

WIPO



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WORLD INTELLECTUAL PROPERTY ORGANIZATION
UNITED INTERNATIONAL BUREAU FOR THE PROTECTION OF INTELLECTUAL PROPERTY

GENEVA

BIRPI

WORLD INTELLECTUAL PROPERTY ORGANIZATION
COORDINATION COMMITTEE

First Ordinary Session
Geneva, September 21 to 29, 1970

HEADQUARTERS BUILDING

Report by the Director of BIRPI

SUMMARY

The present document reports on the progress made since the September 1969 session of the Inter-union Coordination Committee in the matter of planning for the extension of the present headquarters building of WIPO/BIRPI in Geneva.

Examination of the Question by the September 1969 Session
of the Interunion Coordination Committee

1. In July 1969 the Director of BIRPI sent a report to all States members of the Paris and Berne Unions in which he reported on the progress of studies and negotiations concerning the extension of the headquarters building of the International Bureau or the erection of an additional building right next to and connected with the present building (see documents CCIU/VII/6 and 13). In the present report, the expression "new building" is used to designate such extension or additional building, whereas the expression "present building" is used to designate the building as it now exists at 32 chemin des Colombettes in Geneva.

2. It is recalled that the Director's report proposed that the new building provide space for 280 employees (the present building being able to house some 110 if all of it is used for offices, as is proposed), conference rooms for 370 delegates, underground parking for 130 vehicles, and appropriate space for the reproduction services, storage, library, and a restaurant for 50 and a cafeteria for 100 persons.

3. The same report recommended that the new building be erected on a plot of land immediately adjacent to the present building (called "the Horngacher lot") to be rented for at least until 2018 from the Republic and Canton of Geneva (as is the plot on which the present building stands).

4. Finally, the said report estimated the cost of construction at 20 million Swiss francs, to be covered by a loan from FIPOI, repayable in 40 years at an interest rate of 3½% per annum on the unpaid balance.

5. At its September 1969 (seventh) session, the Interunion Coordination Committee, after a thorough discussion of the questions, decided to establish a subcommittee, called the "Headquarters Building Subcommittee" to advise the Director of BIRPI on:

(i) evaluating the needs of BIRPI and WIPO for the next ten to fifteen years as far as office, conference and related premises and facilities were concerned,

(ii) on the best methods of meeting such needs by construction on the Horngacher lot,

(iii) the financing of such construction, (see the report of the said session in document CCIU/VII/16, paragraphs 25 to 32).

First Session of the Subcommittee (December 1969)

6. The Subcommittee held its first (and so far only) session on December 11 and 12, 1969.

7. The Director of BIRPI submitted to it a report going into all of the details of the questions already submitted to all the members of the two Unions. A copy of that report (documents HB/I/2 and 3) is annexed to the present document.

8. The Subcommittee's principal conclusions were the following:

(i) that the new building should provide space for 340 (rather than 280) employees; conference rooms for 270 (rather than 370) delegates; underground parking for 130 vehicles; eating facilities for 150 persons; pre-determined areas for library, welfare facilities, document services and storage; air conditioning; possibilities for later extension to accommodate at least 100 more employees;

(ii) that the new building should be erected on the Horngacher lot;

(iii) that the conditions offered by FIPOI for a loan were very favorable for WIPO (BIRPI).

9. As to procedure, the Subcommittee expressed the view that approximately five architects of Geneva should be invited to submit projects and that these projects should then be submitted to the Subcommittee for the purpose of recommending an order of preference among them.

10. A copy of the report of the Subcommittee (document HB/I/6) is annexed to the present document.

Commissioning of Projects

11. Assisted by three Swiss specialist architects--one from the Federal Government, one from the Republic and Canton of Geneva, and one who is currently supervising the construction of the extension of the Palais des Nations (Geneva headquarters of the United Nations)--BIRPI drew up, in March 1970, "the Rules and Program" of the competition for projects for the construction of a new building and invited six Geneva architects to submit projects by August 14, 1970. These six architects were chosen on the basis of recommendations made by the three specialists mentioned above.

12. In response to the inquiries of the six architects, the said "Rules and Program" were clarified on several points.

13. Copies of the "Rules and Program" and the clarifications (documents HB/P and HB/P/Add.) are annexed to the present document.

14. The above-mentioned documents follow closely the recommendations of the Subcommittee, except on the following point: the plans will not necessarily have to provide for a possible extension for an additional number (100) of employees. The three specialists consulted by BIRPI were of the opinion that the dimensions of the Horngacher lot ruled out the possibility of any extension which would not seriously prejudice the chances of arriving at a satisfactory and harmonious solution. It is to be noted in this connection that the Geneva authorities require the preservation of a certain number of particularly beautiful old oak trees on the Horngacher lot and that this requirement considerably reduces the area of that lot which can actually be used for building.

Further Steps

15. The deadline by which the projects of the six invited architects must be submitted is August 14, 1970.

16. The Subcommittee is convened for a second session on September 14 and 15, 1970, in order to examine the projects and make its recommendations.

17. These, and any observations which the Director of BIRPI may wish to make, will be the subject of a supplement to the present document which will be submitted to all member States of the Paris and Berne Unions and will be discussed in the Coordination Committee at its September 21 to 29, 1970, session. It is to be noted that all States members of the said Unions or of WIPO may attend the meetings of the Coordination Committee.

18. It will probably be advisable for the Coordination Committee to renew and redefine the mandate of the Headquarters Building Subcommittee and make any changes in its membership which it may think appropriate. Detailed proposals for the mandate will be made in the supplement to the present report which will bear the document number WO/CC/I/8 and will be distributed on the first day of the meetings of the Administrative Bodies, that is, on September 21, 1970.

/End of document/

Annexed documents:

HB/I/2
HB/I/3
HB/I/6
HB/P
HB/P/Add.



HB/I/2

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BUREAUX INTERNATIONAUX
RÉUNIS POUR LA PROTECTION
DE LA PROPRIÉTÉ INTELLECTUELLE
GENÈVE, SUISSE

BIRPI

UNITED INTERNATIONAL
BUREAUX FOR THE PROTECTION
OF INTELLECTUAL PROPERTY
GENEVA, SWITZERLAND

Comité de Coordination Interunions / Interunion Coordination Committee

**SOUS-COMITÉ POUR LE BATIMENT DU SIÈGE DES BIRPI
BIRPI HEADQUARTERS BUILDING SUBCOMMITTEE**

Première session: Genève, 11 et 12 décembre 1969

First Session: Geneva, December 11 and 12, 1969

REPORT

presented by the Director of BIRPI

Contents

INTRODUCTION

CHAPTER I: Evaluation of the Needs of BIRPI and
WIPO for the Next Ten to Fifteen Years

Offices

Conference Rooms

Library

Premises for Welfare Facilities

Cafeteria

Document Services

Storage Areas

Area for Technical Facilities and
Cleaning

Underground Parking

Total Needs

CHAPTER II: Choice of the Best Methods of Meeting
the Needs

CHAPTER III: Financing of the Construction

INTRODUCTION

1. This document has been established for the "BIRPI Headquarters Building Subcommittee" set up by the Interunion Coordination Committee, at its Seventh Session, held at Geneva from September 22 to 25, 1969 (see document CCIU/VII/16, paragraph 29).
2. The Subcommittee was given the task of advising the Director of BIRPI on three questions, namely:
 - (i) "evaluating the needs of BIRPI and WIPO for the next ten to fifteen years as far as office, conference and related premises and facilities were concerned" (ibidem),
 - (ii) "on the best methods of meeting those needs by construction on the so-called Horngacher lot" (ibidem),
 - (iii) "on the financing of such construction" (ibidem).
3. This document is divided into three Chapters corresponding to those three questions.
4. It may be useful to explain first some of the terms used in the preceding paragraphs, namely, "BIRPI," "WIPO," "Interunion Coordination Committee," "Horngacher lot," and to state briefly the main characteristics of the existing BIRPI building.
5. BIRPI (see the full name in the heading of this document) is an international secretariat responsible for the administration of several multilateral international treaties in the field of intellectual property, that is to say, industrial property (patents for inventions, trademarks, etc.) and literary and artistic property (copyright). In existence for more than 80 years, BIRPI is one of the oldest intergovernmental organizations. It has some 85 member States. Its administration and finances are supervised by the Swiss Government.
6. WIPO (World Intellectual Property Organization) was created by a Convention signed in 1967. That Convention is expected to enter into force in a few months' time but until all member States of BIRPI have ratified it BIRPI and WIPO will exist side by side. WIPO is a modernized version of BIRPI. The constitutional differences between WIPO and BIRPI would allow the former to become a specialized agency of the United Nations. The Universal Postal Union and the International Telecommunication Union have undergone constitutional changes similar to those which would make WIPO out of BIRPI.

7. The Interunion Coordination Committee is an administrative body of BIRPI. It is called "interunion" because its members are those States which are members of the Executive Committee of the Paris Union for the Protection of Industrial Property and those which are members of the Permanent Committee of the Berne Union for the Protection of Literary and Artistic Works. Those two Unions are the principal Unions administered by BIRPI. The Interunion Coordination Committee has 27 States as members. All members of the BIRPI Headquarters Building Subcommittee are also members of the Interunion Coordination Committee. The latter has only advisory functions: it advises the Director of BIRPI and the Swiss Government, which, as already stated, is the supervisory authority of BIRPI.

8. The Horngacher lot is a plot which is next to the plot on which the present BIRPI building stands. The former has a surface of 11,000 square meters, whereas the latter's surface is 5,450 square meters. Both plots are the property of the Republic and Canton of Geneva. Their use by BIRPI is or will shortly be assured through long-term leases: the duration of the lease of the Horngacher lot has not yet been fixed but will certainly not expire before the lease of the other plot, which, unless renewed, expires in 2018.

9. As far as the present building is concerned, the following data may be of interest.

10. The construction of the present building was decided in 1957: BIRPI then had 32 employees, or about one-third of the number of employees for which the building was constructed.

11. The construction of the present building was completed in 1960; BIRPI's staff then consisted of 50 persons, that is to say, about one-half of the number of employees for which the building was constructed.

12. The present building is the property of BIRPI.

13. The present building has a surface of 4,400 square meters, distributed over six levels: a basement, a ground floor, and four floors above the ground floor. It contains offices for 90 to 100 employees, a conference room for approximately 70 delegates, and a garage for two cars. It does not contain any premises specially planned for the needs of the document reproduction and mailing services. It does not contain a cafeteria or a restaurant. One of the four floors was rented to another international organization, entirely until 1967 and in part until April 1, 1969. Since that date, the entire building has been occupied by BIRPI.

14. The construction of the present building cost approximately 2,600,000 Swiss francs. Its present value is at least 4,000,000 Swiss francs. Those amounts do not include furniture and equipment. The full construction cost has been paid, but in part with money borrowed from the BIRPI Pension Fund. Approximately 500,000 Swiss francs of that loan, guaranteed by mortgage, have not yet been reimbursed.

15. The present building is not large enough to satisfy the present needs of BIRPI, which rents premises outside in a building located at a distance of approximately one kilometer. Two sections are housed in those outside premises. It is planned that in the course of 1970 further services will be moved into rented premises outside BIRPI. Some 30 persons will then be outside the present building of BIRPI.

CHAPTER I

Evaluation of the Needs of BIRPI and WIPO
for the Next Ten to Fifteen Years

16. The first task of the Subcommittee is to advise the Director of BIRPI on evaluating the needs of BIRPI and WIPO for the next ten to fifteen years as far as office, conference and related premises and facilities are concerned.

Offices

17. As far as offices are concerned, it may be useful to retrace the growth of the number of employees of BIRPI.

18. The tasks of BIRPI fall into two categories: "traditional tasks," that is, tasks which flow from multilateral treaties in force for some time, and "new tasks," that is, tasks the legal bases for which are still at the stage of negotiation among States or have only very recently completed that stage. This distinction is made because there exists a long experience for the traditional tasks, so that unknown or unexpected elements are relatively insignificant and it is possible to foresee future developments with a fairly high degree of certitude, at least for a period as short as 10 to 15 years. On the other hand, it is far more difficult to foresee the developments as far as new tasks are concerned, since experience is lacking and the uncertainty is considerable. This circumstance must and will be taken into account.

19. Traditional Tasks.- To carry out the traditional tasks, BIRPI had 32 employees in 1957 (when the construction of the present building was decided) and 50 employees in 1960 (when the present building was completed), and will have 109 employees in 1970 (according to the budget as approved).

20. The growth of these numbers from year to year is shown in the following table:

Year	Number of Employees	Increase compared with the preceding year	Increase compared with 1957
1957	32	---	---
1958	36	+ 4 = + 12.50%	+ 4 = + 12.50%
1959	39	+ 3 = + 8.33%	+ 7 = + 21.87%

Year	Number of Employees	Increase compared with the preceding year	Increase compared with 1957
1960	50	+ 11 = + 28.20%	+ 18 = + 56.25%
1961	52	+ 2 = + 4%	+ 20 = + 62.50%
1962	52	-	+ 20 = + 62.50%
1963	61	+ 9 = + 17.30%	+ 29 = + 90.62%
1964	63	+ 2 = + 3.27%	+ 31 = + 96.87%
1965	64	+ 1 = + 1.58%	+ 32 = +100%
1966	68	+ 4 = + 6.24%	+ 36 = +112.50%
1967	73	+ 5 = + 7.35%	+ 41 = +128.12%
1968	87	+ 14 = + 19.16%	+ 55 = +171.87%
1969	91	+ 4 = + 4.59%	+ 59 = +184.37%
1970	109	+ 18 = + 19.76%	+ 77 = +240.62%

21. It is to be noted that employees employed for new tasks are not included in the above figures.

22. The table above shows that the rate of the yearly increase in the number of staff, compared with the preceding year, was 10% on the average; the average yearly increase compared with 1957 was 18.5%.

23. Notwithstanding these percentages, which might appear rather high, the rate of increase in the number of employees of BIRPI is inferior to and lags behind the increase in the tasks to be performed. These tasks have increased as the result of a number of factors such as, first, the growth of the number of trademarks registered, and, then, the increased complexity of the registration process following upon the latest revision of the Madrid Agreement Concerning the International Registration of Marks, the gradual use of English as a second working language, translations into Spanish of a minority of BIRPI documents, increase in the mail, growth of the number and size of conferences, and the technical assistance program for the benefit of developing countries. As a result of such disparity between the tasks to be accomplished and the number of people available to do them, the Director of BIRPI stated, in a declaration made to the Interunion Coordination Committee in September 1969, that the creation of a considerable number of additional posts must in any case be provided for in the future, since the existing tasks themselves require "an abnormally high amount of overtime and excessive effort ... from many members of the staff" (document CCIU/VII/16, paragraph 63).

24. Any diminution, in the future, of the rate of increase in the number of staff is therefore not to be expected.

25. Taking as a basis a yearly increase of 10%, the present number of staff (109) would reach 175 in 1975, 280 in 1980, and 448 in 1985.

26. New Tasks.-- As far as the new tasks are concerned, the following are already in existence or must be envisaged:

(a) UPOV (International Union for the Protection of New Plant Varieties). This new Union has just started functioning. It will have 2 employees in 1970. It is expected to have 4 to 6 employees in 1975, 7 to 10 in 1980, and 10 to 15 in 1985.

(b) ICIREPAT (Paris Union Committee for International Cooperation in Information Retrieval among Patent Offices) started rather modestly in 1968. In 1970 it will occupy 3 full-time employees. The number of employees is expected to be between 10 and 15 in 1975 (as a rapid increase is expected at the beginning) and might be between 12 and 20 in 1980, and between 15 and 25 in 1985.

(c) PCT (Patent Cooperation Treaty). This project will occupy at least 8 persons full time in 1970. If the Treaty enters into force in 1975--a date which seems to be probable today--it is to be foreseen that in that year it will occupy at least 25 employees, in 1980 at least 50, and in 1985 at least 100. These figures may well be two or three times smaller than in reality. It all depends, as in the case of the international registration of trademarks, on the number of registrations, a number which it is impossible to foresee with certainty. By way of comparison, it may be noted that the international registration of approximately 12,000 trademarks per year requires 50 man/years at the present time, that for each application the PCT will require more work than a trademark registration, and that the number of international applications under the PCT may be three or four times higher than the registrations of trademarks under the present Madrid Agreement.

(d) IPC (International Classification of Patents). The secretariat of this project is expected to consist of 2 to 3 employees in 1975, 4 to 6 employees in 1980, and 7 to 10 employees in 1985.

(e) International Registration of Trademarks. This service exists today and, as indicated above, requires some 50 man/years in a situation where, of the 21 countries party to the Agreement which created the service, only two (France and Germany (Federal Republic)) are among those countries in which very high numbers of applications are made. Negotiations have been started to revise the Agreement in order to secure

the accession of new countries and, should the United States, the United Kingdom or the Soviet Union be among such new members, the number of international registrations could easily be doubled or trebled. It is therefore estimated that, independently of the increase in staff due to the increase in registrations coming from countries already participating in the international registration system, 8 to 12 new employees will be on the staff in 1975, 20 to 30 in 1980, and 40 to 60 in 1985.

27. Summarizing the forecasts referred to in the preceding paragraph, the following numbers of employees are expected for new tasks ("H" means the higher number and "L" means the lower number):

	1970	1975		1980		1985	
		<u>H</u>	<u>L</u>	<u>H</u>	<u>L</u>	<u>H</u>	<u>L</u>
UPOV	2	6	4	10	7	15	10
ICIREPAT	3	15	10	20	12	25	15
PCT	8	75	25	150	50	300	100
IPC	-	3	2	6	4	10	7
MADRID REVISED	-	12	8	30	20	60	40
Total	13	111	49	216	93	410	172

28. Totals.- Consequently, the total number of employees may be estimated as follows:

	1970	1975	1980	1985
Lower figures				
Traditional tasks	109	175	280	448
New tasks	<u>13</u>	<u>49</u>	<u>93</u>	<u>172</u>
Total	122	224	373	620
Higher figures				
Traditional tasks	109	175	280	448
New tasks	<u>13</u>	<u>111</u>	<u>216</u>	<u>410</u>
Total	122	286	496	858

29. The Subcommittee is invited to formulate advice on the question how many employees the new building should be built for.

30. It is recalled that, in July 1969, the Director of BIRPI proposed that the old and the new buildings together should contain space for 390 employees (document CCIU/VII/6, paragraph 10). In this document that figure has been rounded to 400. According to the above calculations, the number of 400 would be attained towards 1978 (higher figures) or towards 1981 (lower figures).

31. If one takes as a basis for planning 400 as the number of employees, it is proposed that 110 of them should be housed in the present building and 290 in the new building. The number of offices in the present building would be increased by transforming the present Library into offices. In this manner, offices for 110 employees could be secured in the present building. As far as the remaining 290 employees are concerned, 250 of them would need offices proper. The other 40 would work in special premises, particularly in those set aside for the reproduction of documents. It is estimated that the offices needed for 250 persons (including the highest executives) will require a net surface of 3,682 square meters (for details, see Annexes B and C).

32. If the construction of the new building were to be terminated at a date when BIRPI would not need all the premises, those premises which it would not need could be rented to third parties--as was the case for one-quarter of the offices in the present building over a period of approximately seven years (from 1960 to 1967).

33. It should be noted that in the experience of several international organizations their new buildings have proved to be too small even at the time of their completion. This is the case, for example, with the World Health Organization. The Director of BIRPI is of the opinion that such a situation should be avoided, not only in the interest of the services of BIRPI, but above all in the interest of the member States, who should not be obliged to deal more frequently than every 10 to 15 years with new construction plans. The examination of such plans causes a great amount of work and considerable expense, both to the member States and to the Secretariat.

Conference Rooms

34. Experience in recent years has amply demonstrated that the only existing conference room is inadequate. Meetings have to be held frequently outside the BIRPI building, either because the existing conference room is too small or because it is being used for other meetings.

35. It is to be expected that the number of meetings held each year (30 in 1969, lasting for a total of 80 days) will be at least doubled by 1975 and trebled between 1980 and 1985. This increase in the number of meetings will be caused mainly by the entry into force of the administrative clauses of the Stockholm Acts of the various Conventions and Agreements, by the intensification of the work of ICIREPAT and of UPOV, by the many committees and working groups which will be responsible for the administration of the PCT, as well as by the committees of experts and working groups which will continuously supervise the development of the International Patent Classification and by those which will be responsible for the modification of new classifications (International Classification of Industrial Designs, International Classification of Figurative Elements of Marks). Not only the number of meetings but also the number of participants will increase as new countries accede to new agreements or to revised texts of existing agreements. It is therefore to be expected that there will also be a growing need to hold several meetings at the same time.

36. Account must further be taken of the fact that the State of Geneva is in the process of constructing, a few hundred meters from the BIRPI building, a Conference Center whose conference rooms could be rented by BIRPI. That solution--rental of conference rooms--has one advantage and several drawbacks. The advantage is that it renders unnecessary the investment of the considerable amount of money required by any construction. The drawbacks are that the conference rooms of the Center will often not be available to BIRPI since they will be rented also to other organizations, that BIRPI will have no say in fixing the rental fees, and that having the discussions in one place and the reproduction of documents and all other secretariat services in another place always slows down a meeting, which in turn results in a loss of time for the delegations and a loss of money for the member States.

37. The problem is to find a compromise between the two extreme solutions: to construct no new conference rooms at all (that is, to rely on the Conference Center), or to construct enough conference rooms to satisfy all the needs of BIRPI. It is proposed to try to satisfy in the new construction only the most common needs of BIRPI--estimating even those needs with moderation--and, consequently, to construct only four conference rooms, each of them relatively small: one for 200 delegates, one for 100, one for 50, and one for 20. The last one would be near the Director's Offices and would serve mainly for staff meetings. It should be pointed out that, according to the plans, the two conference rooms for 100 persons and 200 persons, respectively, could be connected, so as to allow them to be used for a maximum of 300 delegates. It is to be noted that no really big conference room is envisaged at all. It will therefore be necessary to rent conference rooms in the Conference Center whenever there are meetings with a large

number of delegates (assemblies, diplomatic conferences, periodical conferences of WIPO, etc.), or whenever all the conference rooms of BIRPI are occupied.

38. The required net surface for four conference rooms is estimated to be 1,460 square meters.

39. If the construction program could not be carried out entirely at one and the same time and if priorities should have to be established, the construction of some of the conference rooms could be classified as second priority. Construction of such conference rooms at a second stage would create relatively the least inconvenience from a technical point of view, provided the program specified that the plans allowed for the integration of the parts comprising the additional conference rooms, at a later stage--when the new building is extended. It should be noted, however, that proceeding by stages entails serious disadvantages, in particular, the fact that the construction cost of the part reserved for the second stage would no doubt be higher than the cost of constructing that part at the same time as the rest of the new building.

Library

40. In the present building, the Library is in rooms which were designed for offices and not for a library. It is suggested that these premises--which in any case have become too small for the needs of the Library--should be liberated for more economical use and that the Library should be located in the new building.

41. The offices required for the librarian and her assistants are included in the estimates made in paragraph 31. In the following paragraphs, only the storage space for books and periodicals and the reading room of the Library are taken into consideration.

42. In 1960, the collections of BIRPI comprised 8,000 volumes of books and 8,000 volumes of periodicals. In 1969, these figures were doubled. The experience of other international organizations has also shown that the volume of their collections doubles every ten years or so. It is therefore to be expected that, by 1985, the Library of BIRPI will have to provide space for 48,000 volumes of books and the same number of volumes of periodicals.

43. According to the customary standards, one linear meter of shelves is to be counted for 200 volumes of books, and the same shelf space for 100 volumes of periodicals.

44. It is proposed that about half of the collections be placed in the Library proper and the other half in the underground storage

rooms; each of these would require a net surface of approximately 300 square meters.

45. A reading room for 20 persons is estimated to require a net surface of 45 square meters.

Premises for Welfare Facilities

46. These would include a rest room, recreation rooms, and the premises of the Staff Association. Premises of this kind are also provided for in the buildings of the other intergovernmental organizations having their headquarters in Geneva. The needs are estimated at 260 square meters.

Cafeteria

47. It has become more and more difficult to find living accommodation at distances which reasonably permit employees to return to their homes for luncheon, as the traffic before and after the lunch hour is particularly heavy and slow in Geneva. Consequently, it is necessary to foresee that an ever-increasing number of employees will not be able to return home for luncheon. For such persons--as well as for the delegates who participate in the meetings of BIRPI--it is necessary to provide the possibility of lunching rapidly and at a reasonable price, without the need for leaving their place of work.

48. The other organizations which are in a similar situation to that of BIRPI have also created restaurants and cafeterias in their buildings. The World Health Organization, with a staff of 1,100, has accommodation for 240 in its cafeteria and 120 in its restaurant. Experience has shown that the number of places in the cafeteria is insufficient. The International Labour Office, with 2,100 employees, is providing for a cafeteria and a restaurant for a total of 1,000 persons, taking account also of an expected increase in the number of employees. The International Telecommunication Union will have, in the new part of its building, a cafeteria for 100 people and a restaurant for 50 people, for a staff consisting of 650 employees.

49. An intermediary solution is proposed for BIRPI. It would consist of a cafeteria for 100 persons and a restaurant, with one or two rooms, for a total of 50 persons. The total net surface of these premises, including kitchen and other annexes, is estimated at 490 square meters.

Document Services

50. These services carry out mainly three operations: reproduction (offset printing, photography, xerography, etc.), assembling (assembling of the paper, checking the copies, stapling and/or binding), and dispatching (making up sets of documents, selection according to the different addressees, packing in envelopes, packages or crates). Paper of all kinds in use must be stocked in sufficient quantities, and for a sufficient time to allow for acclimatization, next to the premises where the reproduction operations are carried out.

51. The following data illustrate the increase in the reproduction work in BIRPI since 1963.

52. The number of circulars (which is a good indication of the frequency of communications between the Secretariat and the member States) was 33 in 1963; the number for 1969 is estimated to be between 175 and 180. The increase in six years is thus more than five-fold.

53. As to machines, in 1963 there were three roneo machines and a small, pedal-operated assembling machine. Today, there are two offset machines, a machine to produce plates for the offset, three xerographic copying machines, and an automatic assembling machine.

54. As to the volume of the paper used: 700,000 sheets were used in 1963; in 1969, the number of sheets used will exceed 4,000,000. The increase in six years is thus almost six-fold.

55. The latter figure (4,000,000) is about one-sixth of the present production of the International Telecommunication Union and about one-eighth of that of the World Health Organization.

56. A very conservative estimate would indicate that the volume of reproduction on account of the traditional tasks will double every five years and that a further one-third of this volume should be provided for on account of new tasks. Taking 4,500,000 sheets as a basis for 1970, the growth would be as follows (in numbers of sheets):

<u>Year</u>	<u>Traditional Tasks</u>	<u>New Tasks</u>	<u>Total</u>
1975	9,000,000	3,000,000	12,000,000
1980	18,000,000	6,000,000	24,000,000
1985	36,000,000	12,000,000	48,000,000

57. The International Labour Office, estimating the need to produce approximately 80,000,000 sheets, has allocated a surface of 1,640 square meters for the reproduction services in its new headquarters building now under construction.

58. On the basis of the experience of BIRPI, the ILO and other organizations, it is therefore proposed to plan for a net surface of 810 square meters for the services in question.

Storage Areas

59. The storage rooms would probably have to be placed in the basements. They include stores for the cafeteria, a depot for office supplies, furniture and machines, storage for the stock of documents, non-active archives, and stocks for the Library. A total net surface of 1,140 square meters is proposed for these purposes.

Area for Technical Facilities and Cleaning

60. According to the experience of the architect who was consulted, the area for technical facilities (electric generators, transformers, air conditioning and ventilation system, boiler room, automatic telephone exchange) for a building of the proposed size would require a net surface of approximately 700 square meters.

61. On the same basis, a net surface of 70 square meters would be needed for the rooms for cleaning facilities.

Underground Parking

62. As far as parking is concerned, it must be noted that, in view of the increase in traffic, it is probable that the Geneva authorities will soon prohibit parking in all streets around the Place des Nations, that is, also in the neighborhood of the BIRPI building. At the same time, the said authorities intend to construct an underground car park, probably somewhere between the buildings of BIRPI and the International Telecommunication Union. They insist that BIRPI rent parking places in the proposed underground park.

63. It is proposed to satisfy the wishes of the Geneva authorities to a very considerable extent and, when the time comes, to rent places in the underground park covering the greater part of the foreseeable needs. At the same time, it is proposed to construct an underground park for some cars under what will be the extension

of the present BIRPI building. Thus, places will be available closer to BIRPI for at least part of the cars of employees, delegates and visitors.

64. The parking needs for 400 employees, for visitors, for delegates and for deliveries, are estimated to amount to 410 parking places. Thus, the proposed 133 places will cover only one-third of the contemplated needs.

65. A garage for 133 cars would occupy approximately 3,391 square meters.

Total Needs

66. On the basis of the tentative estimates, a program for a competition has been established by the consultant architects (Brulhart and Tomic) of BIRPI along the lines which are customary in Geneva. This program is accompanied by draft rules for the competition. The draft rules are attached as Annex A.

67. The draft program is also attached to the present document, as Annex B.

68. The instructions contained in the draft program (Annex B) in relation to access to the future building will be further developed as a result of current discussions with the competent authorities of Geneva, in order to comply with their plans for the neighboring streets and for the siting of the underground car park referred to in paragraph 62.

69. An estimate of the surface areas required according to the program is attached as Annex C. The approximate cost of construction, estimated at the end of Annex C, is to be understood as including also the cost of air conditioning.

70. The Subcommittee is invited to express an opinion on the needs of BIRPI.

CHAPTER II

Choice of the Best Methods of Meeting the Needs

71. The second task of the Subcommittee is to advise the Director of BIRPI on the best methods of meeting the needs in question by construction on the so-called Horngacher lot.

72. In order to illustrate at least two possibilities of satisfying those needs--as estimated by the Director of BIRPI before the Subcommittee was established--plans have been worked out by the Geneva architects, Brulhart and Tomic. Those plans are attached to the present report.

73. It is to be noted that the plans are highly tentative and that their main objective is to help form a concept of how the new building may be arranged and sited.

74. The two possibilities illustrated by the said plans differ mainly in that one would lead to a "tall" building (2 basement levels, a ground floor at 2 levels, and 14 upper stories) and the other to a "low" building (2 basement levels, a ground floor at 2 levels, and 5 upper stories) (see Annexes D to N).

75. The Subcommittee is invited to express its opinion on the best means of meeting the needs of BIRPI, including the question whether the annexed plans constitute solutions deserving detailed elaboration.

76. It goes without saying that the Subcommittee is not invited to approve the very sketchy plans which are annexed to this report. The approval of any plan is reserved for the competition which the Director of BIRPI proposes to announce as soon as he is in possession of the advice of the Subcommittee. BIRPI has in fact been advised by the competent Swiss authorities to hold a competition, as is usual in such cases. The details of the conditions of such a competition can be found in the draft rules of the competition (Annex A).

CHAPTER III

Financing of the Construction

77. The third task of the Subcommittee is to advise the Director of BIRPI on the financing of the cost of the construction.

78. It will not be possible to estimate, at least with any precision, the cost of the construction until after the architects' detailed plans have become available. On the basis of present, rough estimates, the cost will be in the neighborhood of 20,000,000 Swiss francs.

79. The major part or all of the money required for the construction would be borrowed from the Fondation des Immeubles pour les Organisations internationales (Foundation for Buildings of International Organizations; FIPOI), subject to conditions which would be similar to those agreed upon between FIPOI, on the one hand, and the United Nations, the International Labour Organisation, and other inter-governmental organizations located in Geneva, on the other hand. These conditions might be the following: amortization spread over a period of as much as 40 years, commencing upon the completion of the construction; 3% (or, possibly, 3½%) yearly interest on the capital not yet repaid.

80. FIPOI is a Swiss foundation created by the Swiss Confederation and the Republic and Canton of Geneva for the purpose of assisting international organizations in the construction of their buildings. The Board of Directors of the Foundation is composed exclusively of representatives of the Federal and Cantonal Governments.

81. In relation to provision for reimbursing any loan granted to BIRPI for the purposes of constructing and equipping the additional building, it is proposed that the Unions which will use the existing or future buildings should pay an annual amount. The amount that each Union will have to pay each year would depend on the amount to be reimbursed in capital plus interest and on the size of the surface used by that Union in either building. For example, in a year in which the amount to be reimbursed was 1,000,000 Swiss francs and the surface occupied by the services of the Berne Union was 10% of the total surface, the Berne Union would have to pay 100,000 Swiss francs.

82. How much will have to be paid each year on the loan? If it is taken, as an example, that the loan will be 20,000,000 Swiss francs and that the conditions (3%, 40 years) will be those indicated above, the payment in the first year (i.e., around 1975) will be 1,100,000 Swiss francs. It will diminish by 15,000 Swiss francs each year and in the last year (2015) will be 515,000 Swiss francs.

83. The conditions of a loan from FIPOI are so advantageous that it is difficult to imagine a solution which would be more favorable for the member States. This opinion was doubtless shared by the States when they accepted the financing by FIPOI of the recent construction of the building of the World Health Organization and the constructions now in progress for the United Nations, the World Meteorological Organization, the International Telecommunication Union, the Universal Postal Union, and the International Labour Office.

84. The Subcommittee is invited to express its opinion on the question of the proposed financing of the new construction.

LIST OF ANNEXES

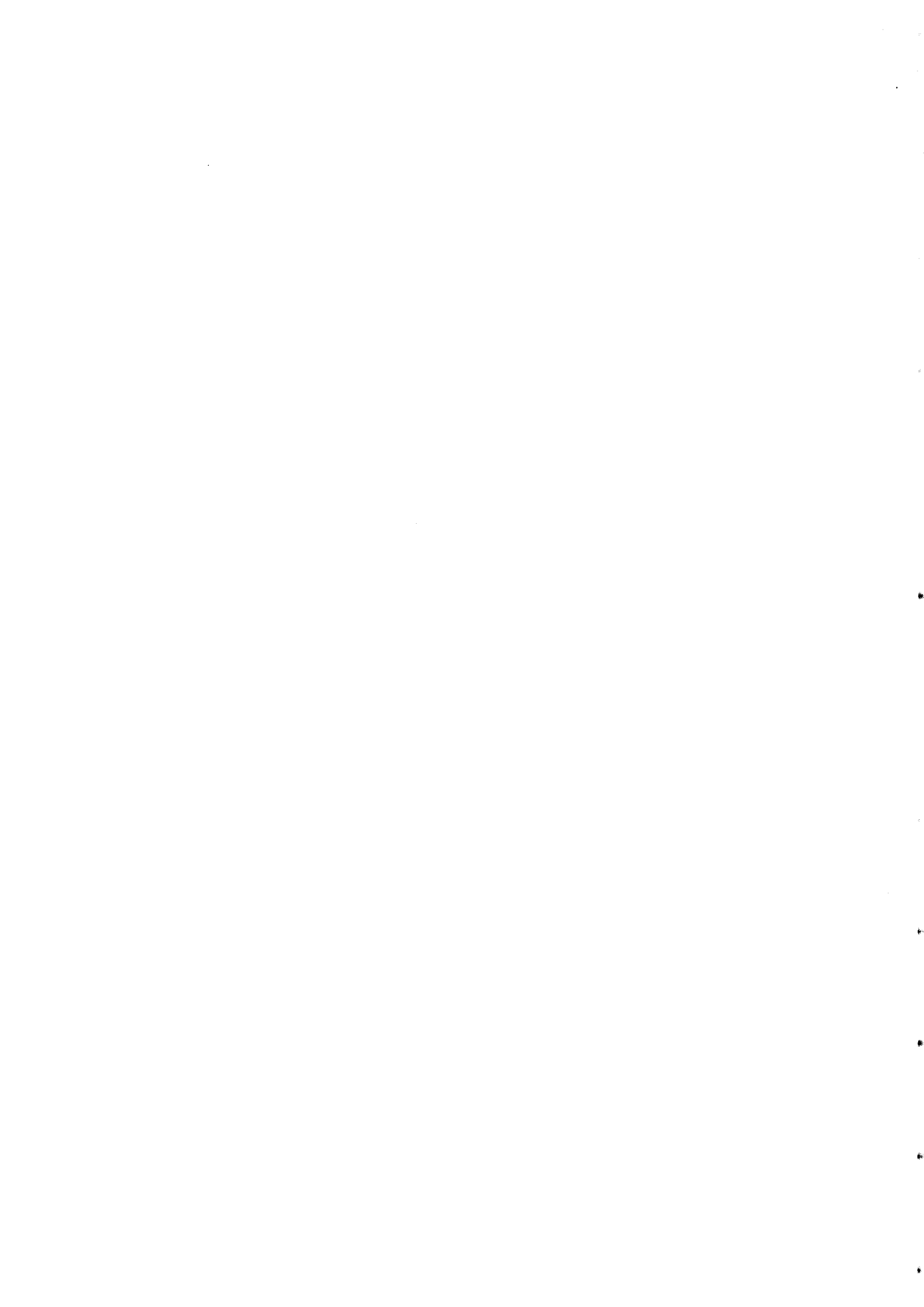
- A. Draft Rules of the Competition
- B. Draft Program of the Competition
- C. Estimates of Surface Areas

Plans:

- D. Plan of District (1:2500)
- E. Plan of Location (1:500)
- F. Tall Building
 - No. 1 Location
 - No. 2 Plans
 - No. 3 Plans
 - No. 4 Plans
 - No. 5 Façades
 - No. 8 Typical Surface Areas
- G. Low Building
 - No. 6 Location
 - No. 7 Façades

Photographs of Models

- H.I.J. Tall Building
- K.L.M. Low Building



Draft

CONSTRUCTION OF A NEW BIRPI ADMINISTRATIVE BUILDING

RULES OF THE COMPETITION

- Art. 1 The United International Bureaux for the Protection of Intellectual Property, BIRPI, 32, chemin des Colombettes, Geneva, hereby opens a restricted competition for the construction of a new building in Geneva.
- Art. 2 The competition is subject to the "Règlement des concours d'architecture" of the SIA, No. 152, 1968 edition. Each competitor, by submitting an entry, accepts the conditions of the said "Règlement."
- Art. 3 The following architects are invited to participate in the competition:
- Art. 4 The jury of the competition shall consist of the following:
- Regular members:
- Substitute members:

- Art. 5 The following documents will be distributed to the competitors:
- (1) these rules and the program of the competition,
 - (2) a map of the district, drawn to a scale of 1:2500,
 - (3) a plan of the plots, drawn to a scale of 1:1000, showing contour lines,
 - (4) a plan of the building site, drawn to a scale of 1:500,
 - (5) a file containing six diagrams of the present building.
- Art. 6 Entries shall not be signed but shall be marked with an inscription which shall also appear on a sealed envelope containing the author's name.
- Art. 7 Each competitor who has submitted an entry in conformity with the rules shall receive a fee of . . . francs.
- In addition, the sum of . . . francs shall be put at the disposal of the jury to be used as a reward for the best entries.
- Art. 8 Packages containing entries shall be marked "BIRPI Competition." They shall be delivered, against receipt, to BIRPI, 32, chemin des Colombettes, 1211 Geneva 20, by 4p.m. on
- Entries sent by mail will be accepted after the time limit, provided that the post mark shows that they were mailed at the latest on that date and at that hour, and that delivery takes place no later than within the following ~~three~~ days.
- Art. 9 Competitors may address questions anonymously and in writing to BIRPI, 32, chemin des Colombettes, 1211 Geneva 20, until No individual replies will be given. All questions, together with the replies of the jury, will be communicated to all competitors. After the date indicated above, no further information shall be given.
- Art. 10 Each competitor may submit one entry only. No alternatives will be accepted.

- Art. 11 Entries accepted for the competition must contain the following documents:
- (1) A plan of the building site, drawn to a scale of 1:500, showing the exact location of the proposed construction and the arrangement of the grounds.
 - (2) All floor plans drawn to a scale of 1:200, showing the numbers allotted to the units or groups of units in the program.
 - (3) All façades drawn to a scale of 1:200, showing the site in its natural state and as proposed.
 - (4) The sections required for an understanding of the proposed construction, drawn to a scale of 1:200 and showing the elevation of the site in its natural state and as proposed.
 - (5) A model of the proposed construction, made to a scale of 1:500, in grey cardboard, without colors, on a base the dimensions of which are the same as those of the plan submitted.
 - (6) The calculation of the volume constructed according to SIA standards, with diagrams.
 - (7) A brief report.
- Art. 12 The jury will take no account of any plans or papers not requested. Such plans or papers will not be examined and will not be displayed.
- Art. 13 Entries shall be presented on strong paper or on blueprint paper and shall be executed in lines on a white background, without the use of colors.
- Art. 14 After having been judged, all entries accepted for the competition will be publicly displayed for 15 days. The report of the jury may be consulted in the room where the plans are displayed. BIRPI reserves the right to publish entries awarded prizes, in the press and in technical reviews.
- Art. 15 All entries shall become the property of BIRPI.
- Art. 16 Competitors should attach special importance to all measures that could lead to economy in construction and exploitation.

Draft

CONSTRUCTION OF A NEW BIRPI ADMINISTRATIVE BUILDING

PROGRAM

Preamble

The project comprises:

- (1) the creation of a new administrative building containing space for 290 employees, conference rooms for 350 people as well as a new library, various ancillary services, a garage for 133 cars, and external arrangements;
- (2) the provision of additional offices in the present building for 20 employees by utilizing the surface areas becoming available after the construction of the new building; these offices, added to those now occupied by 90 employees, will bring the total number of staff accommodated up to 110;
- (3) the arrangement of the surroundings of the complex formed by the present building and the new building.

Building Site

The site available is composed of lots Nos. 3329 and 3739, located in the zone of urban expansion (Law of June 29, 1957). It is bordered to the north-west by the chemin des Colombettes, to the north-east by the route de Ferney, to the south-east by the avenue Giuseppe Motta, and to the south-west by the property of the World Meteorological Organization. Access to the future complex must be provided by the chemin des Colombettes. Access by the avenue Giuseppe Motta is unacceptable. The chemin des Colombettes is a one-way street opening on to the route de Ferney.

Communication between the extension and the present building must be provided for internally.

Attention is drawn to the fact that the site contains fine trees, which should be respected in the placing of the buildings and the external arrangements.

1. THE NEW BUILDING

1.1 Offices

The surface areas indicated below have been calculated using a module of 1.35 meters between the centers of pillars between windows.

1.1.1 Offices for 1 to 12 employees:

165	offices	of	15	square	meters	for	1	employee	(2	modules)
15	"	"	22.5	"	"	"	2	employees	(3	modules)
4	"	"	45	"	"	"	4	"	(6	modules)
2	"	"	135	"	"	"	12	"	(18	modules)

1.1.2 Suites of offices for senior officials, comprising official's office and secretariat:

3 suites of 60 square meters (8 modules)

1.1.3 Suites of offices for directors, each comprising an office, secretariat, lavatory and hand basin:

1 suite of 82.5 square meters (11 modules)

1 suite of 67.5 square meters (9 modules)

1.1.4 Lavatories and hand basins, within easy reach of offices, on the basis of one lavatory with hand basin for every 12 persons.

1.2 Conference Rooms

1.2.1 1 room for 200 delegates, with 6 interpreters' booths and 1 operator's booth

1.2.2 1 room for 100 delegates, with 6 interpreters' booths and 1 operator's booth

1.2.3 1 room for 50 delegates, with 3 interpreters' booths and 1 operator's booth

1.2.4 1 room with 20 seats, on the same floor as the directors' suites of offices

1.2.5 Common areas:

hall, passages, 2 lounges and bar

1.2.6 Cloakrooms for 350 delegates, lavatories: provision to be made for 1 lavatory with hand basin for every 20 to 25 delegates

1.3 Library

1.3.1 Storage for books, comprising:

shelf space for 36,000 volumes, on the basis of 200 volumes per meter of shelf space

shelf space for 18,000 periodicals, on the basis of 100 periodicals per meter of shelf space

1.3.2 Reading room for 20 people

1.4 Premises for Welfare Facilities

These premises should be located either on the top floor at the same level as the cafeteria, or on the floor immediately below.

1.4.1 Recreation rooms 120 square meters

1.4.2 Rest room 60 square meters

1.4.3 Staff Association premises 60 square meters

1.4.4 Lavatories: provision to be made for 3 lavatories with hand basin. This unit may be combined with that of the restaurant if the latter is on the same floor.

1.5 Cafeteria

This unit should be located on the top floor.

1.5.1 1 cafeteria for 100 people with a self-service restaurant and snack bar

1.5.2 Two small dining rooms for a total of some 50 people

1.5.3 Kitchen with accessory premises

Connection by goods lift with service entrance for deliveries and kitchen staff, garbage-disposal facilities

1.5.4 Lavatories:

provision to be made for 6 lavatories with hand basin; separate anterooms for ladies and gentlemen, with hand basins

1.6 Document Services

These services will occupy 40 people.

1.6.1	3 rooms for reproduction operations	total 240 square meters
1.6.2	Assembling	total 120 square meters
1.6.3	Dispatching	120 square meters
1.6.4	Store room for paper	180 square meters
1.6.5	Workshop	120 square meters
1.6.6	Staff cloakroom and lavatories	

1.7 Storage Areas in Basement

1.7.1	Stores for the cafeteria	260 square meters
1.7.2	Depot for office supplies	60 square meters
1.7.3	Depot for office furniture	100 square meters
1.7.4	Depot for office equipment	60 square meters
1.7.5	Stock of documents	120 square meters
1.7.6	Archives	240 square meters
1.7.7	Storage for the Library	300 square meters

1.8 Area for Technical Facilities, including:

Electric generators
Transformers
Air conditioning and ventilation system
Boiler room
Automatic telephone exchange

1.9 Area for Cleaning Facilities

- 1.9.1 Cleaning facilities to be provided on each floor
1.9.2 Cloakrooms for cleaning staff, separate for men and women, with lavatories

1.10 Parking

Covered and closed collective parking area for 133 cars.
A space of 2.30 x 6 meters per car should be provided for 33 cars and a space of 2.20 x 5 meters per car for 100 cars.

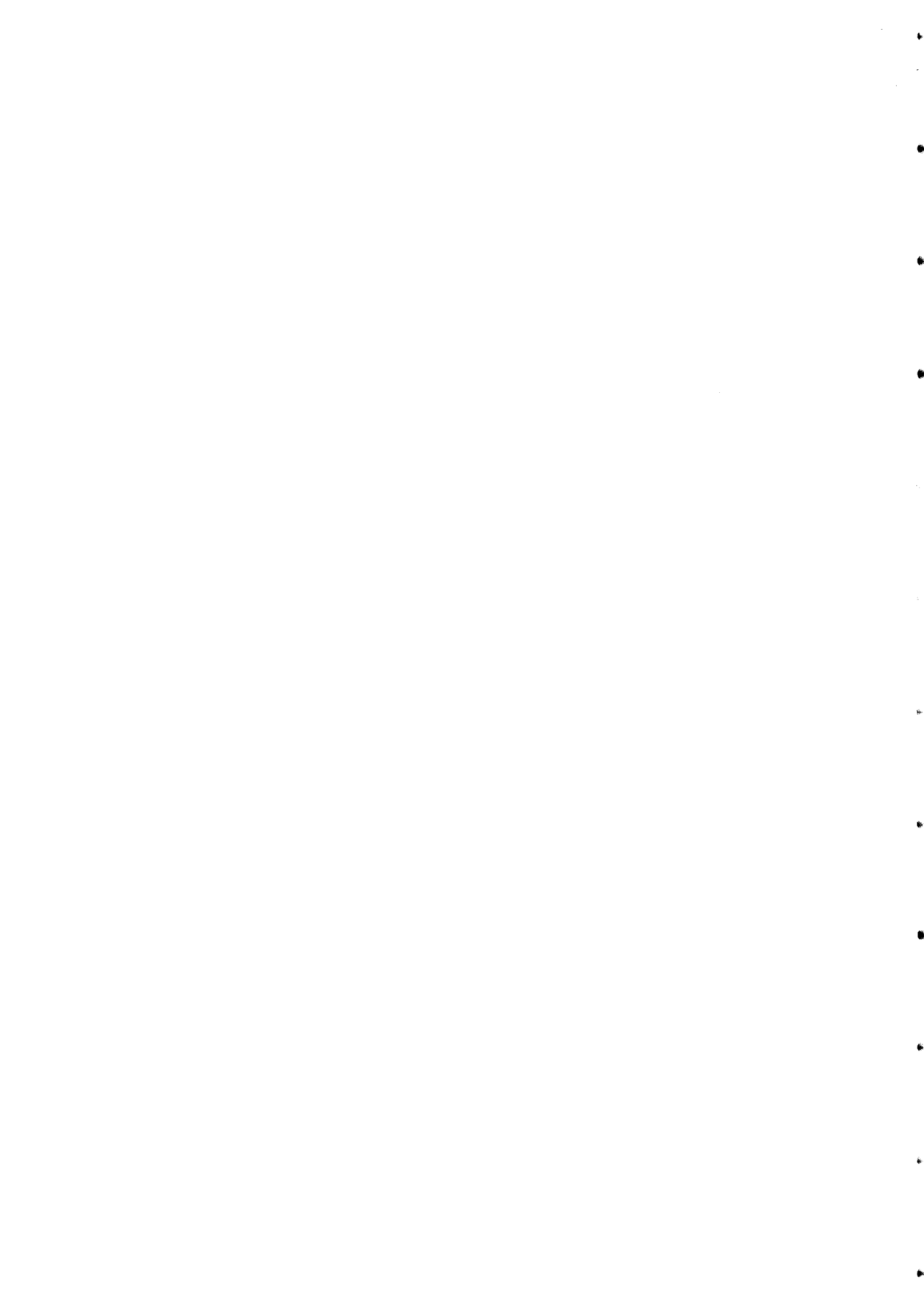
2. REARRANGEMENTS IN THE PRESENT BUILDING

The surface area in the present building which will become available owing to the removal of the Library and of the store rooms will be fitted up as offices for 20 employees.

3. EXTERNAL ARRANGEMENTS

Open spaces should be provided for:

- 3.1 A garden, conserving the greatest possible number of existing trees
3.2 Driveways and entryways
3.3 One or more outside car parks, for approximately 30 cars



ROUGH CALCULATION OF SURFACE AND CUBIC SPACE, AND OF
COST ACCORDING TO THE PROGRAM (ANNEX B) FOR THE COMPETITION

Contents

	page
I. Details of the Surface Areas in Square Meters	2
II. Recapitulation of Totals of Surface Areas	5
III. Estimation of Cubic Space	6
IV. Estimated Cost of Construction	7

Notes:

- (a) The reference numbers refer to the program for the competition (Annex B).
- (b) The percentages (15%, 30% or 80%) accompanied by the word "plus" cover the corridors, stairs, elevators and other connecting areas.

I

DETAILS DES SURFACES EN METRES CARRES
DETAILS OF THE SURFACE AREAS IN SQUARE METERS

1.1 Bureaux/Offices

1.1.1	165 x 15 =	2475
	15 x 22,5 =	338
	4 x 45 =	180
	2 x 135 =	270
1.1.2	3 x 60 =	180
1.1.3	1 x 82,5 =	82
	1 x 67,5 =	68
1.1.4		<u>90</u>

Surface nette/Net Surface 3683
Plus 30 % 1104

Total 4787

1.2 Salles de conférences/Conference Rooms

1.2.1	500
1.2.2	250
1.2.3	125
1.2.4	60
1.2.5	350
1.2.6	<u>175</u>

Surface nette/Net Surface 1460
Plus 80 % 1168

Total 2628

1.3 Bibliothèque/Library

1.3.1	300
1.3.2	<u>45</u>

Surface nette/Net Surface 345
Plus 30 % 103

Total 448

1.4 Locaux destinés aux besoins sociaux/
Premises for Welfare Facilities.

1.4.1	120		
1.4.2	60		
1.4.3	60		
1.4.4	<u>20</u>		
Surface nette/Net Surface		260	
Plus 30 %		<u>78</u>	
Total			338

1.5 Cafeteria, etc.

1.5.1	160		
1.5.2	90		
1.5.3	210		
1.5.4	<u>30</u>		
Surface nette/Net Surface		490	
Plus 30 %		<u>147</u>	
Total			637

1.6 Services des documents/Document Services

1.6.1	240		
1.6.2	120		
1.6.3	120		
1.6.4	180		
1.6.5	120		
1.6.6	<u>30</u>		
Surface nette/Net Surface		810	
Plus 30 %		<u>243</u>	
Total			1053

1.7 Locaux de dépôt au sous-sol/Storage Areas in Basement

1.7.1	260
1.7.2	60
1.7.3	100
1.7.4	60
1.7.5	120
1.7.6	240
1.7.7	<u>300</u>

Surface nette/Net Surface	1140
Plus 30 %	<u>342</u>

Total 1482

1.8 Locaux techniques/Area for Technical Facilities

Surface nette/Net Surface	700
Plus 30 %	<u>210</u>

Total 910

1.9 Locaux de nettoyage/Cleaning Facilities

1.9.1	30
1.9.2	<u>40</u>

Surface nette/Net Surface	70
Plus 30 %	<u>20</u>

Total 90

1.10 Garage/Parking

Surface nette/Net Surface	3391
Plus 15 %	<u>508</u>

Total 3899

II

RECAPITULATION DES TOTAUX DES SURFACES
RECAPITULATION OF TOTALS OF SURFACE AREAS

1.1	4787	m ²
1.2	2628	m ²
1.3	448	m ²
1.4	338	m ²
1.5	637	m ²
1.6	1053	m ²
1.7	1482	m ²
1.8	910	m ²
1.9	90	m ²
1.10	<u>3899</u>	<u>m²</u>
Total	16 272	m ²
	=====	

III

CALCUL APPROXIMATIF DU CUBE
ESTIMATION OF CUBIC SPACE

Surface (mètres carrés) Area (square meters)		Hauteur moyenne (mètres) Average Height (meters)		Cube (mètres cubes) Cubic Space (cubic meters)
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16 272	x	3.50	=	56 952 =====
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IV

ESTIMATION DU COUT DE LA CONSTRUCTION
ESTIMATED COST OF CONSTRUCTION

Cube (mètres cubes)	Coût par mètre cube (fr.s.)	Coût total (fr.s.)
Cubic Space (cubic meters)	Cost per Cubic Meter (Sw.frs.)	Total Cost (Sw.frs.)
56 952	x 350	= 19 933 200 =====

BUREAUX INTERNATIONAUX
RÉUNIS POUR LA PROTECTION
DE LA PROPRIÉTÉ INTELLECTUELLE
GENÈVE, SUISSE

BIRPI

HB/I/ 3 •
Original: French
Date:
December 8, 1969
UNITED INTERNATIONAL
BUREAUX FOR THE PROTECTION
OF INTELLECTUAL PROPERTY
GENEVA, SWITZERLAND

Comité de Coordination Interunions / Interunion Coordination Committee

**SOUS-COMITÉ POUR LE BATIMENT DU SIÈGE DES BIRPI
BIRPI HEADQUARTERS BUILDING SUBCOMMITTEE**

Première session: Genève, 11 et 12 décembre 1969
First Session: Geneva, December 11 and 12, 1969

REPORT

presented by the Director of BIRPI

Addenda to document HB/I/2

Premises Available

1. Paragraph 32 of document HB/I/2 states in substance that, if the construction of the new building were to be terminated before BIRPI needed all the premises referred to in paragraph 31, those premises which were available could be rented temporarily to third parties.
2. It is, of course, understood that any such premises would in the first place be put at the disposal of FIPOI and that they would be rented only with the prior agreement of FIPOI, in conditions which would have been recommended by the latter.

Conference Rooms

3. As for the conference rooms whose construction is proposed in paragraph 37, it should be pointed out that, if any of them were unoccupied, BIRPI would inform the International Conference Center as soon as possible in advance so that the latter would have additional facilities in reserve to meet such needs as it might be unable to satisfy with the means at its own disposal.

Choice of Architect

4. In paragraph 76 of document HB/I/2, provision is made for the services of an architect to be retained on the basis of the results of a competition.

5. After that document had issued, the competent Swiss authorities drew the attention of the Director of BIRPI to other methods of selecting an architect which might be adopted, namely, the commissioning of preliminary plans--an entirely new procedure--or the direct contract awarded, on the one hand, to one or more architects commissioned to draw up the plans and, on the other hand, to one or more architects responsible for carrying out the said plans.

Comité de Coordination Interunions / Interunion Coordination Committee

SOUS-COMITÉ POUR LE BATIMENT DU SIÈGE DES BIRPI BIRPI HEADQUARTERS BUILDING SUBCOMMITTEE

Première session: Genève, 11 et 12 décembre 1969
First Session: Geneva, December 11 and 12, 1969

REPORT

Introduction

1. The BIRPI Headquarters Building Subcommittee, set up by the Interunion Coordination Committee of BIRPI in September 1969, held its first session at Geneva on December 11 and 12, 1969.
2. The Subcommittee has ten members, the following nine of which were represented at the session: Argentina, Cameroon, France, Germany (Federal Republic), Italy, Netherlands, Soviet Union, Switzerland, United States of America. Japan was not represented. The list of participants is attached to this report.
3. The Subcommittee unanimously elected Mr. A. Krieger (Federal Republic of Germany) as Chairman, and Messrs. V. Kalinine (Soviet Union) and H. Winter (United States) as Vice-Chairmen.
4. Dr. Arpad Bogsch, First Deputy Director, BIRPI, acted as Secretary of the Subcommittee.

Evaluation of the Needs of BIRPI and WIPO

5. The Subcommittee examined the needs of BIRPI and WIPO for the next ten to fifteen years as far as office, conference and related premises and facilities are concerned, on the basis of documents HB/I/2 (together with Annexes B and C) and HB/I/3. This report covers

all the main points of the discussion and all the decisions made. Several additional questions of detail raised by various Delegations in connection with the said documents were noted by the Secretariat and the replies to those questions, as well as other information the possible usefulness of which emerged during the discussions, will be covered by the next report of the Director of BIRPI to the Interunion Coordination Committee.

6. Offices. Several Delegations, particularly those of France, the Netherlands, Switzerland, and the United States, expressed the view that it was preferable to slightly "overbuild" than to find, upon completion of the construction, that it was already too small. The Delegation of the Soviet Union said that the figure of 400 employees, as contained in document HB/I/2, was a reasonable basis for planning.

7. In view of the fact that the estimates of the future needs of BIRPI can be expressed only in range figures, the Delegation of Germany (Federal Republic) said that the possibility could be considered of building in two phases, starting with a smaller building which could be added to at a later stage when the need for more office space arose, but that, in the light of the favorable financing conditions, it was ready to agree not to plan for two phases at the outset.

8. Several Delegations, particularly those of France and Switzerland, said that planning, right at the outset, to build in two phases would be uneconomical and inconvenient.

9. After a thorough discussion, the Subcommittee came to the conclusion that, even at the risk of constructing more offices than would be needed at the time of completing the construction, the number of offices which the additional building would contain should be sufficient at least until the early 1980s, and found that that number should correspond to the needs of 450 employees (including the present building). This number is somewhat higher than that proposed by BIRPI (400) but is still much below the estimates for 1985 (low: 620; high: 858). At the same time, it was understood that the architectural plans should provide for the possibility of a later extension of the new building to the maximum extent that the building regulations applicable to the Horngacher lot would permit, and capable of housing at least 100 additional employees.

10. The Delegation of Germany (Federal Republic), before concurring with the conclusion that the short-term needs of BIRPI should be met in a one-phase rather than a two-phase construction, wanted to know whether the very favorable conditions offered by the Fondation des Immeubles pour les Organisations internationales (hereinafter referred to as "FIPOI") for the financing of the construction could also be secured for a second phase, starting, say, in the mid-1970s. The Director of BIRPI replied that equally favorable conditions could not be guaranteed, and quoted the example of the ground rent, where conditions had become very much less favorable with the passing of time. The Delegation of Germany (Federal Republic) also asked whether rental fees were high in Geneva, whether it was likely that tenants would easily be found for any offices not immediately needed by BIRPI, and whether the fees for any rental would belong to BIRPI rather than to FIPOI. The Secretariat replied in the affirmative to all three questions. It emphasized at the same time that constructing for the purposes of renting was not intended and that renting was taken into consideration only for that presumably very short period which might elapse between the time when the construction was completed and the moment when BIRPI would need all the new premises. For such period, BIRPI would follow the advice of FIPOI, with respect to any rental.

11. Conference Rooms. After a thorough discussion, the Subcommittee decided to reduce the proposal so that, in addition to the existing conference room in the present building and a small room for 20 persons, conference rooms would be planned for 250 delegates either in the form of a combination of two rooms (for 125 delegates each, for example) or in the form of such a combination plus one independent room (for example, two rooms, capable of being combined, for 100 persons each, and one room for 50).

12. Library. The proposals were accepted without comment.

13. Premises for Welfare Facilities. The Subcommittee decided to reduce the space reserved for these facilities to 200 square meters.

14. Cafeteria. The Subcommittee accepted the proposals, subject to the understanding that it took no position on the question whether it was desirable actually to have a restaurant (in addition to a cafeteria), this question depending to a large extent on whether such restaurant could be self-supporting.

15. Document Services. The proposals were accepted without comment.

16. Storage Areas. On a question from the Delegation of Switzerland--which found the proposed surface too small--the Secretariat replied that the estimates were based on the assumption that most of the old archives would be kept only in the form of microfilms.

17. Technical Facilities. The Subcommittee accepted the proposals, including the one which provides for air conditioning throughout the building.

18. Underground Parking. The Subcommittee approved the proposals.

19. Summary. Thus, the decisions of the Subcommittee may be summarized as follows:

Plans for a new building, to be erected on the Horn-gacher lot, should provide for:

(i) space for 340 employees (this figure does not include space for another 110 employees in the present building),

(ii) a library and a reading room of approximately 300 and 45 square meters, respectively,

(iii) premises for welfare facilities of approximately 200 square meters,

(iv) eating facilities for 150 persons (cafeteria and either a restaurant or a snack bar),

(v) premises for document services of approximately 810 square meters,

(vi) storage areas of approximately 1140 square meters,

(vii) areas for technical facilities and cleaning of approximately 700 and 70 square meters, respectively,

(viii) underground parking space for 133 automobiles,

(ix) air conditioning for the whole building,

(x) possibilities of later extension for at least 100 additional employees or whatever higher figure the building regulations applicable to the Horngacher lot permit.

Methods of Meeting the Needs

20. It results from the above discussion that the Subcommittee favors the plan according to which the needs should be met by constructing an additional building on the Horngacher lot.

21. The Subcommittee did not take a position on the question whether a "tall" building or a "low" building (see document HB/I/2, paragraph 74) would be preferable. It expressed the view that the architects should be free to propose any solution which the building regulations of Geneva applicable to the Horngacher lot will permit.

Financing of the Construction

22. The Delegation of Switzerland informed the Subcommittee that, since the interest rate of Swiss Government obligations had recently risen, FIPOI might have to charge 3½% interest rather than 3% interest.

23. The Subcommittee was unanimous in its opinion that the conditions offered by FIPOI for a loan to BIRPI were very favorable for BIRPI.

24. The Delegation of the United States said that, according to its estimate, the cost of constructing a building as described in document HB/I/2 would be slightly above 30 million Swiss francs, whereas the Delegation of Switzerland estimated that the cost would be between 18 and 22 million Swiss francs. (The document in question quoted an amount of 20 million Swiss francs.) It was generally agreed that a more accurate estimate could be given only after the establishment of the detailed architectural plans.

25. At the request of the Delegation of the United States, the Secretariat said that, as soon as a more detailed estimate of the costs was available, it would prepare a plan for repayment of the debt. Such a plan would provide that any rental fees earned by BIRPI would go towards repayment of the FIPOI loan. The cost sharing system among the Unions would be maintained. On a question from the Delegations of Cameroon and the Soviet Union, the Secretariat said that, although the system would be maintained, the actual percentages of participation would constantly change, not only because the relative interest of the existing

Unions was subject to change but also because the establishment of new Unions would have an influence on the share of the now existing Unions. The Delegation of the Soviet Union said that, if priority fees were established, they should also serve, at least in part, to reimburse the building loan.

26. On a question from the Delegation of the Netherlands, the Secretariat said that, as soon as the detailed architectural plans were available, it would prepare estimates on the maintenance and other related costs of the new building.

27. On a suggestion by the Delegation of Germany (Federal Republic), the Secretariat said that the amount of the ground rent of the Horngacher lot--currently under negotiation with the Authorities of the Republic and Canton of Geneva--would be communicated by the Secretariat to the members of the Subcommittee as soon as the said negotiations were concluded, probably in the early months of 1970.

Choice of Architect

28. After a thorough discussion in which various possibilities--including those of open or limited international competition--were considered, and during which the Delegation of Argentina said that in its experience it was desirable to rely on local architects, the Subcommittee decided to recommend the following procedure:

(i) approximately five architects of Geneva--chosen by BIRPI and the Swiss Government--should be invited to submit projects,

(ii) the projects should be submitted to the Subcommittee for the purpose of recommending the order of preference among them.

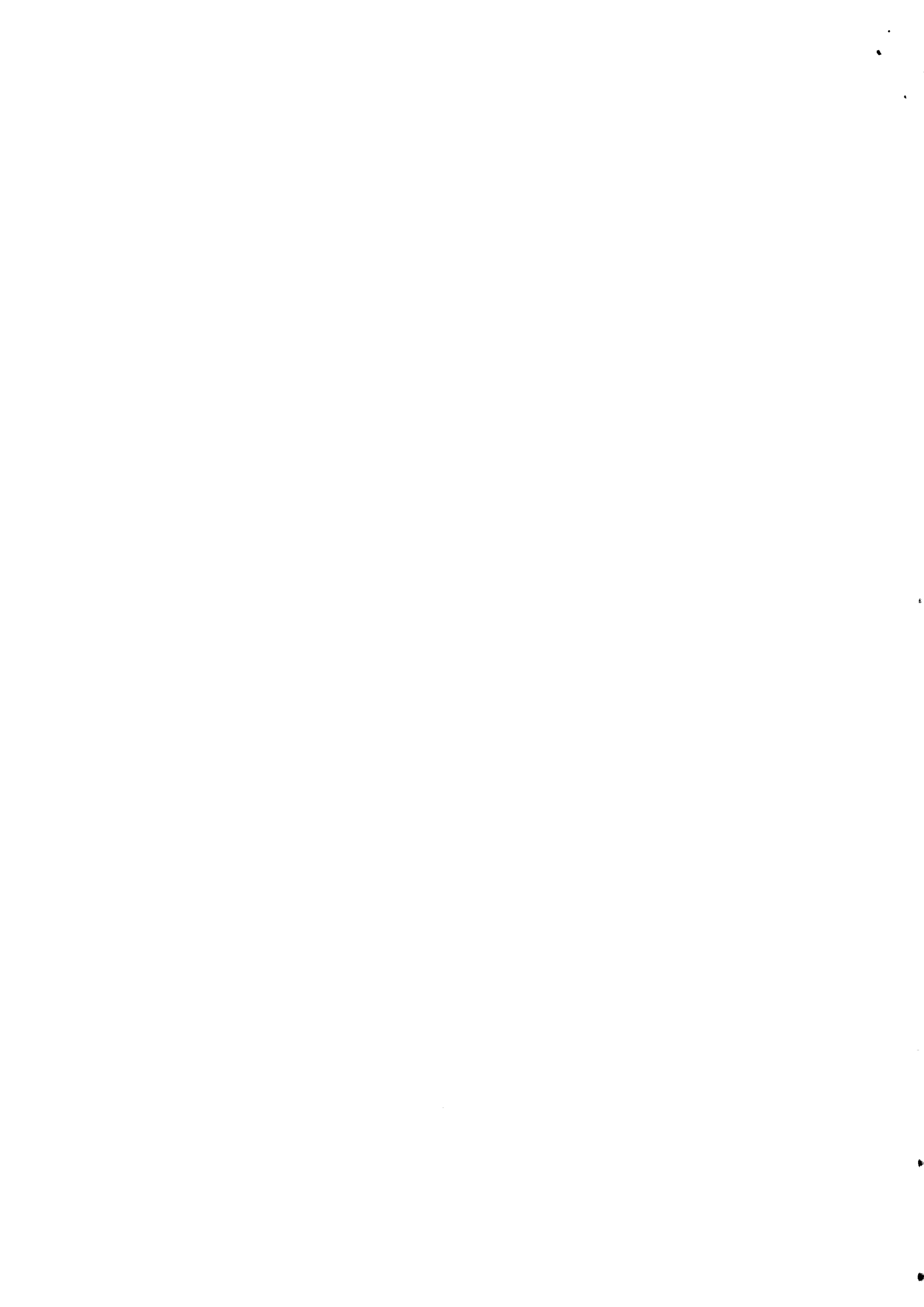
29. This procedure--called commande d'avant-projets (commissioning of projects) in the terminology of Swiss architects--is one in which the identity of the architects invited to prepare detailed projects is public, and in which any question asked by, and any reply or new instruction given to, any of the architects is communicated to all the others as well. The honorarium for each architect would be approximately 15,000 Swiss francs.

30. The Subcommittee noted that, when it reconvened for the purpose described in paragraph 28, point (ii), above, each Delegation could, if it so desired, consist of or include architects and preferably also structural and mechanical engineers.

31. The Delegation of Italy said that, since it had expected an international competition, it had to reserve the position of its Government.

32. This report was unanimously adopted by the Subcommittee.

∟̄End of document HB/I/6.
Follows Annex∟̄



LISTE DES PARTICIPANTS/LIST OF PARTICIPANTS

ETATS MEMBRES DU SOUS-COMITE/MEMBER STATES OF THE SUBCOMMITTEE

ALLEMAGNE (REPUBLIQUE FEDERALE)/GERMANY (FEDERAL REPUBLIC)

Mr. Albrecht KRIEGER, Ministerialdirigent, Federal Ministry of Justice, Bonn

Mr. Winfried TILMANN, Amtsgerichtsrat, Federal Ministry of Justice, Bonn

Mr. Klaus-Dieter DORN, Regierungsbaudirektor, Federal Ministry of Finance, Bonn

ARGENTINE/ARGENTINA

Mr. L.M. LAURELLI, Secretary of Embassy, Permanent Delegation of the Argentine Republic, Geneva

CAMEROUN/CAMEROON

M. J. EKEDI-SAMNIK, Ambassade du Cameroun, Bonn

ETATS-UNIS D'AMERIQUE/UNITED STATES OF AMERICA

Mr. Harvey J. WINTER, Assistant Chief, Business Practices Division, Department of State, Washington, D.C.

Mr. L.H. DINSMORE, Chief, Engineering Branch, Office of Foreign Buildings Operations, Department of State, Washington, D.C.

Observateur/Observer:

Mr. H. Dieter HOINKES, Patent Office, Washington, D.C.

FRANCE

M. Roger LABRY, Conseiller d'Ambassade, Ministère des Affaires étrangères, Paris

ITALIE/ITALY

Mlle Marta VITALI, V. Inspecteur, Ministère des Affaires étrangères, Rome

PAYS-BAS/NETHERLANDS

Mr. H.J.A.M. VROUWENVELDER, Ministry of Economic Affairs, The Hague

Mr. P.H. WITMUS, Ministry of Economic Affairs, The Hague

SUISSE/SWITZERLAND

M. Max LEUTHOLD, Chef de Section, Bureau fédéral de la Propriété intellectuelle, Berne

M. Armand WEBER, Inspecteur des Constructions fédérales, Lausanne

UNION DES REPUBLIQUES SOCIALISTES SOVIETIQUES
UNION OF SOVIET SOCIALIST REPUBLICS

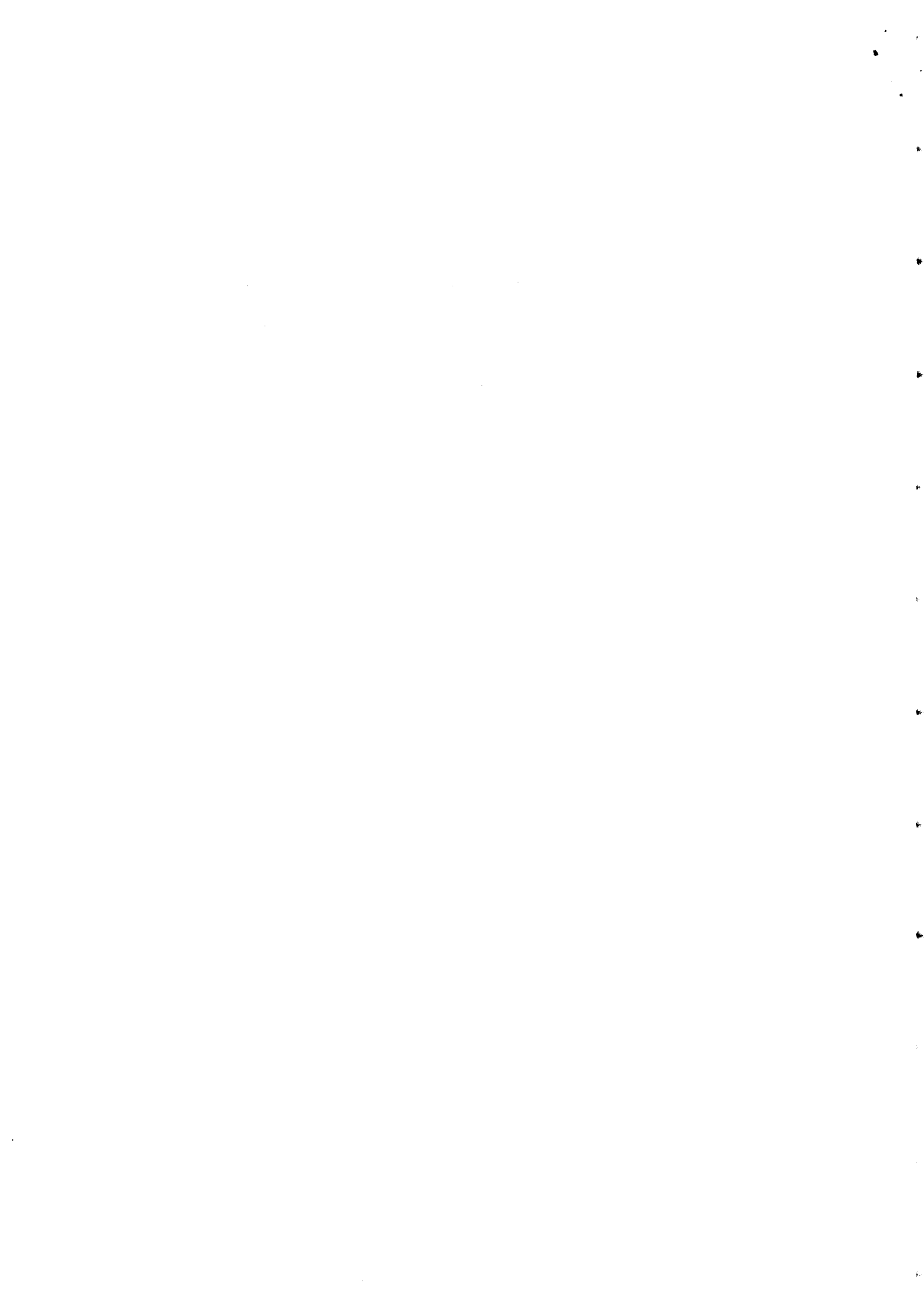
Mr. V. KALININE, Second Secretary, Permanent Mission of the USSR, Geneva

BUREAU DU SOUS-COMITE/OFFICERS OF THE SUBCOMMITTEE

Président/Chairman:	M. A. KRIEGER (Allemagne (Rép. féd.)/ Germany (Fed.Rep.))
Vice-Présidents/ Vice-Chairmen:	M. H.J. WINTER (Etats-Unis d'Amérique/ United States of America)
	M. V. KALININE (Union des Républiques socialistes soviétiques/ Union of Soviet Socialist Republics)
Secrétaire/Secretary:	Dr. Arpad BOGSCH (BIRPI)

BUREAUX INTERNATIONAUX REUNIS POUR LA PROTECTION DE LA
PROPRIETE INTELLECTUELLE/UNITED INTERNATIONAL BUREAUX
FOR THE PROTECTION OF INTELLECTUAL PROPERTY (BIRPI)

Professeur G.H.C. BODENHAUSEN, Directeur/Director
Dr. Arpad BOGSCH, Premier Vice-Directeur/First Deputy Director
M. Joseph VOYAME, Second Vice-Directeur/Second Deputy Director
M. B.A. ARMSTRONG, Conseiller, Chef de la Division administrative/
Counsellor, Head, Administrative Division
M. Cl. KINDLER, Attaché à la Division administrative/
Administrative Officer



HB/P
Original: French
Date: March 26, 1970

BUREAUX INTERNATIONAUX
RÉUNIS POUR LA PROTECTION
DE LA PROPRIÉTÉ INTELLECTUELLE
GENÈVE, SUISSE

BIRPI

UNITED INTERNATIONAL
BUREAUX FOR THE PROTECTION
OF INTELLECTUAL PROPERTY
GENEVA, SWITZERLAND

COMMISSIONING OF PROJECTS
FOR THE CONSTRUCTION OF A NEW ADMINISTRATIVE BUILDING
ON THE CHEMIN DES COLOMBETTES, GENEVA

RULES AND PROGRAM

A. RULES

Article 1. The Director of the United International Bureaux for the Protection of Intellectual Property, BIRPI, 32, chemin des Colombettes, Geneva, invites the following architects to submit projects for the construction of a new administrative building:

1. Messrs. E and A. BILLAUD, Architects, Geneva
2. Mr. P. BRAILLARD, Architect, Geneva
3. Mr. J.-P. DOM, Architect, Geneva
4. Mr. J.-M. ELLENBERGER, Architect, Geneva
5. Mr. E. MARTIN, Architect, Geneva
6. Messrs. M. TOMIC, J.-P. GRAND and R. PRAPLAN, Architects, Geneva.

Article 2. The projects will be examined by a panel of experts who will make a report to BIRPI. The panel of experts is composed as follows:

- three representatives of BIRPI, whose names will be communicated at a later date;
- Mr. A. HARMANN, Director of Planning, Canton of Geneva, Geneva;
- Mr. A. LOZERON, Architect, Geneva;
- Mr. A. WEBER, Chief Inspector of Federal Construction, Geneva;
- three foreign architects, whose names will be communicated at a later date;
- Secretary of the panel of experts:
Mr. Cl. KINDLER, BIRPI official, Geneva.

BIRPI will, in principle, entrust the pursuit of the studies to the author of the project recommended by the panel of experts.

Article 3. A fee of 12,000 francs will be paid to each architect or group of architects invited who shall have submitted complete projects within the prescribed time limits and in conformity with the Program.

Article 4. Projects shall not be signed but shall be marked with an inscription which shall also appear on a sealed envelope containing the author's name.

Article 5. Projects shall be marked "BIRPI Project". They shall be delivered, against receipt, to BIRPI, 32, chemin des Colombettes, 1211 Geneva, by 4 p.m. on August 14, 1970, at the latest.

Projects sent by mail will be accepted after the time limit, provided that the post mark shows that they were mailed at the latest on that date and at that hour, and that delivery takes place no later than within the following three days.

Models shall be delivered by 4 p.m. on August 21, 1970, at the latest.

Article 6. Questions may be asked on the occasion of a joint visit of the present BIRPI Headquarters Building, which will take place on April 15, 1970, at 10 a.m.

After that visit, the architects may still address questions anonymously in writing until April 24, 1970, to BIRPI, 32, chemin des Colombettes, Geneva.

All questions, as well as the replies of the panel of experts, will be communicated to all of the architects invited.

After the date indicated above, no further information will be given.

Article 7. Each architect invited shall submit one project only. No alternative projects shall be allowed.

Article 8. Documents Furnished to the Architects:

(a) Two copies of these Rules and Program, one of which shall be returned to the Director of BIRPI, signed by each architect or group of architects invited.

(b) A plan of the district, drawn to a scale of 1:2500.

(c) A plan of the plots, drawn to a scale of 1:1000, showing contour lines.

(d) A plan of the building site, drawn to a scale of 1:500.

(e) A topographical map, drawn to a scale of 1:500, with a reversed tracing of the map.

(f) A file containing six diagrams of the present building, drawn to a scale of 1:200.

(g) A file containing plans, drawn to a scale of 1:500, resulting from a preliminary study made by A. Brühlhart and M. Tomic, Architects.

(h) A model of the district, made to a scale of 1:2500.

(i) A model of the vacant lot and surrounding buildings, made to a scale of 1:500.

(j) An aerial view of the district, on a scale of approximately 1:2500.

(k) Photographs of a model, made to a scale of 1:500, with the proposed arrangements.

The models will be furnished to the entrants at the end of April.

Article 9. Documents to be Furnished by the Entrants

(a) The topographical map, drawn to a scale of 1:500, showing the exact location of the proposed construction and the arrangement of the grounds.

Entrants shall use the furnished document, the indications on which must not be covered.

(b) All the floor plans, drawn to a scale of 1:200, with heights indicated; they must have the same orientation as the 1:500 building site plan.

(c) All the façades, drawn to a scale of 1:200.

(d) The cross-sections needed to understand the project, drawn to a scale of 1:200.

(e) The model of the district furnished to the entrants, made to a scale of 1:2500, with the addition of the proposed construction.

The model shall be submitted in blank, without architectural details.

(f) The model of the vacant lot furnished to the entrants, made to a scale of 1:500, with the addition of the proposed construction and external arrangements.

(g) A short written statement of the characteristic features of the project.

(h) The calculation of the cubic space of the constructions according to SIA standards, No. 116 of 1952, accompanied by a diagram easy to check.

The documents requested shall be executed in lines on a white background (heliographs will be accepted).

The various premises must be indicated on the plans.

The panel of experts shall take no account of plans and documents not requested. They shall not be examined or exhibited.

Article 10. An important factor in the choice of the panel of experts shall be the question whether the conception of the project is rational, functional and economical.

Article 11. All projects requested shall become the property of BIRPI.

Article 12. In accepting this invitation to submit projects, the architects invited agree to all of the above conditions.

Architect or
group of
architects:

BIRPI:

B. PROGRAM

1. PLANNING CONSIDERATIONS AND BUILDING INSTRUCTIONS

1.1. General Conditions

The land available for the proposed buildings and developments envisaged consists of lots Nos. 3327, 3329 and 3739, and its boundaries are marked by a border on the plans of the building site furnished to the architects.

The ground is partially wooded and the plan of the building site shows the variety and exact position of the trees which must in no case be cut down and those which it is desirable to preserve.

Architects shall attach great importance to the distribution of cubic space.

The new buildings are an extension of the existing building. To facilitate rational exploitation, they shall be connected with the existing building in the most logical and functional manner.

A module of 1.36 meters was used in the construction of the present building.

The total surface of the new buildings shall not exceed a maximum of 17,000 square meters.

Moreover, architects must allow for the possibility of a future extension of the new buildings to accommodate at least 100 employees.

The site is located within the urban development zone (Law of June 29, 1957).

The rules pertaining to the third construction zone (Law of March 25, 1961) are applicable.

A localized development plan must be approved by the Council of State. The plan must obtain the prior agreement of the Department of Public Works and be drawn up in collaboration with the Urban Planning Commission.

The boundaries of the plan shall, in principle, be the WMO buildings, the avenue Giuseppe-Motta, the route de Ferney, and the chemin des Colombettes. It shall show in particular:

- (a) the changes to be made in the existing roads;
- (b) the exact location and dimensions of the buildings to be constructed;
- (c) the open spaces;
- (d) the parking places and garages;
- (e) all useful information on the buildings, outside arrangements, approaches, preservation of existing trees and bushes, and trees and bushes to be planted.

1.2 Description of future surroundings

As the main district plan is now being revised, only the following information can be furnished:

1.2.1 Roads and thoroughfares

- (a) The existing roads will be retained; the chemin Louis-Dunant will be widened and extended as far as the chemin des Colombettes for public traffic. The chemin des Colombettes will be widened and improved up to the point of exit on to the route de Ferney.
- (b) Construction of an urban express road is planned, parallel to and north-east of the route de Ferney. This road will form a link between the motor way (in the area of Grand-Saconnex) and the cross-over of the lake, as well as the Grottes district. No junction with local roads is envisaged in the immediate neighborhood of the place des Nations.
- (c) A large underground garage is planned for the lot located between the avenue Giuseppe-Motta and the ITU buildings. Access to the garage will be from either side of the avenue as well as from the rue de Varembé.

1.2.2 Surroundings

The surroundings to the south-west, south-east, and north-east will comprise the WMO and ITU buildings, the underground garage covered by a public garden, the urban express road and the various local roads.

As regards the ground to the north-west of the chemin des Colombettes, which is considerably parcelled out and at present occupied by villas, the urban development law proposes the construction here of apartment buildings. In view of the parcelling out of the ground, present occupancy, and even the existence of private easements, swift redevelopment of this land is problematical.

1.3 Right-of-way for roads, approaches

The right-of-way to be provided for thoroughfares and the approaches to the underground garage beyond the avenue Giuseppe-Motta are outside the limits of the plot leased to BIRPI.

Access by automobile will be allowed only on the chemin des Colombettes.

1.4 Height of the buildings and relation to property boundaries (cf. Articles 75 to 87 of the Building Law)

The following alignments shall be taken into consideration:

- avenue Giuseppe-Motta, alignment with the ITU buildings,
- route de Ferney, alignment of building 289, lot 2079,
- chemin des Colombettes, 8 meters within the private property line.

1.4.1 Waiver as to height

Subject to the provisions of Article 14, paragraph 3, of the Building Law as well as to airport safety rules (maximum height approximately 55 meters), buildings exceeding the height provided by law (21 meters) may be envisaged.

2. LIST OF PREMISES TO BE PROVIDED

2.1. Offices

2.1.1 Offices for 1 to 12 employees, distributed as follows:

- (a) 189 offices for 1 employee
- (b) 20 offices for 2 employees
- (c) 5 offices for 4 employees
- (d) 3 offices for 12 employees

2.1.2 Suites of offices for senior officials, comprising:

- official's office
- secretariat

provision to be made for: 3 suites.

2.1.3 Suites of offices for directors, each comprising:

- 1 office
- secretariat
- passage
- lavatory and hand basin

provision to be made for: 2 suites, one slightly larger than the other.

2.1.4 One room for 20 persons, on the same floor as the directors' suites (2.1.3.) and spacious.

2.1.5 Lavatories and hand basins, within easy reach of offices, on the basis of at least one lavatory with hand basin for every 12 persons.

Provision to be made in the proportion of 2/3 for men, 1/3 for women.

2.2. Conference rooms

It must be possible to connect rooms 2.2.1 and 2.2.2.

2.2.1 1 conference room for 100 delegates

for each delegate, one table measuring 75 x 55 cm.

1 table for the officers: 7 persons

6 interpreters' booths

1 operator's booth

1 projection booth, approximately 10 square meters

20 seats without table

2.2.2 1 room for 100 delegates

for each delegate, one table measuring 75 x 55 cm.

1 table for the officers: 7 persons

6 interpreters' booths

1 operator's booth

20 seats without table

2.2.3 1 room for 50 delegates

for each delegate, one table measuring 75 x 55 cm.

1 table for officers: 5 persons

3 interpreters' booths

1 operator's cabin

2.2.4 Common areas for rooms 2.2.1, 2.2.2 and 2.2.3.

hall, passages

2 lounges, one approximately 50 square meters, the other approximately 100 square meters

1 bar

2.2.5 Cloakrooms for 250 delegates

lavatories: 1 lavatory with hand basin for every
15 persons

Provision to be made in the proportion of 4/5 for men,
1/5 for women

2.3. Library

2.3.1 Storage for 36,000 books, on the basis of 200 volumes
per meter of shelf space

and storage for 18,000 periodicals, on the basis of
100 periodicals per meter of shelf space.

2.3.2 One reading room for approximately 20 persons,
measuring approximately 45 square meters.

2.4. Premises for welfare facilities

2.4.1 1 recreation room approximately 100 square meters

2.4.2 1 rest room " 50 square meters

2.4.3 Staff Association premises " 50 square meters

2.4.4 Lavatories: provision to be made for 3 lavatories with
hand basin, 2 for men and 1 for women.

2.5. Cafeteria

2.5.1 1 cafeteria for 100 people with a self-service
restaurant and snack bar

2.5.2 2 dining rooms for a total of some 50 persons

2.5.3 Kitchen with accessory premises:

kitchen, pantry, dishwashing area, food-preparation
area, refrigerators, garbage area, etc.

Connection by goods lift with service entrance for deliveries and kitchen staff, garbage-disposal facilities.

2.5.4 Lavatory facilities:

2 men's lavatories, urinals, hand basins and anteroom

3 women's lavatories, hand basins and anteroom

2.6. Document Services

These services will occupy 40 people.

2.6.1 3 rooms for reproduction operations
Total: approximately 240 square meters

2.6.2 Assembling " 120 square meters

2.6.3 Dispatching " 120 square meters

2.6.4 Store room for paper " 180 square meters

2.6.5 Workshop " 120 square meters

2.6.6 Staff cloakroom:
25 men and 15 women

2.6.7 Lavatory facilities:
men: 2 lavatories, 2 urinals, hand basin
women: 2 lavatories and hand basin

2.7. Storage areas in basement

2.7.1 Stores for the cafeteria approximately 260 square meters

2.7.2 Depot for office supplies " 60 square meters

2.7.3	Depot for office furniture	approximately 100 square meters
2.7.4	Depot for office equipment	" 60 square meters
2.7.5	Stock of documents	" 120 square meters
2.7.6	Archives	" 240 square meters
2.7.7	Storage for the Library	" 300 square meters

2.8. Utility Areas

comprising:

- electric generators
- transformers
- air conditioning and ventilation unit
- boiler room
- automatic telephone exchange

Total: approximately 600 square meters

2.9. Area for cleaning facilities

- 2.9.1 Cleaning facilities to be provided on each floor.
- 2.9.2 Central cloakrooms for cleaning staff, separate for men and women.
- 2.9.3 Lockers, showers, lavatory and hand basins.

2.10. Garage

Collective parking area, covered and closed, for approximately 130 cars.

3. EXTERNAL ARRANGEMENTS

comprising:

- 3.1 Driveways and entryways.
- 3.2 One or more outside car parks, for approximately 30 cars.
- 3.3 A garden, conserving as many of the existing trees as possible in addition to those which must necessarily remain.

/End of document HB/P/

BUREAUX INTERNATIONAUX
RÉUNIS POUR LA PROTECTION
DE LA PROPRIÉTÉ INTELLECTUELLE
GENÈVE, SUISSE

BIRPI

HB/P/Add.
Original: French
Date:
UNITED INTERNATIONAL
BUREAUX FOR THE PROTECTION
OF INTELLECTUAL PROPERTY
GENEVA, SWITZERLAND

COMMISSIONING OF PROJECTS
FOR
THE CONSTRUCTION OF A NEW ADMINISTRATIVE BUILDING
ON THE CHEMIN DES COLOMBETTES IN GENEVA

"Rules and Program"
Additional Information

Contents

- Introductory Note
1. Amendment to instructions
 2. Reminder of communications made during the inspection of the existing building on April 15, 1970
 3. Replies to questions raised orally on April 15, 1970, by architects invited to submit projects
 4. Replies to questions posed in writing by architects invited to submit projects
-

Introductory Note

The pages, chapters, articles, paragraphs and sub-paragraphs referred to in this document are those of the "Rules and Program" (document HB/P of March 26, 1970) relating to the commissioning of projects.

1. Amendment to instructions

According to paragraph 7 of page 7, "architects must allow for the possibility of a future extension of the new buildings to accommodate at least 100 employees."

The experts consulted by BIRPI expressed the view that the dimensions of the Horngacher lot ruled out the possibility of any extension which would not seriously prejudice the chances of arriving at a satisfactory and harmonious solution.

Consequently, notwithstanding the stipulation in paragraph 7 of page 7 of the Program, it is no longer necessary to make allowance for a possible extension, and any project which does not contain plans for such extension will not for that reason be placed at a disadvantage when being considered.

In view of the foregoing, it is no longer necessary to reply to the architects' questions in connection with the extension.

2. Reminder of communications made during the inspection of the existing building on April 15, 1970

Corrections

2.1 The number of offices for 2 employees mentioned on page 10, paragraph 2.1.1(b), should read as follows:

20 offices for 2 persons /Change only in French text/.

2.2 The module selected for the construction of the existing building, shown on page 7, paragraph 1.1, paragraph 5, is exactly 1.36m /Change only in French text/.

2.3 The text of Article 8(b) on page 4 should be completed as follows:

- (b) A building site plan (plan of the district), drawn to a scale of 1:2500, and a reversed tracing of the same plan.

2.4 The text of Article 9(a), on page 5, should be completed as follows:

- (a) The building site plan (plan of the district), drawn to a scale of 1:2500, showing the location of the proposed construction; the topographical map, drawn to a scale of 1:500, showing the exact location of the proposed construction and the arrangement of the grounds.

Competitors shall use the furnished documents and the indications thereon shall not be covered up.

Additional details

2.5 The projected building must provide office space for 340 employees, distributed in the following manner:

- 2.5.1 In offices for 1 to 12 persons (page 10, paragraph 2.1.1(a) to (d): 285
- 2.5.2 In the three suites of offices for senior officials (page 10, paragraph 2.1.2): 9
- 2.5.3 In the two suites of offices for directors (page 10, paragraph 2.1.3): 6
- 2.5.4 In the document services premises (page 13, paragraph 2.6): 40

2.6 The room for 20 persons mentioned on page 10, paragraph 2.1.4, is not an office but a conference room.

2.7 The localized development plan mentioned in chapter 1 of the program, on page 7, last paragraph, does not concern competitors. It is mentioned in order to draw their attention to this aspect of the question, for whatever purpose it may usefully serve.

3. Replies to questions raised orally on April 15, 1970,
by architects invited to submit projects

3.1 Questions raised orally which have been included among the written questions, in an identical or a similar form, are not given here.

3.2 Does the work carried out at BIRPI require considerable space for files and archives?

Reply: As a rule, yes.

3.3 What will become of the existing building?

Reply: The existing building will undergo minor internal alterations as a result of the transfer to the new building of certain services, including in particular the library and the reproduction services. The rooms thus vacated would be converted into offices, and the capacity of the existing building would be increased from 90 to 110 persons.

3.4 What will be the roof altitude of the ITU tower?

Reply: 464 meters.

3.5 How high are the surrounding trees?

Reply: the various heights of the trees which are of particular interest will be communicated to the architects concerned as soon as the surveyor commissioned for the purpose has completed his survey.

4. Replies to questions posed in writing by architects invited to submit projects

4.1 Art. 9(a)

Must competitors submit the plan of the district, drawn to a scale of 1:2500, with an indication of the projected buildings?

Reply: Yes, as specified in amendment 2.4 above. A copy of the plan, with the indication of the projected buildings, will be submitted to the contractor.

4.2 Should the communication with the existing building be arranged in such a way as to cause a minimum of work inside and outside the existing building?

Reply: This question is left to the discretion of the architect.

4.3 The existing building was designed in conformity with an overall plan (Gutton Plan), of which it forms a part. Should the purpose of the Gutton Plan be taken into consideration, or is it no longer applicable to current requirements?

Reply: It would be desirable to conform to the spirit of the Gutton Plan. However, the development of the district is such that complete conformity is no longer possible.

4.4 Should the communication with the existing building be provided on all 4 floors, or only on the ground floor?

Reply: This question is left to the discretion of the architect. However, one single communicating passage on the ground floor would be sufficient, in addition to the service communication in the basement.

- 4.5 In practice, will traffic between the existing building and the projected building be constant and intense, or does BIRPI think that communication will be only occasional, in view of the fact that the more important services will be located in the new building?

Reply: Traffic between the existing and projected building will be constant and intense at basement and ground floor levels.

- 4.6 The gross total surface area of the new buildings must not exceed 17,000 m². Does this figure include the future extension for 100 persons?

Reply: The gross total surface area of 17,000 m² does not include any provision for any future extension.

- 4.7 What is the average surface area to be allowed for each employee, in order that competing architects may be judged on the same basis?

Reply: This question is left to the discretion of the architect. It may be noted, as a guide, however, that the surface areas of the different types of offices should be approximately as follows:

Offices for 1 employee: approximately 12 to 15 m²;
Offices for 2 employees: approximately 20 to 23 m²;
Offices for 4 employees: approximately 40 to 45 m²;
Offices for senior officials,
including secretariat, approximately 55 to 60 m²;
Offices for directors,
including secretariat, passage, lavatory:

1 suite of approximately 100 m²;
1 suite of approximately 80 m².

4.8 Library: should the storage for books and periodicals be immediately adjacent to the reading room?

Reply: Yes.

4.9 Should the 1.36 m module selected for the existing building be used for current projects?

Reply: Not necessarily.

4.10 Should the projected buildings be equipped with built-in air conditioning?

Reply: Yes.

4.11 On page 11 there is a stipulation to the effect that it must be possible to connect the rooms referred to under 2.2.1 and 2.2.2. Does this mean that the two rooms should be designed in such a way as to be able to form a single room, when required, with a capacity of 200 persons?

Reply: The two rooms must be able to be combined, when required, to form a single room. Adaptability in this respect is an essential requirement of the program.

4.12 Does BIRPI wish to achieve adaptability in respect of office floors, in order to be able to alter its requirements and program?

Reply: Yes.

4.13 What will be the future width of the chemin des Colombettes?

Reply: The limits of the new plot which will be leased to BIRPI allow for the planned widening of this road.

4.14 What access roads are planned to the ITU underground car park?

Reply: Access roads are to be provided on either side of the avenue Giuseppe Motta. On the BIRPI side, they will be located between the limit of the leased plot and the avenue Giuseppe Motta. Another access road is planned, to connect with the rue de Varembe.

4.15 In item 2.1.3 of the program, should not some provision be made for a small reception-waiting area and visitors' cloakroom?

Reply: Provision must be made for a reception-waiting area and visitors' cloakroom. Its dimensions are left to the discretion of the architect.

4.16 May the rooms mentioned in items 2.2.1, 2.2.2 and 2.2.3 of the program be designed without natural lighting?

Reply: No.

4.17 Would the group of experts set a floor-surface to floor-surface height, in order that the comparison of cubic space calculations may be fair?

Reply: Yes, the floor-surface to floor-surface height has been set at 3.30 m.

4.18 May a constructional engineering agency be asked to take part in the planning, to deal with structural questions? If so, may the name of that agency be mentioned?

Reply: Yes, competing architects may ask a constructional engineering agency to deal with structural questions at the planning stage. Yes, the name of the agency in question may be mentioned.

It is pointed out, however, that BIRPI reserves the right to select the engineer responsible for carrying out the project.

4.19 Trees No. 24 Q and No. 11 P.N. are not included in the list "preservation compulsory or preservation desirable" which features on the topographical map to a scale of 1:500. Does this mean that those two trees may be cut down?

Reply: The two trees mentioned were accidentally omitted from the list; their preservation is desirable.

4.20 Can the panel of experts grant an extension to September 4, 1970, of the time allowed for the submission of projects and models?

Reply: No.

4.21 Are the conference rooms for 100 persons used also by staff members working in the building, or only by visiting delegates?

Reply: The conference rooms will as a rule be used only by visiting delegates.

4.22 What is the roof altitude of the existing building?

Reply: The south façade of the existing building is approximately 18.50 meters high, which brings the roof altitude to approximately 430 meters.

4.23 Is a building belonging to an international organization subject to the provisions of the Geneva Building Law in respect of interior arrangements?

Reply: Yes.

4.24 What information is available concerning circulation and access roads to the WMO perimeter, and, in particular, the link with the chemin des Colombettes?

Reply: The extension of the chemin Louis Dunant which links the avenue Guiseeppe Motta to the chemin des Colombettes will be opened to traffic on completion of the extension to the WMO building.

4.25 Does BIRPI contemplate subletting the conference rooms?

Reply: No.

4.26 Will the restaurant be open to persons other than BIRPI staff members?

Reply: No.

4.27 Would BIRPI give such details of deliveries of paper and supplies as would justify an unloading platform?

Reply: An unloading platform is desirable.

4.28 Does BIRPI have the required diagrams for the arrangement of tables in the conference rooms (square, horseshoe, classroom, etc.)?

Reply: BIRPI does not have diagrams specifically indicating the arrangement of tables in the conference rooms; it wishes to adopt a flexible system.

4.29 Can details be supplied regarding the direction and extent of one-way traffic in the chemin des Colombettes?

Reply: The chemin des Colombettes will have to be widened, conjointly with the BIRPI extension project; the new road will be two-way as far as the extension of the chemin Louis Dunant. It is probable, however, that the traffic restrictions already existing at the junction with the route de Ferney will be maintained.

4.30 Depending on the above reply, where will the exits be? Will they be common to BIRPI and WMO?

Reply: Yes, they will be common to BIRPI and WMO.

