTRY DIVISION

Division Committee	8	3,839	800 (4)	400
VI.1: Food	10	4,877	840 (3)	
VI.1.1: Trace Substances	8	3,270	640 (3)	
VI.1.2: Food Additives and Contaminants	8	4,320	640 (3)	
VI.2: Fermentation Industries	7	3,974	580 (3)	
VI.3: Oils and Fats	8	4,801	520 (2)	400
VI.4: Toxicology and Industrial Hygiene	8	4,147	660 (3)	
VI.5: Pesticides	9	3,387	1,300 (6)	
VI.6: Organic Coatings	8	4,185	640 (3)	
VI.7: Pulp, Paper & Board	8	3,983	480 (3)	
VI.8: Water, Sewage and Industrial Wastes	7	*(i) 975 (ii) 4,234	(i) 280 (1) (ii) 460 (2)	100
		<u>45,992</u>	<u>7,840</u>	
Less Double Accounting		7,121	1,060	
	<u>TOTAL</u>	<u>38,871</u>	<u>6,780</u>	<u>900</u>

*(i) Meeting in Europe.

	<u>Titular Members</u>	<u>Travel \$</u>	<u>Subsistence \$</u>
<u>STANDING COMMITTEES</u>			
Bureau	24	14,028	2,880 (5)
Executive Committee	8	*(i) 2,498 (ii) 5,134	(i) 480 (2) (ii) 320 (1)
Finance Committee	6	+(i) 1,013 (ii) 3,066	(i) 240 (1) (ii) 240 (1)
Committee on Teaching of Chemistry	9	4,357	480 (2)
Inter-Divisional Committee on Nomenclature and Symbols	6	2,862	240 (1)
Co-ordinating Committee for Analytical Methods	4	1,835	160 (1)
Standing Committee on Congress Organization & Programmes	2	1,263	80 (1)
Division Presidents	6	2,007	240 (1)
		<hr/>	<hr/>
		38,063	5,360
Less Double Accounting		14,305	620
		<hr/>	<hr/>
	<u>TOTAL</u>	<u>23,758</u>	<u>4,740</u>

*(i) Meeting in Europe.

+(i) Meeting in Europe.

GENERAL EXPENSES

	<u>Travel & Subsistence</u>	<u>Adm.</u>
President	1,000	
Past-President	500	
Vice-President	500	
Secretary General	5,000	
Treasurer	1,200	
Executive to Congress in Boston*		
Office of Secretary General:		
Typists (4524)		
Rent (1690)		
Operations:		
i. Electricity and water (38)		
ii. Telephone and telegrams (995)		
iii. Postage (741)		
iv. Stationery (926)		
v. Printing (116)		
vi. Photocopying (1083)		
vii. Cleaning (278)		
viii. Accident insurance (82)		
ix. Bus fares (daily to postoffice-41)		
Storage of archives (Kuoni-110)		
Railway season-ticket (412)		
Commuting from home to Zurich airport (Dr. Morf-440)		
Washington, D.C. (1 typist - 767)		
Miscellaneous expenses (116)	1,619	10,740

IUPAC Secretariat:

Executive and Assistant Secretaries (12,620 - 7,397 - 7,265)		
Typists (3,357 - 1,589 - 2,043 - 180)		
Rent (1800), Rates (local tax - 720)		
Operations:		
i. Electricity (240)		
ii. Telephone (264)		
iii. Postage (2016)		
iv. Stationery (1440)		
v. Printing (480)		
vi. Photocopying (2160)		
vii. Cleaning (240)		
Furniture (720)		
Local journeys (288)		
Washington, D.C. (Exec. & Asst. Secs. and 2 typists - 2748)		
Miscellaneous expenses (144)	3,036	44,675
Contingency Fund for Divisions		12,000
Translations		1,000
Co-operation with U.N. Agencies (FAO, WHO, IAEA, EC)		6,000
Scientific Editors & Office Expenses		3,300
Comptes Rendus (printing and mailing)		6,000
Information Bulletin (printing and mailing)		10,000
ICSU Contribution (2%)		2,000
Accounting (Union Bank of Switzerland)		4,000
Chartered Auditors		2,700
<u>TOTAL</u>	<u>12,855</u>	<u>102,415</u>

RECAPITULATION

Clinical Chemistry Section

Travel	5,777	
Subsistence	1,440	
	<hr/>	
	7,217	
<u>Less:</u> 10% for non-claims	722	
	<hr/>	
Administration	6,495	
	150	
	<hr/>	6,645

Physical Chemistry Division

Travel	28,695	
Subsistence	4,320	
	<hr/>	
	33,015	
<u>Less:</u> 10% for non-claims	3,302	
	<hr/>	
Administration	29,713	
	125	
	<hr/>	29,838

Inorganic Chemistry Division

Travel	13,636	
Subsistence	2,280	
	<hr/>	
	15,916	
<u>Less:</u> 10% for non-claims	1,592	
	<hr/>	
Administration	14,324	
	240	
	<hr/>	14,564

Organic Chemistry Division

Travel	12,964	
Subsistence	2,960	
	<hr/>	
	15,924	
<u>Less:</u> 10% for non-claims	<u>1,592</u>	
	<hr/>	
	14,332	
Administration	250	
	<hr/>	14,582

Macromolecular Division

Travel	12,130	
Subsistence	1,680	
	<hr/>	
	13,810	
<u>Less:</u> 10% for non-claims	<u>1,381</u>	
	<hr/>	
	12,429	
Administration	150	
	<hr/>	12,579

Analytical Chemistry Division

Travel	27,666	
Subsistence	4,880	
	<hr/>	
	32,546	
<u>Less:</u> 10% for non-claims	<u>3,255</u>	
	<hr/>	
	29,291	
Administration	600	
	<hr/>	29,891

Applied Chemistry Division

Travel	38,871	
Subsistence	6,780	
	<hr/>	
	45,651	
<u>Less: 10% for non-claims</u>	4,565	
	<hr/>	
	41,086	
Administration	900	41,986
	<hr/>	

Standing Committees

Travel	23,758	
Subsistence	4,740	
	<hr/>	
	28,498	
<u>Less: 10% for non-claims</u>	2,850	25,648
	<hr/>	

General Expenses

Travel and Subsistence	12,855	
<u>Less: 10% for non-claims</u>	1,286	
	<hr/>	
	11,569	
Administration	102,415	113,984
	<hr/>	

<u>TOTAL EXPENDITURE</u>	289,717
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APPENDIX N

REPRESENTATION OF IUPAC ON OTHER INTERNATIONAL ORGANIZATIONS

<u>ORGANIZATION</u>	<u>IUPAC REPRESENTATIVE</u>	<u>DATE APPOINTED</u>
ICSU Executive Committee	Prof. W. Klemm (Germany)	1964
ICSU Abstracting Board (IAB)	Dr. B. Riegel (USA)	1969
ICSU Committee on Space Research (COSPAR)	Dr. R. Morf (Switzerland)	1965
ICSU Scientific Committee on Water Research (COWAR)	Mr. B. Goransson (Sweden)	1968
ICSU Committee on Data for Science and Technology (CODATA)	Prof. W. Klemm (Germany)	1966
Joint ICSU Commission on Applied Radioactivity (JCAR)	Prof. H. Seligman (Austria)	
	President	1959-1967
	Dr. C. Fisher (France)	
	Secretary	1959-1967
	Prof. M. Perey (France)	1959-1967
Inter-Union Commission on Science Teaching (IUCST)	Sir Ronald Nyholm (UK)	1966
	Mr. D.G. Chisman (UK)	1968
Joint Commission on Biochemical Nomenclature	Dr. W.E. Cohn (USA) -	
	Secretary	1965-1969
	Prof. P. Karlson (Germany)	1967-1971
	Dr. B. Keil (Czechoslovakia)	1967-1971
	Prof. W. Klyne (UK)	1965-1969
Joint ICSU Commission on Spectroscopy	Prof. E.C. Webb (Australia)	1967-1971
	Prof. R.C. Lord (USA)	1968-1971
	Sir Harold Thompson (UK)	1968-1971
	Prof. V. Fassel (USA)	1968-1974
	Dr. R.N. Jones (Canada)	1968-1974
World Health Organization	Dr. R. Morf (Switzerland)	1969
International Congress on Catalysis	Prof. J.Th.G. Overbeek (Netherlands)	1969

APPENDIX O

PAYMENT OF TRAVEL EXPENSES AND SUBSISTENCE

Travel expenses and subsistence will be paid to Titular Members only, on the occasions when a Titular Member attends an official meeting of his Division Section or Commission.* To qualify for payment, a Titular Member must be listed as such in the current Comptes Rendus or, in the rare case of a person elected to Titular Membership between Conferences, have had his proposed membership approved in writing by the Bureau (or Executive Committee).

Travel and subsistence allowances cannot be paid in advance of a meeting.

Members are entitled to economy-class return air fares by the most direct route and the difference therefrom must be borne by the member himself.

The per diem subsistence allowance will be fixed by the Treasurer for each particular meeting.

IUPAC CONFERENCES

1. Secretaries of Divisions, Sections and Commissions should send to the Executive Secretary at least eight months before the Conference, full details of the proposed meetings.
2. Claim forms will be sent by the Secretariat to all Titular Members, and, after completion by Members, the forms should be returned to the Executive Secretary.
3. The claim forms will then be presented to the Treasurer for approval, after receipt of which payment will be made through IUPAC's Bankers.
4. At the Conference, the President of the Division or Chairman of the Section or Commission will certify the attendance of his Members.

IUPAC MEETINGS BETWEEN CONFERENCES

1. The Secretary of a Division, Section or Commission should send to the Executive Secretary, at least three months in advance, full details of the proposed meeting.
2. Claim forms will be sent by the Secretariat to all Titular Members, and after completion by Members, the forms should be returned to the Executive Secretary.
3. The claim forms will then be presented to the Treasurer for approval, after receipt of which payment will be made through IUPAC's Bankers.
4. At the meeting, the President of the Division or Chairman of the Section or Commission will certify the attendance of his Members.

* Travel expenses and subsistence cannot be claimed from IUPAC by Associate Members, National Representatives, Observers, nor members of Sub-Commissions who are not Titular Members of the Parent Commissions or members of Division or Section Committees.

ADMINISTRATIVE EXPENSES ASSOCIATED WITH THE RUNNING OF DIVISIONS, SECTIONS
AND COMMISSIONS

1. Claims for reimbursement of administrative expenses associated with the running of Divisions, Sections and Commissions should be addressed to the Treasurer of IUPAC, preferably once only each year. Deadline 10th December.
2. Payment will be made through IUPAC's Bankers.

APPENDIX P

REVISED SCHEME FOR ANNUAL SUBSCRIPTIONS FROM NATIONAL

ADHERING ORGANIZATIONS

- Based on the decision made by Council (Comptes Rendus XXIV pg.105) considering the motion made by the U.S. Delegation, with a view to put the regular IUPAC income into line with needs, the following working document is suggested for consideration and criticism to better the proposals.

To: IUPAC National Adhering Organizations and members of the Bureau

The annual dues paid in 1968 amounted to \$98,000. In addition, the Company Associates Plan provided \$30,000 and revenue from other sources amounted to \$22,000.

Expenditures in a Conference year will be \$200,000 whereas in a non-Conference year, \$160,000, if IUPAC is to carry-out the programme to which Council has agreed.

It is obvious that only an overall increase in the annual subscriptions can provide a secure income which will guarantee successful work.

The annual subscriptions paid by the National Adhering Organizations have hitherto not been based on a systematic and logical appraisal of the chemical activity of the various organizations. It is now suggested that the chemical turn-over, which is easily defined and known, could be used as a basic guide-line in enabling a National Adhering Organization to determine realistically what might be an appropriate subscription. A modest relationship between annual turn-over in chemicals to the number of votes should also be kept in mind.

A first proposal in this direction was produced after lengthy consideration by the Finance Committee at the Prague Conference and has been published in the Comptes Rendus (pg. 113).

Various objections were raised to the details of this plan, though its objectives have not been questioned.

The following scheme is now suggested for discussion:

.../

Category	Multiplier of Basic Unit	Subscription based on \$100 Unit \$	Number of votes in Council	Possible number of Adhering Organ- izations	Amount Subscribed \$	Number of Council Votes
I	1	100	1	7	700	7
II	5	500	2	11	5,500	22
III	10	1,000	3	7	7,000	21
IV	20	2,000	4	1	2,000	4
V	50	5,000	6	10	50,000	60
VI	100	10,000	7	6	60,000	42
VII	250	25,000	8	1	25,000	8
				43	\$150,200	164

As a further guide-line, we give the figures for the Chemical turn-over as known here. Unfortunately, the Secretariat does not have on hand reliable figures for the other countries.

TURNOVER OF THE CHEMICAL INDUSTRY

In million dollars

Countries	1962	1964	1966
Austria	290	340	425
Belgium	685	770	965
Canada	1,445	1,655	1,975
Denmark	215	260	
France	4,165	5,130	5,950

.../

(Turnover of the Chemical Industry Continued)

Countries	1962	1964	1966
Germany	5,980	6,985	8,215
Ireland	65	75	
Italy	3,945	4,270	5,230
Japan	3,965	4,720	7,055
Netherlands	920	1,190	1,535
Norway	230	225	
Spain	810	1,190	1,725
Sweden	485	600	695
Switzerland	510	720	855
United Kingdom	5,055	6,000	6,720
United States	29,385	33,600	38,700

We now invite the National Adhering Organizations to:

- a) produce or correct the above figures
- b) to study carefully whether such an approach, to increase the regular annual income of IUPAC, might be possible
- c) to find out which category might be best suitable for their choice
- d) to make criticism or better proposals, already for the next Bureau meeting (October 29th) or at least 4 months before the Council meeting (15th March 1969).

The National Adhering Organizations should recognize that over the years the expenses of an active, growing organization will increase. Therefore, they should take into consideration the possibility of increasing the unit subscription (set at \$100 in the above table) as required to meet needs. Such setting of the unit subscription, of course, would always be submitted to the Council for approval at each biennial meeting, but would provide a simple and equitable way to allow for minor adjustment in the Union's dues income.
