

DEPARTMENT OF SOCIAL AFFAIRS

Section	Title	Page
8-1	General Responsibilities and Organization	107
8-2	Office of the Assistant Secretary-General	109
8-3	Division of Human Rights	110
	Office of the Director	111
	Section I	111
	Section II	111
	Section III	111
	Section IV	111
	Section V	111
8-4	Division of Narcotic Drugs	113
8-5	Population Division	114
8-6	Division of Social Welfare	116
	Office of the Director	117
	Social Policy and Development Section	117
	Housing and Town and Country Planning Section	119
	Social Defence Section	120
	Social Services Section	121
8-7	Cartographic Office	123

**DEPARTMENT OF SOCIAL AFFAIRS****GENERAL RESPONSIBILITIES**

It is the responsibility of the Department:

- To provide substantive and technical services and secretariat assistance to the Third Committee of the General Assembly, to the Economic and Social Council and to several of its functional committees, *ad hoc* committees and working groups, and to all organs or branches of the Secretariat which may require information, technical advice and other services in the field of social welfare and development, human rights, demography, cartography and narcotic drugs;
- To carry out certain of the functions and other activities formerly performed by the League of Nations in connexion with the conventions on narcotic drugs, child welfare, traffic in women and children, and in obscene publications; to elaborate or undertake, at the request of the relevant organs, similar responsibilities for new conventions in the fields of human rights, freedom of information and of the Press, narcotic drugs, suppression of the traffic in persons and assistance to indigent aliens;
- To maintain liaison and develop working relations on technical problems: on the one hand with Member Governments and with the specialized agencies, inter-governmental and non-governmental bodies and other research and professional organizations which are concerned with international or regional problems in these and other social fields; and on the other hand with the departmental and organizational units of the Secretariat which are interested in the social aspects of the work of the Organization;
- To undertake the publication of periodicals, annual reports from governments, yearbooks and technical reports and studies in the social field;

CHAPTER AND SECTION: 8-1

TITLE: DEPARTMENT OF SOCIAL AFFAIRS



- To advise the Secretary-General on all matters in the social welfare fields as set out in Chapters IX and X of the Charter;
- To undertake such additional tasks as may be assigned to it by the Secretary-General.

ORGANIZATION

OFFICE OF THE ASSISTANT SECRETARY-GENERAL

DIVISION OF HUMAN RIGHTS
DIVISION OF NARCOTIC DRUGS
POPULATION DIVISION
DIVISION OF SOCIAL WELFARE
CARTOGRAPHIC OFFICE

CHAPTER AND SECTION: 8-3

TITLE: DIVISION OF HUMAN RIGHTS

UNITED



NATIONS

T. L. 2

DIVISION OF HUMAN RIGHTS

General Responsibility

The general responsibilities of the Division are:

- * * * * *
- *To act as the secretariat of the Commission on Human Rights and the Commission on the Status of Women and to assist organs of the United Nations, including the General Assembly, the Economic and Social Council, the two above-mentioned Commissions, their subsidiary bodies, and various ad hoc commissions and committees when they deal with human rights and related subjects;*
 - To assist the Secretary-General in carrying out any work in the field of human rights arising from his responsibilities under the Charter, in carrying out the instructions of various United Nations bodies, and in assisting United Nations organs in developing the human rights programme;
 - To provide other branches of the Secretariat with such technical advice with regard to human rights as they may need.
 - To prepare studies, working papers, and reports on various aspects of human rights;
 - To prepare and publish the Yearbook on Human Rights;
 - To assist in developing working relationships with specialized agencies, other inter-governmental agencies, and non-governmental organizations concerned with human rights;
 - *To handle communications concerning human rights and communications concerning the status of women;*
- * * * * *
- To assist in the negotiation and drafting of various instruments relating to human rights, and in formulating plans and procedures with respect to the implementation of human rights.

The Division is organized into an Office of the Director, five sections, and a Secretarial pool.



OFFICE OF THE DIRECTOR

The Office of the Director:

- Plans, directs, and co-ordinates all administrative and substantive functions of the Division.
- *Supervises the preparation of, and reviews, all studies and reports prepared in the Division;*
- *Directs the preparation for, and servicing of, United Nations bodies which the Division is assigned to assist;*
- *Deals with matters involving co-operation with the other Divisions in the Department of Social Affairs and with the Departments of Political and Security Council Affairs, Economic Affairs, Trusteeship and Information from Non-Self-Governing Territories, and the Legal Department.*

Section I performs the following functions:

- *Serves as the secretariat of, and assists, the Commission on Human Rights;*
- *Assists the Economic and Social Council and the General Assembly when they consider reports and recommendations relating to the work of the Commission on Human Rights.*

Section II performs the following functions:

- *Assists United Nations organs working on special aspects of the human rights programme assigned to it, such as freedom of information, forced labour, freedom of association (trade union rights), and the plight of survivors of concentration camps.*

Section III performs the following functions:

- *Serves as the secretariat of, and assists, the Commission on the Status of Women. Assists the Economic and Social Council and the General Assembly when they consider problems related to the status of women.*

Section IV performs the following functions:

- *Assists United Nations organs working on special aspects of the human rights programme assigned to it, such as prevention of discrimination, protection of minorities, abolition of slavery and servitude, and the problem of statelessness.*

CHAPTER AND SECTION: 8-3

TITLE: DIVISION OF HUMAN RIGHTS

UNITED



NATIONS

T. L. 2

Section V performs the following functions:

- Assists United Nations organs working on special aspects of the human rights programme assigned to it, such as the repatriation of prisoners of war;
- Prepares the Yearbook on Human Rights and other human rights publications;
- Implements resolutions of the Economic and Social Council on communications relating to human rights;

* * * * *

- Develops human rights educational programmes, including the celebration of Human Rights Day, in co-operation with the Department of Public Information and UNESCO;

* * * * *

The Administrative and Secretarial Pool performs the following functions:

- Provides administrative and secretarial services to the Division.