

Information Circular

ICC/INF/2005/003

Date: 13 July 2005

COMPOSITION OF THE PROPERTY SURVEY BOARD

1. Pursuant to Financial Rule 110.22 of the Financial Regulations and Rules of the Court, I nominate the following staff as members of the Property Survey Board (PSB):

Member:	Chief of Finance or his/her representative
Member:	Chief General Services or his/her representative
Member:	Chief of ITC or his/her representative
Member:	Administrative Officer OTP or his/her representative
Member:	Property Control and Inventory/Claims Officer (PCIU) or his/her representative
Alternates:	As approved by the Registrar
Ex officio:	As required

2. The PSB shall investigate and report on any loss, deficiency, surplus, unserviceability, obsolescence or other irregularity occurring in property belonging to, entrusted to or in charge of the Court. The PSB's functions shall include review of cases of write off, to determine whether such write off was due to normal wear and tear or to other circumstances.
3. The Chairman shall be elected by the Members and the Property Control and Inventory Officer shall serve as secretary of the PSB. He/she shall be responsible for preparing cases for presentation to the PSB and keeping minutes.
4. The term of office for members of the PSB shall be one year and will start on 14 July 2005.



Bruno Cathala
Registrar