

Amendments to the Staff Regulations and Staff Rules

Report by the Director-General

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 Seventy-first World Health Assembly.
3. The amendments described in section I of this document stem from the decisions expected to be taken by the United Nations General Assembly at its Seventy-second session² on the basis of recommendations made by the International Civil Service Commission in its annual report for 2017. 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 2018–2019 involve additional costs under the Programme budget 2018–2019. 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 2018–2019,³ and in the paragraphs below.
5. The proposed amendments to the Staff Regulations and 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/careers/what-we-offer/en/> (accessed 28 September 2017).

² See <http://www.un.org/en/ga/72/resolutions.shtml> (accessed 29 September 2017).

³ Document EB142/38 Add.1.

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

Remuneration of staff in the professional and higher categories

6. In its report for 2017, the Commission recommended to the United Nations General Assembly that the unified base/floor salary scale and the associated pay protection points for the professional and higher categories should be increased by 0.97% 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 2018.

7. 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

8. Subject to the decision of the United Nations General Assembly in respect of the recommendation in paragraph 6 above, the Director-General proposes, in accordance with Staff Regulation 3.1, that the Executive Board recommend to the Seventy-first World Health Assembly modifications in the salaries of Assistant Directors-General and Regional Directors. Thus, as from 1 January 2018, the gross salary for Assistant Directors-General and Regional Directors would be US\$ 176 292 per annum, and the net salary US\$ 131 853.

9. Based on the adjustments to salaries described above, the salary modification to be authorized by the Health Assembly for Deputy Directors-General would entail, as from 1 January 2018, a gross salary of US\$ 194 329 per annum, with a corresponding net salary of US\$ 143 757.

10. The salary adjustments described above would also imply modifications to the salary of the Director-General. The gross salary to be authorized by the Health Assembly, as from 1 January 2018, would therefore be US\$ 239 755 per annum, and the net salary US\$ 173 738.

II. AMENDMENTS CONSIDERED NECESSARY IN THE LIGHT OF EXPERIENCE AND IN THE INTEREST OF GOOD HUMAN RESOURCES MANAGEMENT

Proposed amendments to the Staff Regulations

Articles I, III and IV

11. The proposed amendments to Staff Regulations 1.11, 3.1 and 4.5, which are editorial in nature, reflect the current structure of the Organization.

Amendments to the Staff Rules

Definitions

12. Staff Rule 310 is amended to incorporate the recommendations made in the 2015 Report of the International Civil Service Commission on spouse allowance: “(b) The determination of the dependency of a spouse should be made on the basis of all spousal income, including pensions and other retirement-related income.”¹

Education grant

13. Staff Rule 350 is amended to correctly cite the authority of the Director-General to define the term “child”.

Settling-in grant

14. Staff Rule 365 is amended to allow for recovery of the lump-sum portion of the settling-in grant in exceptional cases where a staff member is dismissed for misconduct or is summarily dismissed for serious misconduct within one year of the date of his or her appointment or reassignment to a duty station.

Repatriation grant

15. Staff Rule 370 is amended to clarify that an accrued repatriation grant amount may be reduced based on the duration of residence in the recognized place of residence prior to separation, not, as currently formulated, on a pro rata basis against the total number of years of expatriate service.

Mobility

16. Staff Rule 515 is amended to use language consistent with Staff Rule 1050.5.2, which provides that staff members shall be given “due” preference for vacancies during the reassignment period, within the context of Staff Rule 1050.4.

Special leave

17. Staff Rule 650 is amended to consolidate Staff Rule 655, on leave without pay, and Staff Rule 650, on special leave, and thus eliminate duplication and uncertainty over the application of the appropriate staff rule.

Leave without pay

18. Staff Rule 655 is deleted, as it is incorporated into Staff Rule 650, on special leave (see above).

¹ See <http://icsc.un.org/resources/pdfs/ar/AR2015.pdf>, section VII, A (accessed 23 November 2017).

Resignation

19. Staff Rule 1010 is amended to address an omission in the Staff Rules by requiring staff members to provide one month's notice of resignation during the probationary period.

Administrative review

20. Staff Rule 1225 is amended based on lessons learned in the first year of the new internal justice system. This amendment allows the Director-General to establish which categories of final administrative decisions shall not be subject to administrative review (i.e. the staff member concerned can proceed directly to the Global Board of Appeal).

Global Board of Appeal

21. Staff Rule 1230 is amended to align it with amendments to Staff Rule 1225, as referenced above.

ACTION BY THE EXECUTIVE BOARD

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

Draft resolution 1 (Salaries of staff, definitions, education grants, settling-in grants, repatriation grants, mobility, special leave, leave without pay, resignations, administrative reviews and the Global Board of Appeal)

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 2018 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 February 2018 concerning definitions, education grants, settling-in grants, repatriation grants, mobility, special leave, leave without pay, resignations, administrative reviews and the Global Board of Appeal.

¹ See document EB142/38 Add.1 for the financial and administrative implications for the Secretariat of these resolutions.

² Document EB142/38.

Draft resolution 2 (Deputy Directors-General)

The Executive Board,

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

RECOMMENDS, in accordance with Staff Regulation 12.1, to the Seventy-first World Health Assembly the adoption of the following resolution:

The Seventy-first World Health Assembly,

Noting the recommendations of the Executive Board with regard to Articles I, III and IV of the Staff Regulations,

1. ADOPTS the proposed amendments to Staff Regulations 1.11, 3.1 and 4.5;
2. DECIDES that these amendments shall take 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 amendments to the Staff Regulations and Staff Rules,¹

RECOMMENDS to the Seventy-first World Health Assembly the adoption of the following resolution:

The Seventy-first 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\$ 176 292 gross per annum, with a corresponding net salary of US\$ 131 853;
2. ESTABLISHES the salary of deputy directors-general at US\$ 194 329 gross per annum, with a corresponding net salary of US\$ 143 757;
3. ESTABLISHES the salary of the Director-General at US\$ 239 755 gross per annum, with a corresponding net salary of US\$ 173 738;
4. DECIDES that those adjustments in remuneration shall take effect on 1 January 2018.

¹ Document EB142/38.

ANNEX 1

**AMENDMENTS CONSIDERED NECESSARY IN THE LIGHT OF EXPERIENCE AND
IN THE INTEREST OF GOOD HUMAN RESOURCES MANAGEMENT**

EB142/38

Former text	New text
<p>STAFF REGULATIONS – ARTICLE I</p> <p>1.11 The oath or declaration shall be made orally by the Director-General at a public meeting of the World Health Assembly, by the Deputy Director-General, Assistant Directors-General and Regional Directors before the Director-General and in writing by other staff members.</p>	<p>STAFF REGULATIONS – ARTICLE I</p> <p>1.11 The oath or declaration shall be made orally by the Director-General at a public meeting of the World Health Assembly, by the each Deputy Director-General, Assistant Directors-General and Regional Directors before the Director-General and in writing by other staff members.</p>
<p>STAFF REGULATIONS – ARTICLE III</p> <p>3.1 The salaries for the Deputy Director-General, Assistant Directors-General and Regional Directors shall be determined by the World Health Assembly on the recommendation of the Director-General and with the advice of the Executive Board.</p>	<p>STAFF REGULATIONS – ARTICLE III</p> <p>3.1 The salaries for the Deputy Director-General, Assistant Directors-General and Regional Directors shall be determined by the World Health Assembly on the recommendation of the Director-General and with the advice of the Executive Board.</p>
<p>STAFF REGULATIONS – ARTICLE IV</p> <p>4.5 Appointments of the Deputy Director-General, Assistant Directors-General and Regional Directors shall be for a period not to exceed five years, subject to renewal, and in accordance with conditions determined by the Executive Board concerning eligibility of Regional Directors for reappointment. Other staff members shall be granted appointments of a duration, and under such terms and conditions consistent with these regulations as the Director-General may prescribe.</p>	<p>STAFF REGULATIONS – ARTICLE IV</p> <p>4.5 The Aappointments of the each Deputy Director-General, Assistant Directors-General and Regional Directors shall be for a period not to exceed five years, subject to renewal, and in accordance with conditions determined by the Executive Board concerning eligibility of Regional Directors for reappointment. Other staff members shall be granted appointments of a duration, and under such terms and conditions consistent with these regulations as the Director-General may prescribe.</p>

Former text	New text
STAFF RULES	STAFF RULES
<p>310. DEFINITIONS</p> <p>...</p> <p>310.5 “Dependants” for the purposes of determining entitlements under the Rules, except as otherwise specified, are defined as:</p> <p>310.5.1 a staff member’s spouse whose gross occupational earnings, from the exercise of trade, profession, business or other regular employment do not exceed during any calendar year:</p> <p>310.5.1.1 in the case of professional staff, a limit equivalent to the gross base salary of the lowest general service category entry level in force on 1 January of the year concerned at the place of work of the staff member’s spouse; however, such limit shall not be less than the lowest general service category entry level in force on the same date at the base city of the professional salary system;</p> <p>310.5.1.2 for general service staff, a limit equivalent to the gross base salary of the lowest general service category entry level in force on 1 January of the year concerned at the place of work of the staff member’s spouse;</p> <p>310.5.1.3 if both spouses are staff members of international organizations applying the common system of salaries and allowances, neither may be recognized as a dependant for the purposes of Rules 330.2, 335 and 360;</p>	<p>310. DEFINITIONS</p> <p>...</p> <p>310.5 “Dependants” for the purposes of determining entitlements under the Rules, except as otherwise specified, are defined as:</p> <p>310.5.1 a staff member’s spouse whose gross occupational earnings, if any, from the exercise of trade, profession, business or other regular employment do not exceed during any calendar year: the lowest entry level of the United Nations General Service gross salary scale in force on 1 January of the year concerned for the duty station in the country of the spouse’s place of work. In the case of staff members in the professional and higher categories, the entry level amount shall not at any duty station be less than the equivalent of the lowest entry level salary at the base of the common salary system, i.e. G2, step I for New York;</p> <p>310.5.1.1 in the case of professional staff, a limit equivalent to the gross base salary of the lowest general service category entry level in force on 1 January of the year concerned at the place of work of the staff member’s spouse; however, such limit shall not be less than the lowest general service category entry level in force on the same date at the base city of the professional salary system;</p> <p>310.5.1.2 for general service staff, a limit equivalent to the gross base salary of the lowest general service category entry level in force on 1 January of the year concerned at the place of work of the staff member’s spouse;</p> <p>310.5.1.3 1 if both spouses are staff members of international organizations applying the common system of salaries and allowances, neither may be recognized as a dependant for the purposes of Rules 330.2, 335 and 360;</p>

Former text	New text
<p>350. EDUCATION GRANT</p> <p>350.1 Internationally recruited staff members shall be entitled to an education grant, except as indicated in Rule 350.3, under the conditions which follow:</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, completes four years of post-secondary studies or attains a first post-secondary degree, whichever is earlier;</p>	<p>350. EDUCATION GRANT</p> <p>350.1 Internationally recruited staff members shall be entitled to an education grant, except as indicated in Rule 350.3, under the conditions which follow:</p> <p>350.1.1 the grant is payable for each child as defined under Staff Rule 310.5.2 by the Director-General 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;</p>
<p>365. SETTLING-IN GRANT</p> <p>...</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 a duty station, the lump sum portion of the settling-in grant paid under Staff Rule 365.3 is recoverable proportionately under conditions established by the Director-General.</p>	<p>365. SETTLING-IN GRANT</p> <p>...</p> <p>365.5 If a staff member resigns from the Organization or is dismissed for misconduct or is summarily dismissed for serious misconduct within one year of the date of his or her appointment or reassignment to a duty station, the lump-sum portion of the settling-in grant paid under Staff Rule 365.3 is recoverable proportionately under conditions established by the Director-General.</p>
<p>370. REPATRIATION GRANT</p> <p>...</p> <p>370.4 The grant shall not be payable to a staff member assigned to, or residing in, the country of his recognized place of residence at the time of separation provided that the grant may be paid on a full or reduced basis to a staff member transferred to duty in the country of his recognized place of residence prior to termination, the amount of the grant being reduced in proportion to the duration of his residence in that country. In such a case, the evidence of relocation referred to in Rule 370.1 shall not be required.</p> <p>370.5 In the event of the death of a staff member who at the time of death would have been eligible for the grant, payment shall be made to the spouse and dependent children who are entitled to repatriation, subject to providing the evidence of relocation referred to in Rule 370.1 if required:</p>	<p>370. REPATRIATION GRANT</p> <p>...</p> <p>370.4 The grant shall not be payable to a staff member assigned to, or residing in, the country of his or her recognized place of residence at the time of separation provided that the grant may be paid on a full or reduced basis to. However, when a staff member is transferred or reassigned to duty in the country of his or her recognized place of residence prior to termination, separation, the grant may be paid at a full or reduced rate, with the total accrued amount of the grant being reduced in proportion to based on criteria established by the duration of his residence in that country Director-General. In such a case, the evidence of relocation referred to in Rule 370.1 shall not be required.</p> <p>370.5 In the event of the death of a staff member who at the time of death would have been eligible for the grant, payment shall be made to the spouse and dependent children who are entitled to repatriation, subject to them providing the evidence of their relocation away from the staff member's last duty station referred to in Rule 370.1 if required:</p>

Former text	New text
<p>515. MOBILITY</p> <p>...</p> <p>515.2 Staff members whose posts have been abolished and who are eligible to participate in a reassignment process pursuant to Staff Rule 1050 shall be given preference for vacancies during the mobility exercise.</p>	<p>515. MOBILITY</p> <p>...</p> <p>515.2 Staff members whose posts have been abolished and who are eligible to participate in a reassignment process pursuant to Staff Rule 1050 shall be given due preference for vacancies during the mobility exercise.</p>
<p>650. SPECIAL LEAVE</p> <p>Special leave with full, partial or no pay may be granted at the request of a staff member for such period and under such conditions as the Director-General may prescribe. This special leave may be granted for training or research in the interest of the Organization or for other important reasons, including but not limited to child care, serious illness of a family member, or death of an immediate family member. The Director-General may, at his or her initiative, place a staff member on special leave with full pay if he or she considers such leave to be in the interest of the Organization. Normally, such leave shall not be granted until all accrued annual leave has been exhausted, except in the cases of special leave to care for a child, serious illness of a family member or death of an immediate family member. Continuity of service shall not be broken during periods of special leave, which shall be credited for all purposes except as otherwise specified in the Rules.</p>	<p>650. SPECIAL LEAVE</p> <p>650.1 Special leave with full, partial or no pay may be granted at the request of a staff member for such period and under such conditions as the Director-General may prescribe for training or research in the interest of the Organization or for other important reasons, including family, health, or personal matters. This special leave may be granted for training or research in the interest of the Organization or for other important reasons, including but not limited to child care, serious illness of a family member, or death of an immediate family member.</p> <p>650.2 The Director-General may, at his or her initiative, place a staff member on special leave with full pay, or exceptionally with partial or no pay, if he or she considers such leave to be in the interest of the Organization.</p> <p>650.3 Special leave is normally granted without pay, for a period not exceeding one year.</p> <p>650.4 Normally, such special leave shall not be is granted until when all accrued annual leave has been exhausted, except in the cases of special leave to care for a child, serious illness of a family member or death of an immediate family member.</p> <p>650.5 Continuity of service shall not be broken during periods of special leave, which shall be credited for all purposes except as otherwise specified in these Staff Rules.</p> <p>650.6. Service credits accrue in the same proportion as the rate of partial pay during special leave with partial pay of more than 30 days.</p> <p>650.7 Service credits shall not accrue towards sick, annual or home leave, salary increment, termination indemnity or repatriation grant during periods of special leave without pay of more than 30 days.</p>

Former text	New text
	<p>650.8 During special leave with full or partial pay the staff member and the Organization continue to contribute at the full rate to the United Nations Joint Staff Pension Fund, the Staff Health Insurance and the Accident and Illness Insurance.</p> <p>650.9 During any special leave without pay the following conditions shall apply:</p> <p>650.9.1 cover under any insurance provided by these Staff Rules shall cease unless the staff member pays both his or her own and the Organization's contributions under the appropriate insurance plans; and</p> <p>650.9.2 no contributory service shall accrue for pension purposes unless the staff member pays both his or her own and the Organization's contributions to the United Nations Joint Staff Pension Fund.</p> <p>650.10 Other conditions for special leave may be established by the Director-General.</p>
<p>655. LEAVE WITHOUT PAY</p> <p>655.1 Leave without pay may be granted, for a period normally not in excess of one year, except as indicated in Staff Rule 655.4, for purposes normally covered by sick or annual leave when that leave has been exhausted.</p> <p>655.2 During any leave without pay under Staff Rule 655.1 the following conditions shall apply:</p> <p>...</p> <p>655.2.2 no credit shall accrue for purposes of pensionable service time unless the staff member pays both his or her own and the Organization's contributions to the United Nations Joint Staff Pension Fund;</p> <p>655.2.3 subject to Staff Rule 655.2.4, service credit shall accrue for all purposes during periods of leave without pay of 30 calendar days or less;</p> <p>655.2.4 service credit shall cease to accrue for all purposes from the start date of periods of leave without pay of more than 30 calendar days.</p>	<p>655. LEAVE WITHOUT PAY</p> <p>655.1 Leave without pay may be granted, for a period normally not in excess of one year, except as indicated in Staff Rule 655.4, for purposes normally covered by sick or annual leave when that leave has been exhausted.</p> <p>655.2 During any leave without pay under Staff Rule 655.1 the following conditions shall apply:</p> <p>...</p> <p>655.2.2 no credit shall accrue for purposes of pensionable service time unless the staff member pays both his or her own and the Organization's contributions to the United Nations Joint Staff Pension Fund;</p> <p>655.2.3 subject to Staff Rule 655.2.4, service credit shall accrue for all purposes during periods of leave without pay of 30 calendar days or less;</p> <p>655.2.4 service credit shall cease to accrue for all purposes from the start date of periods of leave without pay of more than 30 calendar days.</p>

Former text	New text
<p>655.3 If the duration of the leave without pay is more than one third of the scholastic year of a child for whom the staff member is eligible to receive an education grant, the amount of the grant shall be reduced proportionally and the child's travel shall not be paid.</p> <p>655.4 The Director-General may authorize leave without pay for pension purposes for a staff member who is:</p> <p>655.4.1 within two years of reaching the age that would qualify him or her for receipt of an early retirement benefit upon separation pursuant to Staff Rule 1020.2 and 25 years of contributory service; or</p> <p>655.4.2 over the age that would qualify him or her for receipt of an early retirement benefit upon separation pursuant to Staff Rule 1020.2 and within two years of reaching 25 years of contributory service.</p>	<p>655.3 If the duration of the leave without pay is more than one third of the scholastic year of a child for whom the staff member is eligible to receive an education grant, the amount of the grant shall be reduced proportionally and the child's travel shall not be paid.</p> <p>655.4 The Director-General may authorize leave without pay for pension purposes for a staff member who is:</p> <p>655.4.1 within two years of reaching the age that would qualify him or her for receipt of an early retirement benefit upon separation pursuant to Staff Rule 1020.2 and 25 years of contributory service; or</p> <p>655.4.2 over the age that would qualify him or her for receipt of an early retirement benefit upon separation pursuant to Staff Rule 1020.2 and within two years of reaching 25 years of contributory service.</p>
<p>1010. RESIGNATION</p> <p>1010.1 Subject to the conditions stated in Staff Rule 1010.2, staff members holding continuing or fixed-term appointments may resign on giving three months' notice. Staff members holding temporary appointments of more than 60 days may resign on giving one month's notice. Temporary staff members appointed for a shorter period shall give the notice specified in their appointment. The Director-General may shorten or waive the required notice period at his discretion.</p>	<p>1010. RESIGNATION</p> <p>1010.1 Subject to the conditions stated in Staff Rule 1010.2, staff members holding continuing or fixed-term appointments may resign on giving three months' notice. Staff members holding probationary fixed-term appointments or temporary appointments of more than 60 days may resign on giving one month's notice. Temporary staff members appointed for a shorter period shall give the notice specified in their appointment. The Director-General may shorten or waive the required notice period at his discretion.</p>
<p>1225. ADMINISTRATIVE REVIEW</p> <p>1225.1 A staff member wishing to contest formally a final administrative decision alleging non-observance of his terms of appointment, including pertinent Staff Regulations or Staff Rules, shall, as a first step, submit a request in writing for an administrative review of that final administrative decision. A staff member shall not request an administrative review until all the existing administrative channels have been exhausted and the administrative decision has become final. An administrative decision is to be considered as final when it has been taken by a duly authorized official and the staff member has received written notification of the decision.</p>	<p>1225. ADMINISTRATIVE REVIEW</p> <p>1225.1 A staff member wishing to contest formally a final administrative decision alleging non-observance of his or her terms of appointment, including pertinent Staff Regulations or Staff Rules, shall, as a first step, submit a request in writing for an administrative review of that final administrative decision. A staff member shall not request an administrative review until all the existing administrative channels have been exhausted and the administrative decision has become final. An administrative decision is to be considered as final when it has been taken by a duly authorized official and the staff member has received written notification of the decision. The Director-General shall establish which categories of final administrative decisions shall not be subject to review under this Staff Rule.</p>

Former text	New text
<p>1230. GLOBAL BOARD OF APPEAL</p> <p>1230.1 Subject to Staff Rule 1230.5, a staff member may appeal before the Global Board of Appeal (the Board) against an Administrative Review Decision or against a deemed rejection under Staff Rule 1225.5.</p> <p>...</p> <p>Conditions of appeal</p> <p>1230.5 The following provisions shall govern the conditions of appeal against an Administrative Review Decision or against a deemed rejection under Staff Rule 1225.5.</p> <p>1230.5.1 A staff member wishing to appeal must file with the Board, within ninety (90) calendar days after receipt of the Administrative Review Decision, or within ninety (90) calendar days of the expiration of the deadline or extended deadline referred to in Staff Rule 1225.5, a complete statement of appeal specifying the decision against which the appeal is made and stating the facts of the case and the pleas. The Board shall open its proceedings upon receipt of the appellant's complete statement of appeal.</p>	<p>1230. GLOBAL BOARD OF APPEAL</p> <p>1230.1 Subject to Staff Rule 1230.5, a staff member may appeal before the Global Board of Appeal (the Board) against an Administrative Review Decision, against a deemed rejection under Staff Rule 1225.5 or against a final administrative decision not subject to review under Staff Rule 1225.</p> <p>...</p> <p>Conditions of appeal</p> <p>1230.5 The following provisions shall govern the conditions of appeal against an Administrative Review Decision or against, a deemed rejection under Staff Rule 1225.5 or against a final administrative decision not subject to review under Staff Rule 1225.</p> <p>1230.5.1 A staff member wishing to appeal must file with the Board, within ninety (90) calendar days after receipt of an the Administrative Review Decision, or within ninety (90) calendar days of the expiration of the deadline or extended deadline referred to in Staff Rule 1225.5, or within ninety (90) calendar days after receipt of a final administrative decision that is not subject to review under Staff Rule 1225, a complete statement of appeal specifying the decision against which the appeal is made and stating the facts of the case and the pleas. The Board shall open its proceedings upon receipt of the appellant's complete statement of appeal.</p>

ANNEX 2

Appendix 1 to the Staff Rules

A. SALARY SCALE FOR THE PROFESSIONAL AND HIGHER CATEGORIES: ANNUAL GROSS SALARIES AND NET EQUIVALENTS AFTER APPLICATION OF STAFF ASSESSMENT, (IN US DOLLARS) (EFFECTIVE 1 JANUARY 2018)^a

		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	140 984	144 059	147 133	150 223	153 488	156 750	160 011	163 273	166 535	169 795	–	–	–
	Net	108 189	110 341	112 493	114 647	116 802	118 955	121 107	123 260	125 413	127 565	–	–	–
D-1	Gross	126 150	128 851	131 554	134 257	136 951	139 654	142 356	145 053	147 757	150 483	153 347	156 209	159 074
	Net	97 805	99 696	101 588	103 480	105 366	107 258	109 149	111 037	112 930	114 819	116 709	118 598	120 489
P-5	Gross	108 633	110 930	113 230	115 524	117 824	120 119	122 420	124 716	127 013	129 310	131 609	133 903	136 203
	Net	85 543	87 151	88 761	90 367	91 977	93 583	95 194	96 801	98 409	100 017	101 626	103 232	104 842
P-4	Gross	89 253	91 295	93 337	95 379	97 421	99 462	101 636	103 853	106 069	108 284	110 506	112 717	114 936
	Net	71 332	72 884	74 436	75 988	77 540	79 091	80 645	82 197	83 748	85 299	86 854	88 402	89 955
P-3	Gross	73 225	75 114	77 005	78 893	80 784	82 674	84 563	86 457	88 345	90 234	92 128	94 016	95 908
	Net	59 151	60 587	62 024	63 459	64 896	66 332	67 768	69 207	70 642	72 078	73 517	74 952	76 390
P-2	Gross	56 542	58 233	59 922	61 612	63 304	64 996	66 688	68 375	70 067	71 757	73 446	75 139	76 828
	Net	46 472	47 757	49 041	50 325	51 611	52 897	54 183	55 465	56 751	58 035	59 319	60 606	61 889
P-1	Gross	43 792	45 106	46 419	47 734	49 046	50 395	51 829	53 264	54 699	56 134	57 568	59 001	60 437
	Net	36 347	37 438	38 528	39 619	40 708	41 800	42 890	43 981	45 071	46 162	47 252	48 341	49 432

^a The normal qualifying period for in-grade movement between consecutive steps is one year. The shaded steps in each grade require two years of qualifying service at the preceding step.

B. PAY PROTECTION POINTS FOR STAFF WHOSE SALARIES ARE HIGHER THAN THE MAXIMUM SALARIES ON THE UNIFIED SALARY SCALE (EFFECTIVE 1 JANUARY 2018)

(United States dollars)

<i>Level</i>		<i>Pay protection point 1</i>	<i>Pay protection point 2</i>
P-4	Gross	117 154	119 373
	Net	91 508	93 061
P-3	Gross	97 796	99 686
	Net	77 825	79 261
P-2	Gross	78 520	–
	Net	63 175	–
P-1	Gross	61 871	–
	Net	50 522	–

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