

# INTERNATIONAL TELECOMMUNICATION UNION

General Secretariat



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SC/AHR/MONT  
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To Ministers of ITU Member States  
responsible for telecommunication matters  
and Chief Executive Officers  
of ITU Sector Member Companies

Subject: Invitation for donations for the  
new building of the ITU : Montbrillant



Sir,

The Kyoto Plenipotentiary Conference of the ITU, in 1994, authorized the construction of the Montbrillant Building, as an addition to the two existing buildings at the seat of the ITU in Geneva.

With the rapidly changing telecommunications environment, there is a continuing need for the ITU *to speed up its decision-making processes* and to respond more effectively to the related demands by delegates from Member States and Sector Members for more meeting facilities. This was the principal motivation for the above-mentioned Kyoto decision.

The Montbrillant Building will be inaugurated in the autumn of 1999, and will include many new and modern facilities for the use of delegates, including four additional meeting rooms, each dividable into two, with an overall seating capacity for over 300 delegates.

The large number of art and decorative objects, and furniture, spread throughout the present buildings of the ITU reflect the tradition of donations by Member States and Sector Members to celebrate the inauguration of the ITU buildings.

***In the spirit of international community, I am inviting all the Member States and Sector Members of the ITU to consider making similar donations to mark the forthcoming inauguration of the Montbrillant Building.***

The ITU is a multi-cultural forum and meeting-place between delegates, from the entire world, to foster cooperation and partnerships in telecommunications. I am sure that the variety of donations will enrich the working environment for the delegates, as well as for the staff, and will symbolize the shaping of multi-cultural agreements and partnerships in the ITU.

.../...

The enclosures to the present letter provide a summary to facilitate the consideration and choice of donations, as well as references to the ITU Web pages for additional details.

I have also designated Mr. Hamid Radjy, Head of the Common Services Department, as the main contact-point for any additional inquiries or clarifications that may be needed by your office. To facilitate coordination and subsequent arrangements, I would appreciate if you could kindly instruct your office to inform Mr. Radjy of your response to this invitation, at your office's earliest convenience.

Accept, Sir, the assurances of my highest consideration.

Yoshio Utsumi  
Secretary-General

A handwritten signature in black ink, reading "Yoshio Utsumi". The signature is written in a cursive, flowing style with a prominent initial 'Y'.

- Enclosures:
- Summary to facilitate the consideration and choice of donations
  - Pictorial summary of the Montbrillant building  
(spatial and functional schematics)
  - References for further information  
(Web, detailed plans, furniture specifications, etc...)

**Summary to facilitate**  
**the consideration and choice of donations**

One of the main ideas of the architects who won the competition for the “Montbrillant building” was to design a distinctly modern piece of architecture. That idea is reflected by an emphasis on open spaces and natural lighting-daylight enters the building through its facade, skylighting in the roof and a large central atrium between the second floor and the roof. “Basement yards” provide even the underground levels with natural light.

The method of construction, which uses a metal frame (columns, girders), is in keeping with the design. There are no heavy walls (concrete or brick) other than on the garage levels.

The entrance and library (sixth floor) levels are not partitioned. All the office areas on the third, fourth and fifth floors (and part of the second floor) are enclosed by moveable light metal partitions based on a modular system. Above 2.10 metres, they have transom windows. Only the floor housing the meeting rooms has fixed metal partitions.

The facades are entirely of glass, apart from the first 2.80 metres or so above floor level in the meeting rooms.

The materials and colours of surface finishings will be simple, smooth and light, to show to advantage the furniture and any additional elements such as works of art.

As regards **donations** from the Union Members, the idea is to add original touches reflecting the different cultures of the nations which meet in the building. **Art works** and **objects** should be moveable. They might include **contemporary furniture** or **technical items** symbolizing technologies that countries have developed and which could be incorporated in the building if their compatibility with ITU systems were ensured.

The more detailed description below, pertaining to specific areas, may prove useful to potential donors (see photo and cross section in the next pages)

**Ground floor - Reception and lobby area**

- This area might house **sculptures** of medium weight and size fitting into a space of the following size : base 1m x 1m and height 2m.
- A number of **carpets** might be placed on the floor to mark specific areas.
- The **fixed furnishings** were determined after a detailed study. The furniture items are to be of wood (bleached maple) and of a simple, modern design, and are to be made on the basis of existing drawings. They might be considered for donation.

.../...

- The **moveable furniture** for this area, which should be contemporary, could also be considered. Some countries have architects who have designed and made furniture such as chairs, tables and sofas which are veritable works of applied modern and contemporary art.

### Ground floor - Meeting rooms

- A number of **paintings** could be hung on the walls in the distribution areas.

### Second floor - Delegate Zones and Offices for Meeting Chairpersons

- This area could house a few **sculptures** of medium size and weight, fitting into a space of the following size : base 1m x 1m and height 2m.
- A number of **carpets** could be placed on the floor to mark specific areas and others might be housed in the offices of the meeting chairpersons.
- **Paintings** or **prints** could be hung on the light partitions perpendicular to the facades.
- The **moveable furniture** for this area, which should be contemporary, might also be considered. Some countries have architects who have designed and made furniture such as chairs, tables and sofas which are veritable works of applied modern and contemporary art.

### Third, fourth and fifth floors - Offices

- **Paintings** or **prints** could be hung on the light partitions perpendicular to the facades.
- A few **statues**, preferably upright ones, could be placed at either end of the distribution areas.
- ITU has sent out a call for bids for office furniture. Items of **office furniture** could be donated provided that they meet the specifications (available on the ITU Web at <http://www.itu.int/building>, or by mail on request).

You are kindly asked to inform ITU **before 10 April 1999** if you are contemplating a donation of office furniture.

### Sixth floor - Library

- The **library furniture**, or part of it, could be considered for donation. However, the types and technical specifications of the furniture items would need to be defined very precisely with the donor.

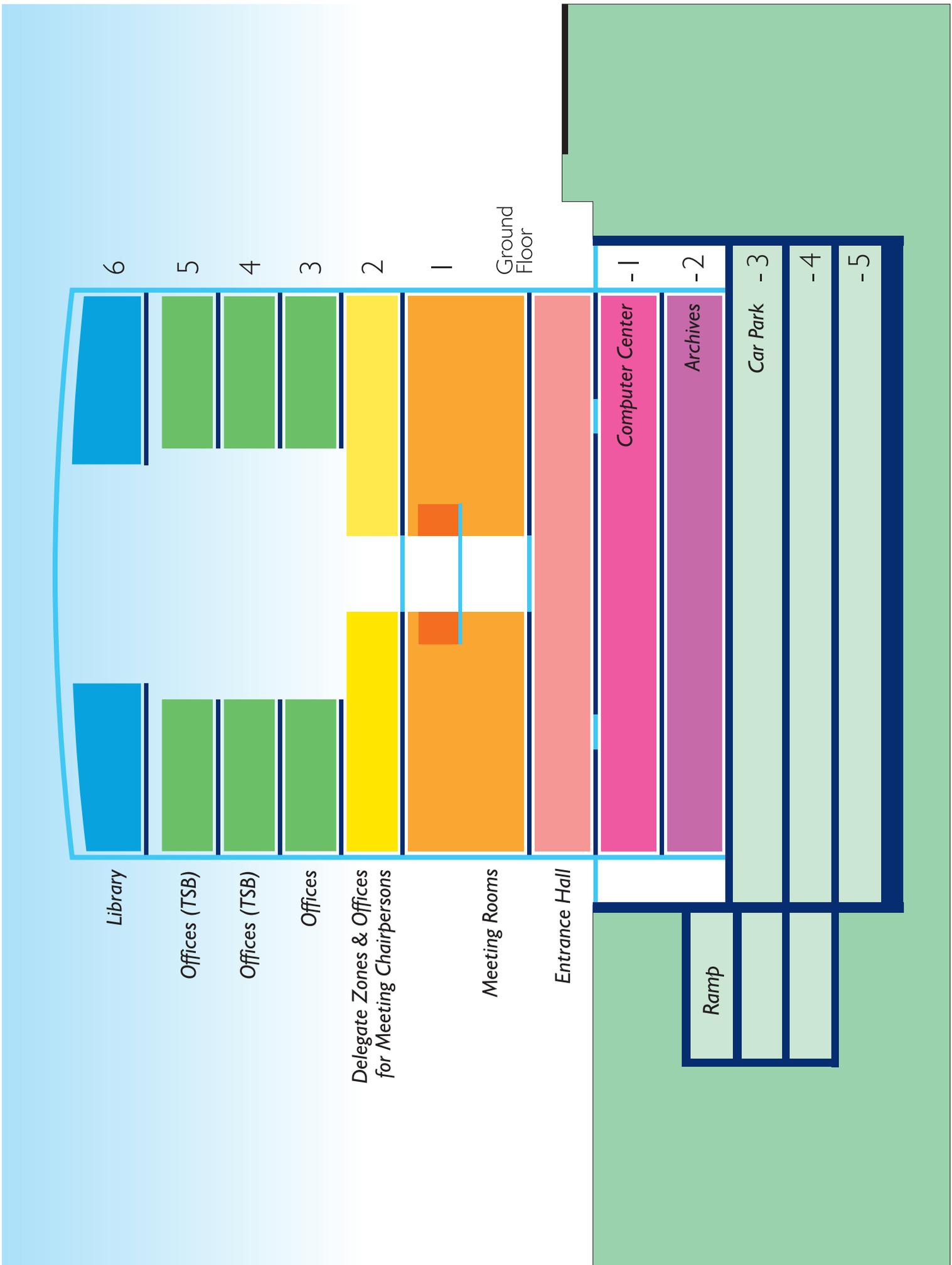
### For the building as a whole

- Equipment for the **electronic display** of information (for example: meeting rooms, date and time, etc.) might also be donated. Potential donors would need to request the functional, dimensional and technical specifications.



Montbrillant





Library

Offices (TSB)

Offices (TSB)

Offices

Delegate Zones & Offices  
for Meeting Chairpersons

Meeting Rooms

Entrance Hall

Ramp

Computer Center

Archives

Car Park

6

5

4

3

2

1

Ground  
Floor

-1

-2

-3

-4

-5

## **Invitation for donations for the Montbrillant Building of the ITU**

### **References for further information**

#### **Information available via the Web**

The following documents (English, French and Spanish) are available via the ITU WEB at :

<http://www.itu.int/building>

- ◆ The letter of invitation for donations (DM-1016 dated 9.3.99)
- ◆ Annex to the above letter: "Summary to facilitate the consideration and choice of donations"
- ◆ Photograph of the reduced model of the Montbrillant Building
- ◆ Graphic display of the functional usage of the building by floor
- ◆ Specifications for office furniture (English, French)

#### **Information available on CD-ROM**

The following information is available on CD-ROM and will be mailed upon request:

- ◆ All the information available on the ITU WEB, plus:
- ◆ Computer-animation in three-dimensions: viewing/walk-through of the Montbrillant Building (audio in French only)
- ◆ Architectural plans of the Montbrillant Building

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