

INTERNATIONAL UNION OF PURE AND APPLIED CHEMISTRY

MINUTES OF LXXIIIrd MEETING OF EXECUTIVE COMMITTEE

HELD AT SOCIÉTÉ CHIMIQUE DE FRANCE, PARIS

ON

SATURDAY-SUNDAY, 26th-27th FEBRUARY 1972, at 9.00

PRESENT:

Prof. J. Bénard	- President, in the Chair
Dr. A. L. G. Rees	- Past-President
Sir Harold Thompson	- Vice-President
Dr. W. Gallay	- Secretary General
Prof. O. Horn	- Treasurer
Mr. P. M. Arnold	
Prof. N. M. Emanuel	
Prof. G. Sartori	

IN ATTENDANCE:

Dr. M. Williams	- Executive Secretary
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I N D E X

<u>Minute No.</u>		<u>Page</u>
1/72	Finalization of Agenda	1
2/72	Minutes of LXXth, LXXIst, and LXXIInd Meetings of Executive Committee	1
3/72	Minutes of Meetings of Bureau (XXVIIth, XXVIIIth, XXIXth), Council (XXVIth), Division Presidents (22.7.71), Finance Committee (18.7.71, 17-18.2.72) and Matters Arising	1
4/72	Statement of Accounts for 1971	2
5/72	Revised Budgets for 1972 and 1973	2
6/72	Evaluation of Travel and Accommodation Arrangements for XXVIth IUPAC Conference (1971)	4
7/72	Location and Dates for XXVIIth IUPAC Conference (1973)	5
8/72	Tax-Free Status of IUPAC in Canton of Zürich	6
9/72	Payments on Behalf of IUPAC	6
10/72	International Office for Analytical Chemistry	6
11/72	Outstanding Subscriptions from Brazil	7
12/72	Contingency Fund for Clinical Chemistry Section	7
13/72	Company Associates Scheme	7
14/72	Terms of Reference of Standing Committees	8
15/72	Interdivisional Committee on Nomenclature and Symbols	9
16/72	Commissions and Sub-Commissions	10
17/72	Nominations of New Members of IUPAC Bodies	11
18/72	IUPAC Representation on Other Organizations	13
19/72	Symposia: Sponsorship, Subvention, Representation	14
20/72	Publications	16
21/72	Exchange of Views on Functions of Secretary General	18
22/72	Review of Relationships Between Executive Committee, Officers, and Executive Secretary	18

<u>Minute No.</u>		<u>Page</u>
23/72	Period of Office for IUPAC Officers	19
24/72	Changes in National Adhering Organizations	19
25/72	Representation of China in IUPAC	20
26/72	Coordination of Microbiological Programme Activities	21
27/72	Liaison of IUPAC with Association of Official Analytical Chemists	21
28/72	Joint Meetings with Other Scientific Unions	21
29/72	International Union of Pharmacology	21
30/72	XXVIIIth IUPAC Conference (1975)	22
31/72	Dates for 1972 Bureau Meeting	22

Minute 1/72

FINALIZATION OF AGENDA

The Executive Secretary reported that two late requests had been received for consideration under Sponsorship:

19.8 - IVth International Conference on Non-aqueous Solvents

19.9 - IIIrd International Conference on Raman Effect.

Minute 2/72

MINUTES OF LXXth, LXXIst, AND LXXIInd MEETINGS OF EXECUTIVE COMMITTEE

2.1/72 Approval of Minutes

No matters of dissention having been raised, it was Resolved:

that the minutes of the LXXth, LXXIst,
and LXXIInd Executive Committee Meetings
be approved.

2.2/72 Matters Arising from Minutes

During discussion of the subject in Washington, the Executive Secretary was requested to obtain an assurance that all bona fide chemists from throughout the world would be free to attend the VIIIth International Symposium on the Chemistry of Natural Products (New Delhi, 6th-12th February 1972). The Organizers had reaffirmed their support for this IUPAC policy. Nevertheless, Dr. D. E. A. Rivett (Republic of South Africa) had been refused a visa for entry into India, although his paper had been accepted for presentation at the Symposium.

Pending its consideration by the ICSU Committee on Free Circulation of Scientists, the Executive Committee decided to take no action on the matter.

Minute 3/72

MINUTES OF MEETINGS OF BUREAU (XXVIIth, XXVIIIth, XXIXth), COUNCIL (XXVith), DIVISION PRESIDENTS (22.7.71), FINANCE COMMITTEE (18.7.71, 17-18.2.72) AND MATTERS ARISING

3.1/72 Minutes of XXVIIth, XXVIIIth, and XXIXth Bureau Meetings

Further to Minute 117 (i) of XXIX/B, Prof. Horn recommended that because of the present financial position of the Union, membership of the Interdivisional Committee on Machine Documentation should be strictly limited to 8 persons. This was accepted by the Executive Committee. It was suggested that Prof. S. Fujiwara (Japan) might become a Coopted Member of the Interdivisional Committee with the possibility of meeting his travel and subsistence expenses from non-IUPAC funds.

3.2/72 Minutes of Meetings of Council (XXVith), Division Presidents (22.7.71), and Finance Committee (18.7.71)

These minutes were accepted without comment by the Executive Committee.

3.3/72 Minutes of Meeting of Finance Committee (17-18.2.72)

No minutes were yet available, but the Chairman had submitted a report on important aspects of the deliberations. Prof. Bénard suggested that subjects from the report should be considered under the relevant items of the Executive Committee agenda.

Minute 4/72

STATEMENT OF ACCOUNTS FOR 1971

Prof. Horn commented briefly on the Comparative Statement of Income and Expenditure for 1971. The large excess of expenses over receipts (\$59,543.17) was attributable mainly to convening the XXVith IUPAC Conference in Washington, DC. Concern was expressed that the administration costs of the Union were too high, utilizing about one third of the annual income. A substantial deduction, in lieu of purchases of Pure and Applied Chemistry for the Company Associates Scheme, had been made before payment of Royalties from Butterworths.

Dr. Rees pointed out that holding the IUPAC Conference in USA had been an exception to normal policy: the Executive Committee had always realized that the unusually high expenditure would have to be met from reserves. Mr. Arnold confirmed that no further donation to the Union could be expected from the Organizing Committee of the XXIIIrd IUPAC Congress.

In his capacity as Chairman of the Committee on Publications, Sir Harold Thompson was agreeable to the Finance Committee recommendation to establish in 1972 a separate income/expenditure account for IUPAC publications. Together with the Executive Secretary he would also try to do something retrospectively for 1970-71.

Minute 5/72

REVISED BUDGETS FOR 1972 AND 1973 (see Appendices A and B)

5.1/72 Revised Budget for 1972

Despite some further reductions in Divisional allocations, the Revised Budget (as of 13th January 1972) showed only a surplus of income over expenditure of \$6,767. Although still maintaining the necessity to establish a 1972 Budget with a surplus of \$20,000, the Finance Committee had only found it possible to increase the surplus to \$13,147. The Executive Committee was unable to accept the recommendation to reduce by \$7,000 travel and subsistence costs of the proposed September meetings in Strasbourg of the Division Presidents/Executive Committee/Bureau.

Concern was expressed at:

- (i) the high proportion of income from the Company Associates Scheme returned to the members in the form of publications;
- (ii) the lack of money available for meetings of IUPAC bodies.

It was suggested that:

- (a) the expenditure of the Secretariat might need to be at an exceptional level by the nature of IUPAC activities;
- (b) greater care should be taken in future in granting subventions to symposia.

Proposals were made for reallocating elsewhere in the Budget items of expenditure incurred by the Secretariat in connection with IUPAC publications, Company Associates Scheme, and IUPAC bodies. Dr. Gallay indicated that his budgeted expenditure for 1972 could be reduced by \$1,500. The idea of an appeal to National Adhering Organizations to contribute towards the costs of their Bureau members attending the Strasbourg meetings did not find general support within the Executive Committee. The possibility of requesting Adhering Organizations in low subscription categories to change to a higher status was deferred for further consideration.

5.2/72 Revised Budget for 1973

In order not to show a loss of greater than \$20,000 in the 1973 Budget, the Finance Committee had recommended the imposition of a limit of \$115,000 for travel and subsistence expenses that year. This figure was accepted as a target by the Executive Committee.

Regarding suggestions made by the Finance Committee for achieving the figure of \$115,000, the Executive Committee decided:

- (i) Limitation of IUPAC bodies meeting within a Conference year be accepted as a guiding principle for 1973. Prof. Bénard would ask the Division Presidents to take the necessary action with regard to their Sections and Commissions.
- (ii) Not to insist that all Delegates attending Council be financed by their National Adhering Organizations for travel and subsistence.
- (iii) Use of organized travel arrangements to be mandatory for all travel from outside Europe (excluding USSR), unless a person wished to meet the extra costs of independent travel from non-IUPAC funds.
- (iv) No claims to be honoured after deadline date for receipt of claim forms at the Secretariat.
- (v) Any savings of a Division in 1972 below budgetary figure be available for use by that Division in 1973 as an exceptional concession for the years 1972-73.

5.3/72 Investments

The Executive Committee noted changes made in the Union's investment portfolio by the Finance Committee and approved by the IUPAC Banker and Treasurer. These should increase the annual income without affecting the long-term capital appreciation.

5.4/72 Additional Sources of Income

The Executive Committee endorsed the following suggestions of the Finance Committee:

- (i) Application be made to ICSU for a subvention of \$18,000 in 1973 based on IUPAC activities concerned with nomenclature and the environment.
- (ii) The Secretariat be asked to collect information on all financial trusts and foundations from ICSU and other sources and to make this available to all IUPAC bodies. These bodies should be advised to elaborate proposals for seeking financial grants from trusts and foundations, for consideration of action by the Executive Committee.

Minute 6/72

EVALUATION OF TRAVEL AND ACCOMMODATION ARRANGEMENTS FOR XXVth IUPAC CONFERENCE (1971)

6.1/72 Report of Assistant Secretary

The Finance Committee's advice on the Conclusions of the Report of the Assistant Secretary was accepted by the Executive Committee, namely:

- (i) Organized travel arrangements should be taken advantage of where practical and whenever substantial savings could be made.
- (ii) Accommodation should be left to individual arrangements except (a) on request from a member, (b) in exceptional circumstances agreed by the Executive Committee (e.g., a IUPAC Conference).
- (iii) A permanent arrangement should not be made with one travel agent. Instead, the Secretariat must continually establish the most favourable terms available.
- (iv) There was a need for a review of the system for payment of members' expenses, particularly with regard to simplification and control.

6.2/72 Use of IUPAC Symbol by Oxonian Travel Services

The Executive Committee decided that, in future, travel agents should be appointed only for specific meetings of IUPAC bodies or specific IUPAC-sponsored symposia. If so appointed, an agent might mention the fact in his literature for the specific meeting or symposium. Under no circumstances, however, might the IUPAC symbol be used by a travel agent (or by any other commercial concern).

Minute 7/72

LOCATION AND DATES FOR XXVIIth IUPAC CONFERENCE (1973)

7.1/72 Report of Assistant Secretary

Further to the resolution of Council (Minute 23, XXVI/C) that the location of Hamburg and timing of the XXVIIth Conference be carefully reviewed, the Secretariat had obtained data for Lindau, Berlin, Munich and Kiel. There was no significant difference in travel costs for Hamburg, Berlin, and Munich. The costs for Lindau and Kiel were higher because they did not have international airports and extra local transportation was therefore required. Some savings in travel costs would result if Conference was held immediately after the XXIVth Congress (3-8 September) since transatlantic air fares were then reduced. When hotel accommodation and conference rooms were taken into consideration, the Secretariat concluded that Berlin was the most suitable location, with Munich also highly recommended.

The Executive Committee rejected Berlin as a location for diplomatic reasons. Arguments were produced in favour of holding Conference immediately before Congress and it was decided to continue this tradition. The Treasurer indicated that a daily subsistence rate of \$20 was all that IUPAC funds would permit in 1973. Therefore, the principle of accommodating the majority of members of IUPAC bodies and convening their meetings in one large hotel would probably have to be abandoned. Unless members wished to contribute from non-IUPAC funds towards their accommodation, the Executive Committee agreed that several smaller hotels must be used with University facilities for meetings.

As a whole the Executive Committee was in favour of locating Conference in Munich, but Hamburg should still be considered a possibility. A final recommendation on location would be made by the Treasurer after visiting the two cities with the Assistant Secretary.

7.2/72 Guidelines for Minimizing Costs of Meetings

The Finance Committee had confirmed that there were only two significant methods for counteracting the continuing rise in expenditure on meetings of IUPAC bodies:

- (i) Minimization of travel costs,
- (ii) Reduction of members eligible for reimbursement of expenses.

It therefore recommended that:

- (a) in arrangements for meetings, cost of transport be used as the controlling factor in deciding the location;
- (b) statutory changes be effected to reduce the number of members eligible for expenses on all IUPAC bodies.

The Executive Committee accepted (a) without comment, but deferred (b) for consideration in detail on another occasion.

Minute 8/72

TAX-FREE STATUS OF IUPAC IN CANTON OF ZÜRICH

Prof. Horn reported that the Union had been officially granted tax-free status in the Canton of Zürich by Kantonales Steueramt Zürich on 24th December 1971. However, it was recommended that IUPAC Statute 4.3 be changed so that it was unnecessary for Council to reconsider every fourth year the location of the official headquarters of the Union. The Treasurer was ascertaining if any taxes paid in Zürich as a result of earlier shares transactions could be repaid to IUPAC.

Minute 9/72

PAYMENTS ON BEHALF OF IUPAC

As an amendment to Minute 416 of LXIII/EC, it was Resolved:

that, in future, the Treasurer's signature alone would suffice for approval of payment by Schweizerische Bankgesellschaft of expenditures up to \$200.

Sir Harold Thompson requested the Treasurer to pay automatically and half-yearly the expenses and agreed fees of the Scientific Editor and his Assistant Editor. The Executive Secretary was asked to check if official letters of contract had ever been issued to the Editors by the Union.

Minute 10/72

INTERNATIONAL OFFICE FOR ANALYTICAL CHEMISTRY

10.1/72 Feasibility of Granting \$5,000 from IUPAC

Further to Minute 100 of XXVII/B and following some discussion of the implications with regard to the 1972 and 1973 Budgets of the Union, it was Resolved (6 in favour, 1 against):

that having regard to the present financial position of IUPAC, the Executive Committee does not at present find it feasible to give \$5,000 to the International Office for Analytical Chemistry.

10.2/72 Proposed Advisory Board and Statute

Consideration of the proposed Advisory Board and Statute for the International Office for Analytical Chemistry (IOACH) was deferred for the next meeting of the Bureau. Meanwhile, the Executive Secretary was asked to summarize all previous discussions on IOACH and to circulate the document to Bureau Members.

Minute 11/72

OUTSTANDING SUBSCRIPTIONS FROM BRAZIL

Absolvement of Brazil from payment of outstanding annual subscriptions to IUPAC (see Minute 25, XXVI/C) was considered by the Executive Committee to be a dangerous precedent: the outstanding subscriptions were an internal problem for that country.

It was Resolved:

that Brazil must pay its outstanding subscriptions for 1969, 1970, and 1971, the \$450 paid in 1971 to constitute partial payment for 1969.

Minute 12/72

CONTINGENCY FUND FOR CLINICAL CHEMISTRY SECTION

The Executive Committee accepted, in principle, that when the financial position of the Union improved sufficiently, a small annual Contingency Fund should be allocated to the Clinical Chemistry Section and its three Commissions.

Minute 13/72

COMPANY ASSOCIATES SCHEME

When the Company Associates Scheme was established, the Executive Committee had decided that members should receive the following privileges:

- (i) One copy of such IUPAC publications as the journal Pure and Applied Chemistry, Comptes Rendus, and the Information Bulletin.
- (ii) Advance information of all IUPAC-sponsored meetings.
- (iii) The right to designate a delegate to attend IUPAC Congresses and symposia at a reduced registration fee (for the present and until the end of 1967, the maximum remission was set at \$10).
- (iv) Use of any travel facilities which might be arranged for IUPAC meetings.

In view of rising costs of the journal, the Bureau had subsequently resolved (Minute 83, XXVI/B) that, starting in 1972, Company Associates should contribute half towards the annual subscription of Pure and Applied Chemistry.

Advance information on symposia had always been distributed outside Europe by air mail. However, because of increased postal charges in 1971 the Treasurer had ruled that, unless circulars were urgent, they should always be sent by surface mail.

The Executive Secretary understood that IUPAC was responsible for making up the reduced registration fee at a symposium. In practice, however, privilege (iii) had apparently never yet been claimed. On a proposal from Prof. Horn, it was Resolved:

that privilege (iii) of the Company Associates Scheme is henceforth discontinued.

Minute 14/72

TERMS OF REFERENCE OF STANDING COMMITTEES

14.1/72 Committee on Teaching of Chemistry

Draft Standing Orders had been submitted by the Committee on Teaching of Chemistry. The Executive Committee ruled that membership must be strictly limited to 8 persons, otherwise the Executive Secretary should bring the draft into agreement with the approved Standing Orders for the Finance Committee.

14.2/72 Committee on Statutes and By-laws

Sir David Martin had made recommendations to the President regarding composition of the Committee on Statutes and By-laws (Minute 18 (iv), XXVI/C). Prof. Bénard intended to decide on the nominations in the near future. Draft Standing Orders had been submitted to the Executive Committee.

There was some discussion on the need for the new Committee to continue in existence after undertaking revision of the 1965 IUPAC Statutes. It was concluded that there would be a permanent requirement for interpretation of the Statutes. However, the Committee should only meet at the directive of the Executive Committee: most of its work could be performed by correspondence. The Executive Secretary was requested to bring the draft Standing Orders into agreement with the approved Orders for the Finance Committee.

14.3/72 Other Standing Committees

Further to the policy of elaborating Standing Orders for all Standing Committees of the Union (Minute 572, LXX/EC), Prof. Bénard reported that draft documents had been requested from the Committee on Publications, Coordinating Committee for Analytical Methods, Inter-divisional Committee on Machine Documentation, IUPAC-IUB Liaison Committee, IUPAC-IUB Commission on Biochemical Nomenclature. Dr. Gallay suggested that the Committee on SCOPE should take similar action.

Minute 15/72

INTERDIVISIONAL COMMITTEE ON NOMENCLATURE AND SYMBOLS

15.1/72 Report of Dr. Rees

Dr. Rees referred to previous discussion by the Executive Committee of IUPAC nomenclature problems (Minute 573, LXX/EC) and the resolve of the present Interdivisional Committee on Nomenclature and Symbols to function more effectively in future. He proposed the appointment of a small ad hoc Committee of the Executive Committee:

- (i) to review the whole area of IUPAC nomenclature activities, with reference to both internal and external consequences;
- (ii) to recommend policies for adoption;
- (iii) to recommend the composition and terms of reference of a broadly-based supervisory body with executive powers to implement the recommended policies.

Prof. Bénard thought it might be necessary for there to be an entirely different approach by the Union to the matter of nomenclature, namely creation of a Division of Nomenclature. In effect, the existing Nomenclature Commissions would be transferred to the new Division with the present Interdivisional Committee becoming the new Division Committee.

After further discussion it was concluded that the following areas should probably be represented on the proposed ad hoc Committee:

Physicochemical units, symbols, and terminology

Inorganic or organic nomenclature

Contact with other organizations (IUB, IUPAP, etc.)

Publications

The President undertook to make the necessary consultations, then to appoint members to the ad hoc Committee.

15.2/72 Letter from Swedish National Adhering Organization

It was decided that a recommendation from the Swedish National Committee for Chemistry for increased conformity in nomenclature for pure and applied chemistry, be referred to the ad hoc Committee.

15.3/72 Chairmanship of Committee

The Interdivisional Committee on Nomenclature and Symbols was composed of the Chairmen of the various IUPAC Nomenclature Commissions (Minute 15, XXIII/C). Nevertheless, it was Resolved:

that as an exception to general practice and in view of the reappraisal of the whole subject of nomenclature within the Union, the Executive Committee approves the appointment of Prof. M. L. McGlashan as Chairman of the Interdivisional Committee on Nomenclature and Symbols until the XXVIIth IUPAC Conference.

Minute 16/72

COMMISSIONS AND SUB-COMMISSIONS

16.1/72 Proposal for Commission on Structure and Mechanical Properties of Commercial Polymers

Discussion of a suggestion by the Macromolecular Division Committee to create a Commission on Structure and Mechanical Properties of Commercial Polymers was deferred, pending a proposal in writing from the Division President, Prof. Benoit.

16.2/72 Dissolution of Sub-Commission on Mycotoxins (VI.1.1.1) and Smoke Constituents (VI.1.1.2)

In the changes in structure of the Food Section approved by the Bureau at the XXVIIth Conference (Minute 102 (ii)a, XXVII/B), the Sub-Commissions on Mycotoxins and on Smoke Constituents had effectively ceased to exist. Their work had been taken over by the Commission on Food Contaminants.

It was Resolved:

that, in the spirit of By-law 4.1062, the Executive Committee approves retrospectively of dissolution of the Sub-Commissions on Mycotoxins and on Smoke Constituents.

16.3/72 Proposals for Sub-Commissions on Thermodynamic Tables (I.2.2) and Standard Calibration Substances (I.4.1)

For some years a Task Group of the Commission on Thermodynamics and Thermochemistry had been concerned with efforts to produce thermodynamic tables for a number of fluids. In order to achieve its aims, the work would have to continue for many more years. The Commission therefore felt it necessary for the Project Centre and its operation to have the active expertise support of a Sub-Commission.

The Chairman of the Committee on Statutes and By-laws had advised that, in this specific instance, the Task Group could be regarded as equivalent to the ad hoc Committee required by By-law 4.1301. It was therefore Resolved:

that, further to a recommendation from the President of the Physical Chemistry Division (Dr. Waddington), a Sub-Commission on Thermodynamic Tables be established. The Sub-Commission should be attached to the Commission on Thermodynamics and Thermochemistry, whose Chairman should recommend the composition.

Action regarding creation of a Sub-Commission on Standard Calibration Substances was deferred, pending a proposal in writing from the Commission on Physicochemical Measurements and Standards.

Minute 17/72

NOMINATIONS OF NEW MEMBERS OF IUPAC BODIES

17.1/72 Ratification of Nominations Endorsed by Correspondence through Executive Committee

Nominations for New Members of IUPAC bodies, endorsed by correspondence through the Executive Committee since the XXIXth Bureau meeting (Appendix C), were ratified.

17.2/72 Prof. Yates

Prof. P. Yates (Canada) had been renominated for the Organic Chemistry Division Committee at the XXVIth Conference, but he had already served 4 years of membership (Minute 117 (ii), XXIX/B). In spite of reasons advanced by the Division President, Prof. Ourisson, the Executive Committee was not prepared to grant an exception to By-law 4.102. It was suggested that Prof. Yates might be appointed a "coopted member" of the Division Committee.

17.3/72 Nominations of Persons from International Organizations

At the XXVIth Conference two persons had been nominated for membership of IUPAC bodies, in effect as representatives of international organizations. One of them was not working in his native country. The Chairman of the Committee on Statutes and By-laws had advised that in such cases the endorsement of the relevant international organizations should be sought for the nominations. An extension to By-law 4.1303 should be introduced to cover this contingency.

17.4/72 Extensions of Titular Membership beyond Eight Consecutive Years

Subsequent to the XXIXth Bureau meeting, it had been discovered that the appropriate Division Presidents had not given exceptional reasons for extending Titular Membership of the following persons beyond 8 consecutive years:

- Commission I.4 - Prof. H. Kienitz
Commission II.1 - Prof. N. N. Greenwood
Commission II.2 - Prof. W. C. Fernelius
Dr. J. E. Prue
Prof. J. Chatt
Section VI.5 - Dr. H. Hurtig

The exceptional reasons had now been submitted to the Executive Committee and were found to be acceptable. In each case Membership was extended until the XXVIIIth Conference. At their next meeting the Division Presidents should be alerted to this requirement of By-law 4.1303.

17.5/72 Membership of Ad hoc Committee on Clinical Toxicology

The following composition had been recommended for the ad hoc Committee on Clinical Toxicology (Minute 18 (viii), XXVI/C) and approved by Prof. Bénard: Dr. M. Roth (Convenor), Dr. D. B. Tonks, Prof. R. Truhaut. The composition was ratified by the Executive Committee.

17.6/72 Membership of Ad hoc Committee on Biochemical Thermodynamics

The following composition had been recommended for the ad hoc Committee on Biochemical Thermodynamics (Minute 18 (vi), XXVI/C):

- IUB - Prof. W. Alberty
IUPAB - Prof. J. T. Edsall, Prof. W. P. Jencks
IUPAC - Dr. I. Wadsö, Dr. G. T. Armstrong

The IUPAC representation was approved by the Executive Committee. Since neither of the IUPAB representatives apparently wished to act as Chairman, Prof. Bénard would ask IUB for its second representative and a suggestion for Chairman.

17.7/72 Nomination of New Member of IUPAC Body

Prof. F. Vögtle (Germany) had been nominated for Associate Membership of the Commission on Nomenclature of Organic Chemistry by its Chairman. The nomination had the support of the Division President and it was approved by the Executive Committee.

17.8/72 Membership of Macromolecular Division Committee

Prof. Horn reminded the Executive Committee that special permission had been obtained (Minute 442, LXIV/EC - By-law 4.102) to extend the Macromolecular Division Committee to 12 Members. He recommended that this Membership be reduced as soon as possible to 10 persons. The Executive Committee agreed to make the necessary proposal at the next meeting of the Bureau, meanwhile to inform Prof. Benoit accordingly.

Minute 18/72

IUPAC REPRESENTATION ON OTHER ORGANIZATIONS

18.1/72 General Terms of Office

Prof. Bénard announced his belief that the period of appointment of all IUPAC representatives should be clearly defined. In cases where no statutory limitation was imposed, he had extended representation only until the XXVIIth Conference (see Comptes Rendus XXVI Conference, pages 293, 295, 296). At that time his Presidency finished and it would become the responsibility of the new President to review the whole situation. The Executive Committee approved the actions of Prof. Bénard and suggested that an incoming President should preconsider IUPAC representation in advance of assuming Office.

18.2/72 WHO and FAO

Following the triennial review of nongovernmental organizations in official relations with WHO, it had just been announced that official relations were to be maintained with IUPAC. Although Prof. Bénard had appointed Dr. Morf to represent the Union at the XXXIXth Session of the WHO Executive Board, he was undecided who should be the representative at future WHO meetings. Dr. O. Isler (Bureau) had indicated that Dr. Morf should be designated the representative of IUPAC until the XXVIIth Conference, and the Executive Committee was inclined to support this view.

The Executive Committee decided that IUPAC should apply for the status of a nongovernmental organization in official relations with FAO.

18.3/72 COSPAR

For the present the Executive Committee decided not to appoint a permanent representative of the Union to COSPAR: COSPAR documentation should simply be sent to Dr. Gallay as Secretary General. Concerning the XVth Plenary Meeting of COSPAR (Madrid, 10th-24th May 1972), Dr. A. Perez-Masiá would be invited to represent IUPAC.

18.4/72 LXXVth Anniversary Celebrations of VOCh

The Executive Committee agreed that Prof. Bénard should represent IUPAC at the LXXVth Anniversary Celebrations (Vienna, 17th May 1972) of Verein Österreichischer Chemiker, which was the Austrian National Adhering Organization of the Union.

18.5/72 Collaboration between Medicinal Chemistry Section and WHO

The Medicinal Chemistry Section had been concerned about the use of systematic chemical names for pharmaceutical products to which WHO assigned international nonproprietary names (INN). INN proposals would be checked for nomenclature by Dr. K. L. Loening (Commission on Nomenclature of Organic Chemistry) on an informal basis.

18.6/72 1971 Meeting of ICSU Executive Committee

Dr. Rees referred briefly to the following items of immediate relevance and concern to IUPAC:

UNESCO resolution concerning racial discrimination

Free circulation of scientists

Future role and structure of ICSU

Various Unions had expressed satisfaction about their relationships with IUPAC.

The payment of annual dues to the ICSU Abstracting Board and ICSU Committee on Teaching of Science was reviewed by the Executive Committee. It was agreed that IUPAC should continue to pay these dues for the time being.

No action was taken concerning nominations for the Offices of President, Secretary General, and Treasurer of ICSU.

18.7/72 International Plant Protection Congress

Dr. H. Hurtig had been elected in 1970, for 5 years, as the dual representative of IUPAC and Canada to the Permanent Committee for International Plant Protection Congresses. The appointment had the support of the Chairman of the Pesticides Section (Dr. Abbott) and President of the Applied Chemistry Division (Dr. Cairns). It was endorsed retrospectively by the Executive Committee.

Minute 19/72

SYMPOSIA: SPONSORSHIP, SUBVENTION, REPRESENTATION

19.1/72 Official Representatives to 1972 Symposia

The following official representatives of the Union to its sponsored symposia in 1972, appointed by Prof. Bénard through correspondence, were ratified by the Executive Committee:

VIIIth International Symposium on Chemistry of Natural Products (New Delhi, 6-12.2.72) - Prof. G. Ourisson

IVth International Fermentation Symposium (Kyoto, 19-25.3.72) - Dr. A. F. Langlykke

International Congress on Analytical Chemistry (Kyoto, 3-7.4.72) - Prof. W. Kemula

IUPAC-EUCEPA Symposium on Man-made Polymers in Papermaking (Helsinki, 5-8.6.72) - Prof. H. Suomalainen

International Symposium on Macromolecules (Helsinki, 2-8.7.72) - Prof. H. Benoit

Symposium on Chemistry in Evolution and Systematics (Strasbourg, 3-8.7.72) - Prof. G. Ourisson

19.2/72 Symposia Sponsored by Correspondence through Executive Committee

The granting of sponsorship by correspondence through the Executive Committee since the XXVIIth Bureau meeting, was ratified for the following symposia:

VIIIth International Congress on Clinical Chemistry
(Copenhagen, 18-23.6.72)

IInd Discussion Conference on Macromolecules
(Prague, 21-24.8.72)

International Symposium on Selective Ion-sensitive Electrodes
(Cardiff, 9-12.4.73)

IIIrd International Conference on Chemical Thermodynamics
(Baden, near Vienna, 3-6.9.73)

19.3/72 Symposium on Control of Mycotoxins (Göteborg, 21-22.8.72)

Organized by Food Section and supported by Applied Chemistry Division. IUPAC wished to publish main lectures, but details not yet finalized. Sponsorship granted.

19.4/72 International Meetings on Activation Analysis (Saclay, 2-6.10.72)

Supported by Commission on Analytical Radiochemistry and Nuclear Materials and by Analytical Chemistry Division. Arrangements already made by Organizers for publication of proceedings outside IUPAC. Sponsorship not granted.

19.5/72 International Symposium on Macromolecules (Madrid, September 1974)

Supported by Macromolecular Division. IUPAC wished to publish main lectures. Sponsorship granted.

19.6/72 Symposium on Contribution of Chemistry to Food Supplies
(Hamburg, 29-31.8.73)

Organized by Food Section in conjunction with IUFOST and supported by Applied Chemistry Division. IUPAC offered to publish main lectures jointly with IUFOST, but details not yet finalized. Sponsorship granted.

19.7/72 IVth Canadian Wood Chemistry Symposium (Quebec, 4-6.7.73)

Subvention requested, sponsorship already granted. Policy of not granting subventions to symposia in a IUPAC Conference year upheld.

19.8/72 IVth International Conference on Non-aqueous Solvents (Vienna, September 1974)

Sponsorship requested, but insufficient information available for decision on publication by IUPAC. In view of the present and projected financial position of the Union, the Executive Committee decided as an interim measure not to grant subventions to symposia in 1974.

19.9/72 IIIrd International Conference on Raman Effect (Reims, 8-13.9.72)

Arrangements already made by Organizers for publication of proceedings outside IUPAC. Sponsorship not granted.

Minute 20/72

PUBLICATIONS

20.1/72 Revised Version of "IUPAC - What it is - What it does - How it works - How it is financed"

Revision of the earlier pamphlet had now been completed by Sir Harold Thompson. The Executive Secretary was requested to circulate the manuscript within the Executive Committee and collect the comments. After revision the manuscript should be disseminated to national chemistry journals for publication in full or in abbreviated form. Reprints should be ordered for further use by the Union, to which should be added an appendix printed by Butterworths and listing the main IUPAC publications.

Attention had been drawn by the Finance Committee to the desirability of a brochure to assist in extension of the Company Associates Scheme. The brochure should be produced utilizing professional advice, and summarize IUPAC activities particularly relevant to the effective application of chemistry throughout industry. Production of such a brochure was approved by the Executive Committee. Mr. Arnold agreed to draft the material.

In addition to the above dual approach towards improving knowledge about the Union, the Executive Secretary reported briefly on the introduction of a mechanism of disseminating advance information on IUPAC activities for publication in national chemistry news journals.

Prof. S. Veibel (Denmark) had submitted a historical survey (73 pages) of the first 10 years of IUPAC. The Executive Committee expressed interest in the project and hoped he would be able to continue the work. Whilst publication was not feasible in the present form, it might provide the basis from which a shorter document could eventually be prepared.

20.2/72 Enzyme Nomenclature

At the XXVth Conference Sir Harold Thompson suggested that, subject to the agreement of IUB, the new report on Enzyme Nomenclature should be offered for publication by Butterworths under the joint imprint and copyright of IUPAC and IUB. Subsequently, misunderstandings arose with IUB about the matter. Despite doubts about the distribution facilities enjoyed by Butterworths in USA, IUB had now agreed, in the interests of rapid publication, to Butterworths publishing the report provided that certain criteria were fulfilled.

The President of IUB had written to Prof. Bénard, proposing a meeting of Officers of the two Unions to remove misunderstandings and difficulties of the above nature. For example, the IUPAC-IUB Commission on Biochemical Nomenclature wished to see all of its nomenclature

recommendations brought together and published in book form. The Executive Committee asked Prof. Bénard to head the IUPAC delegation to the meeting: the other IUPAC representatives should be Sir Harold Thompson (Chairman of Committee on Publications) and Prof. N. Lozac'h (Chairman of Commission on Nomenclature of Organic Chemistry).

A request for IUPAC to pay half the costs of preparing the draft report on Enzyme Nomenclature had been received by Prof. Horn from the IUPAC-IUB Commission on Biochemical Nomenclature. Since no provision had been made for this item in the 1972 IUPAC Budget, the Executive Committee directed that the matter be referred for the attention of the Organic Chemistry and Macromolecular Divisions to whom the joint Commission was responsible within IUPAC.

20.3/72 Standard Methods for Analysis of Oils, Fats, and Soaps

Six more methods had been prepared by the Section on Oils and Fats and approved by the President of the Applied Chemistry Division. Publication was endorsed by the Executive Committee. Since French was stated to be the official text, simultaneous French and English versions should be retained as for the Fifth Edition (1964) and Supplement (1966). Loose-leaf form should also be continued, with individuals to find their own binder once that available from Butterworths was filled.

20.4/72 Recommended Methods for Analysis of Alkyd Resins

Eight methods (in both English and French) were available in final form from the Section on Organic Coatings and had the approval of the President of the Applied Chemistry Division. Publication was endorsed by the Executive Committee, but for the English text only.

As a general IUPAC policy it was agreed that for new documents publication should be in English alone if this was the official language version; otherwise publication should be in the official language and English. In the case of a continuing series of documents, publication should be in the same language(s) as previously.

20.5/72 Obituaries in Information Bulletin

The existing policy of the Executive Committee (Minute 536, LXIX/EC) to announce the names of IUPAC colleagues recently deceased, without biographical details in the Information Bulletin, was reviewed. It was thought impossible to include obituaries for all past and present IUPAC colleagues and that a system of selection would give rise to difficulties. The existing policy should therefore be continued.

20.6/72 1972 Issues of Information Bulletin

The Executive Committee approved the recommendation of Prof. Horn and Sir Harold Thompson that since Bulletin 42 was outstanding from 1971 but only two issues were budgetted for 1972, these should be numbered 42/43 and 44.

20.7/72 Price of Comptes Rendus XXVI Conference

The Executive Committee approved the proposal of Sir Harold Thompson and Prof. Horn that the price of the new Comptes Rendus should be \$9.00 (£3.00).

20.8/72 Publications Arising from SCOPE

Dr. Gallay reported that SCOPE had recently elaborated a definite publication policy, so that his hope of publishing methods from his Working Party through IUPAC was no longer possible.

Minute 21/72

EXCHANGE OF VIEWS ON FUNCTIONS OF SECRETARY GENERAL
(Dr. Williams not in attendance)

At the XXVith Council meeting (Minute 22) the German Delegation had suggested that, in view of the creation of the Secretariat, it might not be necessary to continue the Office of Secretary General. A letter had now been received from Deutscher Zentrallausschuss für Chemie reiterating this suggestion. Similar proposals had also been submitted by Prof. G. Smets (Belgium) and Dr. C. O. Gabrielson (Sweden).

There was a full and frank exchange of views by the Executive Committee on the functions of Secretary General of the Union. This resulted in the nearly unanimous conclusion that the Office of Secretary General should be retained. The matter should be discussed further at the next meeting of the Bureau.

Minute 22/72

REVIEW OF RELATIONSHIPS BETWEEN EXECUTIVE COMMITTEE, OFFICERS, AND EXECUTIVE SECRETARY (see Appendix D)

These relationships were defined by a Statement of Responsibilities and Authorizations issued by the Executive Committee (Minute 410, LXII/EC).

At the suggestion of Dr. Gallay the following amendments were approved by the Executive Committee:-

- Item 4, additional sentence to first paragraph - "Whenever the Executive Secretary has any doubt as to whether a topic may be of an administrative character or might be of a policy nature, he shall consult with the Secretary General and eventually with the President for an opinion."
- Item 6, enlarge first sentence - "Following decisions and limitations set out by the Executive Committee or by the Secretary General and/or the Treasurer on behalf of the Executive Committee, the Executive Secretary shall be responsible"

Item 9, delete - "Editorial supervision shall be exercised by the Secretary General."

At the suggestion of the Executive Secretary the following amendment was approved by the Executive Committee:-

Item 10, enlarge - ".... nomination of members of Division Committees, Commissions, and other bodies of the Union."

In addition, the following amendments should be introduced in consequence of resolutions taken by the Executive Committee since its LXIInd meeting:-

Item 5, new second sentence (cf. Minute 416, LXIII/EC; and Minute 9/72, LXXIII/EC) - "All authorizations for payment by the bank must have the signature of the Treasurer before payment is made and be countersigned by one other Officer, except that the Treasurer's signature alone will suffice for expenditures up to \$200."

Item 5 (a), change second sentence (cf. Minute 595, LXXII/EC) - "The Executive Secretary may spend up to £150"

Item 12, additional paragraph (cf. Minute 478 (i), LXVI/EC) - "All requests for official representation of IUPAC on other organizations or at their meetings shall be referred to the President, who will take a decision in consultation with the Executive Committee unless urgency dictates otherwise."

Minute 23/72

PERIOD OF OFFICE FOR IUPAC OFFICERS

Prof. Horn expressed concern at having assumed the Treasurership in the middle of a IUPAC financial year when, in practice, he could have little influence on the finances for the rest of that year. He would have preferred to assume Office at the start of a financial year, even if elected at a IUPAC Conference during the previous year.

The Chairman of the Committee on Statutes and By-laws had advised that assumption of Office at the end of Conference was in the best interests of the Union. A delay of several months could diminish the interest and quality of service in the accepted Office. Since the matter was not now urgent, further discussion was deferred for a future meeting of the Executive Committee.

Minute 24/72

CHANGES IN NATIONAL ADHERING ORGANIZATIONS

24.1/72 Czechoslovakia and Finland

The Executive Committee ratified the following changes in National Adhering Organizations:

- (i) Newly formed Czechoslovak National Committee of Chemistry to replace Czechoslovak Chemical Society (Československá společnost chemická).
- (ii) Association of Finnish Chemical Societies (Suomen Kemian Seura) to replace Delegation of Finnish Chemists (Suomen Kemistien Valtuuskunta), which ceased to exist at the end of 1971.

24.2/72 Revised Dues Structure for National Adhering Organizations

The Finance Committee had concluded on the basis of returns so far received from National Adhering Organizations, that the Revised Dues Structure was unlikely to change significantly the revenue. It was also recognized that there had been no real increase in national subscriptions since 1961, despite the heavy inflation of costs over the past ten years which had inevitably increased the expenditure of IUPAC. Therefore, it was recommended that Council in 1973 be asked to approve an increase of $\$X$ in the basic subscription unit, presently established at $\$400$. To permit the determination of an appropriate value of X , the Finance Committee would need to have provided before its meeting in February 1973 a complete analysis of the 1972 national payments and some measures of the effect of inflation on IUPAC expenditure.

In the Revised Dues Structure, Category D was described as an entrance category with a nominal subscription of $\$100$, not related to the basic unit of $\$400$. The cost of servicing a National Adhering Organization would rise in 1972 to well over $\$100$. The Finance Committee recommended that Council in 1973 be asked to approve:

- (i) Starting in 1974, the subscription for Category D be $\$200$.
- (ii) Tenure of Category D membership be limited to four years.

The above recommendations were accepted, in principle, by the Executive Committee. After learning from the Finance Committee of the proposed new subscription unit, the Executive Committee would consider requesting National Adhering Organizations to increase their category to a level equivalent to the annual chemical turnover where this was not already the case. In addition or as an alternative to such a request, and in view of the present financial position of the Union, National Adhering Organizations might be asked to contribute towards payment of travel and subsistence expenses of Titular Members from their countries.

Minute 25/72

REPRESENTATION OF CHINA IN IUPAC

Dr. Gallay wondered whether it was opportune to consider the representation of China in IUPAC. The Executive Committee decided that the Union must await an official application for membership from the authorities in Peking. Meanwhile any action taken by ICSU on this general subject should be noted.

Minute 26/72

COORDINATION OF MICROBIOLOGICAL PROGRAMME ACTIVITIES

Dr. J. C. Hoogerheide, Secretary of the Section on Fermentation Industries, had represented IUPAC at a meeting to discuss coordination of microbiological programme activities (Vienna, 13th-14th September 1971). In his report he asked the Union for directives on how cooperative studies with other organizations should be organized. The Executive Committee agreed to refer the matter for the attention of the President of the Applied Chemistry Division.

Minute 27/72

LIAISON OF IUPAC WITH ASSOCIATION OF OFFICIAL ANALYTICAL CHEMISTS

Dr. W. Horwitz, Executive Director of the Association of Official Analytical Chemists (AOAC), had submitted suggestions for collaborative testing of methods of analysis (e.g. pesticide residues). The President of the Applied Chemistry Division had approved an appropriate liaison between IUPAC and AOAC. The Executive Committee decided also to seek the advice of the Analytical Chemistry Division, after which it might recommend an application from AOAC for Associated Organization status of the Union.

Minute 28/72

JOINT MEETINGS WITH OTHER SCIENTIFIC UNIONS

ICSU had suggested that it would be useful to arrange a series of bureaux meetings at the same place and time in order to facilitate informal discussions about cooperation, particularly on interdisciplinary subjects. Prof. Bénard had indicated that arrangements for meetings of the Executive Committee and Bureau of IUPAC in 1972 were already settled. However, IUPAC would be happy to keep the suggestion in mind for some future occasion.

Minute 29/72

INTERNATIONAL UNION OF PHARMACOLOGY

Some requests had been received for IUPAC to support an application from the International Union of Pharmacology to become a member of ICSU. Concern was expressed by the Executive Committee at the continuing proliferation of scientific Unions. Dr. Rees, as IUPAC representative to ICSU, was advised to make appropriate consultations before voting on the matter.

Minute 30/72

XXVIIIth IUPAC CONFERENCE (1975)

An invitation had been received from the Hungarian National Adhering Organization to hold the XXVIIIth Conference in Budapest. With a view to making a recommendation to Council, the Executive Committee asked the Secretariat to evaluate the costs of convening Conference in Budapest.

Minute 31/72

DATES FOR 1972 BUREAU MEETING

In accordance with previous deliberations (Minute 120, XXIX/B) and taking into account the ICSU meetings in Helsinki at the time, the following schedule of meetings was agreed for Strasbourg:

Division Presidents	-	22nd September
Executive Committee	-	23rd September
Bureau	-	24th and 25th September

The Treasurer confirmed that he was only able to allocate a daily subsistence allowance of \$20 for the meetings.

VOTES OF THANKS

Sir Harold Thompson agreed to write official letters of thanks to Comité National de la Chimie and Société Chimique de France for the provision of hospitality and facilities in connection with the meeting of the Executive Committee. It was also agreed to record the thanks of the Executive Committee for the hard work of the Finance Committee on behalf of the Union.

* * * * *

The Meeting closed at 15.45.

CHAIRMAN:

..... J. Benm
1

DATE:

..... 23. Sept 1972
23

<u>INCOME</u>		<u>EXPENDITURE</u>
<u>Subscriptions from National Adhering Organizations</u>	109,050*	<u>Office Expenses (salaries, printing, stationery, etc.)</u>
<u>Subscriptions from Company Associates</u>	52,675	Secretary General 4,000
<u>Interest and Dividends Earned</u>	9,000	IUPAC Secretariat 67,919
<u>Publications (Butterworths)</u>	18,000	
<u>Other Income</u>		<u>Travel, Subsistence, Administration, Contingencies (Standing Committees, Divisions)</u>
Contract with UNESCO (teaching of chemistry) 2,000		81,549
Contract with CEE (analytical methods) 6,166		Contributions to Symposia 10,500
Publications (Secretariat) 2,000		Publications (Secretariat) 14,180
Subvention from ICSU 14,000		Publications (Butterworths) 1,570
		<u>Other Expenses</u>
		Auditing, Accounting & Bank Charges 6,500
		Contributions to ICSU and ICSU Committees 3,026
<u>Excess of Income over Expenditure</u>		Publications for Company Associates 8,000
		17,526
	197,244	197,244

*Based on 1971 subscription income.

As of 24th March 1972, an increase of \$5,400 is to be expected in 1972.

EXPLANATION OF EXPENDITURES

STANDING COMMITTEES

	MEMBERS ELIGIBLE FOR EXPENSES	NO. OF DAYS OF MEETING	TRAVEL	SUBSISTENCE	ADMIN.
Executive Committee (26-27 February, Paris)	8	2	3,233	480	-
*(September, Strasbourg)	8	1	3,522	380	-
*Bureau (September, Strasbourg)	25	2	9,695	1,560	-
*Division Presidents (September, Strasbourg)	7	1	2,281	260	-
Committee on Publications (21 April, London)	6	1	1,051	180	25
Committee on SCOPE	-	-	-	-	-
Committee on Statutes and By-laws	-	-	-	-	-
Committee on Teaching of Chemistry (April, Paris)	8	2	4,244	560	50
Coordinating Committee for Analytical Methods (Liaison Committee) (4 January, Amsterdam)	(6	1	425	240)
(Autumn, Paris)	6	2	834	260) ¹⁰⁰
Finance Committee (17-18 February, Zürich)	7	2	2,288	440	-
Inter-Divisional Committee on Machine Documentation (16-17 May, Paris)	8	2	1,669	460	-

Inter-Divisional Committee on Nomenclature & Symbols	8	-	-	-	-
IUPAC-IUB Liaison Committee (18 August, Amsterdam)	3	1	664	100	-
IUPAC-IUB Commission on Biochemical Nomenclature (17-20 January, Miami/Florida)	5	4	3,477	580	150
			<u>33,383</u>	<u>5,500</u>	<u>325</u>
			<u>5,803</u>	<u>300</u>	<u> </u>
*Less Double Accounting					
			<u>27,580</u>	<u>5,200</u>	
Less 20% (no claims)			<u>5,516</u>	<u>1,040</u>	
			<u>22,064</u>	<u>4,160</u>	

ø Based on 1972 air fares & subsistence of \$20 per day

Clinical Chemistry Section	3,000*
Physical Chemistry Division	9,000*
Inorganic Chemistry Division	2,500*
Organic Chemistry Division	7,500*
Macromolecular Division	7,000*
Analytical Chemistry Division	8,000*
Applied Chemistry Division	16,000*
	<hr/>
	53,000
	<hr/>

* Maximum funds allowed by Treasurer for use on travel, subsistence, administration and contingencies.

GENERAL EXPENSES

TRAVEL AND
SUBSISTENCE ADMIN.

500 3,500

500

Secretary General

Contingency Fund for Other Officers

IUPAC Secretariat:-

Executive & Assistant Secretaries, Typists (34,815)
Assistant Secretary (Publications) & Typist (12,001)

Rent (3,240)
Rates (1,728)

Operations

- (i) Electricity (470)
- (ii) Telephone (1,165)
- (iii) Postage & telegrams:
Secretariat (530)
Company Associates (165)

Publications (1,370)
IUPAC Bodies (2,122)

(iv) Stationery:

Secretariat (962)
IUPAC Bodies (963)

(v) Printing:

Secretariat (156)
IUPAC Bodies (1,351)

(vi) Photocopying:

Secretariat (330)
IUPAC Bodies (2,970)

(vii) Cleaning (481)

Miscellaneous (1,100)

Travel & subsistence (2,000)

2,000

65,919

Publications (Secretariat):-

Information Bulletin (printing 2 issues) (2,680)
 Appendices to Inf.Bull. (Nomenclature-7, Reports-3) (6,000)
 Comptes Rendus (XXVI Conference) (5,500)

14,180

Scientific Editors [Publications (Butterworths)]

1,570

Accounting ()
 (Schweizerische Bankgesellschaft)
 Bank Charges ()

4,800

1,200

Chartered Auditors

500

Contribution to ICSU (2.5% NAO subscriptions)

2,726

ICSU Abstracting Board

100

ICSU Committee on Teaching of Science

200

IUPAC Representatives on Other Organizations

1,500

Subvention to Symposia:

VIIIth Natural Products (New Delhi) (4,000)
 IIIrd Carotenoids (Cluj) (2,500)
 Chemistry in Evolution & Systematics (Strasbourg) (2,000)
 XIVth Coordination Chemistry (Toronto) (2,000)

10,500

Publications for Company Associates Scheme

8,000

Outstanding 1971 Debt to Oxonian Travel Services

1,000

4,500

114,195

ALLOCATION OF DIVISIONAL FUNDS

CLINICAL CHEMISTRY SECTION

TRAVEL AND
SUBSISTENCE ADMIN.

Contingency Fund

←----- 552 -----→

Commission on Teaching

591 250

Commission on Quantities and Units

805 50

Commission on Automation

677 75

2,073 375

PHYSICAL CHEMISTRY DIVISION

TRAVEL AND SUBSISTENCE	ADMIN.
---------------------------	--------

Contingency Fund

←-----750-----→

Division Committee	-	100
I.1: Physicochemical Symbols, Terminology, & Units	1,700	25
I.2: Thermodynamics & Thermochemistry	800	25
I.2.1: Plasma Chemistry	1,200	-
I.3: Electrochemistry	1,000	25
I.4: Physicochemical Measurements & Standards	1,500	25
I.5: Molecular Structure & Spectroscopy	-	25
I.6: Colloid & Surface Chemistry	1,800	25
	<u>8,000</u>	<u>250</u>

INORGANIC CHEMISTRY DIVISION

TRAVEL AND
SUBSISTENCE ADMIN.

←----- 530 -----→

Contingency Fund

Division Committee	120	100
II.1: Atomic Weights	-	-
II.2: Nomenclature of Inorganic Chemistry	1,500	100
II.3: High Temperatures & Refractory Materials	-	150
	<u>1,620</u>	<u>350</u>

ORGANIC CHEMISTRY DIVISION

10

Division Committee 100

III.1: Nomenclature of Organic Chemistry

2,185

III.2: Chemical Taxonomy

2,071

III.3: Organic Photochemistry

-

III.4: Medicinal Chemistry

3,144

7,500

MACROMOLECULAR DIVISION

TRAVEL AND SUBSISTENCE	ADMIN.
---------------------------	--------

Contingency Fund

←-----2,735-----→

Division Committee

-

IV.1: Macromolecular Nomenclature

4,265

-

4,265

-

ANALYTICAL CHEMISTRY DIVISION

TRAVEL AND SUBSISTENCE	ADMIN.
---------------------------	--------

Contingency Fund

←----- 1,286 -----→

Division Committee

3,000

V.1: Analytical Reactions & Reagents

626

V.2: Microchemical Techniques & Trace Analysis

-

V.3: Analytical Nomenclature

288

V.4: Spectrochemical & Other Optical Procedures for Analysis

-

V.5: Electroanalytical Chemistry

-

V.6: Equilibrium Data

-

V.7: Analytical Radiochemistry & Nuclear Materials

2,500

—

6,414

300

—

APPLIED CHEMISTRY DIVISION

Contingency Fund 1,698

Division Committee

2,000

VI.1: Food

5,472

VI.2: Fermentation Industries

1,880

VI.3: Oils and Fats

1,100

VI.4: Air Quality

150

VI.5: Pesticides

3,000

VI.6: Organic Coatings

-

VI.7: Water Quality

700

14,302

APPENDIX BIUPAC BUDGET ESTIMATE: 1973

(as of 27th February 1972)

<u>INCOME</u>		<u>EXPENDITURE</u>	
<u>Subscriptions from National Adhering Organizations</u>		Office Expenses (salaries, printing, stationery, etc.)	109,050*
<u>Subscriptions from Company Associates</u>		Secretary General	4,000
<u>Interest & Dividends Earned</u>		IUPAC Secretariat	67,919
<u>Publications (Butterworths)</u>			71,919
<u>Other Income</u>		<u>Travel & Subsistence Allowances</u>	115,000
Contract with CEE (analytical methods)	6,166	<u>Publications (Secretariat)</u>	11,748
<u>Publications (Secretariat)</u>	2,000	<u>Publications (Butterworths)</u>	1,570
<u>Subvention from ICSU</u>	14,000	<u>Other Expenses</u>	
		Auditing, Accounting & Bank Charges	7,000
		Contributions to ICSU and ICSU Committees	3,026
<u>Excess of Expenditure over Income</u>		Publications for Company Associates	8,000
			18,026
			218,263
			218,263

*Based on 1971 subscription income.

As of 24th March 1972, an increase of \$5,400 is to be expected in 1972.

GENERAL EXPENSES

	<u>TRAVEL AND SUBSISTENCE</u>	<u>ADMIN.</u>
Secretary General	500	3,500
Contingency Fund for Other Officers	500	
<hr/>		
IUPAC Secretariat:-		
Executive & Assistant Secretaries, Typists (34,815)		
Assistant Secretary (Publications) & Typist (12,001)		
Rent (3,240)		
Rates (1,728)		
Operations		
(i) Electricity (470)		
(ii) Telephone (1,165)		
(iii) Postage & telegrams:		
Secretariat (530)		
Company Associates (165)		
Publications (1,370)		
IUPAC Bodies (2,122)		
(iv) Stationery:		
Secretariat (962)		
IUPAC Bodies (963)		
(v) Printing:		
Secretariat (156)		
IUPAC Bodies (1,351)		
(vi) Photocopying:		
Secretariat (330)		
IUPAC Bodies (2,970)		
(vii) Cleaning (481)		
Miscellaneous (1,100)		
Travel & subsistence (2,000)	2,000	65,919
<hr/>		

Publications (Secretariat):-

Information Bulletin (printing 3 issues) (5,148)
 Appendices to Inf. Bull. (Nomenclature-7, Reports-3) (6,600)

11,748

Scientific Editors /Publications (Butterworths)/

1,570

Accounting ()
 (Schweizerische Bankgesellschaft)
 Bank Charges ()

4,800

1,200

Chartered Auditors

1,000

Contribution to ICSU (2.5% NAO subscriptions)

2,726

ICSU Abstracting Board

100

ICSU Committee on Teaching of Science

200

IUPAC Representatives on Other Organizations

1,500

Publications for Company Associates Scheme

8,000

100,763

4,500

APPENDIX C

NEW MEMBERS OF IUPAC BODIES ENDORSED BY CORRESPONDENCE THROUGH EXECUTIVE COMMITTEE SINCE XXIXth BUREAU MEETING

Coordinating Committee for Analytical Methods for CEE and IARC

Secretary - Prof. F. Pellerin (France)

Clinical Chemistry Section

Associate Members - Prof. H. Bittner (Germany)
Prof. A. Defalque (Belgium)
Dr. R. Dybkaer (Denmark)
Dr. J. Frei (Switzerland)
Prof. C. Heusghem (Belgium)
Prof. J. Homolka (Czechoslovakia)
Prof. M. Rubin (USA)
Prof. G. Vanzetti (Italy)

Physical Chemistry Division Committee

Member - Prof. H. Kienitz (Germany) to replace
Dr. D. R. Stull (USA), ineligible (By-
law 4.102)

Commission I.2

Associate Member - Prof. J. S. Rowlinson (UK) to replace
Dr. G. C. Sinke (USA), resigned

Sub-Commission I.2.1

Members - Dr. M. Foex (France)
Dr. J. R. Hollahan (USA)
Dr. D. E. Jensen (UK)
Dr. F. K. McTaggart (Australia)
Prof. E. Molinari (Italy)
Prof. L. S. Polak (USSR)
Prof. H. Suhr (Germany)
Prof. J. D. Thornton (UK)
Prof. R. A. Young (Canada)

Sub-Commission II.2.1

Member - Dr. L. C. Cross (UK) to replace Prof.
P. E. Verkade (Netherlands), retired

Section VI.2

Associate Member - Dr. L. Stone (USA)

APPENDIX D

RELATIONS BETWEEN THE EXECUTIVE COMMITTEE, OFFICERS AND THE EXECUTIVE SECRETARY (as of 27th February, 1972)

STATEMENT OF RESPONSIBILITIES AND AUTHORIZATIONS

1. The statutory position is that the Executive Secretary is responsible to the President and Executive Committee (Bureau/Council) through the Honorary Secretary General and the Honorary Treasurer.

The purpose of the creation of an executive secretariat is to separate the executive and policy functions, which are the responsibility of the Officers and Executive Committee (Bureau/Council), and the administrative and implementation functions, which are the responsibility of the Executive Secretary and the IUPAC Secretariat.

2. The IUPAC Secretariat, which is presently located at Cowley Centre, Oxford, shall have staff, facilities, and authorizations adequate for its independent operation without detailed supervision by the Secretary General and Treasurer.
3. The Executive Secretary shall report to the Secretary General on all matters except those which, according to the By-laws, fall within the Treasurer's responsibility. Other Officers will have access to the Executive Secretary. The President, who is the statutory administrative head of the Union, is ultimately responsible to the Executive Committee (Bureau/Council) for the orderly and proper operation of the IUPAC Secretariat.

4. Correspondence

The official address of IUPAC for correspondence is:

Bank Court Chambers,
2-3 Pound Way,
Cowley Centre,
Oxford OX4 3YF, UK.

All correspondence, including that of a formal nature addressed to the Secretary General, should go to the IUPAC Secretariat. The Executive Secretary will deal with this correspondence in accordance with relevant decisions on agreed procedures on his own judgement, sending copies to the Secretary General and Treasurer and, as necessary, to the President and Vice-President. Whenever the Executive Secretary has any doubt as to whether a topic may be of an administrative character or might be of a policy nature, he shall consult with the Secretary General and eventually with the President for an opinion.

When direct correspondence between the Secretary General, Treasurer or other Officers and other Officials of IUPAC and other organizations is necessary on major or general issues (e.g. policy), copies of such correspondence should normally be transmitted to the Executive Secretary.

Where the nature of the correspondence demands it, the Executive Secretary may be required to prepare letters for the signature of the President, Secretary General or Treasurer.

5. Financial Matters

The Union Bank of Switzerland, Zürich, is the IUPAC bank. All authorizations for payment by the bank must have the signature of the Treasurer before payment is made and be countersigned by one other Officer, except that the Treasurer's signature alone will suffice for expenditures up to \$200.

- (a) The Union Bank of Switzerland will make available on approval of the Treasurer £1,000 clean credit to Barclays Bank Ltd., Cowley Centre, Oxford, as an IUPAC account. The Executive Secretary may spend up to £150 on any item on his own judgement. Items of larger amount must be authorized by the Treasurer. The Executive Secretary will submit to the Treasurer monthly accounts of his expenditure from the IUPAC Oxford Bank Account.
- (b) Monthly requirements for salaries/graduated pensions/national insurances/pensions will be notified by the Executive Secretary to the Union Bank of Switzerland. The latter will credit the total sum to the IUPAC Oxford Bank Account by the 25th of each month and the Executive Secretary will make the various payments.
- (c) The rent on the premises will be paid on a quarterly basis in advance by cheque from the Union Bank of Switzerland.
- (d) All claim forms for reimbursement for approved travel and subsistence and other legitimate expenditure on IUPAC business shall be distributed, collected and checked by the Executive Secretary or his staff. These claims will be sent to the Treasurer for endorsement, who will then pass them to the Union Bank of Switzerland for payment.

These claims will arise out of approved activities of Divisions and their Commissions, the Bureau, Executive Committee, and Officers.

- (e) The Executive Secretary shall assist the Treasurer in preparing the annual accounts and budgets and in any other matters involving financial commitment of IUPAC.

6. Meeting Arrangements

Following decisions and limitations set out by the Executive Committee or by the Secretary General and/or the Treasurer on behalf of the Executive Committee, the Executive Secretary shall be responsible for making all arrangements (negotiation, accommodation, travel, documentation, secretarial services, etc.) concerned with IUPAC Conferences, Meetings of the Bureau and Executive Committee, Division Presidents and, if requested, meetings of Division Committees, Commissions and other committees.

He shall assist the Secretary General and other officials in preparing the agenda and necessary agenda papers for such meetings.

He shall be responsible for the recording of minutes of meetings of Council, Bureau, Executive Committee, and Division Presidents.

7. Sponsorship

The Executive Secretary shall receive on behalf of the Secretary General and process for action, particularly through the Editorial Board, all requests for sponsorship of symposia, etc., and shall prepare for the Secretary General's signature all letters advising the applicants of the Executive Committee's or Bureau's decisions.

8. Company Associates

The Executive Secretary shall be responsible for proper promotion and operation of this scheme, shall keep proper records of payments, and shall initiate action to ensure the issue of annual renewal notices.

9. Publications

The Executive Secretary shall undertake the compilation and publication of IUPAC publications other than Pure and Applied Chemistry, that is, Comptes Rendus, Bulletin, occasional publications.

10. Membership Matters

The Executive Secretary shall receive on behalf of the Secretary General and process for action all requests for the nomination of members of Division Committees, Commissions, and other bodies of the Union.

11. Divisions

The Executive Secretary will handle all relations with Divisions and will attend meetings as requested by Division Presidents and approved by the Treasurer.

He will receive copies of all agenda, minutes, and reports of Division meetings and will take the initiative in requesting information from the Divisions Presidents for the Bureau and Executive Committee.

12. International Organizations

The Executive Secretary shall receive on behalf of the Secretary General requests for action, information, advice, and cooperation from other international organizations and agencies and process these for action.

All requests for official representation of IUPAC on other organizations or at their meetings shall be referred to the President, who will take a decision in consultation with the Executive Committee unless urgency dictates otherwise.

13. Other Matters

Matters not covered in this document shall be handled by the Executive Secretary on behalf of the Executive Committee or relevant Officers in accordance with the general principles established herein.