
Amendments to the Staff Regulations and Staff Rules

Report by the Secretariat

1. Amendments to the Staff Rules made by the Director-General are submitted for confirmation by the Executive Board in accordance with Staff Regulation 12.2.¹
2. In accordance with Staff Regulation 12.1, proposed amendments to the Staff Regulations are submitted to the Executive Board, which is requested to recommend their adoption by the Seventieth World Health Assembly.
3. The amendments described in this document stem from the decisions taken by the United Nations General Assembly at its Seventieth session, in resolution 70/244 adopted on 23 December 2015,² on the basis of recommendations made by the International Civil Service Commission in its report for the year 2015,³ and decisions expected to be taken at its Seventy-first session, on the basis of recommendations made by the Commission in its report for the year 2016.⁴ Should the United Nations General Assembly not approve the Commission's recommendations, an addendum to the present report will be issued.
4. The financial implications of the amendments for the biennium 2016–2017 involve additional costs under the Programme budget 2016–2017. They are set out in the report on financial and administrative implications for the Secretariat of resolutions proposed for adoption by the Executive Board or Health Assembly, together with the financial implications beyond the biennium 2016–2017,⁵ and in the paragraphs below.
5. The proposed amendments to the Staff Rules are set out in the annexes to the present document.

¹ The Staff Regulations and Staff Rules are available at http://www.who.int/employment/staff_regulations_rules/EN_staff_regulations_and_staff_rules.pdf?ua=1 (accessed 1 November 2016).

² See http://www.un.org/en/ga/search/view_doc.asp?symbol=A/RES/70/244 (accessed 1 November 2016).

³ See <http://icsc.un.org/resources/pdfs/ar/AR2015.pdf> (accessed 1 November 2016).

⁴ See <http://icsc.un.org/resources/pdfs/ar/AR2016.pdf> (accessed 1 November 2016).

⁵ Document EB140/48 Add.1.

AMENDMENTS CONSIDERED NECESSARY IN THE LIGHT OF DECISIONS TAKEN BY THE UNITED NATIONS GENERAL ASSEMBLY AT ITS SEVENTIETH SESSION AND DECISIONS EXPECTED TO BE TAKEN AT ITS SEVENTY-FIRST SESSION ON THE BASIS OF RECOMMENDATIONS BY THE INTERNATIONAL CIVIL SERVICE COMMISSION

Salaries of staff

Remuneration of staff in the professional and higher categories

6. In 2015, at its Seventieth session, the United Nations General Assembly approved the introduction of a new unified base/floor salary scale structure, eliminating the distinction between single and dependency net base salary rates with effect from 1 January 2017. Compensation for recognized dependants will be provided through respective allowances.

7. In its report for 2016, the Commission recommended to the United Nations General Assembly that the new unified base/floor salary scale for the professional and higher categories should be increased by 1.02% through the standard consolidation method of increasing the base salary and commensurately decreasing post adjustment multiplier points, resulting in no change in net take-home pay, with effect from 1 January 2017.

8. Amendments to Appendix 1 to the Staff Rules have been prepared accordingly and are set out in Annex 2 to the present document.

Remuneration of staff in ungraded posts and of the Director-General

9. Subject to the decision of the United Nations General Assembly in respect of the recommendation in paragraph 7 above, the Director-General proposes, in accordance with Staff Regulation 3.1, that the Executive Board recommend to the Seventieth World Health Assembly modifications in the salaries of assistant directors-general and regional directors. Thus, as from 1 January 2017, the gross salary for assistant directors-general and regional directors would be US\$ 174 373 per annum, and the net salary US\$ 130 586.

10. Based on the adjustments to salaries described above, the salary modification to be authorized by the Health Assembly for the Deputy Director-General would entail, as from 1 January 2017, a gross salary of US\$ 192 236 per annum, with a corresponding net salary of US\$ 142 376.

11. The salary adjustments described above would also imply modifications to the salary of the Director-General. The salary to be authorized by the Health Assembly, as from 1 January 2017, would therefore be US\$ 241 276 per annum gross, US\$ 172 069 net.

Revised compensation package and related entitlements

12. The amendments to the Staff Rules set out in this part are mandated by United Nations General Assembly resolution 70/244.

Definition of “single parent”

13. Staff Rule 310 is amended to provide a definition of “single parent” to be used to determine eligibility for the single parent allowance (resolution 70/244, Part III, para. 19).

Recruitment incentive

14. Staff Rule 315 is introduced to provide for an incentive payment for the recruitment of experts in highly specialized fields in instances where the Organization is unable to attract suitably qualified personnel (resolution 70/244, Part III, para. 53).

Salaries

15. Staff Rule 330 is amended to reflect new staff assessment rates (resolution 70/244, Part III, para. 12).

Dependants’ allowances

16. Staff Rule 340 is amended to reflect the introduction of the dependant spouse allowance and single parent allowance in place of the dependency rate of salary in the previous salary scale (resolution 70/244, Part III, paras 17, 18 and 19).

Education grant

17. Staff Rule 350 is amended to:
- (a) make the education grant for post-secondary education payable up to the end of the school year in which the child reaches the age of 25, completes four years of post-secondary studies or attains a first post-secondary degree, whichever is earlier;
 - (b) limit admissible expenses to tuition (including mother tongue tuition) and enrolment-related fees only;
 - (c) limit the eligibility for a lump sum for boarding to staff members assigned outside category H duty stations and for primary and secondary levels only; and
 - (d) provide for the reimbursement outside the education grant scheme of capital assessment fees charged by educational institutions. (resolution 70/244, Part III, paras 26–29, and 31).
18. The revised education grant scheme and related Staff Rule amendments shall be introduced as of the school year in progress on 1 January 2018. (resolution 70/244, Part III, para. 25).

Mobility incentive, hardship allowance and non-family service allowance

19. Staff Rule 360 is amended to:
- (a) discontinue the non-removal allowance;
 - (b) replace the additional hardship allowance by the non-family service allowance; and

- (c) replace the mobility allowance by the mobility incentive, which would apply to staff with five consecutive years of service and from their second assignment, and which would exclude category H duty stations (resolution 70/244, Part III, paras 46–48).

Settling-in grant

- 20. Staff Rule 365 is amended to replace the assignment grant by a settling-in grant and eliminate the second lump-sum payment previously payable under certain conditions (resolution 70/244, Part III, para. 45).

Repatriation grant

- 21. Staff Rule 370 is amended to increase the eligibility requirement for the repatriation grant from one to five years of continuous service (resolution 70/244, Part III, para. 39).

Assignment to duty

- 22. Staff Rule 510 is amended to remove the definition of “removal” and “non-removal” duty stations (resolution 70/244, Part III, para. 41).

Within-grade increase

- 23. Staff Rule 550 is amended to reflect the new periodicity between within-grade increases and to remove the accelerated step increase for demonstrated language proficiency (resolution 70/244, Part III, paras 20 and 22).

Home leave

- 24. Staff Rule 640 is amended to reflect the discontinuation of accelerated home leave travel except at certain duty stations as defined by the Commission (resolution 70/244, Part III, para. 51).

Travel of staff members

- 25. Staff Rule 810 is amended to reflect the entitlement to education grant travel for a staff member who receives assistance with boarding expenses for a child attending primary or secondary school (in other words, the entitlement is not applicable to a child in post-secondary education) (resolution 70/244, Part III, para. 30).

Travel of spouse and children

- 26. Staff Rule 820 is amended to:
 - (a) eliminate the entitlement to a second education grant round trip (resolution 70/244, Part III, para. 30);
 - (b) restrict eligibility for the annual round trip to the educational institution to children of staff in receipt of assistance with boarding expenses under the education grant scheme (resolution 70/244, Part III, para. 30);

(c) remove the requirement that a child of a staff member installed at a duty station must remain in the duty station for at least six months, recognizing that a child of staff in receipt of assistance with boarding expenses will not meet this requirement (this amendment is proposed to correct an anomaly discovered during the review of WHO's education grant scheme).

Relocation shipment

27. Staff Rule 855 is amended to discontinue the distinction between R (with removal entitlement) and NR (non-removal) assignments, and to introduce the concept of and terminology concerning relocation shipment (resolution 70/244, Part III, para. 44).

Failure to exercise entitlement

28. Staff Rule 860 is amended to reflect the new terminology concerning relocation shipment (resolution 70/244, Part III, para. 44).

Expenses on death

29. Staff Rule 870 is amended to reflect the new terminology concerning relocation shipment (resolution 70/244, Part III, para. 44).

Appendix 1 to the Staff Rules (Annex 2)

30. Appendix 1 to the Staff Rules, as set out in Annex 2 to the present document, is amended to reflect the new unified base/floor salary scale as adopted by the United Nations General Assembly at its Seventieth session (resolution 70/244, para. 6), with revisions as recommended by the Commission in its report for the year 2016.¹

Appendix 2 to the Staff Rules (Annex 3)

31. Appendix 2 to the Staff Rules, as set out in Annex 3 to the present document, is amended to reflect the global sliding scale for the reimbursement of admissible expenses under the education grant scheme, consisting of seven brackets, with declining reimbursement levels ranging from 86% at the lowest bracket to 61% at the sixth bracket and no reimbursement at the seventh bracket, as published by the Commission and approved by the General Assembly (resolution 70/244, Part III, para. 28).

Financial implications

32. In its report for 2015, the Commission estimated the total annual cost savings for all organizations across the United Nations common system to be US\$ 113.2 million (a 2%–3% reduction in staff costs). However, resolution 70/244 provides for increases in entitlements not presented in the Commission's 2015 report, notably a single parent allowance of 6% of net remuneration. Consequently, the Commission's projections will need to be adjusted in due course. Furthermore, the figures provided in the Commission's report are subject to changes in staff numbers.

¹ To be submitted for approval by the United Nations General Assembly at its Seventy-first session.

33. It should be noted that immediate savings will not be realized because of implementation costs in the form of enhancements to enterprise resource planning systems (amounting to approximately US\$ 2 million for WHO) and transitional costs associated with staff entitlements. Accordingly, the cost savings arising from the changes to the periodicity of within-grade step increases and the reduction in education grant costs related to fewer admissible expenses and limited boarding and travel allowances, will be realized only in the long term. Although WHO expects to see benefits in terms of greater efficiency and simplicity in the administration of entitlements, the transitional measures (applicable for up to five years in some cases) put in place to avoid adversely affecting staff at the time of the changes will bring administrative complexity in the payroll system for several years.

Amendments in relation to the extension of the mandatory age of separation to 65 for staff members appointed on or before 1 January 2014

34. Staff Rule 1020.1 is amended to implement the new mandatory age of separation of 65 for staff members appointed on or before 1 January 2014 (resolution 70/244, Part I).

35. Staff Rule 410 is amended to reflect 65 years as the normal age limit for recruitment, rather than 62, in line with the new mandatory age of separation (resolution 70/244, Part I).

36. Further to the recommendation made by the Commission in its report for the year 2012¹ and United Nations General Assembly resolution 67/257 (2013), the WHO's Staff Rules were amended to raise the mandatory age of separation to 65 for staff recruited after 1 January 2014.² Since then, the pending issue has been whether the increase of the mandatory age of separation to 65 would apply also to staff recruited before 1 January 2014. This was addressed in resolution 70/244, in which the United Nations General Assembly decided that the mandatory age of separation for staff recruited before 1 January 2014 should be raised by the organizations of the United Nations common system to 65 years, at the latest by 1 January 2018, "taking into account the acquired rights of staff".

Increase of the mandatory age of separation "taking into account the acquired rights of staff"

37. The acquired rights that need to be taken into account when increasing the mandatory age of separation to 65 are the right of staff members hired before 1 January 1990 (with a retirement age of 60) or after 1 January 1990 (with a retirement age of 62), and before 1 January 2014, to retire without any adverse impact or penalty on their retirement entitlements, at the retirement age of 60 or 62, which has remained unchanged in the rules of the United Nations Joint Staff Pension Fund.

38. As a result, the proposed amendment provides that all staff members separate at the age of 65 unless those who joined the United Nations Joint Staff Pension Fund before 1 January 2014 decide to exercise their acquired right and elect to retire earlier, on their retirement age or between their retirement age and the age of 65.

39. It should be noted that the Commission's recommendation to extend the mandatory age of separation to 65 for serving staff was not prompted primarily by concerns about the sustainability of the United Nations Joint Staff Pension Fund, unlike the extension of age of retirement in national

¹ See <http://icsc.un.org/resources/pdfs/ar/AR2012.pdf> (accessed 1 November 2016).

² See resolution EB133.R3 (2013).

pension systems: because the United Nations Joint Staff Pension Fund is in a sound financial position, and has a positive actuarial status, the age of retirement for participants who joined before 1 January 2014 has remained unchanged and is to be preserved “taking into account the acquired rights of staff”.

40. Rather, it has been argued that given the longer life expectancy trends and as the Secretariat extends the appointment of staff members beyond retirement age and rehires former staff members who have retired, it would be fairer to extend the appointment of all staff up to the age of 65. Data show that extensions beyond retirement age have been granted by the Director-General in accordance with Staff Regulation 9.5, in the interests of the Organization on rare occasions and on an exceptional basis. These extensions are normally for short periods, from a few months to one year.¹ They are usually granted to senior staff in order for them to complete an important project, or to coincide with the end of term of an outgoing Director-General or Regional Director. Exceptionally, appointments of staff members have been extended beyond retirement age when the recruitment of a successor has been delayed, due to lack of suitable candidates and pending the completion of the selection process.

41. Of the total number of WHO staff who retired between 2011 and 2016 (911), of which 45% were from the professional and higher categories, only 12% had their appointments exceptionally extended beyond retirement age in the interests of the Organization. Of those, 79% were from the professional and higher categories. The extensions were for a period of between one and 12 months in 80% of the cases; between one year and less than three years in 18% of the cases; and for a total of three years or more in 2% of the cases.

42. The extension of the mandatory age of separation to 65 for serving staff will allow all staff members, whether they are in the international professional category, the national professional category or the general service category, to stay up to three years (if their retirement age is 62) or up to five years (if their retirement age is 60) longer.

43. Like the other United Nations agencies, WHO hires retired staff for specific, time-bound activities, often for senior expertise contributions or for emergency/surge work. However, WHO being committed to the career development of serving staff members, the recruitment of retirees has restrictions: contracts are of limited duration, a remuneration ceiling is applied, the proposed recruitment is authorized only when it does not adversely affect the career development opportunities of serving staff members or the recruitment of new staff, and the recruitment represents both a cost-effective and operationally sound solution to meet the needs of the Organization. Compared to the number of international professional, national professional and general service staff who have retired from WHO (currently close to 6000 former WHO staff members are in receipt of pension benefits from the United Nations Joint Staff Pension Fund), the number of retirees who are rehired is very limited.

44. The implementation of resolution 70/244 will actually have the effect of reversing the decision-making: currently, the Director-General decides who among the staff members who reach retirement age should have their appointments extended in the interests of the Organization, and for how long. With the increase of the mandatory age of separation to 65 “taking into account the acquired rights of staff”, it will be for the staff members to decide when to retire: the Director-General will have no authority to oblige a staff member to retire at the initial age of retirement, except through a costly termination of appointment. This fundamental shift was noted by some Commission members who, as

¹ Staff Rule 1020.1 specifies that exceptional extensions cannot be granted for more than one year at a time.

reflected in the Commission's report for 2014, "expressed the view that the organizations should have flexibility in employing staff up to the proposed higher mandatory age of separation by taking into account their performance and restructuring needs (abolition of posts, downgrading of posts). To give the possibility of choice solely to the staff member without flexibility for the organization would not be a balanced solution".¹ However, this opinion was not reflected in the Commission's recommendation on the matter to the United Nations General Assembly.

Implications of the amendments

45. **Succession planning:** As requested by Member States, the Secretariat has been conducting annual succession planning exercises through which the Organization can plan one year in advance what will be done with the posts vacated by staff members retiring the following year. The posts may be abolished, replaced by posts with new profiles, or downgraded, all of which would allow the Organization to take an agile approach towards aligning its human resources plans with its new priorities.

46. Because staff members who joined the United Nations Joint Staff Pension Fund before 1 January 2014 will be able to choose when to retire (between the ages of 60 or 62 and 65), the Secretariat will no longer be in a position to anticipate the retirement of its staff members at 60 or 62. Even if they are asked to inform the Secretariat of their elected retirement date at least one year in advance, staff members may, by giving three months' notice, retire earlier than they had initially indicated, or decide to stay longer than they had initially indicated, as long as they do not stay beyond the age of 65.

47. **Gender balance and geographical representation:** The natural attrition of staff has been seen as an opportunity to improve gender balance and geographical representation.

48. Since 2010, improvements in gender balance have been recognized; progress, however, is slow. It took approximately five years to increase the percentage of women in the professional and higher categories by 2%; the current target is to increase this percentage by 3% (55:45) over two years. As at 31 July 2016, 42.8% of the current long-term staff members in the professional and higher categories are female.

49. As at 31 July 2016, 34% of WHO Member States continue to be either unrepresented or under-represented in the international professional staff category (in which positions are counted for geographical representation). The target in the Programme budget 2016–2017 is to reduce this figure to 28%.

50. These data show that further efforts must be made to improve gender balance and geographical representation at all grades. To that effect, female staff members and staff members from under- or non-represented countries in the internal talent pool have to be given opportunities to get higher-level positions. However, gender balance and equitable geographical representation can be achieved only through the intake of newcomers. In other words, the Organization must hire external candidates to positions newly created subject to the availability of funding and to positions vacated by separating staff, particularly by staff retiring when they reach retirement age.

¹ Official Records of the General Assembly, Sixty-ninth session (document A/69/30, para. 107).

51. Looking ahead to the biennium 2018–2019,¹ under the current mandatory age of separation, 182 staff members would have been due to retire in 2018 and 187 in 2019, accounting for 5.9% of the total number of staff members. Of these, 51% in 2018 and 42% in 2019 belong to the professional and higher categories. Of the staff members in these categories who would have been due to retire, 66% in 2018 and 64% in 2019 are male, and 64% in 2018 and 59% in 2019 are from over-represented countries.

52. The improvement of gender balance and geographical representation will inevitably slow down when, as the result of the mandatory age of separation of serving staff being extended to 65, staff who would have otherwise retired at the age of 60 or 62 decide to stay up to the age of 65.

53. **Financial implications:** in its report for the year 2014,² the Commission, in making its recommendation to the United Nations General Assembly, noted that increasing the mandatory age of separation to 65 for serving staff will have the positive effect of containing after-service health insurance liabilities; in other words, keeping staff active for longer would not entail a liability for after-service health insurance. As far as WHO is concerned, the impacts on the Organization's long-term estimated liability, and financing, for after-service health insurance are difficult to estimate. On the one hand, there is a positive impact since staff working an extra three or five years will provide additional contributions to the scheme (two thirds of which are a cost to WHO, one third of which is paid by staff). On the other hand, some staff who joined WHO late in their career (for example, at the age of 53, 54 or 55) and who would not have reached the 10-year minimum service period for eligibility to the scheme, will now become eligible, with a resulting negative financial impact. The actual impacts will depend on which staff members choose to extend their age of retirement to 65, and their prior service period in the Organization. The situation will be assessed by independent actuaries, who will make assumptions on these and other variables that have an impact on after-service health insurance.

54. A similar situation may exist for the pension fund liability and revenue stream, with additional pension payouts as a result of longer service offsetting additional income arising from the pension contributions payable for an additional three years, again funded one third by staff, and two thirds by WHO.

55. The extension of the mandatory age of retirement to 65 for serving staff will also have budgetary implications in terms of delaying a more cost-effective realignment of the WHO staffing structure. The annual succession planning exercises show that in 2014, 2015 and 2016, 12.8% of the posts encumbered by retiring staff were planned for abolition. With the possibility that current staff may stay until the age of 65, the Organization will either keep the staff members on positions that otherwise would have been abolished had they retired, or, if the positions are nonetheless abolished, pay them the expensive entitlements (such as reassignment period, notice period and termination indemnity) to which they would have not been entitled had they retired at the age of 60 or 62. This will be the case for staff working for the Global Polio Eradication Initiative who would have otherwise retired during the period of closure of the initiative. With respect to termination indemnity, Staff Rule 1050 (Abolition of post) is amended to clarify that staff members are not paid a termination indemnity on retirement or beyond their retirement date as defined by the United Nations Joint Staff

¹ See table 8 of the document entitled "Human resources: update, Workforce data as at 31 July 2016" at: <http://www.who.int/about/finances-accountability/budget/en/> (accessed 1 November 2016).

² See <http://icsc.un.org/resources/pdfs/ar/AR2014.pdf> (accessed 1 November 2016).

Pension Fund (Staff Rule 375 on the end-of-service grant has minor editorial changes also related to retirement).

56. There will also be implications in respect of the rejuvenation of the workforce. Many of the positions currently occupied by staff due to retire in 2018 and the following years could be downgraded and would thereby create additional, more cost-effective, opportunities for recruitment at more junior levels.

ACTION BY THE EXECUTIVE BOARD

57. In the light of these amendments, the Executive Board may wish to consider the following draft resolutions.¹

Draft resolution 1 (Revised compensation package, related entitlements and salaries for staff)

The Executive Board,

Having considered the report on amendments to the Staff Regulations and Staff Rules,²

1. CONFIRMS, in accordance with Staff Regulation 12.2, the amendments to the Staff Rules that have been made by the Director-General with effect from 1 January 2017 concerning the remuneration of staff in the professional and higher categories;
2. ALSO CONFIRMS, in accordance with Staff Regulation 12.2, the amendments to the Staff Rules that have been made by the Director-General with effect from 1 January 2017 concerning definitions; the recruitment incentive; salaries; dependants' allowances; the mobility incentive, hardship allowance and non-family service allowance; the settling-in grant; the repatriation grant; the end-of-service grant; recruitment policies; assignment to duty; within-grade increase; home leave; travel of spouse and children; relocation shipment; the failure to exercise entitlement; expenses on death; abolition of post; and Appendix 1 to the Staff Rules;
3. FURTHER CONFIRMS, in accordance with Staff Regulation 12.2, the amendments to the Staff Rules that have been made by the Director-General, with effect from 1 January 2017 and applicable to the school year in progress on 1 January 2018, concerning the education grant; travel of staff members; travel of spouse and children; and Appendix 2 to the Staff Rules.

¹ See document EB140/48 Add.1 for the financial and administrative implications for the Secretariat of these resolutions.

² Document EB140/48.

Draft resolution 2 (Extension of mandatory age of separation to 65 for serving staff)

With respect to the amendments submitted to implement the extension of the mandatory age of separation to 65 for serving staff, as decided by the United Nations General Assembly in resolution 70/244, the Executive Board is requested to decide:

1. whether it approves the extension of the mandatory age of separation to 65 for staff who joined the United Nations Joint Staff Pension Fund before 1 January 2014, taking into account their acquired rights; and
2. if it approves such an extension, whether the related amendments will enter into force:
 - (a) with effect from 1 January 2018 (in which case the draft resolution below is submitted to the Executive Board for its approval); or
 - (b) on another date, to be specified, beyond January 2018 (in which case the draft resolution below should be amended accordingly).

The Executive Board,

Having considered the report on amendments to the Staff Regulations and Staff Rules,¹

CONFIRMS, in accordance with Staff Regulation 12.2, the amendments to Staff Rules 410 and 1020 that have been made by the Director-General with effect from 1 January 2018.

Draft resolution 3 (Remuneration of staff in ungraded positions and the Director-General)

The Executive Board,

Having considered the report on amendments¹ to the Staff Regulations and Staff Rules,¹

RECOMMENDS to the Seventieth World Health Assembly the adoption of the following resolution:

The Seventieth World Health Assembly,

Noting the recommendations of the Executive Board with regard to remuneration of staff in ungraded posts and of the Director-General,

1. ESTABLISHES the salaries of assistant directors-general and regional directors at US\$ 174 373 gross per annum, with a corresponding net salary of US\$ 130 586;

¹ Document EB140/48.

2. ALSO ESTABLISHES the salary of the Deputy Director-General at US\$ 192 236 gross per annum, with a corresponding net salary of US\$ 142 376;
3. FURTHER ESTABLISHES the salary of the Director-General at US\$ 241 276 gross per annum, with a corresponding net salary of US\$ 172 069;
4. DECIDES that those adjustments in remuneration shall take effect on 1 January 2017.

ANNEX 1

**AMENDMENTS CONSIDERED NECESSARY IN THE LIGHT OF DECISIONS TAKEN BY THE UNITED NATIONS
GENERAL ASSEMBLY AT ITS SEVENTIETH SESSION AND DECISIONS EXPECTED TO BE TAKEN AT
ITS SEVENTY-FIRST SESSION ON THE BASIS OF RECOMMENDATIONS OF THE COMMISSION**

Former text	New text
<p>310. DEFINITIONS</p> <p>...</p> <p>310.5.2 a child as defined by the Director-General and for whom the staff member certifies that he provides the main and continuing support, provided that the child is under 18 years of age or, if in full-time attendance at a school or university, under the age of 21 years. Age and school attendance requirements shall not apply if the child is physically or mentally incapacitated for substantial gainful employment either permanently or for a period expected to be of long duration. If both parents are staff members of international organizations applying the common system of salaries and allowances, the children, if determined dependent, shall be recognized as the dependants of the parent whose annual gross occupational earnings yield the higher amount;</p> <p>...</p> <p>New Sub-rule</p>	<p>310. DEFINITIONS</p> <p>...</p> <p>310.5.2 a child as defined by the Director-General and for whom the staff member certifies that he provides the main and continuing support, provided that the child is under 18 years of age or, if in full-time attendance at a school or university, under the age of 21 years. Age and school attendance requirements shall not apply if the child is physically or mentally incapacitated for substantial gainful employment either permanently or for a period expected to be of long duration. If both parents are staff members of international organizations applying the common system of salaries and allowances, the children, if determined dependent, shall will be recognized as the dependants of the parent whose annual gross occupational earnings yield the higher amount, unless the staff members concerned request otherwise;</p> <p>...</p> <p>310.7 A “single parent” is a staff member who meets the following criteria:</p> <p>310.7.1 The staff member does not have a spouse;</p> <p>310.7.2 The staff member has a dependent child as defined under Staff Rule 310.5.2;</p> <p>310.7.3 The staff member provides main and continuing support to the child.</p>

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<p>New Rule</p>	<p>315. RECRUITMENT INCENTIVE</p> <p>An incentive payment for the recruitment of experts in highly specialized fields in instances in which the Organization is unable to attract suitably qualified personnel may be made at the discretion of the Director-General. The amount of the recruitment incentive shall not exceed 25% of the annual net base salary for each year of the initial appointment.</p>																														
<p>330. SALARIES</p> <p>330.1 Gross base salaries shall be subject to the following assessments:</p> <p>330.1.1 For professional and higher graded staff:</p> <table border="0" data-bbox="291 635 1075 938"> <tr> <td style="padding-right: 20px;">Assessable income US\$</td> <td style="padding-right: 20px;">Staff assessment rates for those with dependants (as defined in Rules 310.5.1 and 310.5.2)</td> <td style="text-align: center;">%</td> </tr> <tr> <td>First 50 000</td> <td></td> <td style="text-align: center;">15</td> </tr> <tr> <td>Next 50 000</td> <td></td> <td style="text-align: center;">21</td> </tr> <tr> <td>Next 50 000</td> <td></td> <td style="text-align: center;">27</td> </tr> <tr> <td>Remaining assessable payments</td> <td></td> <td style="text-align: center;">30</td> </tr> </table> <p>Amounts of staff assessment for those with neither a dependent spouse nor a dependent child would be equal to the difference between the gross salaries at different grades and steps and the corresponding net salaries at the single rate.</p>	Assessable income US\$	Staff assessment rates for those with dependants (as defined in Rules 310.5.1 and 310.5.2)	%	First 50 000		15	Next 50 000		21	Next 50 000		27	Remaining assessable payments		30	<p>330. SALARIES</p> <p>330.1 Gross base salaries shall be subject to the following assessments:</p> <p>330.1.1 For professional and higher graded staff:</p> <table border="0" data-bbox="1187 635 1971 938"> <tr> <td style="padding-right: 20px;">Assessable income US\$</td> <td style="padding-right: 20px;">Staff assessment rates for those with dependants (as defined in Rules 310.5.1 and 310.5.2)</td> <td style="text-align: center;">%</td> </tr> <tr> <td>First 50 000</td> <td></td> <td style="text-align: center;">17</td> </tr> <tr> <td>Next 50 000</td> <td></td> <td style="text-align: center;">24</td> </tr> <tr> <td>Next 50 000</td> <td></td> <td style="text-align: center;">30</td> </tr> <tr> <td>Remaining assessable payments</td> <td></td> <td style="text-align: center;">34</td> </tr> </table> <p>Amounts of staff assessment for those with neither a dependent spouse nor a dependent child would be equal to the difference between the gross salaries at different grades and steps and the corresponding net salaries at the single rate.</p>	Assessable income US\$	Staff assessment rates for those with dependants (as defined in Rules 310.5.1 and 310.5.2)	%	First 50 000		17	Next 50 000		24	Next 50 000		30	Remaining assessable payments		34
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<p>340. DEPENDANTS' ALLOWANCES</p> <p>Staff members appointed to the professional or higher categories, are entitled to a dependant's allowance for dependants as defined in Rule 310.5, as follows:</p> <p>340.1 for a dependent child, except that in cases where there is no dependent spouse the first dependent child is not entitled to an allowance. The entitlement shall be reduced by the amount of any benefit paid from any other public source by way of social security payments, or under public law, by reason of such child.</p>	<p>340. DEPENDANTS' ALLOWANCES</p> <p>Staff members appointed to the professional or higher categories, are entitled to a dependant's² allowances for dependants pursuant to the definitions provided in as defined in Staff Rules 310.5 and 310.7, as follows:</p> <p>340.1 for a dependent child, except that in cases where there is no dependent spouse the first dependent child is not entitled to an allowance. The entitlement shall be reduced by the amount of any benefit paid from any other public source by way of social security payments, or under public law, by reason of such child.</p>																														

Former text	New text
<p>340.2 for a child who is physically or mentally disabled subject to the conditions defined in Rule 340.1, except that if the staff member has no dependent spouse and receives the “with dependant” rate of net salary by virtue of such a child, the allowance shall be the same as for a dependent child in Rule 340.1 above.</p> <p>340.3 for a father, mother, brother or sister.</p> <p>340.4 The allowances to be paid under Rules 340.1, 340.2 and 340.3 shall be as determined by the Director-General on the basis of procedures agreed among the international organizations concerned.</p>	<p>340.2 for a child who is physically or mentally disabled, an amount equivalent to double the dependent child allowance, subject to the conditions defined in Staff Rule 340.1, except that if the staff member has no dependent spouse and receives the “with dependant” rate of net salary by virtue of such a child, the allowance shall be the same as for a dependent child in Rule 340.1 above.</p> <p>340.3 for a father, mother, brother or sister.</p> <p>340.4 for a dependant spouse.</p> <p>340.5 for being recognized as having the status of a single parent.</p> <p>340.46 The allowances to be paid under Staff Rules 340.1, 340.2, 340.3, 340.4 and 340.35 shall be as determined by the Director-General on the basis of procedures agreed among the international organizations concerned established by the International Civil Service Commission.</p>
<p>350. EDUCATION GRANT</p> <p>...</p> <p>350.1.1 the grant is payable for each child as defined under Rule 310.5.2 up to the end of the school year in which the child reaches the age of 25 or completes four years of post-secondary studies, whichever is earlier;</p> <p>...</p> <p>350.2 This grant is payable for:</p> <p>...</p> <p>350.2.2 the cost of full-time attendance at an educational institution outside the country or area of the official station, including the cost of full board if provided by the institution. Where full board is not provided by the institution, a flat amount is paid in lieu;</p>	<p>350. EDUCATION GRANT</p> <p>...</p> <p>350.1.1 the grant is payable for each child as defined under Staff Rule 310.5.2 up to the end of the school year in which the child reaches the age of 25, or attains a first post-secondary degree, whichever is earlier;</p> <p>...</p> <p>350.2 This grant is payable for:</p> <p>...</p> <p>350.2.2 the cost of full-time attendance at an educational institution outside the country or area of the official duty station.; including the cost of full board if provided by the institution. Where full board is not provided by the institution, For staff members assigned outside category H duty stations, an additional flat amount lump sum is paid for boarding-related expenses- for primary and secondary levels only is also payable;</p>

Former text	New text
<p>...</p> <p>350.2.5 the cost of boarding for attendance at an educational institution in the country of the official station, but beyond commuting distance from the official station, when no suitable education facilities exist in that area;</p> <p>...</p> <p>350.4 “Cost of attendance” is defined as the cost of enrolment, registration, prescribed textbooks, courses, examinations and diplomas, but not school uniforms or optional charges. It may include the cost of midday meals and the cost of daily group transportation when these are provided by the school and the cost is included in the billing for the child’s education.</p>	<p>...</p> <p>350.2.5 the cost of boarding for attendance at an educational institution in the country of the official station, but beyond commuting distance from the official station, when no suitable education facilities exist in that area;</p> <p>...</p> <p>350.4 “Cost of attendance” is defined as the cost of tuition , including mother tongue tuition, and enrolment-related fees only registration, prescribed textbooks, courses, examinations and diplomas, but not school uniforms or optional charges. It may include the cost of midday meals and the cost of daily group transportation when these are provided by the school and the cost is included in the billing for the child’s education.</p> <p>...</p> <p>350.6 Capital assessment fees charged by educational institutions shall be reimbursed under conditions prescribed by the Director-General outside the education grant scheme.</p>
<p>360. MOBILITY AND HARDSHIP SCHEME</p> <p>360.1 The following staff members shall receive a non-pensionable allowance designed to recognize varying degrees of hardship at different official stations and provide incentives for mobility, in accordance with conditions established by the Director-General:</p> <p>360.1.1 staff members, except those appointed under Rules 1310 and 1330, who are assigned or transferred to an official station for a period of one year or longer; and</p>	<p>360. MOBILITY INCENTIVE, AND HARDSHIP SCHEME ALLOWANCE AND NON-FAMILY SERVICE ALLOWANCE</p> <p>360.1 The following staff members shall receive a non-pensionable allowance designed to recognize varying degrees of hardship at different stations and recognize varying degrees of hardship at different duty stations, and provide non-family service allowance for service in duty stations with family restrictions. These allowances , in accordance with conditions established by the Director-General are determined by the Director-General on the basis of conditions and procedures established by the International Civil Service Commission:</p> <p>360.1.1 staff members, except those appointed under Staff Rules 1310 and 1330, who are assigned or transferred appointed or reassigned to designated categories of an official-duty stations as determined by the International Civil Service Commission, for a period of one year or longer, and</p>

Former text	New text
<p>360.1.2 staff members, except those appointed under Rules 1310 and 1330, who are assigned or transferred to an official station for an initial period of less than one year, and whose assignment or transfer is subsequently extended so that the uninterrupted period of service at that official station is one year or longer.</p> <p>360.2 The mobility and hardship scheme is composed of three allowances: mobility, hardship and non-removal, and shall be paid as determined by the Director-General on the basis of conditions and procedures agreed among the international organizations in the United Nations common system.</p> <p>360.3 Official stations shall be categorized according to conditions of life and work and on the basis of criteria agreed among the international organizations concerned for classifying official stations. Headquarters, North American and European official stations and similar designated locations shall be categorized H official stations, whereas all other official stations shall be categorized from A to E.</p> <p>New Sub-rule 360.4</p>	<p>360.1.2 staff members, except those appointed under Staff Rules 1310 and 1330, who are assigned or transferred appointed or reassigned to designated categories of an official duty stations as determined by the International Civil Service Commission, for an initial period of less than one year, and whose assignment or transfer appointment or reassignment is subsequently extended so that the uninterrupted period of service at that official duty station is one year or longer.</p> <p>360.2 The mobility and hardship scheme is composed of three allowances: mobility, hardship and non-removal, and shall be paid as determined by the Director-General on the basis of conditions and procedures agreed among the international organizations in the United Nations common system. Deleted</p> <p>360.3 Official Duty stations shall be categorized according to conditions of life and work and on the basis of criteria agreed among the international organizations concerned established by the agreed among the international organizations concerned International Civil Service Commission for classifying official duty stations. Headquarters, North American and European official stations and similar designated locations shall be categorized H official stations, whereas all other official stations shall be categorized from A to E.</p> <p>360.4 Staff members who are assigned to duty stations for which family restrictions have been declared by the International Civil Service Commission shall be paid the non-family service allowance as determined by the Director-General.</p>
<p>365. ASSIGNMENT GRANT</p> <p>365.1 A staff member whose travel is authorized shall be paid an assignment grant:</p> <p>365.1.1 upon appointment or upon reassignment to an official station for a period of at least one year; or</p> <p>365.1.2 upon extension of an initial appointment or reassignment to an official station of less than one year, resulting in an uninterrupted period of service at that official station of one year or longer.</p>	<p>365. ASSIGNMENT SETTLING-IN GRANT</p> <p>365.1 A staff member whose travel is authorized shall be paid a an assignment grant settling-in grant:</p> <p>365.1.1 upon appointment or upon reassignment to an official duty station for a period of at least one year; or</p> <p>365.1.2 upon extension of an initial appointment or reassignment to an official duty station of less than one year, resulting in an uninterrupted period of service of one year or longer at that official the same duty station of one year or longer.</p>

Former text	New text
<p>365.2 The amount of the assignment grant shall be the equivalent of:</p> <p>365.2.1 travel per diem in respect of himself for a period of 30 days from his arrival;</p> <p>365.2.2 travel per diem, in respect of each family member accompanying or joining him at the Organization's expense under Rule 820, except for children eligible for travel under Rule 820.1.4, for 30 days at half the rate after their arrival.</p> <p>365.3 Subject to conditions established by the Director-General on the basis of conditions and procedures agreed among international organizations in the United Nations common system, the assignment grant shall be increased by one or more lump sums, depending on the category of the official station, whether the staff member is entitled to removal under Rule 855.1, and the duration or expected duration of the assignment at that official station. The lump sum shall be calculated and payable on the basis of the staff member's net base salary and, as applicable, the post adjustment at the official station to which the staff member is assigned at his grade and step, and rates determined by the Director-General.</p> <p>365.4 No assignment grant shall be paid for children born, or for any other dependant acquired, after the arrival of the staff member at the official station.</p> <p>365.5 If a staff member resigns from the Organization within one year of the date of his or her appointment or reassignment to an official duty station, the lump sum portion of the assignment grant paid under Staff Rule 365.3 is recoverable proportionately under conditions established by the Director-General.</p>	<p>365.2 The amount of the assignment settling-in grant shall be the equivalent of the applicable per diem at the date of arrival at the duty station:</p> <p>365.2.1 travel per diem in respect of for the staff member for a period of 30 days from his arrival;</p> <p>365.2.2 travel per diem, in respect of for each family member the spouse and/or dependant child(ren) accompanying or joining him the staff member at the Organization's expense under Staff Rule 820, for 15 days, except for children eligible for travel under Rule 820.1.4, for 30 days at half the rate after their arrival.</p> <p>365.3 Subject to conditions established by the Director-General on the basis of conditions and procedures agreed among international organizations in the United Nations common system, the assignment settling-in grant shall be increased by one or more also include a lump sums, depending on the category of the official station, whether the staff member is entitled to removal under Rule 855.1, and the duration or expected duration of the assignment at that official station. The lump sum shall be calculated and payable on the basis of one month of the staff member's net base salary and, as applicable, the post adjustment at the official duty station to which the staff member is assigned and at the rate applicable at the date of arrival at the duty station at his grade and step, and rates determined by the Director-General.</p> <p>365.4 No assignment settling-in grant shall be paid for children born, or for any other dependant acquired, after the arrival of the staff member at the official duty station.</p> <p>365.5 If a staff member resigns from the Organization within one year of the date of his or her appointment or reassignment to an official duty station, the lump sum portion of the assignment settling-in grant paid under Staff Rule 365.3 is recoverable proportionately under conditions established by the Director-General.</p>

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370. REPATRIATION GRANT			370. REPATRIATION GRANT																																																																																				
370.1 A staff member who on leaving the service of the Organization, other than by summary dismissal under Rule 1075.2, has performed at least one year of continuous service outside the country of his recognized place of residence shall be entitled to a repatriation grant in accordance with the following schedules and with Rule 380.2. Payment in respect of entitlements accrued as from 1 July 1979 shall be subject to receipt from the former staff member of documentary evidence, in accordance with criteria established by the Director-General, of relocation outside the country of his last official station or residence during his last assignment, with due regard to the provisions of Rule 370.4. This part of the grant is payable if it is claimed within two years of the effective date of separation.			370.1 A staff member who on leaving the service of the Organization, other than by summary dismissal under Staff Rule 1075.2, has performed at least one five years of continuous service outside the country of his recognized place of residence shall be entitled to a repatriation grant. This grant is payable in accordance with the following schedules and with Staff Rule 380.2. Payment in respect of entitlements accrued as from 1 July 1979 shall be subject to receipt from the former staff member of documentary evidence, in accordance with criteria established by the Director-General, of relocation outside the country of his the staff member's last official duty station or residence during his the last assignment, with due regard to the provisions of Staff Rule 370.4. This part of the grant is payable if it is claimed within two years of the effective date of separation.																																																																																				
370.1.1 For staff members of the professional and higher categories:			370.1.1 For staff members of the professional and higher categories:																																																																																				
<table border="1"> <thead> <tr> <th rowspan="2">Year of qualifying service</th> <th colspan="2">Weeks of salary</th> </tr> <tr> <th>Without spouse or dependent children</th> <th>With spouse or dependent children</th> </tr> </thead> <tbody> <tr><td>Not less than 1</td><td>3</td><td>4</td></tr> <tr><td>2</td><td>5</td><td>8</td></tr> <tr><td>3</td><td>6</td><td>10</td></tr> <tr><td>4</td><td>7</td><td>12</td></tr> <tr><td>5</td><td>8</td><td>14</td></tr> <tr><td>6</td><td>9</td><td>16</td></tr> <tr><td>7</td><td>10</td><td>18</td></tr> <tr><td>8</td><td>11</td><td>20</td></tr> <tr><td>9</td><td>13</td><td>22</td></tr> <tr><td>10</td><td>14</td><td>24</td></tr> <tr><td>11</td><td>15</td><td>26</td></tr> <tr><td>12 or more</td><td>16</td><td>28</td></tr> </tbody> </table>			Year of qualifying service	Weeks of salary		Without spouse or dependent children	With spouse or dependent children	Not less than 1	3	4	2	5	8	3	6	10	4	7	12	5	8	14	6	9	16	7	10	18	8	11	20	9	13	22	10	14	24	11	15	26	12 or more	16	28	<table border="1"> <thead> <tr> <th rowspan="2">Year of qualifying service</th> <th colspan="2">Weeks of salary</th> </tr> <tr> <th>Without spouse or dependent children</th> <th>With spouse or dependent children</th> </tr> </thead> <tbody> <tr><td>Not less than 1</td><td>3</td><td>4</td></tr> <tr><td>2</td><td>5</td><td>8</td></tr> <tr><td>3</td><td>6</td><td>10</td></tr> <tr><td>4</td><td>7</td><td>12</td></tr> <tr><td>5</td><td>8</td><td>14</td></tr> <tr><td>6</td><td>9</td><td>16</td></tr> <tr><td>7</td><td>10</td><td>18</td></tr> <tr><td>8</td><td>11</td><td>20</td></tr> <tr><td>9</td><td>13</td><td>22</td></tr> <tr><td>10</td><td>14</td><td>24</td></tr> <tr><td>11</td><td>15</td><td>26</td></tr> <tr><td>12 or more</td><td>16</td><td>28</td></tr> </tbody> </table>			Year of qualifying service	Weeks of salary		Without spouse or dependent children	With spouse or dependent children	Not less than 1	3	4	2	5	8	3	6	10	4	7	12	5	8	14	6	9	16	7	10	18	8	11	20	9	13	22	10	14	24	11	15	26	12 or more	16	28
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Former text			New text		
370.1.2 For staff members of the general service category:			370.1.2 For staff members of the general service category:		
Years of qualifying service	Weeks of salary		Years of qualifying service	Weeks of salary	
	Without spouse or dependent children	With spouse or dependent children		Without spouse or dependent children	With spouse or dependent children
Not less than 1	2	4	Not less than 1	2	4
2	4	8	2	4	8
3	5	10	3	5	10
4	6	12	4	6	12
5	7	14	5	7	14
6	8	16	6	8	16
7	9	18	7	9	18
8	10	20	8	10	20
9	11	22	9	11	22
10	12	24	10	12	24
11	13	26	11	13	26
12 or more	14	28	12 or more	14	28
<p>375. END-OF-SERVICE GRANT</p> <p>Staff members holding a fixed-term appointment whose appointment is not renewed after completing five years of continuous qualifying service, and whose performance has been certified as being satisfactory, shall be entitled to a grant based on the years of service, unless an offer of renewal of appointment has been either received or declined or the staff member has reached the statutory age of retirement as defined under Rule 1020.1. The amount of the grant shall be fixed according to the schedule in Rule 1050.10 for termination of fixed-term appointments.</p>			<p>375. END-OF-SERVICE GRANT</p> <p>Staff members holding a fixed-term appointment whose appointment is not renewed after completing five years of continuous qualifying service, and whose performance has been certified as being satisfactory, shall be entitled to a grant based on the years of service, unless an offer of renewal of appointment has been either received or declined or the staff member has reached the statutory age of retirement as defined under Staff Rule 1020.1. The amount of the grant shall be fixed according to the schedule in Staff Rule 1050.10 for termination of fixed-term appointments.</p>		

Former text	New text
<p>410. RECRUITMENT POLICIES</p> <p>...</p> <p>410.2 Candidates under 20 or over 62 years of age shall not normally be considered for appointment.</p>	<p>410. RECRUITMENT POLICIES</p> <p>...</p> <p>410.2 Candidates under 20 or over 62⁵ years of age shall not normally be considered for appointment.</p>
<p>510. ASSIGNMENT TO DUTY</p> <p>...</p> <p>510.2 Assignments shall be of two types:</p> <p>510.2.1 those made under conditions warranting the full establishment of the staff member at his official station, including the household removal. Such assignments shall be designated as R assignments;</p> <p>510.2.2 those made for fixed periods under conditions which do not warrant the full establishment of the staff member at his official station. Such assignments shall be designated as NR assignments.</p> <p>For the practical implications of R and NR assignments on the mobility and hardship allowance, see Rule 360; on assignment grant, see Rule 365; on transportation of personal effects, see Rule 850; and on removal, see Rule 855.</p>	<p>510. ASSIGNMENT TO DUTY</p> <p>...</p> <p>510.2 Assignments shall be of two types:</p> <p>510.2.1 those made under conditions warranting the full establishment of the staff member at his official station, including the household removal. Such assignments shall be designated as R assignments;</p> <p>510.2.2 those made for fixed periods under conditions which do not warrant the full establishment of the staff member at his official station. Such assignments shall be designated as NR assignments.</p> <p>For the practical implications of R and NR assignments on the mobility and hardship allowance, see Rule 360; on assignment grant, see Rule 365; on transportation of personal effects, see Rule 850; and on removal, see Rule 855.</p> <p>An assignment for the purpose of entitlement to settling-in grant, mobility incentive and relocation shipment is an assignment requiring the installation of the staff member in the duty station for a period of at least one year.</p>
<p>550. WITHIN-GRADE INCREASE</p> <p>...</p> <p>550.2 The unit of service time is defined as the minimum length of time which must be served at a step in order to achieve a within-grade increase under the terms of Staff Rule 550.1. The unit of service time is as follows:</p> <p>550.2.1 one year of full-time service at all levels and steps except at those in Staff Rule 550.2.2;</p> <p>550.2.2 two years of full-time service at levels: P-2 step XI, P-3 steps XIII and XIV, P-4 step XII to step XIV, P-5 step X to step XII,</p>	<p>550. WITHIN-GRADE INCREASE</p> <p>...</p> <p>550.2 The unit of service time is defined as the minimum length of time which must be served at a step in order to achieve a within-grade increase under the terms of Staff Rule 550.1. The unit of service time is as follows:</p> <p>550.2.1 one year of full-time service at all levels and steps except at those in Staff Rule 550.2.2;</p> <p>550.2.2 two years of full-time service at levels : P-2 step XI, P-3 steps XIII and XIV, P-4 step XII to step XIV, P-5 step X to step XII,</p>

Former text	New text
<p>P-6/D-1 step IV to step VIII, and D-2 step I to step V;</p> <p>...</p> <p>550.3 The unit of service time shall be reduced to ten months under Staff Rule 550.2.1 and to twenty months under Staff Rule 550.2.2 in the case of staff members who have demonstrated, by passing a prescribed test, proficiency of a second official language of the Organization. Staff members whose mother tongue is one of the official languages of the Organization must demonstrate proficiency in a second official language. This Staff Rule applies to staff members in the professional and higher categories except for conference and other short-term service staff appointed under Staff Rule 1320, e.g., translators, editors, revisers and interpreters.</p>	<p>for grades P-1 to P-5 from step VII, for P-6/D-1 from step IV to step VIII, and for D-2 from step I to step V;</p> <p>...</p> <p>550.3 Deleted. The unit of service time shall be reduced to ten months under Staff Rule 550.2.1 and to twenty months under Staff Rule 550.2.2 in the case of staff members who have demonstrated, by passing a prescribed test, proficiency of a second official language of the Organization. Staff members whose mother tongue is one of the official languages of the Organization must demonstrate proficiency in a second official language. This Staff Rule applies to staff members in the professional and higher categories except for conference and other short-term service staff appointed under Staff Rule 1320, e.g., translators, editors, revisers and interpreters.</p>
<p>640. HOME LEAVE</p> <p>...</p> <p>640.2 The date of eligibility for home leave shall be the date on which the staff member has completed 24 months of qualifying service, except at those official stations designated by the Director-General as having difficult conditions of life and work. At such designated official stations, the date of eligibility shall be the date on which the staff member has completed 12 months of qualifying service. The date may be determined according to criteria established by the Director-General in cases of reassignment or reclassification of official stations. All official stations are classified for this purpose, according to their home leave cycle, as “24-month stations” or “12-month stations”.</p>	<p>640. HOME LEAVE</p> <p>...</p> <p>640.2 The date of eligibility for home leave shall be the date on which the staff member has completed 24 months or 12 months of qualifying service, except at those official stations designated by the Director-General as having difficult conditions of life and work. At such designated official stations, the date of eligibility shall be the date on which the staff member has completed 12 months of qualifying servicedepending on the category of the duty station as established by the International Civil Service Commission. The date may be determined according to criteria established by the Director-General in cases of reassignment or reclassification of official duty stations. All official duty stations are classified for this purpose, according to their home leave cycle, as “24-month stations” or “12-month stations”.</p>
<p>810. TRAVEL OF STAFF MEMBERS</p> <p>The Organization shall pay the travel expenses of staff members as follows:</p> <p>...</p> <p>810.5 on family visit, once between home leave eligibility dates (or once during an appointment of equivalent duration) as set out in Staff Rule 640.2 from</p>	<p>810. TRAVEL OF STAFF MEMBERS</p> <p>The Organization shall pay the travel expenses of staff members as follows:</p> <p>...</p> <p>810.5 on family visit, once between home leave eligibility dates (or once during an appointment of equivalent duration) as set out in Staff Rule 640.2 from</p>

Former text	New text
<p>the duty station to the place where the staff member’s spouse and children, as defined in Staff Rule 820.1, are residing, and return to the duty station, provided that:</p> <p>810.5.1 the staff member has waived his entitlements to the travel of his spouse and children under Staff Rules 820 and 825, except for education grant travel under Staff Rules 820.2.5.2 and 820.2.5.3;</p>	<p>the duty station to the place where the staff member’s spouse and children, as defined in Staff Rule 820.1, are residing, and return to the duty station, provided that:</p> <p>810.5.1 the staff member has waived his entitlements to the travel of his spouse and children under Staff Rules 820 and 825, except for education grant travel under Staff Rules 820.2.5.2 and 820.2.5.3;</p>
<p>820. TRAVEL OF SPOUSE AND CHILDREN</p> <p>820.1 Family members recognized as eligible for purposes of travel at the Organization’s expense are:</p> <p>...</p> <p>820.1.3 each such child for whom travel expenses have previously been paid by the Organization, to the extent of the final one-way passage either to join the staff member at the official station or to return to the country of the recognized place of residence within one year after ceasing to qualify as a dependant. The Organization’s financial responsibility shall be limited to the cost of one-way travel between the official station and the recognized place of residence. However, if a round trip to which the child may be entitled under Rule 820.2.5.2 or 820.2.5.3 is completed after the end of the scholastic year in which the child reaches the age of 21, this travel shall not be authorized;</p> <p>820.1.4 a child entitled to the education grant under Rule 310.5.2, for purposes of travel under Rules 820.2.5.1, 820.2.5.2, 820.2.5.3 and 820.2.5.5.</p> <p>...</p> <p>820.2 The Organization shall pay the travel expenses of a staff member’s spouse and dependent children, as defined in Rule 820.1, under the following circumstances:</p> <p>820.2.1 on appointment for a period of not less than one year, or upon extension of an initial appointment of less than one year resulting in an uninterrupted period of service of one year or longer, from the recognized place of residence or, at the option</p>	<p>820. TRAVEL OF SPOUSE AND CHILDREN</p> <p>820.1 Family members recognized as eligible for purposes of travel at the Organization’s expense are:</p> <p>...</p> <p>820.1.3 each such child for whom travel expenses have previously been paid by the Organization, to the extent of the final one-way passage either to join the staff member at the official station or to return to the country of the recognized place of residence within one year after ceasing to qualify as a dependant. The Organization’s financial responsibility shall be limited to the cost of one-way travel between the official station and the recognized place of residence. However, if a round trip to which the child may be entitled under Staff Rule 820.2.5.2 or 820.2.5.3 is completed after the end of the scholastic year in which the child reaches the age of 21, this travel shall not be authorized;</p> <p>820.1.4 a child entitled to the education grant under Rule 310.5.2, for purposes of travel under Staff Rules 820.2.5.1, 820.2.5.2, 820.2.5.3 and 820.2.5.5.</p> <p>...</p> <p>820.2 The Organization shall pay the travel expenses of a staff member’s spouse and dependent children, as defined in Staff Rule 820.1, under the following circumstances:</p> <p>820.2.1 on appointment for a period of not less than one year, or upon extension of an initial appointment of less than one year resulting in an uninterrupted period of service of one year or longer, from the recognized place of residence or, at the option</p>

Former text	New text
<p>of the Organization, the place of recruitment, to the official station, or from some other place, provided that the cost to the Organization does not exceed that for the travel from the recognized place of residence, and subject to the requirement that in any case the spouse and dependent children are expected to remain at the official station at least six months;</p>	<p>of the Organization, the place of recruitment, to the official duty station, or from some other place, provided that the cost to the Organization does not exceed that for the travel from the recognized place of residence, and subject to the requirement that in any case the spouse and dependent children are is expected to remain at the official duty station at least six months;</p>
<p>...</p>	<p>...</p>
<p>820.2.5 for a child for whom there is an entitlement to an education grant under Staff Rule 350 for study outside the commuting distance of the official duty station, provided Staff Rule 655.3 does not apply:</p>	<p>820.2.5 for a child for whom there is an entitlement to boarding assistance under an education grant under in accordance with Staff Rule 350 for study outside the commuting distance of the official duty station, provided Staff Rule 655.3 does not apply:</p>
<p>...</p>	<p>...</p>
<p>820.2.5.3 a second such round trip each scholastic year under the same conditions as under Rule 820.2.5.2 if the staff member is assigned to an official station designated for this purpose, provided that the staff member does not go on home leave during that scholastic year;</p>	<p>820.2.5.3 a second such round trip each scholastic year under the same conditions as under Rule 820.2.5.2 if the staff member is assigned to an official station designated for this purpose, provided that the staff member does not go on home leave during that scholastic year;Deleted</p>
<p>...</p>	<p>...</p>
<p>820.2.5.5 the final one-way passage defined in Rule 820.1.3 within one year after ceasing to qualify for education grant under Rule 350.1.2, provided that such entitlement has not already been exercised under Rule 820.1.3. The Organization's financial responsibility shall be limited to the cost of one-way travel between the official station and the recognized place of residence. However, if a round trip to which the child may be entitled under Rules 820.2.5.2 or 820.2.5.3 is completed after the child ceases to qualify for an education grant under Rule 350.1.2, this travel shall not be authorized;</p>	<p>820.2.5.5 the final one-way passage defined in Staff Rule 820.1.3 within one year after ceasing to qualify for education grant under Staff Rule 350.1.2, provided that such entitlement has not already been exercised under Staff Rule 820.1.3. The Organization's financial responsibility shall be limited to the cost of one-way travel between the official station and the recognized place of residence. However, if a round trip to which the child may be entitled under Staff Rules 820.2.5.2 or 820.2.5.3 is completed after the child ceases to qualify for an education grant under Staff Rule 350.1.2, this travel shall not be authorized;</p>

Former text	New text
<p>855. REMOVAL OF HOUSEHOLD GOODS</p> <p>855.1 On an R assignment (see Rule 510.2.1) a staff member appointed for a period of at least two years, and whose recognized place of residence is other than and not in the area of his official station, shall be entitled to reimbursement, within limits established by the Director-General, for the expense of moving his household goods:</p> <p>855.1.1 on initial assignment to an official station if the R assignment is expected to last at least two years;</p> <p>855.1.2 on any subsequent change of official station if the new R assignment is expected to last at least two years;</p> <p>855.1.3 on separation, except as provided in Rule 1010.2.</p> <p>855.2 On an NR assignment (see Rule 510.2.2) a staff member is entitled to receive the mobility and hardship allowance in accordance with Rule 360 and an assignment grant under Rule 365 but is not entitled to the removal of household goods.</p> <p>855.3 If both spouses are staff members of international organizations applying the common system of salaries and allowances and each is entitled to reimbursement for the expense of moving household goods, each shall have the choice of exercising the entitlement within limits established by the Director-General.</p>	<p>855. REMOVAL OF HOUSEHOLD GOODS RELOCATION SHIPMENT</p> <p>855.1 On an R assignment (see Rule 510.2.4), a staff member appointed or reassigned for a period of at least two one years, or separated, except as provided in Staff Rule 1010.2, and whose recognized place of residence is other than and not in the area of his the official duty station, shall be entitled to reimbursement, within limits established by the Director-General, for the expense of moving his household goods.:</p> <p>855.1.1 on initial assignment to an official station if the R assignment is expected to last at least two years;</p> <p>855.1.2 on any subsequent change of official station if the new R assignment is expected to last at least two years;</p> <p>855.1.3 on separation, except as provided in Rule 1010.2.</p> <p>855.2 On an NR assignment (see Rule 510.2.2) a staff member is entitled to receive the mobility and hardship allowance in accordance with Rule 360 and an assignment grant under Rule 365 but is not entitled to the removal of household goods.</p> <p>855.32 If both spouses are staff members of international organizations applying the common system of salaries and allowances and each is entitled to reimbursement for the expense of moving household goods, each shall have the choice of exercising the entitlement within limits established by the Director-General.</p>
<p>860. FAILURE TO EXERCISE ENTITLEMENT</p> <p>In no case shall a staff member be given any cash payment in lieu of exercising any entitlement under this section. Any entitlement to repatriation travel or removal which is not exercised within one year of the date of termination of the appointment shall be forfeited except upon the express approval by the Director-General of an extension.</p>	<p>860. FAILURE TO EXERCISE ENTITLEMENT</p> <p>In no case shall a staff member be given any cash payment in lieu of exercising any entitlement under this section. Any entitlement to repatriation travel or removal relocation shipment which is not must be exercised within one two years of the date of termination separation. of the appointment shall be forfeited except upon the express approval by the Director General of an extension.</p>

Former text	New text
<p>870. EXPENSES ON DEATH</p> <p>...</p> <p>870.2 A deceased staff member's spouse and child(ren) shall be entitled to travel and transportation of personal effects to any place, provided that the Organization had an obligation to repatriate them under Rule 820.2.7 and that the cost to the Organization does not exceed that for travel and transportation to the deceased staff member's recognized place of residence. Entitlement to removal expenses is determined by Rule 855.1.3.</p>	<p>870. EXPENSES ON DEATH</p> <p>...</p> <p>870.2 A deceased staff member's spouse and child(ren) shall be entitled to travel and transportation of personal effects relocation shipment to any place, provided that the Organization had an obligation to repatriate them under Staff Rule 820.2.7 and that the cost to the Organization does not exceed that for travel and transportation to the deceased staff member's recognized place of residence. Entitlement to removal expenses relocation shipment is determined by Staff Rule 855.1.32.</p>
<p>1020. RETIREMENT</p> <p>1020.1 Staff members shall retire on the last day of the month in which they reach retirement age.</p> <p>1020.1.1 Staff members who became participants in the United Nations Joint Staff Pension Fund before 1 January 1990 shall retire on the last day of the month in which they reach the age of 60.</p> <p>1020.1.2 Staff members who became participants in the United Nations Joint Staff Pension Fund from 1 January 1990 to 31 December 2013 inclusive shall retire on the last day of the month in which they reach the age of 62.</p> <p>1020.1.3 Staff members who became participants in the United Nations Joint Staff Pension Fund on or after 1 January 2014 shall retire on the last day of the month in which they reach the age of 65.</p>	<p>1020. RETIREMENT</p> <p>1020.1 Staff members shall retire on the last day of the month in which they reach retirement the age of 65, unless Staff Rule 1020.1.1, 1020.1.2 or 1020.1.3 applies.</p> <p>1020.1.1 Staff members who became participants in the United Nations Joint Staff Pension Fund before 1 January 1990 may elect to shall retire on the last day of the month in which they reach the age of 60, or between the ages of 60 and 65, by giving at least three months' written notice of the elected date of retirement.</p> <p>1020.1.2 Staff members who became participants in the United Nations Joint Staff Pension Fund from 1 January 1990 to 31 December 2013 inclusive may elect to shall retire on the last day of the month in which they reach the age of 62, or between the ages of 62 and 65, by giving at least three months' written notice of the elected date of retirement.</p> <p>1020.1.3 Staff members who became participants in the United Nations Joint Staff Pension Fund on or after 1 January 2014 shall retire on the last day of the month in which they reach the age of 65. Staff members shall not change their elected date of retirement once they have given their three months' notice under Staff Rules 1020.1.1 or 1020.1.2.</p>

Former text	New text
<p>1020.1.4 In exceptional circumstances the Director-General may, in the interests of the Organization, extend a staff member's appointment beyond retirement age, provided that such extensions shall not be granted for more than one year at a time. For those who would normally retire pursuant to Staff Rules 1020.1.1 or 1020.1.2, extensions shall not be granted beyond the staff member's sixty-fifth birthday. For those who would normally retire pursuant to Staff Rule 1020.1.3, extensions shall not be granted beyond the staff member's sixty-eighth birthday.</p>	<p>1020.1.4 In exceptional circumstances the Director-General may, in the interests of the Organization, extend a staff member's appointment beyond the age of 65 retirement age, provided that such extensions shall not be granted for more than one year at a time. For those who would normally retire pursuant to Staff Rules 1020.1.1 or 1020.1.2, extensions shall not be granted beyond the staff member's sixty-fifth birthday. For those who would normally retire pursuant to Staff Rule 1020.1.3, extensions shall not be granted and not beyond the staff member's sixty-eighth birthday.</p>
<p>1050. ABOLITION OF POST</p> <p>1050.10 Staff members whose appointments are terminated or not extended under this Rule shall be paid an indemnity in accordance with the following schedule and with due regard to Rule 380.2:</p> <p>...</p> <p>New Rule</p> <p>New Rule</p>	<p>1050. ABOLITION OF POST</p> <p>1050.10 Subject to Staff Rules 1050.11 and 1050.12, Staff members whose appointments are terminated or not extended under this Rule shall be paid an indemnity in accordance with the following schedule and with due regard to Staff Rule 380.2:</p> <p>...</p> <p>1050.11 An indemnity shall not be paid to any staff member who, upon separation from service, will receive a retirement benefit under Article 28 of the Regulations of the United Nations Joint Staff Pension Fund.</p> <p>1050.12 An indemnity which exceeds the number of months remaining until a staff member will receive a retirement benefit under Article 28 of the Regulations of the United Nations Joint Staff Pension Fund shall be made <i>pro rata</i> to the first day of the month upon which a staff member will receive such a retirement benefit.</p>

ANNEX 2

Appendix 1 to the Staff Rules

SALARY SCALE FOR THE PROFESSIONAL AND HIGHER CATEGORIES: ANNUAL GROSS SALARIES AND NET EQUIVALENTS AFTER APPLICATION OF STAFF ASSESSMENT (IN UNITED STATES DOLLARS)

(effective 1 January 2017)

		Step												
<i>Level</i>		<i>I</i>	<i>II</i>	<i>III</i>	<i>IV</i>	<i>V</i>	<i>VI</i>	<i>VII</i>	<i>VIII</i>	<i>IX</i>	<i>X</i>	<i>XI</i>	<i>XII</i>	<i>XIII</i>
D-2	Gross	*	*	*	*	*	*	*	*	*	*			
	Net	139 500	142 544	145 589	148 637	151 788	155 018	158 248	161 479	164 709	167 939			
D-1	Gross				*	*	*	*	*	*	*	*	*	*
	Net	107 150	109 281	111 412	113 546	115 680	117 812	119 944	122 076	124 208	126 340			
P-5	Gross	124 807	127 483	130 160	132 837	135 506	138 183	140 857	143 529	146 207	148 880	151 648	154 483	157 320
	Net	96 865	98 738	100 612	102 486	104 354	106 228	108 100	109 970	111 845	113 716	115 588	117 459	119 331
P-4	Gross	107 459	109 734	112 011	114 284	116 561	118 834	121 113	123 387	125 663	127 937	130 214	132 486	134 764
	Net	84 721	86 314	87 908	89 499	91 093	92 684	94 279	95 871	97 464	99 056	100 650	102 240	103 835
P-3	Gross	88 351	90 374	92 396	94 418	96 441	98 462	100 529	102 724	104 919	107 114	109 314	111 504	113 701
	Net	70 647	72 184	73 721	75 258	76 795	78 331	79 870	81 407	82 943	84 480	86 020	87 553	89 091
P-2	Gross	72 478	74 349	76 221	78 091	79 964	81 836	83 707	85 582	87 451	89 324	91 199	93 068	94 942
	Net	58 583	60 005	61 428	62 849	64 273	65 695	67 117	68 542	69 963	71 386	72 811	74 232	75 656
P-1	Gross	55 955	57 629	59 303	60 976	62 651	64 328	66 003	67 674	69 350	71 022	72 696	74 374	76 045
	Net	46 026	47 298	48 570	49 842	51 115	52 389	53 662	54 932	56 206	57 477	58 749	60 024	61 294
P-1	Gross	43 371	44 672	45 973	47 275	48 575	49 877	51 287	52 708	54 129	55 551	56 971	58 391	59 812
	Net	35 998	37 078	38 158	39 238	40 317	41 398	42 478	43 558	44 638	45 719	46 798	47 877	48 957

* = The normal qualifying period for a within-grade increase between consecutive steps is one year, except at those steps marked with an asterisk, for which a two-year period at the step is required to proceed to the next step (Staff Rule 550.2).

ANNEX 3

Appendix 2 to the Staff Rules

EDUCATION GRANT

**EDUCATION GRANT SCALE, ADJUSTED ON THE BASIS OF
2014/15 TUITION FEES**

(effective school year in progress 1 January 2018)

Claim amount bracket (United States dollars)	Reimbursement rate (percentage)
0 – 11 600	86
11 601 – 17 400	81
17 401 – 23 200	76
23 201 – 29 000	71
29 001 – 34 800	66
34 801 – 40 600	61
40 601 and above	–

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