

ORGANISATION DU TRAITÉ DE L'ATLANTIQUE NORD  
NORTH ATLANTIC TREATY ORGANIZATION

**NATO UNCLASSIFIED**  
and  
**PUBLIC DISCLOSED**

PALAIS DE CHAILLOT  
KLÉBER 50-20

MEMORANDUM

To: Secretaries of all Delegations  
From: Executive Secretary

Assistants to the International Board of Auditors  
for Infrastructure Accounts

At its meeting on 4th November, the Council took certain decisions with regard to the recruitment of assistants to the International Board of Auditors for Infrastructure Accounts. These decisions are set out in C-R(53)47, paragraph 9.

2. The Council decided inter alia that all nations should be invited to put forward competent candidates for the posts of assistants to the Board of Auditors. I would ask, therefore, that you would forward the names of candidates from your nation direct to Ambassador Sunde, Room 520, Palais de Chaillot, Paris (16e), by the 1st December.

3. The Board of Auditors have drawn up a list of qualifications for their assistants which are set out in the attached Annex. The Board of Auditors hope that, when forwarding nominations for the posts, the delegations will ensure that the candidate's qualifications are set out as fully as possible and that any candidates put forward either are already cleared for security up to and including cosmic top secret or can be at short notice.

4. The Board of Auditors have stated that, subject to satisfactory service, they will require the assistants for at least 18 months.

5. Travel and subsistence expenses for the assistants will be a charge on NATO funds at the agreed rates for grade 13 officers of the International Staff.

(Signed) R.D. COLERIDGE

9th November, 1953  
RDC/629/53

INTERNATIONAL BOARD OF AUDITORS FOR INFRASTRUCTURE  
ACCOUNTS

QUALIFICATIONS FOR AUDIT STAFF

Functions

1. The audit staff would be required to carry out audit assignments in connection with NATO common infrastructure projects under the direction of members of the Board. The scope of the audit is outlined in paragraph 7 of document C-M(53)64.
2. The audit staff would be required to elicit facts which would permit the Board to form judgments on the various subjects referred to in paragraph 5 of C-M(53)103. It follows that they should have the ability to make lucid reports of their findings, including submissions on questions of doubtful propriety.
3. The staff should be capable of working independently of members of the Board on these inquiries. Such inquiries are not matters of simple checking. They demand rather the qualities necessary to discern appropriate matters for review, to select suitable methods of inquiry and to pursue the inquiries not only with tact but also with determination.

Qualifications

Applicants must have:

1. a good standard of general education;
2. a high level of accounting and auditing knowledge. (An accounting degree is not an essential qualification, but substantial experience in accounting and auditing is essential. Experience in governmental accounting and auditing is not essential, but would be of particular value.)
3. a fluent command of both English and French.
4. Applicants would be required to reside in Paris and should be free and able to travel in any of the NATO countries, and to work under conditions that are not always of the best.