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To: Secretaries of Delegations

From: Executive Secretary

Use of Visitors' Passes at NATO Committee Meetings

The booklet entitled "General Guidance for NATO Groups of Experts" states in paragraph 16 that an expert who arrives to attend a meeting without a pass may be admitted "as an exceptional measure" on the responsibility of a NATO passholder to whom he is well known. In this case he is given a visitor's pass and must be escorted in the secure area.

2. Experience has shown that large numbers of persons are arriving to attend committee meetings without passes and that what was intended to be an exceptional procedure is tending to become a widespread practice. This has brought about an undesirable situation. It is not practical or possible to escort a large number of persons in the secure area. Visitors' passes are issued without requiring a security clearance and it may therefore be possible for persons with visitors' passes to attend meetings at which classified matters for which they are not cleared are discussed.

3. The present procedure will therefore be changed and persons with a visitor's pass will not in future be admitted to meetings of NATO Committees. Any person arriving to attend a meeting without a pass will be invited to make contact with his delegation or with the Office of the Standing Group Representative, as the case may be, in order that the latter may, after verifying his status, request the Security Service to issue a temporary pass. This may cause some unavoidable delays; it is therefore most important that arrangements be made for the issue of the proper passes in advance of meetings.

4. To permit time for notice to be given by delegations to the governmental agencies concerned and for the necessary national instructions to be issued, this new procedure will not be put into effect until 15th November 1958.

(Signed) COLERIDGE

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