

## تعديلات النظام الأساسي للموظفين ولائحة الموظفين<sup>١</sup>

### تقرير من الأمانة

- ١- تُقدّم التعديلات التي يدخلها المدير العام على لائحة الموظفين إلى المجلس التنفيذي للتصديق عليها عملاً بأحكام المادة ١٢-٢ من النظام الأساسي للموظفين.<sup>٢</sup>
  - ٢- ووفقاً لأحكام المادة ١٢-١ من النظام الأساسي للموظفين،<sup>٢</sup> تُقدّم التعديلات المقترح إدخالها على النظام المذكور إلى المجلس التنفيذي الذي يُطلب منه أن يوصي جمعية الصحة العالمية الثامنة والستين باعتماد تلك التعديلات.
  - ٣- والتعديلات المبينة في الفرع أولاً من هذه الوثيقة ناشئة عن القرارات التي يُتوقع أن تتخذها الجمعية العامة للأمم المتحدة في دورتها التاسعة والستين، بناءً على توصيات لجنة الخدمة المدنية الدولية في تقريرها السنوي لعام ٢٠١٤. وستصدر إضافة لهذا التقرير إذا لم تعتمد الجمعية العامة للأمم المتحدة توصيات اللجنة.
  - ٤- وأدخلت التعديلات المبينة في الفرع ثانياً من هذه الوثيقة على ضوء الخبرة المكتسبة ومن أجل الإدارة الجيدة للموارد البشرية.
  - ٥- أما التعديلات المبينة في الفرع ثالثاً من هذه الوثيقة فهي أيضاً تعديلات مُدخلة ومقترحة على ضوء الخبرة المكتسبة ومن أجل الإدارة الجيدة للموارد البشرية، وستصبح سارية المفعول اعتباراً من تاريخ دخول سياسة التنقل بالمنظمة حيّز النفاذ.
  - ٦- وتنطوي الآثار المالية للتعديلات الخاصة بالثنائية ٢٠١٤-٢٠١٥ على تكبّد تكاليف إضافية طفيفة في إطار الميزانية العادية ٢٠١٤-٢٠١٥، وستتم تغطيتها من المخصصات الملائمة المحددة لكل إقليم وللأنشطة العالمية والأقاليمية، وهي مبينة في التقرير الخاص بالآثار المالية والإدارية المترتبة بالنسبة إلى الأمانة نتيجة
- 
- ١ يمكن الحصول على نسخ من النظام الأساسي للموظفين ولائحة الموظفين (بالإنكليزية والفرنسية حصراً) في قاعة المجلس التنفيذي.
  - ٢ الوثائق الأساسية متاحة على العنوان التالي: <http://apps.who.int/gb/bd/>.
  - ٣ الوثائق الرسمية للجمعية العامة، الدورة التاسعة والستون، الملحق رقم ٣٠ (الوثيقة A/69/30) (يمكن الحصول على نسخ في قاعة المجلس التنفيذي).

للقرارات المقترحة اعتمادها من قِبَل المجلس التنفيذي أو جمعية الصحة، جنباً إلى جنب مع الآثار المالية التي تتجاوز الثنائية ٢٠١٤-٢٠١٥.

٧- وتبيّن الملاحق التعديلات المقترحة إدخالها على النظام الأساسي للموظفين ولائحة الموظفين المعدلة.

**أولاً - التعديلات التي تُعتبر ضرورية على ضوء القرارات التي يُتوقع أن تتخذها الجمعية العامة للأمم المتحدة في دورتها التاسعة والستين بناءً على توصيات لجنة الخدمة المدنية الدولية**

#### مراتب موظفي الفئة الفنية والفئات العليا

٨- أوصت اللجنة الجمعية العامة للأمم المتحدة بزيادة الجدول الحالي للمراتب الأساسية/ الدنيا لموظفي الفئة الفنية والفئات العليا بنسبة ١,٠١٪، وذلك بتطبيق طريقة الضم المعتادة والمتمثلة في زيادة المرتب الأساسي وإجراء خفض متناسب لنقاط مضاعف تسوية مقر العمل (أي على أساس "انتفاء الخسارة والمكسب")، على أن يدخل ذلك حيّز النفاذ اعتباراً من ١ كانون الثاني/يناير ٢٠١٥.

٩- وقد تم وفقاً لذلك إعداد تعديلات التذييل ١ من لائحة الموظفين، وهي ترد في الملحق ٣ بهذه الوثيقة.

#### مراتب الموظفين في الوظائف غير المصنفة في رتب ومرتب المدير العام

١٠- رهناً بمقرر الجمعية العامة للأمم المتحدة بشأن التوصية المذكورة في الفقرة ٨ أعلاه تقترح المديرية العامة، طبقاً لأحكام المادة ٣-١ من النظام الأساسي للموظفين، أن يوصي المجلس التنفيذي جمعية الصحة العالمية الثامنة والستين بتعديل مراتب المديرين العامين المساعدين والمديرين الإقليميين. وبالتالي، واعتباراً من ١ كانون الثاني/يناير ٢٠١٥، سيبلغ المرتب الإجمالي للمديرين العامين المساعدين والمديرين الإقليميين ٣٧١ ١٧٤ دولاراً أمريكياً في السنة، والمرتب الصافي ٥٦٠ ١٣٥ دولاراً أمريكياً (للمعيل) أو ٧٥٤ ١٢٢ دولاراً أمريكياً (لغير المعيل).

١١- وبناءً على تسويات المراتب المبينة أعلاه، فإن التعديلات التي ستجيزها جمعية الصحة، فيما يتعلق بنائب المدير العام ستستتبع أن المرتب الإجمالي، اعتباراً من ١ كانون الثاني/يناير ٢٠١٥، يبلغ ٨٥٦ ١٩١ دولاراً أمريكياً في السنة، وأن يبلغ مرتبه الصافي المقابل ٧٩٩ ١٤٧ دولاراً أمريكياً (للمعيل) أو ١٣٣ ٠١٢ دولاراً أمريكياً (لغير المعيل).

١٢- وستتطوي تسويات المراتب المذكورة أعلاه على تعديلات مماثلة فيما يخص مرتب المدير العام. وبالتالي فإن المرتب الذي ستجيزه جمعية الصحة، اعتباراً من ١ كانون الثاني/يناير ٢٠١٥، سيبلغ ٨٨٩ ٢٣٥ دولاراً أمريكياً في السنة للمرتب الإجمالي، بينما سيبلغ المرتب الصافي ٦٢٢ ١٧٨ دولاراً أمريكياً (للمعيل) أو ٨٥٠ ١٥٨ دولاراً أمريكياً (لغير المعيل).

## ثانياً - التعديلات التي تُعتبر ضرورية على ضوء الخبرة المكتسبة ومن أجل الإدارة الجيدة للموارد البشرية

### التعديلات العامة المُدخلة على لائحة الموظفين ككل

١٣- ضماناً للاتساق سعت الأمانة إلى توحيد الصياغات اللغوية على مستوى لائحة الموظفين ككل، واستُعيض عن عبارتي "اللائحة" و"هذه اللائحة" بعبارتي "لائحة الموظفين"، فيما استُعيض عن كلمة "staff" بكلمة "staff member" أو "staff members"، حسب الاقتضاء. أما العبارتان "مركز رسمي" و"مركز عمل رسمي" فقد حُلت محلها عبارة "مركز عمل".

### الغرض

١٤- عُدلت المادة ٠١٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها وأصبحت الآن المادة ١٠-٠١٠ من اللائحة المذكورة، أما المادة ٢-٠١٥ منها فقد أصبحت الآن ٢٠-٠١٠.

### العلاقة بين النظام الأساسي للموظفين ولائحة الموظفين

١٥- أُدخلت بعض التعديلات على تحرير النص، ودُمجت المادة ٢-٠١٥ من لائحة الموظفين في المادة ٠١٠ من هذه اللائحة.

### التعديلات

١٦- عُدلت المادة ٠٢٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

### التطبيق

١٧- عُدلت المادة ٠٣٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

### تاريخ بدء النفاذ

١٨- عُدلت المادة ٠٤٠ من لائحة الموظفين لتشير إلى أنه، رهناً بالمادة ٢-٠٤٠ من تلك اللائحة، فإن تاريخ بدء نفاذ لائحة الموظفين هذه هو ١ شباط/ فبراير ٢٠١٥، باستثناء التذييل ١ (جدول المرتبات) الذي يكون تاريخ نفاذه يوم ١ كانون الثاني/ يناير ٢٠١٥.

١٩- وأدرجت المادة ٢-٠٤٠ من لائحة الموظفين لتشير إلى أن تاريخ بدء نفاذ لائحة الموظفين المبيّنة هو تاريخ دخول سياسة التنقل بالمنظمة حيّز النفاذ.

### الاستثناءات من لائحة الموظفين

٢٠- عُدلت المادة ٠٥٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

### تفويض السلطة

٢١- عُدلت المادة ٠٦٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

## تصنيف الوظائف

٢٢- حُذفت عبارة "نظام الإدارة العالمي" من المادة ٢١٠ في لائحة الموظفين لأن ذكر المواضيع التي تُحدّد فيها خطط الموارد البشرية وتُعتمد غير ضروري، بالنظر إلى أن تلك المواضيع يمكن أن تتغير بمرور الوقت، وأن بالإمكان إبلاغ الموظفين بهذه التغييرات في مذكرات إعلامية.

## المدفوعات والإقتطاعات

٢٣- قرّرت الأمانة أنه في حال حصل موظف، بحسن نية، على بدل أو استحقاق بمبلغ زائد مهما كان نوعه، فإن المنظمة ستقوم، في حالة تكرار دفع المبلغ، باسترداد المبلغ الزائد خلال سنتين تسبقان التاريخ الذي اكتشفته فيه. أما في حالة دفع مبلغ مقطوع، فإن المنظمة ستسترد المبلغ الزائد شريطة استهلاك عملية استرداده في غضون سنتين تعقبان تاريخ دفعه. وبناءً على ذلك أُدرجت المادة ٣٨٠-٨ من لائحة الموظفين وعُدلت المادة ٣٨٠-٧ من تلك اللائحة لأسباب تتعلق بتحرير نصها.

## سياسات التوظيف

٢٤- أُضيفت كلمة "كفاءة" في المادة ٤١٠-١ من لائحة الموظفين كيما تتطابق صياغتها مع تلك الواردة في المادة ٤-٢ من النظام الأساسي للموظفين.

٢٥- وعُدلت المادتان ٤١٠-٣-٢-١ و ٤١٠-٣-٢-٢ من لائحة الموظفين لأسباب تتعلق بتحرير نصيهما.

٢٦- وحُذفت الإشارة إلى دليل المنظمة الإلكتروني الواردة في المادة ٤١٠-٣-٣ من لائحة الموظفين، لأن معظم مواد لائحة الموظفين لها ما يقابلها من أحكام في ذلك الدليل الإلكتروني، لذا لا داعي لذكره في لائحة الموظفين.

## سياسات التعيين

٢٧- عُدلت المواد ٤٢٠-٤ و ٤٢٠-٦ و ٤٢٠-٧ من لائحة الموظفين لأسباب تتعلق بتحرير نصوصها.

## الإشهاد الطبي والتطعيم

٢٨- عُدلت المادة ٤٣٠-١ من لائحة الموظفين لبيان أن الشخص يحمل صفة "مرشح" وليس "معين" قبل قبوله عرض التعيين. وعلاوة على ذلك، لا يلزم أن تحدّد المنظمة الطبيب الذي يجري الفحص الطبي الموصى به، إلا إذا كان ذلك الطبيب مؤهلاً.

٢٩- وعُدلت المادة ٤٣٠-٢ من لائحة الموظفين لبيان أنه يجب أن يتمتع المرشح باللياقة من الناحية الطبية قبل أن يتنسى تعيينه في منصب ما.

٣٠- وعُدلت المادة ٤٣٠-٣ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

٣١- وعُدلت المادة ٤٣٠-٥ من لائحة الموظفين لإزالة الطابع الإلزامي من الفحص الطبي للموظفين الذين يذهبون في إجازات بدون مرتب، لأن الكثيرين منهم لا يلزمهم هذا الفحص. ويتولى الطبيب المعني بالموظفين أو آخر تعينه المنظمة البت في ما إذا كان إجراء الفحص الطبي ضرورياً.

**إجراءات التعيين**

٣٢- عُدِّلت المادة ٤٤٠-١ من لائحة الموظفين لأسباب تتعلق بتحرير نصها. وينبغي أن تبين المادة ٤٤٠-١ من لائحة الموظفين الشروط بصفة عامة عوضاً عن أن تحدّد بعض ما يجب استيفاؤه من شروط قبل قبول عرض تعيين ما.

٣٣- وعُيِّرت كلمة "مهام" إلى "رتبة" في المادة ٤٤٠-١-١ من لائحة الموظفين، لأن عرض التعيين في وظيفة ما يبيّن رتبة تلك الوظيفة وليس المهام المتعلقة بها التي يرد وصفها في بيان الوظيفة.

٣٤- وعُدِّلت المادة ٤٤٠-٢ من لائحة الموظفين لأسباب تتعلق بتحرير نصها. وتوخياً للوضوح، أُضيفت عبارة "المادة ١-١٠ من النظام الأساسي للموظفين" تلافياً لحدوث أي سوء فهم فيما يتعلق بالقسم أو الإعلان المشار إليه في هذا الصدد.

٣٥- وعُدِّلت المادة ٤٤٠-٣ من لائحة الموظفين لكي تبين أنه يجب ألا تخضع شروط التعيين للتأكيد فحسب، بل للتسجيل أيضاً، كما أُدخِلت بعض التعديلات على تحرير نص المادة.

**تاريخ بدء نفاذ التعيين**

٣٦- عُدِّلت المادة ٤٥٠-١ من لائحة الموظفين لكي تبين أن تاريخ نفاذ التعيين غير مرهون بما إذا كان الموظف معيّناً محلياً، وإنما بما إذا كانت المنظمة تأذن بسفر الموظف لتسلّم وظيفته الجديدة.

٣٧- وعُدِّلت المادة ٤٥٠-٢ من لائحة الموظفين لأنه يكفي أن تذكر أن من المتعذّر على الشخص أن يسافر أو يتسلّم وظيفته الجديدة حتى تُستكمل إجراءات التعيين، لأن استكمال المتطلبات الطبية هو جزء من تلك الإجراءات.

**الإعادة إلى الوضع السابق لدى التوظيف مجدداً**

٣٨- عُدِّلت المادتان ٤٧٠-١ و ٤٧٠-٢ من لائحة الموظفين لأسباب تتعلق بتحرير نصيهما.

**التنقلات ما بين المنظمات**

٣٩- أُضيفت عبارة "القيمة الصافية" في المادة ٤٨٠-١-١ من لائحة الموظفين توخياً لمزيد من الدقة.

٤٠- وعُدِّلت المادة ٤٨٠-٢ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

**التزام الموظفين بتقديم معلومات عن أنفسهم**

٤١- عُدِّلت المادة ٤٩٠-١ من لائحة الموظفين لتتوافق مع صياغة حكم مماثل يرد في النظامين الإداري والأساسي لموظفي الأمم المتحدة، والتأكيد على أن يخضع الموظفون للمساءلة عن مدى دقة واكتمال المعلومات التي يقدمونها.

٤٢- وعُدِّلت المادة ٤٩٠-٢ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

**المستفيدون من ذوي الموظفين**

٤٣- عُدِّلت المادة ٤٩٥-٢ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

**مباشرة المهام الوظيفية**

٤٤- عُدِّلت المادة ٥١٠-١ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

**التدريب**

٤٥- عُدِّلت المادة ٥٢٠ من لائحة الموظفين للتأكيد على أن التدريب يمكن أن يكون مفيداً لكل من الموظفين الذين يشغلون حالياً مراكز في المنظمة ولأولئك الذين سيشغلونها مستقبلاً.

**إدارة الأداء وتطويره**

٤٦- عُدِّلت المادة ٥٣٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

٤٧- وأُضيفت المادة ٥٣٠-٢ إلى لائحة الموظفين لتأكيد مسؤولية الموظفين ومشرفيهم المشتركة عن تكميل عملية إدارة الأداء بالنجاح. وعليه، أعيد ترقيم المواد ٥٣٠-١ و ٥٣٠-٣ و ٥٣٠-٤ و ٥٣٠-٥.

٤٨- وعُدِّلت المادة ٥٣٠-٤ من لائحة الموظفين للإشارة إلى أهمية تسليم المشرفين بالأداء الجيد علاوة على اقتراح سبل لتحسين الأداء.

٤٩- وعُدِّلت المادة ٥٣٠-٥ من لائحة الموظفين لبيان الحقيقة القائلة إن تصديق الاستمارات يتخذ شكلاً إلكترونياً في أحيان كثيرة عوضاً عن توقيعها توقيعاً حياً.

**زيادة المرتب داخل الرتبة الوظيفية**

٥٠- أُدخِلت تعديلات على المادة ٥٥٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها في المقام الأول.

٥١- وحُدِّثت الإشارة الواردة في المادة ٥٥٠-١ من لائحة الموظفين إلى المادة ٥٥٥-٢ من تلك اللائحة بسبب حذف المادة ٥٥٥ أصلاً من اللائحة، كما أُدخِلت بعض التعديلات على تحرير نص المادة.

٥٢- وعُدِّلت المادة ٥٥٠-٦ من لائحة الموظفين لتوضيح علاقتها باستحقاق وقت الخدمة اللازم للحصول على زيادة المرتب داخل الرتبة الوظيفية، كما أُدخِلت بعض التعديلات على تحرير نص المادة.

**استحقاق زيادة المرتب داخل الرتبة الوظيفية**

٥٣- حُدِّثت المادة ٥٥٥-١ من لائحة الموظفين لأنها غير إلزامية ولم تُطبَّقها المنظمة منذ عدة سنوات.

٥٤- وحُدِّثت كذلك المادة ٥٥٥-٢ من لائحة الموظفين لأنه ما عاد هناك أي موظفين من المؤهلين للحصول على زيادة المرتب الإلزامية هذه داخل الرتبة الوظيفية.

**إعادة الانتداب**

٥٥- عُدِّلت المادة ٥٦٥-٤ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

**تخفيض الرتبة الوظيفية**

٥٦- عُدلت المادة ٥٧٠-١ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

**الإخطار بتغيير الوضع وتاريخ بدء نفاذ تغييره**

٥٧- عُدلت المادة ٥٨٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها في المقام الأول.

٥٨- وعُدلت المادة ٥٨٠-٢ من لائحة الموظفين للتمكين من توجيه إخطار كتابي مهما كان شكله، وألا يتخذ بالضرورة شكل رسالة عادية.

**العطل الرسمية**

٥٩- عُدلت المادة ٦٢٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

**إجازة العمل الإضافي والإجازات التعويضية**

٦٠- عُدلت المادة ٦٢٥ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

**الإجازة السنوية**

٦١- عُدلت المادة ٦٣٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

٦٢- وحُلت عبارة "إجازة مرضية مشمولة بتغطية التأمين" محل عبارة "إجازة خاصة مشمولة بتغطية التأمين" الواردة في المادة ٦٣٠-٣-٣ من لائحة الموظفين توكيماً لمزيد من الدقة.

٦٣- وعُدلت المادة ٦٣٠-٧ من لائحة الموظفين لتوضيح أن الطبيب المعني بالموظفين هو من يصادق على التقارير الطبية.

**إجازة زيارة الوطن**

٦٤- عُدلت المادة ٦٤٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها في المقام الأول.

٦٥- وأدرجت كلمة "المؤهلين" قبل كلمة "الأطفال" في المادة ٦٤٠-٦-٤ من لائحة الموظفين، لأن التمتع بإجازة زيارة الوطن هو ليس من حق جميع أطفال الموظف.

**إجازة التدريب العسكري أو أداء الخدمة العسكرية**

٦٦- عُدلت المادتان ٦٦٠-١ و ٦٦٠-٣ من لائحة الموظفين لأسباب تتعلق بتحرير نصيهما.

**الموافقة على الإجازات والإبلاغ عنها وتسجيلها**

٦٧- عُدلت المادة ٦٧٠ من لائحة الموظفين لتجسيد الحقيقة القائلة إن الموظف مسؤول عن ضمان الإبلاغ فوراً عن جميع ما يتمتع به من إجازات وتسجيلها، كما أُدخلت بعض التعديلات على تحرير نص المادة.

### الأنواع الأخرى من الإجازات

٦٨- حُدِّثَت المادة ٦٨٠ من لائحة الموظفين لأنها غير لازمة.

### الصندوق المشترك للمعاشات التقاعدية لموظفي الأمم المتحدة

٦٩- عُدِّلت المادة ٧١٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

### التأمين الصحي للموظفين والتأمين ضد الحوادث والمرض

٧٠- عُدِّلت المادة ٧٢٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

### سفر الموظفين

٧١- عُدِّلت المادة ٨١٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها في المقام الأول.

٧٢- وعُدِّلت المادة ٨١٠-٥ من لائحة الموظفين لتوضيح الظروف التي تسدّد المنظمة في ظلّها تكاليف سفر موظف يذهب في زيارة عائلية.

٧٣- وأضيفت المادة ٨١٠-٧ إلى لائحة الموظفين للتأكيد على أنه يتعين ألا تتجاوز تكاليف السفر المشمولة بالمادة ٨١٠-٥ من لائحة الموظفين أعلاه تلك المتكبدة عن سفر الموظف من مركز عمله إلى محل إقامته المُعترف به، وعليه أُعيد ترقيم المادتين ٨١٠-٨ و ٨١٠-٩ من اللائحة المذكورة.

### الحق في تشكيل الجمعيات

٧٤- عُدِّلت المادة ٩١٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

### ممثلو الموظفين

٧٥- عُدِّلت المادة ٩٢٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

### تمويل أنشطة جمعيات الموظفين

٧٦- عُدِّلت المادة ٩٣٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

### الاستقالة

٧٧- عُدِّلت المواد ١٠١٠-١ و ١٠١٠-٢ و ١٠١٠-٣ و ١٠١٠-٤ من لائحة الموظفين لأسباب تتعلق بتحرير نصوصها.

### إنهاء التعيينات المؤقتة

٧٨- التعديلات المُدخلة على المادة ١٠٤٥ من لائحة الموظفين تتعلق بتحرير نصها في المقام الأول.

٧٩- وعُدِّلت المادة ١٠٤٥-١-٢ من لائحة الموظفين لأن الأمانة وسّعت نطاق وصفها لحالات الأداء غير المرضي في سياساتها المتعلقة بإدارة الأداء، ولأن الوصف الوارد في المادة المذكورة لم يعد وافياً.



**إلغاء الوظائف**

٨٠- عُدلت المادة ١٠٥٠-١ من لائحة الموظفين لتوضيح جواز إلغاء كل من التعيينات المحددة المدة وتلك المستمرة في حال إلغاء الوظيفة المشغولة، كما أُدخلت بعض التعديلات على تحرير نص المادة.

**الأداء غير المرضي أو عدم الملاءمة للعمل في الخدمة المدنية الدولية**

٨١- التعديلات المُدخلة على المادة ١٠٧٠ من لائحة الموظفين تتعلق بتحرير نصها في المقام الأول.

٨٢- وعُدلت المادة ١٠٧٠-١ من لائحة الموظفين لأن الأمانة وسّعت نطاق وصفها لحالات الأداء غير المرضي في سياساتها المتعلقة بإدارة الأداء، ولأن الوصف الوارد في المادة المذكورة لم يعد وافياً.

**إساءة السلوك**

٨٣- عُدلت المادتان ١٠٧٥-١ و ١٠٧٥-٢ من لائحة الموظفين لأسباب تتعلق بتحرير نصيهما.

**التدابير التأديبية**

٨٤- عُدلت المادة ١١١٠-١ من لائحة الموظفين لتوسيع نطاق التدابير التأديبية، الأمر الذي سيؤمن للمنظمة مزيداً من المرونة لدى اتخاذ هكذا تدابير بحق من يُرى من الموظفين أنه مذنب بإساءة السلوك، لأن الخيارات المتاحة حالياً محدودة للغاية. ويطابق توسيع نطاق التدابير التأديبية هذا نطاق التدابير المناظرة لها في سائر المؤسسات التابعة لمنظومة الأمم المتحدة.

**إساءة السلوك المسببة لخسارة مالية**

٨٥- أُدرجت المادة ١١١٢ من لائحة الموظفين لتوضيح مسألة جواز مطالبة الموظفين بدفع تعويضات إلى المنظمة عن أي خسارة مالية تلحق بها من جراء إساءة سلوكهم.

**التوبيخ غير التأديبي الغرض**

٨٦- أُدرجت المادة ١١١٥ من لائحة الموظفين للتمكين من توجيه توبيخ كتابي إلى الموظف في حال أساءة السلوك، وهو توبيخ، وإن كان غير مناسب، قد لا يبرر اتخاذ إجراء تأديبي بحقه.

**الإجازة الإدارية ريثما يُبَيّن في مسألة إساءة السلوك**

٨٧- عُدلت المادة ١١٢٠ من لائحة الموظفين لتوضيح حالات منح الإجازة الإدارية ريثما يُبَيّن في إساءة السلوك.

٨٨- وعُدلت المادة ١١٢٠-١ من لائحة الموظفين للتشديد على أن منح الإجازة الإدارية بدون أجر هو إجراء استثنائي.

٨٩- وعُدلت المادة ١١٢٠-٢ من لائحة الموظفين لبيان أن الإجازة الإدارية يمكن ألا تتطوي على حرمان الموظف من التواجد في المكتب فحسب، بل أيضاً على حرمانه من الحصول على اللوازم والوثائق.

٩٠- وعُدلت المادة ١١٢٠-٣ من لائحة الموظفين للتأكيد على أن الإجازة الإدارية الممنوحة في إطار المادة ١١٢٠ من لائحة الموظفين هي ليست إجراءً تأديبياً. وتُنتهى تلك الإجازة على الفور إذا لم تُشَفَع ببيّنات التهمة الموجهة إلى الموظف بإساءة السلوك، وتُردّ إليه فوراً أية أجور سُحبت منه إذا ثبت أنه غير مسيء للسلوك.

### الإخطار بالتهم والرد عليها

٩١- عُدلت المادة ١١٣٠ من لائحة الموظفين لأسباب تتعلق بتحرير نصها.

ثالثاً - التعديلات التي تُعتبر ضرورية على ضوء الخبرة المكتسبة ومن أجل الإدارة الجيدة للموارد البشرية، والتي، إن أُفِرَّت ١ واعتمدت، ٢ ستصبح سارية المفعول مع دخول سياسة التنقل بالمنظمة حيّز النفاذ

### التعديلات المُقترَح إدخالها على النظام الأساسي للموظفين

#### تعيين الموظفين ونقلهم وإعادة انتدابهم وترقيتهم

٩٢- التعديلات المُقترَح إدخالها على عنوان المادة رابعاً من النظام الأساسي للموظفين وعلى المادتين ٤-٢ و٤-٣ من لائحة الموظفين هي تعديلات تتعلق بتحرير نصوص تلك المواد.

٩٣- ويُقترَح إدخال تعديلات على المادة ٤-١ من النظام الأساسي للموظفين للتأكيد على أنه يتعين إجراء جميع حالات التعيين والتنقل وإعادة الانتداب والترقية كما ينبغي ودون النظر إلى اعتبارات العرق أو الجنس أو الدين.

٩٤- وبدخول سياسة التنقل بالمنظمة حيّز النفاذ، ستُشغَل معظم الوظائف عن طريق إعادة انتداب الموظفين عوضاً عن إجراء منافسة غير مقيدة، ومن المُقترَح إدخال تعديلات على المادة ٤-٤ من النظام الأساسي للموظفين لإيضاح هذه المسألة.

#### إنهاء خدمة الموظفين

٩٥- يكون رفض الموظف لإعادة الانتداب أو عدم امتثاله لإعادة انتدابه، بما في ذلك في إطار سياسة التنقل بالمنظمة، سبباً لإنهاء تعيينه، ومن المُقترَح تعديل المادة ٩-٢ من النظام الأساسي للموظفين وفقاً لذلك.

١ في حالة التعديلات المُدخلة على لائحة الموظفين.

٢ في حالة التعديلات المُقترَح إدخالها على النظام الأساسي للموظفين.

**تعديلات لائحة الموظفين****تحديد المرتبات**

٩٦- أُدرجت المادة ٣٢٠-٣-١ من لائحة الموظفين من أجل إرساء أساس لحساب مرتب الموظف الذي يُعاد انتدابه لشغل وظيفة أدنى رتبة في إطار عملية التنقل. وعليه، أُعيد ترقيم المادة ٣٢٠-٣-٣ من اللائحة المذكورة، وعُدلت لأسباب تتعلق بتحرير نصها.

**سياسات التوظيف**

٩٧- عُدلت المادة ٤١٠-٤ من لائحة الموظفين لتوضيح مسألة أن معظم الوظائف الخاضعة لمبدأ التناوب التي يشغلها الموظفون على أساس التعيينات المحددة المدة وتلك المستمرة، ستُشغل بواسطة إعادة الانتداب عملاً بسياسة التنقل بالمنظمة.

**التنقل**

٩٨- أُدرجت المادة ٥١٥ من لائحة الموظفين التي تعطي الأفضلية في إطار ممارسة التنقل لبعض الموظفين الذين ألغيت وظائفهم.

**رفض إعادة الانتداب**

٩٩- أُدرجت المادة ١٠٧٢ من لائحة الموظفين التي تبين العواقب المترتبة على رفض الموظف لإعادة الانتداب أو عدم امتثاله له.

**الإجراء المطلوب من المجلس التنفيذي**

١٠٠- قد يرغب المجلس التنفيذي، على ضوء التعديلات المذكورة أعلاه، في أن يدرس مشاريع القرارات الواردة أدناه.<sup>١</sup>

**مشروع القرار ١****المجلس التنفيذي،**

بعد النظر في التقرير الخاص بتعديلات النظام الأساسي للموظفين وللائحة الموظفين،<sup>٢</sup>

يصادق، وفقاً للمادة ١٢-٢ من النظام الأساسي للموظفين، على التعديلات التي أدخلها المدير العام على لائحة الموظفين والتي ستدخل حيز النفاذ اعتباراً من ١ كانون الثاني/يناير ٢٠١٥ فيما يتعلق بمرتبات الموظفين في الفئة الفنية والفئات العليا.

١ انظر الوثيقة مت ٤٧/١٣٦ إضافة ١ للاطلاع على الآثار المالية والإدارية المترتبة على هذه القرارات بالنسبة إلى الأمانة.

٢ الوثيقة مت ٤٧/١٣٦.

## مشروع القرار ٢

المجلس التنفيذي،

بعد النظر في التقرير الخاص بتعديلات النظام الأساسي للموظفين ولائحة الموظفين،<sup>٢</sup>

يوصي جمعية الصحة العالمية الثامنة والستين بأن تعتمد القرار التالي:

جمعية الصحة العالمية الثامنة والستون،

إذ تشير إلى توصيات المجلس التنفيذي المتعلقة بمرتبات الموظفين في الوظائف غير المصنفة في رتب ومرتب المدير العام،

١- تحدّد المرتبات الإجمالية للمديرين العامّين المساعدين والمديرين الإقليميين بمبلغ ٣٧١ ١٧٤ دولاراً أمريكياً في السنة ليكون المرتب الصافي ٥٦٠ ١٣٥ دولارات أمريكية (للمعيل) أو ٧٥٤ ١٢٢ دولاراً أمريكياً (لغير المعيل)؛

٢- تحدّد المرتب الإجمالي لنائب المدير العام بمبلغ ٨٥٦ ١٩١ دولاراً أمريكياً في السنة ليكون المرتب الصافي ٧٩٩ ١٤٧ دولاراً أمريكياً (للمعيل) أو ١٢ ١٣٣ دولاراً أمريكياً (لغير المعيل)؛

٣- تحدّد المرتب الإجمالي للمدير العام بمبلغ ٨٨٩ ٢٣٥ دولاراً أمريكياً في السنة ليكون المرتب الصافي ٦٢٢ ١٧٨ دولاراً أمريكياً (للمعيل) أو ٨٥٠ ١٥٨ دولاراً أمريكياً (لغير المعيل)؛

٤- تقرّر أن تدخل هذه التسويات في المرتبات حيّز النفاذ اعتباراً من ١ كانون الثاني/يناير ٢٠١٥.

## مشروع القرار ٣

المجلس التنفيذي،

بعد النظر في التقرير الخاص بتعديلات النظام الأساسي للموظفين ولائحة الموظفين،<sup>١</sup>

يصادق، وفقاً للمادة ١٢-٢ من النظام الأساسي للموظفين، على التعديلات التي أدخلها المدير العام على لائحة الموظفين والتي ستدخل حيّز النفاذ اعتباراً من ١ شباط/فبراير ٢٠١٥ فيما يتعلق بكل من الغرض من لائحة الموظفين؛ والعلاقة بين النظام الأساسي للموظفين ولائحة الموظفين؛ وتعديلات لائحة الموظفين؛ وتطبيق لائحة الموظفين؛ وتاريخ بدء نفاذ لائحة الموظفين؛ والاستثناءات من لائحة الموظفين؛ وتفويض السلطة؛ وتصنيف الوظائف؛ والمدفوعات والاقتطاعات؛ وسياسات التوظيف (المواد ٤١٠-١ و ٤١٠-٣ و ٤١٠-٣-٣ من لائحة الموظفين)؛ وسياسات التعيين؛ والإشهاد الطبي والتطعيم؛ وإجراءات التعيين؛ وتاريخ بدء نفاذ التعيين؛ وإعادة إلى الوضع السابق لدى التوظيف مجدداً؛ والتنقلات ما بين المنظمات؛ والتزام الموظفين بتقديم معلومات عن أنفسهم؛ والمستفيدين من ذوي الموظفين؛ ومباشرة المهام الوظيفية؛ والتدريب؛ وإدارة الأداء وتطويره؛ وزيادة المرتب داخل الرتبة الوظيفية؛ واستحقاق زيادة المرتب داخل الرتبة الوظيفية؛ وإعادة الانتداب، وتخفيض الرتبة الوظيفية؛ والإخطار بتغيير الوضع وتاريخ بدء نفاذ تغييره؛ والعطل الرسمية؛ وإجازة العمل الإضافي والإجازات التعويضية؛ وإجازة السنوية؛ وإجازة زيارة الوطن؛ وإجازة التدريب العسكري أو أداء الخدمة العسكرية؛ والموافقة

١ الوثيقة م ٤٧/١٣٦.

على الإجازات والإبلاغ عنها وتسجيلها؛ والأنواع الأخرى من الإجازات؛ والصندوق المشترك للمعاشات التقاعدية لموظفي الأمم المتحدة؛ والتأمين الصحي للموظفين والتأمين ضد الحوادث والمرض؛ وسفر الموظفين؛ والحق في تشكيل الجمعيات؛ وممثلي الموظفين؛ وتمويل أنشطة جمعيات الموظفين؛ والاستقالة؛ وإنهاء التعيينات المؤقتة؛ وإلغاء الوظائف؛ والأداء غير المرضي أو عدم الملاءمة للعمل في الخدمة المدنية الدولية؛ وإساءة السلوك؛ والتدابير التأديبية؛ وإساءة السلوك المسيبة لخسارة مالية؛ والتوبيخ غير التأديبي الغرض؛ والإجازة الإدارية ريثما يُبَيَّن في مسألة إساءة السلوك؛ والإخطار بالتهم والرد عليها.

#### مشروع القرار ٤

المجلس التنفيذي،

بعد النظر في التقرير الخاص بتعديلات النظام الأساسي للموظفين ولائحة الموظفين،<sup>١</sup>

**يصادق،** وفقاً للمادة ١٢-٢ من النظام الأساسي للموظفين، على التعديلات التي أدخلها المدير العام على لائحة الموظفين فيما يتعلق بتحديد المرتبات؛ وسياسات التوظيف (المادة ٤١٠-٤ من لائحة الموظفين)؛ والتنقل؛ ورفض إعادة الانتداب، على أن تصبح سارية المفعول مع دخول سياسة التنقل بالمنظمة حيز النفاذ.

#### مشروع القرار ٥

المجلس التنفيذي،

بعد النظر في التقرير الخاص بتعديلات النظام الأساسي للموظفين ولائحة الموظفين،<sup>١</sup>

**يوصي،** وفقاً للمادة ١٢-١ من النظام الأساسي للموظفين، جمعية الصحة العالمية الثامنة والستين بأن تعتمد القرار التالي:

جمعية الصحة العالمية الثامنة والستون،

إذ تشير إلى توصيات المجلس التنفيذي المتعلقة بتعيين الموظفين ونقلهم وإعادة انتدابهم وترقيتهم؛ وإنهاء خدمتهم:

**تعتمد** التعديل المقترح إدخاله على المادة ٤-١ من النظام الأساسي للموظفين؛

**تعتمد** التعديل المقترح إدخاله على المادة ٤-٢ من النظام الأساسي للموظفين؛

**تعتمد** التعديل المقترح إدخاله على المادة ٤-٣ من النظام الأساسي للموظفين؛

**تعتمد** التعديل المقترح إدخاله على المادة ٤-٤ من النظام الأساسي للموظفين؛

**تعتمد** التعديل المقترح إدخاله على المادة ٩-٢ من النظام الأساسي للموظفين؛

تقرر أن تصبح هذه التعديلات سارية المفعول مع دخول سياسة التنقل بالمنظمة حيز النفاذ.

<sup>١</sup> الوثيقة م ت ١٣٦ / ٤٧.

ANNEX 1

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

Former text	New text
<p>010. PURPOSE The Staff Rules implement the provisions of the Staff Regulations. They provide the rules which govern the conditions of service and the personnel practices of the World Health Organization.</p>	<p>010. PURPOSE <del>010.1</del> The Staff Rules implement the provisions of the Staff Regulations. <del>They provide the rules which and govern the conditions of service and the personnel practices of the World Health Organization (the "Organization").</del> <b>010.2</b> The Staff Rules are established by the Director-General under the authority of the Staff Regulations and are subject to confirmation by the Executive Board. The Staff Rules shall be consistent with the Staff Regulations.</p>
<p>015. RELATIONSHIP BETWEEN STAFF REGULATIONS AND STAFF RULES ... 015.2 The Staff Rules are established by the Director-General under the authority of the Staff Regulations and are subject to confirmation by the Executive Board. The Staff Rules shall be consistent with the provisions of the Staff Regulations.</p>	<p>015. RELATIONSHIP BETWEEN STAFF REGULATIONS AND STAFF RULES ... <del>015.2</del> The Staff Rules are established by the Director-General under the authority of the Staff Regulations and are subject to confirmation by the Executive Board. <del>The Staff Rules shall be consistent with the provisions of the Staff Regulations.</del></p>
<p>020. AMENDMENTS The present Rules may be amended by the Director-General subject to confirmation by the Executive Board in accordance with the Staff Regulations and without prejudice to the acquired rights of staff members under those Regulations.</p>	<p>020. AMENDMENTS <b>Subject to confirmation by the Executive Board, the present Staff Rules</b> may be amended by the Director-General <del>subject to confirmation by the Executive Board</del> in accordance <b>a manner consistent</b> with the Staff Regulations and without prejudice to the acquired rights of staff members under <del>these</del> <b>the Staff Regulations.</b></p>

Former text	New text
<p>030. APPLICATION</p> <p>The Staff Rules shall apply to all staff members of the World Health Organization, except as specifically provided in any particular Rule herein. Nothing in the present Rules shall be interpreted as preventing the Director-General from making temporary appointments with terms of service different from those provided in the present Rules, where he or she considers that the interests of the service so require.</p>	<p>030. APPLICATION</p> <p>The Staff Rules shall apply to all staff members of the World Health Organization, except as specifically provided otherwise in any particular Staff Rule herein. Nothing in the present Staff Rules shall be interpreted as preventing the Director-General from making temporary appointments of 60 days or less with terms of service different from those provided in the present Staff Rules, where he or she the Director-General considers that the interests of the service Organization so require.</p>
<p>040. EFFECTIVE DATE</p> <p>These Staff Rules are effective as from 1 July 2014 and supersede all Staff Rules in force before that date. All subsequent modifications shall become effective as from the date shown thereon.</p>	<p>040. EFFECTIVE DATE</p> <p><b>040.1 Subject to Staff Rule 040.2, and with the exception of Appendix 1,</b> These Staff Rules are effective as from 1 February 2015 and supersede all Staff Rules in force before that date. <b>Appendix 1 is effective as from 1 January 2015.</b> All subsequent modifications shall become effective as from the date shown thereon.</p> <p><b>040.2 The amendments to Staff Rules 320.3, 410.4, 515 and 1072 are effective as from the entry into force of the Organization's mobility policy.</b></p>
<p>050. EXCEPTIONS TO STAFF RULES</p> <p>The Director-General may make exceptions to the Staff Rules provided that such exceptions are not inconsistent with any Staff Regulation or other decision of the World Health Assembly; and provided further that each exception is agreed to by the staff member directly affected and is, in the opinion of the Director-General, not prejudicial to the interests of any other staff member or group of staff members.</p>	<p>050. EXCEPTIONS TO THE STAFF RULES</p> <p>The Director-General may make exceptions to the Staff Rules, provided that such exceptions are <b>shall not be</b> inconsistent with any Staff Regulation or other decision of the World Health Assembly;. <del>and</del> <b>provided further that Furthermore,</b> each exception <b>is shall be</b> agreed to by the staff member directly affected and <del>is,</del> in the opinion of the Director-General, <b>shall</b> not prejudicial to the interests of any other staff member or group of staff members.</p>
<p>060. DELEGATION OF AUTHORITY</p> <p>The Director-General may delegate to other officers of the Organization such of his powers as he considers necessary for the effective implementation of these Rules.</p>	<p>060. DELEGATION OF AUTHORITY</p> <p>The Director-General may delegate to other officers of the Organization such of his powers as he considers necessary for the effective implementation of <del>these</del> <b>the Staff Rules.</b></p>
<p>210. POST CLASSIFICATION</p> <p>The Director-General shall establish and approve human resources plans in the Global Management System which will include the classification of all posts in the Organization according to the type and level of the duties and responsibilities of the posts.</p>	<p>210. POST CLASSIFICATION</p> <p>The Director-General shall establish and approve human resources plans <del>in the Global Management System</del> which will include the classification of all posts in the Organization according to the type and level of the duties and responsibilities of the posts.</p>

Former text	New text
<p>380. PAYMENTS AND DEDUCTIONS</p> <p>...</p> <p>380.7 The Organization will not accept a claim in respect of an allowance or entitlement of any kind that is submitted beyond twelve months of the date when the initial payment would have been due.</p> <p>380.8 When a staff member has, in good faith, received an overpayment of an allowance or entitlement of any kind, the Organization will, subject to conditions established by the Director-General:</p> <p>380.8.1 in the case of a recurring payment, recover the amount overpaid during the two years prior to the date on which the Organization discovered the overpayment; and</p> <p>380.8.2 in the case of a lump sum payment, recover the amount overpaid provided that the recovery action is initiated within two years following the date of overpayment.</p>	<p>380. PAYMENTS AND DEDUCTIONS</p> <p>...</p> <p>380.7 The Organization will not accept a claim <del>in respect of</del> for an allowance or entitlement of any kind that is submitted <del>beyond</del> <b>more than one year</b> <del>twelve months of</del> after the date when the initial payment would have been due.</p> <p>380.8 <b>When a staff member has, in good faith, received an overpayment of an allowance or entitlement of any kind, the Organization will, subject to conditions established by the Director-General:</b></p> <p>380.8.1 <b>in the case of a recurring payment, recover the amount overpaid during the two years prior to the date on which the Organization discovered the overpayment; and</b></p> <p>380.8.2 <b>in the case of a lump sum payment, recover the amount overpaid provided that the recovery action is initiated within two years following the date of overpayment.</b></p>
<p>410. RECRUITMENT POLICIES</p> <p>410.1 The paramount considerations in the selection of staff shall be competence and integrity. For posts in the professional category and above, geographical representation shall also be given full consideration. Such representation is not a consideration in appointments to local recruitment.</p> <p>...</p> <p>410.3.2 A staff member who is related to another staff member as specified under Rules 410.3 and 410.3.1:</p> <p>410.3.2.1 shall not be assigned to serve in a position which is superior or subordinate in the line of authority to the position occupied by the staff member to whom he or she is related.</p> <p>410.3.2.2 shall not participate in the process of selection, assignment, reassignment or transfer of the related staff member; or in the taking or reviewing of an administrative decision affecting the employment status, entitlements, or other benefits of the related staff member.</p>	<p>410. RECRUITMENT POLICIES</p> <p>410.1 The paramount considerations in the selection of staff <b>members</b> shall be <b>efficiency</b>, competence and integrity. For posts in the professional category and above, geographical representation shall also be given full consideration. Such representation is not a consideration in appointments to posts subject to local recruitment.</p> <p>...</p> <p>410.3.2 A staff member who is related to another staff member as specified under <b>Staff</b> Rules 410.3 and 410.3.1:</p> <p>410.3.2.1 shall not be assigned to <del>serve in</del> a <del>position</del> <b>post that</b> <del>which</del> is superior or subordinate in the line of authority to the <del>position</del> <b>post</b> occupied by the staff member to whom he or she is related.</p> <p>410.3.2.2 shall not participate in the process of selection, assignment, reassignment or transfer of the related staff member; or in the taking or reviewing of an administrative decision affecting <del>the employment status, entitlements, or other benefits of</del> the related staff member.</p>



Former text	New text
<p>410.3.3 The marriage of one staff member to another shall not affect the contractual status of either spouse, but their entitlements and other benefits shall be modified as provided in the Staff Rules and Manual. The same modifications shall apply in the case of a staff member whose spouse is a staff member of another Organization participating in the United Nations common system.</p>	<p>410.3.3 The marriage of one staff member to another shall not affect the contractual status of either spouse, but their entitlements and other benefits shall be modified as provided in the Staff Rules <del>and Manual</del>. The same modifications shall apply in the case of a staff member whose spouse is a staff member of another Organization participating in the United Nations common system.</p>
<p>420. APPOINTMENT POLICIES</p> <p>420.4 A “temporary appointment” is a time-limited appointment of up to two years. If the temporary appointment is of less than two years, it may be extended, provided that the total duration of uninterrupted service under consecutive temporary appointments does not exceed two years. A staff member who has completed the maximum period of uninterrupted service on one or more temporary appointments may not be employed by the Organization unless more than 30 calendar days have elapsed since his separation from service. Any future employment is subject to conditions established by the Director-General.</p> <p>...</p> <p>420.6 All staff, including staff members seconded to the Organization, shall be appointed initially on fixed-term appointments as defined in Rule 420.3, or on temporary appointments as defined in Rule 420.4.</p> <p>420.7 Any fixed-term appointment of one year or more shall be subject to a period of probation, which shall be at least one year and may be extended up to two years when necessary for adequate evaluation of the staff member’s performance, conduct and suitability to international service.</p>	<p>420. APPOINTMENT POLICIES</p> <p>420.4 A “temporary appointment” is a time-limited appointment of up to two years. <del>If the temporary appointment is of less than two years, it may be extended, provided that</del> The total duration of uninterrupted service under consecutive temporary appointments <del>does</del> shall not exceed two years. A staff member who has completed the maximum period of uninterrupted service on one or more temporary appointments may not be employed by the Organization unless more than 30 calendar days have elapsed since his separation from service. Any future employment is subject to conditions established by the Director-General.</p> <p>...</p> <p>420.6 All staff members, including <del>staff members</del> those seconded to the Organization, shall be appointed initially on a fixed-term appointments as defined in Staff Rule 420.3, or on a temporary appointments as defined in Staff Rule 420.4.</p> <p>420.7 Any fixed-term appointment of one year or more shall be subject to a period of probation, which shall be at least one year and may be extended up to two years when necessary for adequate evaluation of the staff member’s performance, conduct and suitability <del>to</del>for international service.</p>
<p>430. MEDICAL CERTIFICATION AND INOCULATIONS</p> <p>430.1 Upon selection an appointee shall undergo a prescribed medical examination by a physician designated by the Organization, whose medical report shall be forwarded to the Organization’s Staff Physician.</p> <p>430.2 Before an offer of appointment can be made, medical clearance must be issued by the Staff Physician; medical clearance is based on the</p>	<p>430. MEDICAL CERTIFICATION AND INOCULATIONS</p> <p>430.1 Upon selection, <del>an appointee</del> a candidate shall undergo a prescribed medical examination by a qualified physician <del>designated by the Organization</del>, whose medical report shall be forwarded to the Organization’s Staff Physician.</p> <p>430.2 Before an offer of appointment can be made, medical clearance must be issued by the Staff Physician; medical clearance is based on the</p>

Former text	New text
<p>examination required in Rule 430.1. Should the result of the examination show that the standards required by the Organization are not met, a decision shall be made whether or not to make an offer of appointment and, if an offer is to be made, upon what terms.</p> <p>430.3 Upon appointment and before any subsequent travel for the Organization, a staff member shall have such inoculations and preventive treatment as the Staff Physician shall prescribe.</p> <p>...</p> <p>430.5 Staff members shall be examined by the Staff Physician or by a physician designated by the Organization before going on leave without pay.</p>	<p>examination required in <b>Staff Rule 430.1</b>. Should the result of the examination show that the <del>standards required by the Organization are not met</del> <b>candidate is not medically fit to be appointed to the post</b>, a decision shall be made whether or not to make an offer of appointment and, if an offer is to be made, upon what terms.</p> <p>430.3 Upon appointment and before any subsequent travel for the Organization, a staff member shall have such inoculations and preventive treatment as the Staff Physician shall <del>prescribe</del> <b>requires</b>.</p> <p>...</p> <p>430.5 <del>Staff members shall be examined by the Staff Physician or by a physician designated by the Organization before going on leave without pay. Prior to going on leave without pay, a staff member may be required to undergo a medical examination by the Staff Physician or by a physician designated by the Organization.</del></p>
<p>440. APPOINTMENT PROCEDURE</p> <p>440.1 Upon selection for a post a candidate shall receive notification which shall give him information on the proposed appointment and call attention to various requirements such as interviews, calling of references, medical examination (see Rule 430) and verification of qualifications. When these requirements have been satisfactorily met, he shall receive an offer of appointment signed by, or on behalf of, the Director-General. This offer shall:</p> <p>440.1.1 state the type of appointment, tenure, probation requirement, title and duties of post, salary and allowances;</p> <p>440.1.2 indicate the date and place of reporting for duty and the official station;</p> <p>440.1.3 include a copy of the Staff Regulations and the Staff Rules and state that the offer is subject to the current provisions of such Regulations and Rules and any subsequent amendments;</p>	<p>440. APPOINTMENT PROCEDURE</p> <p>440.1 Upon selection for a post, a candidate shall receive notification <del>which shall give him information on</del> <b>of the proposed appointment and the conditions to be met before an offer of appointment can be made</b> <del>call attention to various requirements such as interviews, calling of references, medical examination (see Rule 430) and verification of qualifications. When these requirements have been satisfactorily met, he shall receive an offer of appointment signed by, or on behalf of, the Director-General. This offer shall:</del></p> <p>440.1.1 state the type of appointment, tenure, probation requirement, title and <del>duties</del> <b>grade</b> of post, salary and allowances;</p> <p>440.1.2 indicate the date and place of reporting for duty and the <del>official</del> <b>duty</b> station;</p> <p>440.1.3 include a copy of the Staff Regulations and the Staff Rules and state that the offer is subject to the current provisions of <del>such</del> <b>the Staff Regulations and the Staff Rules</b> and any subsequent amendments;</p>

Former text	New text
<p>...</p> <p>440.2 An appointee shall sign and return to the Organization a notice of acceptance stating that he agrees to the conditions contained in the offer, accepts the Staff Regulations and Staff Rules as a part of his contract of employment, and subscribes to the oath or declaration of office.</p> <p>440.3 The offer of appointment (including the Staff Regulations and Staff Rules) and the notice of acceptance shall constitute the contract of employment. The terms of the appointment shall be confirmed by notification when the staff member reports for duty and shall be subsequently modified as necessary to reflect any change in status (see Section 5 below).</p>	<p>...</p> <p>440.2 <del>An appointee</del> <b>A candidate</b> shall sign and return to the Organization a notice of his acceptance <del>stating that he agrees to</del> <b>of</b> the conditions contained in the offer. <del>accepts his acceptance of</del> the Staff Regulations and Staff Rules as a part of his contract of employment, and <del>subscribes his adherence</del> <b>to the oath or declaration of office in Staff Regulation 1.10.</b></p> <p>440.3 The offer of appointment, (including the Staff Regulations and Staff Rules,) and the <b>candidate's</b> <del>notice of</del> acceptance shall constitute the contract of employment. The terms of the appointment shall be confirmed <b>and recorded by an appointment notification</b> when the staff member reports for duty and shall be subsequently modified as necessary to reflect any change in status (<del>see Section 5 below</del>).</p>
<p>450. EFFECTIVE DATE OF APPOINTMENT</p> <p>450.1 The effective date of appointment shall be the date the staff member reports for duty if locally recruited. If travel is authorized it shall be the date he enters travel status, provided that this date is not earlier than that required for travel by the route and type of transport designated by the Organization.</p> <p>450.2 No appointee shall report for duty or commence any travel for the purpose of entering on duty until the medical requirements of Rule 430 and the appointment procedure requirements of Rule 440 have been met.</p>	<p>450. EFFECTIVE DATE OF APPOINTMENT</p> <p>450.1 The effective date of appointment shall be the date the staff member reports for duty if <b>travel is not authorized locally recruited</b>. If travel is authorized it shall be the date he enters travel status, provided that this date is not earlier than that required for travel by the route and type of transport designated by the Organization.</p> <p>450.2 <del>No appointee</del> <b>A person</b> shall <b>not</b> report for duty, or commence any travel for the purpose of entering on duty, until <del>the medical requirements of Rule 430 and</del> <b>the appointment procedure in requirements of Staff Rule 440 have been completed met</b>.</p>
<p>470. REINSTATEMENT UPON RE-EMPLOYMENT</p> <p>470.1 Staff members, except those holding temporary appointments as defined in Rule 420.4, who are re-employed within one year of the termination of their appointment, may, at the option of the Organization, be reinstated. In such cases they shall have such cases they shall have restored to them the status which they held upon termination, and the intervening absence shall be charged to annual leave and leave without pay as necessary. They shall refund to the Organization all separation payments made to them.</p> <p>470.2 A former staff member who is re-employed, but not reinstated under the provisions of Rule 470.1, shall have the same status as if he were being employed for the first time.</p>	<p>470. REINSTATEMENT UPON RE-EMPLOYMENT</p> <p>470.1 Staff members, except those holding temporary appointments as defined in <b>Staff Rule 420.4</b>, who are re-employed within one year of <b>their separation from service the termination of their appointment</b>, may, at the option of the Organization, be reinstated. In such cases they shall have restored to them the status which they held upon <del>termination</del> <b>separation</b>, and the intervening absence shall be charged to annual leave and leave without pay as necessary. They shall refund to the Organization all separation payments made to them.</p> <p>470.2 A former staff member who is re-employed, but not reinstated under the provisions of <b>Staff Rule 470.1</b>, shall have the same status as if he were being employed for the first time.</p>

Former text	New text
<p>480. INTERORGANIZATION TRANSFERS</p> <p>480.1 Subject to the requirements of Rules 430 and 440 (“Medical Certification and Inoculations” and “Appointment Procedure”), appointees accepted for transfer from another United Nations organization:</p> <p>480.1.1 may be appointed at an advanced step in the grade of the post to which they are being assigned if this is necessary to maintain their existing salary level;</p> <p>...</p> <p>480.2 A staff member who is transferred to another United Nations organization shall not be paid repatriation grant or any other terminal benefit, but his credit for all entitlements shall be passed to the receiving Organization. The subsequent entitlements of the staff member shall be governed by the rules of the receiving organization.</p>	<p>480. INTERORGANIZATION TRANSFERS</p> <p>480.1 Subject to the requirements of Staff Rules 430 and 440 (“Medical Certification and Inoculations” and “Appointment Procedure”), appointees accepted for transfer from another United Nations organization:</p> <p>480.1.1 may be appointed at an advanced step in the grade of the post to which they are being assigned if this is necessary to maintain their existing <b>net base</b> salary level;</p> <p>...</p> <p>480.2 A staff member who is transferred to another United Nations organization shall not be paid a repatriation grant or any other terminal benefit. <del>but his</del> <b>The transferred staff member’s</b> credit for all entitlements shall be passed to the receiving <del>o</del>Organization. The subsequent entitlements of the staff member shall be governed by the rules of the receiving organization.</p>
<p>490. NOTIFICATION BY STAFF MEMBERS AND OBLIGATION TO SUPPLY INFORMATION ABOUT THEMSELVES</p> <p>490.1 Staff members are responsible on appointment for supplying the Organization with whatever information and documentation may be required for the purpose of determining their status under the Staff Rules or of completing administrative arrangements in connection with their appointments.</p> <p>490.2 Staff members are also responsible for promptly notifying the Organization, in writing, of any subsequent changes affecting their status under the Staff Rules, and for supplying relevant documentation required.</p>	<p>490. <del>NOTIFICATION BY</del> <b>OBLIGATION OF STAFF MEMBERS AND OBLIGATION TO SUPPLY</b> PROVIDE INFORMATION ABOUT THEMSELVES</p> <p>490.1 Staff members are responsible <del>on appointment</del> for <b>providing</b> <del>supplying</del> the Organization with whatever information and documentation may be required, <b>both during the application process and subsequent employment</b>, for the purpose of determining their status under the Staff Rules or of completing administrative arrangements in connection with their appointments. <b>Staff members shall be held accountable for the accuracy and completeness of the information they provide.</b></p> <p>490.2 Staff members are <del>also</del> responsible for promptly notifying the Organization, in writing, of any subsequent changes affecting their status under the Staff Rules, and for <del>supplying</del> <b>providing all relevant information and documentation required.</b></p>
<p>495. STAFF MEMBER’S BENEFICIARIES</p> <p>...</p> <p>495.2 In the event of the death of a staff member, all amounts due to that staff member will be paid to his or her nominated beneficiary or beneficiaries, except as otherwise stated in these Staff Rules and the Regulations of the United Nations Joint Staff Pension Fund. Such payment shall afford the World Health Organization a complete release from any and all liability in respect of any sum so paid.</p>	<p>495. STAFF MEMBER’S BENEFICIARIES</p> <p>...</p> <p>495.2 In the event of the death of a staff member, all amounts due to that staff member will be paid to his or her nominated beneficiary or beneficiaries, except as otherwise stated in these Staff Rules and the Regulations of the United Nations Joint Staff Pension Fund. Such payment shall <del>afford</del> <b>release</b> the World Health Organization <del>a complete</del> <b>release</b> from any and all liability in respect of any sum so paid.</p>

Former text	New text
<p>510. ASSIGNMENT TO DUTY</p> <p>510.1 Staff members in the professional category are subject to assignment by the Director-General to any activity or office of the Organization throughout the world. Those in the general service category are not subject to assignment, except by mutual agreement, to an official station other than that for which they have been recruited. Initial recruitment for a specific assignment does not, therefore, relieve the staff member of the obligation to serve in any other designated assignment. In determining the initial and any subsequent assignment, consideration shall be given, to the extent possible, to the staff member's particular abilities and interests.</p>	<p>510. ASSIGNMENT TO DUTY</p> <p>510.1 Staff members in the professional category are subject to assignment by the Director-General to any activity or office of the Organization throughout the world. Those in the general service category are not subject to assignment, except by mutual agreement, to a <del>official</del> <b>duty</b> station other than that for which they have been recruited. Initial recruitment for a specific assignment does not, therefore, relieve the staff member of the obligation to serve in any other designated assignment. In determining the initial and any subsequent assignment, consideration shall be given, to the extent possible, to the staff member's particular abilities and interests.</p>
<p>520. TRAINING</p> <p>Staff members may be given suitable training as determined necessary by the Organization to improve their effectiveness in their current assignments and to prepare them for broader usefulness to the Organization.</p>	<p>520. TRAINING</p> <p>Staff members may be given suitable training, as determined necessary by the Organization, to improve their effectiveness <del>in their</del> <b>for current and future</b> assignments <del>and to prepare them for broader usefulness to in the</del> Organization.</p>
<p>530. PERFORMANCE MANAGEMENT AND DEVELOPMENT</p> <p>530.1 Supervisors shall be responsible for:</p> <p>530.1.1 facilitating the adjustment of the staff they supervise to their work;</p> <p>530.1.2 establishing, in consultation with each staff member, a work plan;</p> <p>530.1.3 guiding staff under their supervision.</p> <p>530.2 For staff at D.2 level and below, in addition to normal work review and discussion with a staff member, supervisors shall periodically make a formal evaluation of the performance, conduct and development potential of all staff members under their supervision. This evaluation shall be made at such intervals as the work situation or the individual's performance requires, but in no case less frequently than once a year. Supervisors shall discuss their conclusions with the staff member and make specific suggestions for improvement in performance as necessary. For staff members with supervisory responsibilities, the evaluation shall include an assessment of their performance as supervisors, including how they fulfil their performance management and development responsibilities.</p>	<p>530. PERFORMANCE MANAGEMENT AND DEVELOPMENT</p> <p>530.1<del>4</del> The <del>evaluation of</del> performance <b>management and development process</b> <del>as reflected in these reports</del> shall be the basis for assisting <del>the</del> a staff member to make his most effective contribution to the work of the Organization and for decisions concerning the staff member's status and retention in the Organization.</p> <p>530.2 <b>Performance management and development is a shared responsibility between staff members and their supervisors.</b></p>

Former text	New text
<p>530.3 The performance of staff members during the preceding year shall be evaluated according to procedures established by the Director-General. The form shall be signed by the supervisors and the staff members concerned; the latter may if they so wish attach a statement concerning any part of the report with which they disagree and this shall become a part of their performance report file.</p> <p>530.4 The evaluation of performance as reflected in these reports shall be the basis for assisting the staff member to make his most effective contribution to the work of the Organization and for decisions concerning the staff member's status and retention in the Organization.</p>	<p>530.43 Supervisors shall be responsible for:</p> <p>530.43.1 facilitating the adjustment of the staff they supervise to their work;</p> <p>530.43.2 establishing, in consultation with each staff member, a work plan;</p> <p>530.43.3 guiding staff under their supervision.</p> <p>530.24 <del>For staff at D-2 level and below,</del> in addition to normal work review and discussion with a staff member, supervisors shall periodically make a formal evaluation of the performance, conduct and development potential of all staff members under their supervision. This evaluation shall be made at such intervals as the work situation or the individual's performance requires, but in no case less frequently than once a year. Supervisors shall discuss their conclusions with the staff member, <b>recognize good performance</b> and make specific suggestions for improvement in performance as necessary. For staff members with supervisory responsibilities, the evaluation shall include an assessment of their performance as supervisors, including how they fulfil their performance management and development responsibilities.</p> <p>530.35 The performance of staff members during the preceding year shall be evaluated according to procedures established by the Director-General. The <b>relevant</b> form shall be <del>signed</del> <b>certified</b> by the supervisors and the staff members concerned. <del>the latter</del> <b>Staff members</b> may <del>if they so wish</del> attach a statement concerning any part of the <b>performance evaluation</b> report with which they disagree and this <b>statement</b> shall become a part of their performance <del>report</del> file.</p>
<p>550. WITHIN-GRADE INCREASE</p> <p>550.1 Staff members whose performance has been certified by the supervisors as being satisfactory shall be entitled to a within-grade salary increase of one step upon completion of each unit of service time as defined in Rule 550.2. For staff members holding fixed-term appointments subject to a period of probation, the date of entitlement shall not be earlier than the date of confirmation of the appointment except as provided in Staff Rule 480. The effective date for a within-grade increase shall be the first of the month nearest the date of satisfactory completion of the service requirement. Increases may be granted up to the maximum for the staff member's grade</p>	<p>550. WITHIN-GRADE INCREASE</p> <p>550.1 Staff members whose performance has been certified by <del>the</del> <b>their</b> supervisors as <del>being</del> satisfactory shall be entitled to a within-grade salary increase of one step upon completion of each unit of service time as defined in <b>Staff</b> Rule 550.2. For staff members holding fixed-term appointments subject to a period of probation, the date of entitlement shall not be earlier than the date of confirmation of the appointment except as provided in <b>Staff</b> Rule 480. The effective date for a within-grade increase shall be the first of the month nearest the date of satisfactory completion of the service requirement. Increases may be granted up to the maximum for the staff member's grade</p>

Former text	New text
<p>except that, if either Rule 555.2 or Rule 1310.9 applies, the normal maximum may be exceeded accordingly.</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 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 Rule 550.2.2;</p> <p>...</p> <p>550.2.3 such period of full-time service as the Director-General may establish for posts subject to local recruitment in accordance with Rule 1310.</p> <p>550.3 The unit of service time shall be reduced to ten months under Rule 550.2.1 and to twenty months under 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 Rule applies to staff members in the professional and higher categories except for conference and other short-term service staff appointed under Rule 1320, e.g., translators, editors, revisers and interpreters.</p> <p>...</p> <p>550.6 Service time shall date from the latest of the following actions:</p> <p>550.6.1 entrance on duty;</p> <p>550.6.2 the last within-grade increase unless a promotion to a higher grade has taken place since that date;</p> <p>550.6.3 reduction in grade under Rule 570.1.2;</p> <p>550.6.4 a promotion to a higher grade.</p>	<p>the staff member's grade except that, if either <del>Rule 555.2 or</del> <b>Staff Rule 1310.9</b> applies, the normal maximum may be exceeded accordingly.</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 <b>Staff Rule 550.1</b>. 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 <b>Staff Rule 550.2.2</b>;</p> <p>...</p> <p>550.2.3 such period of full-time service as the Director-General may establish for posts subject to local recruitment in accordance with <b>Staff Rule 1310</b>.</p> <p>550.3 The unit of service time shall be reduced to ten months under <b>Staff Rule 550.2.1</b> and to twenty months under <b>Staff Rule 550.2.2</b> 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 <b>Staff Rule</b> applies to staff members in the professional and higher categories except for conference and other short-term service staff appointed under <b>Staff Rule 1320</b>, e.g., translators, editors, revisers and interpreters.</p> <p>...</p> <p>550.6 <b>Accrual of S</b>service time <b>for a within-grade increase shall date start</b> from the latest of the following actions:</p> <p>550.6.1 <del>entrance</del> <b>entry</b> on duty;</p> <p>550.6.2 the last within-grade increase <del>unless a promotion to a higher grade has taken place since that date</del>;</p> <p>550.6.3 reduction in grade under <b>Staff Rule 570.1.2</b>; <b>or</b></p> <p>550.6.4 a promotion to a higher grade.</p>
<p>555. MERITORIOUS WITHIN-GRADE INCREASE</p> <p>555.1 A staff member whose performance has been especially meritorious beyond that which may reasonably be expected of a normally well-qualified staff member, may be granted one, or exceptionally two, extra</p>	<p><del>555. MERITORIOUS WITHIN-GRADE INCREASE</del></p> <p><del>555.1 A staff member whose performance has been especially meritorious beyond that which may reasonably be expected of a normally well-qualified staff member, may be granted one, or exceptionally two, extra</del></p>

Former text	New text
<p>within-grade steps. Such increase shall not affect the staff member's eligibility for normal within-grade increases up to the normal maximum step in the grade.</p> <p>555.2 A staff member whose service with the Organization commenced prior to 1 March 1993 shall qualify, with effect from 1 February 1994, for only one increase under Rule 555.1 during the remaining service in the Organization. Such increase shall be granted upon completion of either 20 or 25 or 30 years of satisfactory service, whichever occurs first after 1 February 1994. Satisfactory service with other United Nations organizations shall be included if credited under Rule 480.1.4.</p>	<p>within-grade steps. Such increase shall not affect the staff member's eligibility for normal within-grade increases up to the normal maximum step in the grade.</p> <p>555.2 A staff member whose service with the Organization commenced prior to 1 March 1993 shall qualify, with effect from 1 February 1994, for only one increase under Rule 555.1 during the remaining service in the Organization. Such increase shall be granted upon completion of either 20 or 25 or 30 years of satisfactory service, whichever occurs first after 1 February 1994. Satisfactory service with other United Nations organizations shall be included if credited under Rule 480.1.4.</p>
<p>565. REASSIGNMENT</p> <p>565.4 A staff member with a continuing or fixed-term appointment may be required, without formal reassignment and in the interests of the Organization, to perform duties of a post other than his own, due regard being given to the provisions of Rule 320.4. Any such arrangement shall not exceed twelve months, unless otherwise decided by the Director-General.</p>	<p>565. REASSIGNMENT</p> <p>565.4 A staff member with a continuing or fixed-term appointment may be required, without formal reassignment and in the interests of the Organization, to perform duties of a post other than his own, due regard being given to the provisions of <b>Staff</b> Rule 320.4. Any such arrangement shall not exceed twelve months, unless otherwise decided by the Director-General.</p>
<p>570. REDUCTION IN GRADE</p> <p>570.1 The grade of staff members may be reduced as a consequence of reclassification of the post occupied or reassignment to a different post of lower grade. The latter may result:</p> <p>570.1.1 from the staff member's own request for personal reasons;</p> <p>570.1.2 from unsatisfactory performance or misconduct;</p> <p>570.1.3 as an alternative to termination under Rule 1050.</p>	<p>570. REDUCTION IN GRADE</p> <p>570.1 The grade of staff members may be reduced as a consequence of reclassification of the post occupied or reassignment to a different post of lower grade. The latter may result <b>from</b>:</p> <p>570.1.1 <del>from</del> the staff member's own request for personal reasons;</p> <p>570.1.2 <del>from</del> unsatisfactory performance or misconduct; <b>or</b></p> <p>570.1.3 as an alternative to termination under Rule 1050.</p>
<p>580. NOTIFICATION AND EFFECTIVE DATE OF CHANGE IN STATUS</p> <p>580.1 Staff members shall be notified in writing either individually or collectively of any changes in their official status, whether arising from actions taken under these Rules or from any other changes in their personal or employment situation recognized by the Organization. Such notification shall constitute an amendment to the terms of appointment under Rule 440.3.</p> <p>580.2 A staff member shall be notified by letter in advance of any reduction in grade or salary, the notice period being the same as that specified for termination in Rule 1050.9.</p>	<p>580. NOTIFICATION AND EFFECTIVE DATE OF CHANGE IN STATUS</p> <p>580.1 Staff members shall be notified in writing, either individually or collectively, of any changes in their official status, whether arising from actions taken under these <b>Staff</b> Rules or from any other changes in their personal or employment situation recognized by the Organization. Such notification shall constitute an amendment to the terms of appointment under <b>Staff</b> Rule 440.3.</p> <p>580.2 A staff member shall be notified <b>in writing</b> <del>by letter</del> in advance of any reduction in grade or salary, the notice period being the same as that specified for termination in <b>Staff</b> Rule 1050.9.</p>



Former text	New text
<p>620 OFFICIAL HOLIDAYS</p> <p>Ten holidays are observed per year, and except as otherwise decided by the Director-General, eight of the ten days shall be fixed following, as far as practicable, the most commonly observed holidays in the locality, and two days to be taken at the discretion of individual staff members, the timing of which shall be subject to the requirements of the service.</p>	<p>620 OFFICIAL HOLIDAYS</p> <p>Ten holidays are observed per year, <del>and</del> Except as otherwise decided by the Director-General, eight of the ten days shall be fixed following, as far as practicable, the most commonly observed holidays in the locality, and two days to be taken at the discretion of individual staff members, the timing of which shall be subject to the requirements of <del>the</del> service.</p>
<p>625. OVERTIME AND COMPENSATORY LEAVE</p> <p>When authorized by the appropriate supervisor a staff member may be required to work overtime and may be compensated as follows, subject to procedures established by the Director-General:</p> <p>625.1 staff in posts in the professional category and above may be given compensatory leave;</p> <p>625.2 staff in posts subject to local recruitment shall be given compensatory leave or monetary compensation.</p>	<p>625. OVERTIME AND COMPENSATORY LEAVE</p> <p><b>625.1</b> When authorized by the appropriate supervisor, a staff member may be required to work overtime and may be compensated as follows, subject to procedures established by the Director-General:</p> <p>625.1.1 staff in posts in the professional category and above may be given compensatory leave;</p> <p>625.1.2 staff in posts subject to local recruitment shall be given compensatory leave or monetary compensation.</p>
<p>630. ANNUAL LEAVE</p> <p>630.1 Annual leave is provided to the staff for the purposes of rest and relaxation from their duties and for attending to personal business. Absences not specifically covered by other provisions of these Rules shall be chargeable to annual leave to the extent that it has been accrued or advanced.</p> <p>...</p> <p>630.3 Annual leave accrues to all staff members except:</p> <p>630.3.1 to conference and other short-term service staff appointed under Rule 1320 engaged on a daily basis;</p> <p>630.3.2 to those on leave without pay under Rule 655.1 in excess of 30 days;</p> <p>630.3.3 to those on special leave under insurance coverage in excess of 30 days.</p> <p>...</p> <p>630.5 Since the purpose of annual leave is to provide a period of rest each year, not more than 15 days of annual leave accrued in a given year shall</p>	<p>630. ANNUAL LEAVE</p> <p>630.1 Annual leave is provided to <del>the</del> staff <b>members</b> for the purposes of rest and relaxation from their duties and for attending to personal business. Absences not specifically covered by <del>other provisions of these Staff Rules</del> shall be chargeable to annual leave to the extent that <del>it</del> <b>annual leave</b> has been accrued or advanced.</p> <p>...</p> <p>630.3 Annual leave accrues to all staff members except:</p> <p>630.3. <del>to conference and other short-term service staff appointed</del> <b>engaged on a daily basis</b> under <del>Staff Rule 1320 engaged on a</del> <del>daily</del> basis;</p> <p>630.3.2 <del>to those on leave without pay under Staff Rule 655.1 in excess</del> of 30 days;</p> <p>630.3.3 <del>to those on special sick leave under insurance coverage in</del> excess of 30 days.</p> <p>...</p> <p>630.5 <del>Since the purpose of annual leave is to provide a period of rest each year,</del> <del>Not more than 15 days of annual leave accrued in a given year shall</del></p>

Former text	New text
<p>normally be carried forward to the next calendar year. Not more than 60 days of accumulated annual leave can be carried forward beyond 31 December of each year.</p> <p>...</p> <p>630.7 A staff member who is ill during a period of annual leave shall, subject to the provisions of Rule 740, have that portion of his absence considered as sick leave upon presentation of a satisfactory medical report and approval by WHO.</p> <p>630.8 A staff member who, on leaving the service of the Organization, has not exhausted the annual leave to which he is entitled shall be paid in respect of each day of unused annual leave up to a maximum of 30 days (see Rule 380.2.2). A staff member who has taken advanced annual leave beyond that subsequently accrued shall either have the equivalent amount debited to his terminal payments or at the option of the Organization make a cash refund. In case of death of a staff member, payment in lieu of annual leave shall be made to his or her nominated beneficiary or beneficiaries under Rule 495.2 but no deduction shall be made in respect of advanced annual leave.</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 the designated official stations, the date of eligibility shall be the date on which the staff member has completed 12 months of qualifying service; however, 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>640.3 Staff members are eligible for home leave when:</p>	<p>normally be carried forward to the next calendar year. Not more than 60 days of accumulated annual leave can be carried forward beyond 31 December of each year.</p> <p>...</p> <p>630.7 A staff member who is ill during a period of annual leave shall, subject to the provisions of <b>Staff Rule 740</b>, have that portion of his absence considered as sick leave upon presentation of a satisfactory medical report and approval by the <b>Staff Physician-WHO</b>.</p> <p>630.8 A staff member who, on leaving the service of the Organization, has not exhausted the annual leave to which he is entitled shall be paid in respect of each day of unused annual leave up to a maximum of 30 days (see <b>Staff Rule 380.2.2</b>). A staff member who has taken advanced annual leave beyond that subsequently accrued shall either have the equivalent amount debited to his terminal payments or at the option of the Organization make a cash refund. In case of death of a staff member, payment in lieu of accrued annual leave shall be made to his or her nominated beneficiary or beneficiaries under <b>Staff Rule 495.2</b> but no deduction shall be made in respect of advanced annual leave.</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 <b>the such</b> designated official stations, the date of eligibility shall be the date on which the staff member has completed 12 months of qualifying service. <del>however,</del> <b>¶</b>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>640.3 Staff members are eligible for home leave when:</p>
<p>normally be carried forward to the next calendar year. Not more than 60 days of accumulated annual leave can be carried forward beyond 31 December of each year.</p> <p>...</p> <p>630.7 A staff member who is ill during a period of annual leave shall, subject to the provisions of Rule 740, have that portion of his absence considered as sick leave upon presentation of a satisfactory medical report and approval by WHO.</p> <p>630.8 A staff member who, on leaving the service of the Organization, has not exhausted the annual leave to which he is entitled shall be paid in respect of each day of unused annual leave up to a maximum of 30 days (see Rule 380.2.2). A staff member who has taken advanced annual leave beyond that subsequently accrued shall either have the equivalent amount debited to his terminal payments or at the option of the Organization make a cash refund. In case of death of a staff member, payment in lieu of annual leave shall be made to his or her nominated beneficiary or beneficiaries under Rule 495.2 but no deduction shall be made in respect of advanced annual leave.</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 the designated official stations, the date of eligibility shall be the date on which the staff member has completed 12 months of qualifying service; however, 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>640.3 Staff members are eligible for home leave when:</p>	<p>normally be carried forward to the next calendar year. Not more than 60 days of accumulated annual leave can be carried forward beyond 31 December of each year.</p> <p>...</p> <p>630.7 A staff member who is ill during a period of annual leave shall, subject to the provisions of <b>Staff Rule 740</b>, have that portion of his absence considered as sick leave upon presentation of a satisfactory medical report and approval by the <b>Staff Physician-WHO</b>.</p> <p>630.8 A staff member who, on leaving the service of the Organization, has not exhausted the annual leave to which he is entitled shall be paid in respect of each day of unused annual leave up to a maximum of 30 days (see <b>Staff Rule 380.2.2</b>). A staff member who has taken advanced annual leave beyond that subsequently accrued shall either have the equivalent amount debited to his terminal payments or at the option of the Organization make a cash refund. In case of death of a staff member, payment in lieu of accrued annual leave shall be made to his or her nominated beneficiary or beneficiaries under <b>Staff Rule 495.2</b> but no deduction shall be made in respect of advanced annual leave.</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 <b>the such</b> designated official stations, the date of eligibility shall be the date on which the staff member has completed 12 months of qualifying service; however, 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>640.3 Staff members are eligible for home leave when:</p>

Former text	New text
<p>...</p> <p>640.3.3 they are not locally recruited under Rules 1310 and 1330; and</p> <p>640.3.4 they have met the requirements for qualifying service under Rule 640.4</p> <p>....</p> <p>640.5 Home leave consists of travel time not charged to the staff member's annual leave with return transportation paid by the Organization for the staff member, the spouse and eligible children, up to the cost of travel between the official station and the staff member's recognized place of residence or the actual destination, whichever is less. Travel shall be authorized as follows:</p> <p>640.5.1 travel shall be between the official station and the staff member's recognized place of residence or another place as provided for in Rule 640.1;</p> <p>640.5.2 as a condition for the payment of travel the staff member, the spouse and eligible children must spend a reasonable period of time in the country where the leave is exercised.</p> <p>...</p> <p>640.6.3 the spouse and eligible children must remain at the official station for a least six months after return from home leave if the staff member is assigned to a 24-month official station, or for at least three months if the staff member is assigned to a 12-month official station;</p> <p>640.6.4 the timing of the home leave must be reasonable in relation to other authorized travel of the staff member, spouse or children, and in relation to the exigencies of the service.</p> <p>660. LEAVE FOR MILITARY TRAINING OR SERVICE</p> <p>660.1 Upon application, staff members, except those holding temporary appointments as defined in 420.4, may be granted leave of absence for a period of up to the full duration of the military training or service required by their government. At the staff members' option, such absence shall be</p>	<p>...</p> <p>640.3.3 they are not locally recruited under <b>Staff Rules</b> 1310 and 1330; and</p> <p>640.3.4 they have met the requirements for qualifying service under <b>Staff Rule</b> 640.4</p> <p>....</p> <p>640.5 Home leave consists of travel time not charged to the staff member's annual leave with return transportation paid by the Organization for the staff member, the spouse and eligible children, up to the cost of travel between the official station and the staff member's recognized place of residence or the actual destination, whichever is less. Travel shall be authorized as follows:</p> <p>640.5.1 travel shall be between the official station and the staff member's recognized place of residence or another place as provided for in <b>Staff Rule</b> 640.1;</p> <p>640.5.2 as a condition for the payment of travel, the staff member, the spouse and eligible children must spend a reasonable period of time in the country where the leave is exercised.</p> <p>...</p> <p>640.6.3 the spouse and eligible children must remain at the official station for at least six months after return from home leave if the staff member is assigned to a 24-month <del>official</del> <b>duty</b> station, or for at least three months if the staff member is assigned to a 12-month <del>official</del> <b>duty</b> station;</p> <p>640.6.4 the timing of the home leave must be reasonable in relation to other authorized travel of the staff member, spouse or <b>eligible</b> children, and in relation to the exigencies of the service.</p> <p>660. LEAVE FOR MILITARY TRAINING OR SERVICE</p> <p>660.1 Upon application, staff members, except those holding temporary appointments as defined in <b>Staff Rule</b> 420.4, may be granted leave of absence for a period of up to the full duration of the military training or service required by their government. At the staff member's<sup>2</sup> option, such</p>

Former text	New text
<p>charged as either leave without pay or as annual leave to the extent accrued and thereafter to leave without pay. During any period of leave without pay for this purpose the provisions of Rule 655.2 shall apply.</p> <p>...</p> <p>660.3 Upon application, within 90 days after release from military service, the staff member shall be restored to active duty in the Organization in the same status he had at the time he entered military service, provided there is a post available at his level which is not occupied by a person of higher retention status. If no such post is available, the provisions of Rule 1050 shall be applied to determine his status and entitlements.</p>	<p>absence shall be charged as either leave without pay or as annual leave to the extent accrued and thereafter to leave without pay. During any period of leave without pay for this purpose, <del>the provisions of Staff Rule 655.2</del> shall apply.</p> <p>...</p> <p>660.3 Upon application, within 90 days after release from military service, the staff member shall <del>be restored</del> <b>return</b> to active duty in <b>service with</b> the Organization in the same status he had at the time he entered military service, provided there is a post available at his level which is not occupied by a person of higher retention status. If no such post is available, the provisions of <b>Staff Rule 1050</b> shall be applied to determine his status and entitlements.</p>
<p>670. APPROVAL AND REPORTING OF LEAVE</p> <p>The granting of leave under Rules 625, 630, 640, 650 and 655 is subject to the exigencies of the service and must be approved in advance by authorized officials. The personal circumstances of the staff member will be considered as far as possible. All leave taken shall be promptly reported.</p>	<p>670. APPROVAL, AND REPORTING AND RECORDING OF LEAVE</p> <p>The granting of leave under <b>Staff Rules 625, 630, 640, 650 and 655</b> is subject to the exigencies of the service and must be approved in advance by authorized officials. The personal circumstances of the staff member <del>will</del> <b>shall</b> be considered <del>as far as to the extent possible.</del> <b>It is the staff member's responsibility to ensure that all</b> leave taken <del>shall be</del> <b>is promptly reported and recorded.</b></p>
<p>680. OTHER FORMS OF LEAVE</p> <p>Other forms of leave are found in Section 7 (Social Security).</p>	<p><del>680. OTHER FORMS OF LEAVE</del></p> <p><del>Other forms of leave are found in Section 7 (Social Security).</del></p>
<p>710. STAFF PENSION FUND</p> <p>Full-time and part-time staff members shall be participants in the United Nations Joint Staff Pension Fund if the Regulations and Rules of the Fund so require.</p>	<p><b>710. UNITED NATIONS JOINT STAFF PENSION FUND</b></p> <p><del>Full-time and part-time</del> Staff members shall be participants in the United Nations Joint Staff Pension Fund if the Regulations and Rules of the <b>United Nations Joint Staff Pension Fund</b> so require.</p>
<p>720. ACCIDENT AND ILLNESS INSURANCE</p> <p>720.1 Staff Health Insurance:</p> <p>720.1.1 Staff members shall participate in the Organization's Staff Health Insurance, and their spouse and eligible dependants shall also be covered by it, in accordance with rules established by the Director-General in consultation with the staff. Staff members shall contribute to the cost.</p>	<p>720. <b>STAFF HEALTH INSURANCE AND ACCIDENT AND ILLNESS INSURANCE</b></p> <p><del>720.1</del> Staff Health Insurance:</p> <p>720.1.1 Staff members shall participate in the Organization's Staff Health Insurance <b>scheme</b>, and their spouse and eligible dependants shall also be covered <del>by it;</del> in accordance with rules established by the Director-General in consultation with <del>the</del> staff <b>representatives</b>. Staff members shall contribute to the cost.</p>

Former text	New text
<p>720.2 Accident and Illness Insurance:</p> <p>720.2.1 Staff members shall be insured against the risk of disability or accidental death to the extent provided for in the Organization's accident and illness insurance policy relating to them. Staff members shall contribute to the cost.</p>	<p><del>720.2</del> Accident and Illness Insurance:</p> <p>720.2.1 Staff members shall be insured against the risk of disability or accidental death to the extent provided for in the Organization's accident and illness insurance policy relating to them. Staff members shall contribute to the cost.</p>
<p>810. TRAVEL OF STAFF MEMBERS</p> <p>The Organization shall pay the travel expenses of a staff member as follows:</p> <p>810.1 on appointment, from the recognized place of residence to the official station, or, at the option of the Organization, from the place of recruitment if different;</p> <p>810.2 on change of official station;</p> <p>...</p> <p>810.5 once in each interval between home leave eligibility dates (or once during an appointment of equivalent duration) from the official station to the place where the staff member's spouse and children, as defined in Rule 820.1, are residing, and return to the official station, provided that:</p> <p>810.5.1 the staff member has waived his entitlements to the travel of his spouse and children under Rules 820 and 825, except for education grant travel under Rules 820.2.5.2 and 820.2.5.3;</p> <p>810.5.2 his assignment is to continue for at least six months after his return if the staff member is assigned to a 24-month official station or for at least three months if the staff member is assigned to a 12-month official station;</p> <p>810.5.3 the cost to the Organization shall not in any case exceed that of travel from the official station to the staff member's recognized place of residence;</p> <p>810.5.4 there is a reasonable interval between this travel and travel on home leave (see also Rule 640.6.4);</p> <p>810.6 On termination except as provided in Rule 1010.2, from the official station</p>	<p>810. TRAVEL OF STAFF MEMBERS</p> <p>The Organization shall pay the travel expenses of staff members as follows:</p> <p>810.1 on appointment, from the recognized place of residence to the <del>official</del> <b>duty</b> station, or, at the option of the Organization, from the place of recruitment if different;</p> <p>810.2 on change of <del>official</del> <b>duty</b> station;</p> <p>...</p> <p>810.5 <b>on family visit</b>, once <del>in each interval</del> between home leave eligibility dates (or once during an appointment of equivalent duration) <b>as set out in Staff Rule 640.2</b> from the <del>official</del> <b>duty</b> station to the place where the staff member's spouse and children, as defined in <b>Staff Rule 820.1</b>, are residing, and return to the <del>official</del> <b>duty</b> station, provided that:</p> <p>810.5.1 the staff member has waived his entitlements to the travel of his spouse and children under <b>Staff Rules 820 and 825</b>, except for education grant travel under <b>Staff Rules 820.2.5.2 and 820.2.5.3</b>;</p> <p>810.5.2 <b>his the staff member's</b> assignment is to continue for at least six months after his return if <del>the staff member</del> <b>he</b> is assigned to a 24-month <del>duty</del> <b>duty</b> station or for at least three months if <del>the staff member</del> <b>he</b> is assigned to a 12-month <del>duty</del> <b>duty</b> station; <b>and</b></p> <p><del>810.5.3 the cost to the Organization shall not in any case exceed that of travel from the official station to the staff member's recognized place of residence;</del></p> <p>810.5.4 there is a reasonable interval between <del>this family visit</del> <b>his family visit</b> travel and travel on home leave (see also <b>Staff Rule 640.6.4</b>);</p> <p>810.6 On <del>termination</del> <b>separation</b>, except as provided in <b>Staff Rule 1010.2</b>, from the <del>official</del> <b>duty</b> station to the recognized place of residence, or to any</p>

Former text	New text
<p>to the recognized place of residence, or to any other place provided that the cost to the Organization does not exceed that for the travel to the recognized place of residence;</p> <p>810.7 In the case of illness or injury requiring special facilities for treatment of a staff member whom the Organization has an obligation to repatriate, the Director-General may authorize return travel between the official station and the nearest place where such facilities exist. The Staff Physician advises on the location of the facilities. To the extent feasible, such travel shall subsequently be charged to entitlements becoming due under Rules 810.4, 810.5, 810.6 and 870.</p> <p>810.8 In exceptional circumstances, and in accordance with conditions established by the Director-General, return travel may be authorized in the case of illness or injury requiring special facilities for the treatment of a staff member whom the Organization does not have an obligation to repatriate.</p>	<p>other place, provided that the cost to the Organization does not exceed that for the travel to the recognized place of residence;</p> <p><b>810.7 The cost to the Organization for travel covered by this Staff Rule shall not in any case exceed that of travel from the duty station to the staff member's recognized place of residence.</b></p> <p><del>810.78</del> In the case of illness or injury requiring special facilities for treatment of a staff member whom the Organization has an obligation to repatriate, the Director-General may authorize return travel between the <del>duty office</del> station and the nearest place where such facilities exist. The Staff Physician advises on the location of the facilities. To the extent feasible, such travel shall subsequently be charged to entitlements becoming due under Rules 810.4, 810.5, 810.6 and 870.</p> <p><del>810.89</del> In exceptional circumstances, and in accordance with conditions established by the Director-General, return travel may be authorized in the case of illness or injury requiring special facilities for the treatment of a staff member whom the Organization does not have an obligation to repatriate.</p>
<p><b>910. RIGHT OF ASSOCIATION</b></p> <p>The staff, at any office or location, shall have the right to associate themselves together in a formal organization for the purpose of developing staff activities and making proposals to the Organization concerning personnel policy and conditions of service. The staffs at the several offices and locations of the Organization shall have the right to form an association of all staff members for the same purposes. The staff of the Organization may associate themselves with the staffs of other United Nations organizations in the development of joint activities and in the expression of views on matters affecting the international civil service.</p>	<p><b>910. RIGHT OF ASSOCIATION</b></p> <p><del>The Staff members, at any office together</del> or location, shall have the right to associate <del>themselves together</del> in a formal organization for the purpose of developing staff activities and making proposals and representations to the Organization concerning personnel policy and conditions of service. The staffs <del>members</del> at the <del>several offices</del> <b>different duty stations</b> and locations <del>of the Organization's activities</del> shall have the right to form an association of all staff members for the same purposes. The staff <del>members</del> of the Organization may associate themselves with the staffs <del>members</del> of other United Nations organizations in the development of joint activities and in the expression of views on matters <del>affecting the</del> <b>related to</b> international civil service.</p>

Former text	New text
<p>920. STAFF REPRESENTATIVES</p> <p>In any consultations concerning personnel policy or conditions of service, the duly elected representatives of the staff shall be recognized by the Organization as representing the views of that portion of the staff from which elected. Any proposal to change the Staff Regulations or Staff Rules of the Organization shall be referred to the elected representatives of the staff for comment.</p>	<p>920. STAFF MEMBER REPRESENTATIVES</p> <p>In any consultations concerning personnel policy or conditions of service, the duly elected representatives of the staff <b>members</b> shall be recognized by the Organization as representing the views of that portion of the staff <b>members</b> from which <b>they have been</b> elected. Any proposal to change the Staff Regulations or Staff Rules of the Organization shall be referred to the <b>duly</b> elected representatives of the staff <b>members</b> for comment.</p>
<p>930. FINANCING OF STAFF ACTIVITIES</p> <p>Staff associations shall have the right to ask their membership for voluntary financial contributions. The Organization may give financial assistance to any such association in the furtherance of activities beneficial to the staff, provided that the membership of the association also contributes substantially to such activities. The finances of any staff association receiving assistance from the Organization shall be subject to audit procedures which are acceptable to the Organization.</p>	<p>930. FINANCING OF STAFF ASSOCIATION ACTIVITIES</p> <p>Staff associations shall have the right to ask their membership for voluntary financial contributions. The Organization may give financial assistance to any such association in the furtherance of activities beneficial to <del>the</del> staff <b>members</b>, provided that the membership of the association also contributes substantially to such activities. The finances of any staff association receiving assistance from the Organization shall be subject to audit procedures which are acceptable to the Organization.</p>
<p>1010. RESIGNATION</p> <p>1010.1 Subject to the conditions stated in 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 his appointment. The Director-General may shorten or waive the required notice period at his discretion.</p> <p>1010.2 A staff member holding an appointment of one year or more or an appointment of less than one year which is subsequently extended resulting in an uninterrupted period of service of one year or more, who resigns before completing a year of service forfeits all entitlement to repatriation transportation at the Organization's expense for himself, his spouse and dependent children and their possessions.</p> <p>1010.3 A staff member assigned to a 24-month official station who resigns within six months from the date of return from travel on home leave or from the date of qualifying for it, whichever is the later, or from travel under Rule 810.5, forfeits entitlement to repatriation travel at the Organization's expense for himself and family members who accompanied him on such</p>	<p>1010. RESIGNATION</p> <p>1010.1 Subject to the conditions stated in <b>Staff Rule 1010.2</b>, 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 <b>his</b> <del>their</del> appointment. The Director-General may shorten or waive the required notice period at his discretion.</p> <p>1010.2 A staff member holding an appointment of one year or more, or an appointment of less than one year which is subsequently extended resulting in an uninterrupted period of service of one year or more, who resigns before completing a year of service forfeits all entitlement to repatriation transportation at the Organization's expense for himself, his spouse and dependent children and their possessions.</p> <p>1010.3 A staff member assigned to a 24-month <del>official</del> <b>duty</b> station who resigns within six months from the date of return from travel on home leave or from the date of qualifying for it, whichever is <del>the</del> later, or from travel under Rule 810.5, forfeits entitlement to repatriation travel at the Organization's expense for himself and <b>his</b> family members who</p>

Former text	New text
<p>travel. In case the staff member exercises his entitlement under Rule 820.2.6 and resigns within six months from the starting date of such travel, he forfeits entitlement to his repatriation travel at the Organization's expense. Exceptions may be granted by the Director-General in case of resignation compelled by exceptional circumstances.</p> <p>1010.4 A staff member assigned to a 12-month official station who resigns within three months from the date of return from travel on home leave or date of qualifying for it, whichever is the later, or from travel under Rule 810.5, forfeits entitlement to repatriation travel at the Organization's expense for himself and family members who accompanied him on such travel. In case the staff member exercises his entitlement under Rule 820.2.6 and resigns within three months from the starting date of such travel, he forfeits entitlement to his repatriation travel at the Organization's expense. Exceptions may be granted by the Director-General in case of resignation compelled by exceptional circumstances.</p>	<p>accompanied him on such travel. <del>He</del> <b>If</b> the staff member exercises his entitlement under <b>Staff</b> Rule 820.2.6 and resigns within six months from the starting date of such travel, he forfeits entitlement to his repatriation travel at the Organization's expense. Exceptions may be granted by the Director-General in case of resignation compelled by exceptional circumstances.</p> <p>1010.4 A staff member assigned to a 12-month <del>official</del> <b>duty</b> station who resigns within three months from the date of return from travel on home leave or from the date of qualifying for it, whichever is <del>the</del> later, or from travel under <b>Staff</b> Rule 810.5, forfeits entitlement to repatriation travel at the Organization's expense for himself and <b>his</b> family members who accompanied him on such travel. <del>He</del> <b>If</b> the staff member exercises his entitlement under <b>Staff</b> Rule 820.2.6 and resigns within three months from the starting date of such travel, he forfeits entitlement to his repatriation travel at the Organization's expense. Exceptions may be granted by the Director-General in case of resignation compelled by exceptional circumstances.</p>
<p>1045. TERMINATION OF TEMPORARY APPOINTMENTS</p> <p>1045.1 In addition to the grounds for termination set out in Rules 1030, 1075, and 1080, a temporary appointment may be terminated prior to its expiration date if:</p> <p>1045.1.1 the function the staff member performs is discontinued, or;</p> <p>1045.1.2 the staff member's performance is deemed to be unsatisfactory, or if the staff member proves unsuited to his work or to international service. It shall be considered unsatisfactory performance if the staff member does not or cannot perform the temporary functions to which he is assigned, and unsuitability for international service if he fails to establish satisfactory working relationships with other staff members or with nationals of other nations with whom he is working.</p> <p>1045.2 When a temporary appointment is terminated due to discontinuation of the function, the staff member will be given at least one month's notice and will be paid a termination indemnity in accordance with the schedule set out in Rule 1050.10.</p>	<p>1045. TERMINATION OF TEMPORARY APPOINTMENTS</p> <p>1045.1 In addition to the grounds for termination set out in <b>Staff</b> Rules 1030, 1075, and 1080, a temporary appointment may be terminated prior to its expiration date if:</p> <p>1045.1.1 the function the staff member performs is discontinued, or;</p> <p>1045.1.2 the staff member's performance is deemed to be unsatisfactory, or if the staff member proves unsuited to his work or to international service. <del>It shall be considered unsatisfactory performance if the staff member does not or cannot perform the temporary functions to which he is assigned, and unsuitability for international service if he fails to establish satisfactory working relationships with other staff members or with nationals of other nations with whom he is working.</del></p> <p>1045.2 When a temporary appointment is terminated due to discontinuation of the function, the staff member will be given at least one month's notice and will be paid a termination indemnity in accordance with the schedule set out in <b>Staff</b> Rule 1050.10.</p>



Former text	New text
<p>1045.3 When a temporary appointment is terminated for unsatisfactory performance or because the staff member proves unsuited to his work or to international civil service, the staff member shall normally be given at least one month's notice. In addition, the staff member may, at the discretion of the Director-General, be paid an indemnity not exceeding one-half of the amount to which he would have been entitled if his appointment had been terminated under Rule 1045.2.</p>	<p>1045.3 When a temporary appointment is terminated for unsatisfactory performance or because the staff member proves unsuited to his work or to international civil service, the staff member shall normally be given at least one month's notice. In addition, the staff member may, at the discretion of the Director-General, be paid an indemnity not exceeding one-half of the amount to which he would have been entitled if his appointment had been terminated under <b>Staff Rule 1045.2</b>.</p>
<p>1050. ABOLITION OF POST</p> <p>1050.1 Subject to Staff Rules 1050.2 and 1050.3, the fixed-term appointment of a staff member may be terminated prior to its end date if the post that he occupies is abolished.</p>	<p>1050. ABOLITION OF POST</p> <p>1050.1 Subject to Staff Rules 1050.2 and 1050.3, the fixed-term or <b>continuing</b> appointment of a staff member may be terminated <del>prior to its end date</del> if the post that he occupies is abolished.</p>
<p>1070. UNSATISFACTORY PERFORMANCE OR UNSUITABILITY FOR INTERNATIONAL SERVICE</p> <p>1070.1 A staff member's continuing or fixed-term appointment may be terminated if his performance is unsatisfactory or if he proves unsuited to his work or to international service. It shall be considered unsatisfactory performance if the staff member with a continuing or fixed-term appointment does not or cannot perform the functions of the post to which he is assigned, and unsuitability for international service if he fails to establish satisfactory working relationships with other staff members or with nationals of other nations with whom he is working.</p> <p>...</p> <p>1070.3 A staff member with a continuing or fixed-term appointment whose appointment is terminated under this Rule shall be entitled to a notice period equivalent to that specified in Rule 1050.9.</p> <p>1070.4 A staff member whose continuing or fixed-term appointment is terminated under this Rule may, at the discretion of the Director-General, be paid an indemnity not exceeding one-half of the amount to which he would have been entitled if terminated under Rule 1050.</p>	<p>1070. UNSATISFACTORY PERFORMANCE OR UNSUITABILITY FOR INTERNATIONAL SERVICE</p> <p>1070.1 A staff member's continuing or fixed-term appointment may be terminated if his performance is unsatisfactory or if he proves unsuited to his work or to international service. <del>It shall be considered unsatisfactory performance if the staff member with a continuing or fixed-term appointment does not or cannot perform the functions of the post to which he is assigned, and unsuitability for international service if he fails to establish satisfactory working relationships with other staff members or with nationals of other nations with whom he is working.</del></p> <p>...</p> <p>1070.3 A staff member with a continuing or fixed-term appointment whose appointment is terminated under this Rule shall be entitled to a notice period equivalent to that specified in <b>Staff Rule 1050.9</b>.</p> <p>1070.4 A staff member whose continuing or fixed-term appointment is terminated under this Rule may, at the discretion of the Director-General, be paid an indemnity not exceeding one-half of the amount to which he would have been entitled if terminated under <b>Staff Rule 1050</b>.</p>
<p>1075. MISCONDUCT</p> <p>1075.1 A staff member may be dismissed for misconduct as defined in Rule 110.8 and subject to the notification of charges and reply procedure required by Rule 1130. The staff member shall be given one month's notice. The Director-General may grant him an indemnity not exceeding one-half of</p>	<p>1075. MISCONDUCT</p> <p>1075.1 A staff member may be dismissed for misconduct as defined in <b>Staff Rule 110.8</b>, <del>and</del> subject to the notification of charges and reply procedure required by <b>Staff Rule 1130</b>. The staff member shall be given one month's notice. The Director-General may grant <del>him</del> <b>such staff member</b> an</p>

Former text	New text
<p>that payable under Rule 1050.10. No end-of-service grant is payable.</p> <p>1075.2 A staff member may be summarily dismissed for serious misconduct, if the seriousness of the situation warrants it, subject to the notification of charges and reply procedure required by Rule 1130. In such a case the staff member shall not be entitled to notice of termination, indemnity, repatriation grant or end-of-service grant.</p>	<p>indemnity not exceeding one-half of that payable under <b>Staff Rule 1050.10</b>. No end-of-service grant is payable.</p> <p>1075.2 A staff member may be summarily dismissed for serious misconduct, if the seriousness of the <del>situation</del> <b>misconduct</b> warrants it, subject to the notification of charges and reply procedure required by <b>Staff Rule 1130</b>. <del>In such a case the staff member shall not be entitled to notice of termination, indemnity, repatriation grant or end-of-service grant.</del></p>
<p>1110. DISCIPLINARY MEASURES</p> <p>1110.1 A staff member who fails to observe the standards of conduct as defined under Article I of the Staff Regulations and Staff Rule 110 shall be subject to disciplinary measures. According to the gravity of the offence, this may take the form of any one or a combination of the following:</p> <p>1110.1.1 oral reprimand;</p> <p>1110.1.2 written reprimand;</p> <p>1110.1.3 reassignment with or without reduction in grade;</p> <p>1110.1.4 dismissal for misconduct;</p> <p>1110.1.5 summary dismissal for serious misconduct.</p>	<p>1110. DISCIPLINARY MEASURES</p> <p>1110.1 A staff member who fails to observe the standards of conduct as defined under Article I of the Staff Regulations and Staff Rule 110 shall be subject to disciplinary measures. According to the gravity of the <del>offence</del> <b>misconduct</b>, this may take the form of any one or a combination of the following:</p> <p>1110.1.1 <del>oral reprimand</del> <b>written censure, to be retained in the staff member's personal record for five years, following which it will be removed;</b></p> <p>1110.1.2 <del>written reprimand</del> <b>fine of up to three months' net base salary;</b></p> <p><b>1110.1.3 loss of up to three steps at grade;</b></p> <p><b>1110.1.4 suspension with partial or no pay for up to one month;</b></p> <p>1110.1.35 reassignment with or without reduction in grade;</p> <p>1110.1.46 dismissal <del>for misconduct;</del></p> <p>1110.1.57 summary dismissal for serious misconduct.</p>
<p>NEW SECTION</p>	<p><b>1112. MISCONDUCT RESULTING IN FINANCIAL LOSS</b></p> <p><b>A staff member whose misconduct results in a financial loss suffered by the Organization may be required to partially or fully compensate the Organization.</b></p>
<p>NEW SECTION</p>	<p><b>1115. NON-DISCIPLINARY REPRIMAND</b></p> <p><b>Should a staff member's conduct not be serious enough to warrant initiating disciplinary action, or imposing a disciplinary measure, a written reprimand may be given. Such a reprimand does not constitute disciplinary measures.</b></p>

Former text	New text
<p>1120. SUSPENSION PENDING INVESTIGATION</p> <p>If a case of misconduct arises involving a staff member and if it is considered that continuance of the staff member in office pending further investigation of the matter is likely to prejudice the interests of the Organization, the staff member may be suspended from his functions, with or without pay. At the time of suspension the staff member shall be given a written statement containing the reason for the suspension, his status during suspension, and its probable duration. If the staff member is suspended without pay and any resulting charge is subsequently not sustained, the salary withheld shall be paid.</p>	<p>1120. SUSPENSION ADMINISTRATIVE LEAVE PENDING INVESTIGATION DETERMINATION OF MISCONDUCT</p> <p><b>1120.1</b> <del>If</del> <b>In</b> a case of <del>alleged</del> misconduct <del>arises</del> involving a staff member, <del>and</del> if it is considered that <del>continuance</del> of the staff member's <b>continued performance of functions</b> <del>is likely to prejudice the interests of the Organization, the staff member may be suspended from his functions, with or without pay. At the time of suspension the staff member shall be given a written statement containing the reason for the suspension, his status during suspension, and its probable duration. If the staff member is suspended without pay and any resulting charge is subsequently not sustained, the salary withheld shall be paid.</del> <b>Such conclusion on the allegation of misconduct. from his functions; Such administrative leave may be with or, exceptionally, without pay.</b></p> <p><b>1120.2</b> At the time of <del>suspension</del> <b>administrative leave under this Staff Rule</b>, the staff member shall be given a written statement containing the reason for the <del>suspension</del> <b>administrative leave</b>, his status during <del>suspension</del> <b>the administrative leave</b>, and its probable duration. <b>The statement may also specify the conditions under which the staff member may have access to WHO premises, equipment and documents.</b></p> <p><b>1120.3</b> <b>Administrative leave under this Staff Rule, with or without pay, shall not be considered a disciplinary measure. If misconduct is not established, the administrative leave shall end immediately.</b> If the staff member is <del>suspended</del> <b>placed on administrative leave</b> without pay and <del>any resulting charge is subsequently not sustained, the salary withheld shall be promptly paid.</del> <b>misconduct is not established, the salary amount withheld shall be promptly paid.</b></p>
<p>1130. NOTIFICATION OF CHARGES AND REPLY</p> <p>A disciplinary measure listed in Rule 1110.1 may be imposed only after the staff member has been notified of the charges made against him and has been given an opportunity to reply to those charges. The notification and the reply shall be in writing, and the staff member shall be given eight calendar days from receipt of the notification within which to submit his reply. This period may be shortened if the urgency of the situation requires it.</p>	<p>1130. NOTIFICATION OF CHARGES AND REPLY</p> <p>A disciplinary measure listed in <b>Staff Rule 1110.1</b> may be imposed only after the staff member has been notified of the charges made against him and has been given an opportunity to reply to those charges. The notification and the reply shall be in writing, and the staff member shall be given eight calendar days from receipt of the notification within which to submit his reply. This period may be shortened if the urgency of the situation requires it.</p>

ANNEX 2

**AMENDMENTS CONSIDERED NECESSARY IN THE LIGHT OF EXPERIENCE AND IN THE INTEREST OF GOOD HUMAN RESOURCES MANAGEMENT WHICH, IF CONFIRMED<sup>1</sup> AND ADOPTED<sup>2</sup>, WOULD TAKE EFFECT FROM THE ENTRY INTO FORCE OF THE ORGANIZATION'S MOBILITY POLICY**

Former text	New text
<p>STAFF REGULATIONS – ARTICLE IV Appointment and Promotion</p> <p>4.1 The Director-General shall appoint staff members as required.</p> <p>4.2 The paramount consideration in the appointment, transfer, reassignment or promotion of the staff shall be the necessity of securing the highest standards of efficiency, competence and integrity. Due regard shall be paid to the importance of recruiting and maintaining the staff on as wide a geographical basis as possible.</p> <p>4.3 Selection of staff members shall be without regard to race, creed or sex. So far as is practicable, selection shall be made on a competitive basis; however, the foregoing shall not apply to the filling of a position by transfer or reassignment of a staff member without promotion in the interest of the Organization.</p> <p>4.4 Without prejudice to the inflow of fresh talent at the various levels, vacancies shall be filled by promotion of persons already in the service of the Organization in preference to persons from outside. This preference shall also be applied, on a reciprocal basis, to the United Nations and specialized agencies brought into relationship with the United Nations.</p>	<p>STAFF REGULATIONS – ARTICLE IV Appointment, Transfer, Reassignment and Promotion</p> <p>4.1 The Director-General shall appoint, transfer, reassign and promote staff members as required- <b>without regard to race, sex or religion.</b></p> <p>4.2 The paramount consideration in the appointment, transfer, reassignment or promotion of <del>the</del> <b>staff members</b> shall be the necessity of securing the highest standards of efficiency, competence and integrity. Due regard shall be paid to the importance of recruiting <del>and maintaining</del> <b>the staff members</b> on as wide a geographical basis as possible-</p> <p>4.3 <del>Selection of staff members shall be without regard to race, creed or sex.</del> So far as is practicable, selection shall be made on a competitive basis; however, the foregoing shall not apply to the filling of a positions by transfer or reassignment of a staff member without promotion in the interest of the Organization.</p> <p>4.4 Without prejudice to the inflow of fresh talent <del>at the various levels,</del> <del>vacancies posts</del> shall be filled by <del>promotion</del> <b>reassignment of staff members, as defined by, and under conditions established by, the Director-General, of persons already in the service of the Organization</b> in preference to <b>other</b> persons <del>from outside</del>. This preference shall also be applied, on a reciprocal basis, to the United Nations and specialized agencies brought into relationship with the United Nations.</p>

<sup>1</sup> In the case of Staff Rule amendments.

<sup>2</sup> In the case of proposed Staff Regulation amendments.

Former text	New text
<p>STAFF REGULATIONS – ARTICLE IX Separation from Service</p> <p>...</p> <p>9.2 The Director-General may terminate the appointment of a staff member in accordance with the terms of his appointment, or if the necessities of the service require abolition of the post or reduction of the staff, if the services of the individual concerned prove unsatisfactory, or if he is, for reasons of health, incapacitated for further service.</p>	<p>STAFF REGULATIONS – ARTICLE IX Separation from Service</p> <p>...</p> <p>9.2 The Director-General may terminate the appointment of a staff member in accordance with the terms of his appointment, <del>or</del> if the necessities of the service require abolition of the post or reduction of the staff, if the services of the <del>individual concerned</del> <b>staff member</b> prove unsatisfactory, <b>if he refuses, or fails to take up, a reasonable reassignment</b> or if he is, for reasons of health, incapacitated for further service.</p>
<p><b>STAFF RULES</b></p> <p>SALARY DETERMINATION</p> <p>320.3 On reduction in grade of a staff member with a continuing or fixed-term appointment:</p> <p>320.3.1 due to reasons other than unsatisfactory performance, unsuitability for international service, or misconduct, the net base salary of a staff member shall be fixed at that step in the lower grade that corresponds to his current net base salary, or at the step nearest below if there is no exactly corresponding step;</p> <p>320.3.2 due to unsatisfactory performance, unsuitability for international service, or misconduct, the net base salary may be fixed at a lower step in the lower grade.</p>	<p><b>STAFF RULES</b></p> <p>SALARY DETERMINATION</p> <p>320.3 On reduction in grade of a staff member with a continuing or fixed-term appointment:</p> <p>320.3.1 <b>due to reasons related to mobility pursuant to the Organization's mobility policy or reassignment further to Staff Rule 1050, the net base salary of a staff member shall remain, on a personal basis, at the grade and step held before the staff member was reassigned to a lower graded post further to mobility or Staff Rule 1050;</b></p> <p>320.3.2 due to unsatisfactory performance, unsuitability for international service, or misconduct, the net base salary may be fixed at a lower step in the lower grade;<del>or</del></p> <p>320.3.3 <del>due to any other reasons other than unsatisfactory performance, unsuitability for international service, or misconduct, the net base salary of a staff member shall be fixed at that step in the lower grade that corresponds to his current net base salary, or at the step nearest below if there is no exactly corresponding step.;</del></p>

Former text	New text
<p>410. RECRUITMENT POLICIES</p> <p>410.4 Posts below the level of director, other than those of a short-term nature, which become vacant shall normally be announced to the staff if they represent a promotional opportunity for any staff, and selection for such posts shall normally be on a competitive basis. These requirements shall not apply to any post which it is in the interest of the Organization to fill by reassignment of a staff member without promotion.</p>	<p>410. RECRUITMENT POLICIES</p> <p>410.4 <b>Rotational posts, as determined by the Director-General, held by staff members on continuing or fixed-term appointments in the professional category, including at director level, Posts below the level of director, other than those of a short-term nature, which become vacant shall normally be filled by the reassignment of a staff member under the Organization's mobility policy. announced to the staff if they represent a promotional opportunity for any staff, and selection for such posts shall normally. These requirements shall not apply to any post which it is in the interest of the Organization to fill by reassignment of a staff member without promotion.</b></p>
<p>NEW SECTION</p>	<p><b>515. MOBILITY</b></p> <p><b>515.1 Further to Staff Regulation 1.2 and Staff Rule 510.1, staff members on continuing or fixed-term appointments in the professional category, including at director level, other than those on secondment to the Organization, may be subject to reassignment through a mobility exercise conducted by a global mobility committee under conditions established by the Director-General.</b></p> <p><b>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.</b></p>
<p>NEW SECTION</p>	<p><b>1072. REFUSAL OF REASSIGNMENT</b></p> <p><b>1072.1 If a staff member refuses, or fails to take up, a reasonable reassignment, the staff member's appointment shall be terminated with three months' notice.</b></p> <p><b>1072.2 Staff members whose appointments are terminated under Staff Rule 1072.1 are eligible for an indemnity pursuant to the schedule in Staff Rule 1050.10.</b></p>

ANNEX 3

(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 US DOLLARS)**

(effective 1 January 2015)

**Step**

Level	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV
D.2 Gross	143 073	146 104	149 138	152 264	155 427	158 589	*								
Net D	113 443	115 656	117 871	120 085	122 299	124 512									
Net S	104 219	106 087	107 948	109 804	111 655	113 495	*								
D.1 Gross	130 745	133 410	136 066	138 730	141 395	144 053	146 719	149 379	152 129						
Net D	104 444	106 389	108 328	110 273	112 218	114 159	116 105	118 047	119 990						
Net S	96 540	98 228	99 915	101 595	103 274	104 948	106 615	108 282	109 943	*					
P.5 Gross	108 148	110 412	112 678	114 941	117 210	119 471	121 740	124 003	126 268	128 533	130 799	133 062	135 329		
Net D	87 948	89 601	91 255	92 907	94 563	96 214	97 870	99 522	101 176	102 829	104 483	106 135	107 790		
Net S	81 704	83 174	84 638	86 102	87 564	89 020	90 477	91 930	93 381	94 829	96 276	97 716	99 158		
P.4 Gross	89 035	91 056	93 075	95 094	97 115	99 133	101 249	103 434	105 621	107 804	109 993	112 175	114 362	116 549	118 736
Net D	73 338	74 934	76 529	78 124	79 721	81 315	82 912	84 507	86 103	87 697	89 295	90 888	92 484	94 081	95 677
Net S	68 294	69 746	71 200	72 646	74 095	75 542	76 989	78 431	79 873	81 315	82 752	84 191	85 629	87 064	88 498
P.3 Gross	73 181	75 051	76 922	78 787	80 659	82 528	84 396	86 268	88 137	90 006	91 878	93 746	95 616	97 485	99 353
Net D	60 813	62 290	63 768	65 242	66 721	68 197	69 673	71 152	72 628	74 105	75 584	77 059	78 537	80 013	81 489
Net S	56 766	58 123	59 484	60 840	62 201	63 558	64 914	66 275	67 631	68 990	70 343	71 699	73 049	74 405	75 759
P.2 Gross	60 025	61 697	63 370	65 043	66 715	68 385	70 059	71 729	73 401	75 076	76 746	78 419			
Net D	50 420	51 741	53 062	54 384	55 705	57 024	58 347	59 666	60 987	62 310	63 629	64 951			
Net S	47 292	48 491	49 686	50 884	52 080	53 278	54 494	55 708	56 927	58 142	59 354	60 574			
P.1 Gross	46 956	48 453	49 941	51 548	53 152	54 759	56 367	57 977	59 580	61 186					
Net D	39 913	41 185	42 450	43 723	44 990	46 260	47 530	48 802	50 068	51 337					
Net S	37 649	38 820	39 991	41 160	42 329	43 499	44 669	45 824	46 974	48 124					

D = rate applicable to staff members with a dependent spouse or child; S= rate applicable to staff members with no dependent spouse or child.

\* = 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 preceding step is required (Staff Rule 550.2).