



WORLD HEALTH ORGANIZATION

EXECUTIVE BOARD
115th Session
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EB115/38
23 December 2004

Confirmation of amendments to the Staff Rules¹

Report by the Secretariat

1. Amendments to the Staff Rules made by the Director-General are submitted for confirmation by the Executive Board in accordance with Staff Regulation 12.2.²
2. The amendments described in section I of this document stem from decisions expected to be taken by the United Nations General Assembly at its fifty-ninth session, on the basis of recommendations made by the International Civil Service Commission. Should the General Assembly not be in agreement with the recommendations that resulted in the amendments in section I, an addendum to this document will be issued.
3. The amendments described in section II of this document are made in the light of experience and in the interest of good personnel management.
4. The financial implications of the amendments in the 2004-2005 biennium include a small additional cost that will have to be met from the appropriate allocations established for each of the regions and for global and interregional activities under the regular budget as well as from extrabudgetary sources of funds.
5. The text of the amended Staff Rules is given in the Annex to this document.

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

Remuneration of the professional and higher categories

6. The International Civil Service Commission is recommending to the United Nations General Assembly an upward adjustment of 1.88% of the base/floor salary scale of the United Nations common system for the professional and higher categories, to take effect from 1 January 2005, in order to bring that base/floor salary scale into line with the salaries of the comparator civil service

¹ Copies of the Staff Rules and Staff Regulations are available in the meeting room for Board members.

² Basic documents, 44th ed., Geneva, World Health Organization, 2003.

(United States federal civil service in Washington, DC). The adjustment consists of a consolidation of post adjustment (the cost-of-living element) into base net salary on a no-loss/no-gain basis, thereby ensuring, inter alia, that allowances that are linked to the base/floor salary scale (the mobility and hardship allowance and certain separation payments) keep pace with inflation. The staff assessment scale to be used in conjunction with gross base salaries effective 1 January 2005 remains unchanged. Amendments to Staff Rule 330.2 have been prepared accordingly. In addition, an editorial change to Rule 330.2 is referred to in paragraph 14 of this document.

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

7. Further, subject to the pending decision of the United Nations General Assembly, the Director-General proposes in accordance with Staff Regulation 3.1 that the Executive Board recommend to the Fifty-eighth World Health Assembly modifications in the salaries of Assistant Directors-General and Regional Directors. Thus, the gross salary for Assistant Directors-General and Regional Directors would be US\$ 172 860 per annum, resulting in a net salary of US\$ 117 373 (dependency rate) or US\$ 106 285 (single rate).

8. The adjustments to salaries described in paragraph 7 would imply similar adjustments to the salary of the Director-General. The modification in salary to be authorized by the Health Assembly would result in a gross salary of US\$ 233 006 with a corresponding net salary of US\$ 154 664 (dependency rate) or US\$ 137 538 (single rate).

Review of the levels of the education grant

9. In accordance with the approved methodology, under which the levels of the education grant are reviewed biennially, the Commission is recommending to the United Nations General Assembly an increase in the maximum admissible expenses and the maximum education grant in the following countries/currency areas: Austria (euro), Belgium (euro), Denmark (krone), France (euro), Germany (euro), Ireland (euro), Italy (euro), Japan (yen), Netherlands (euro), Spain (euro), Sweden (krona), Switzerland (Swiss franc), United Kingdom of Great Britain and Northern Ireland (pound sterling), the United States dollar in the United States of America and the United States dollar outside the United States of America.

10. Also in line with the approved methodology, the Commission is recommending that the flat rates and the additional amounts for reimbursement of boarding costs over and above the maximum grant payable to staff members at designated duty stations should be revised in the following countries/currency areas: Austria (euro), Denmark (krone), France (euro), Ireland (euro), Italy (euro), Netherlands (euro), Norway (krone), Spain (euro), Sweden (krona) and the United Kingdom of Great Britain and Northern Ireland (pound sterling). The changes to the levels of the education grant are applicable as from the school year in progress on 1 January 2005. Additional amendments to Staff Rules 350 and 355 are contained in paragraphs 16 to 18.

Paternity leave

11. In January 2001, the Executive Board confirmed the introduction of up to five days' paternity leave on a trial basis for two years, to be reviewed in the light of developments in the common system.¹ The trial period was extended until January 2004² in the expectation that the review to

¹ Resolution EB107.R7.

² Resolution EB111.R8.

beundertaken by the Commission would have been completed by that time. It was then further extended to January 2005¹ pending a decision by the Commission.

12. The duration of paternity leave allowed by separate organizations of the United Nations common system varies from one day to eight weeks. In the light of these existing provisions, the Commission is recommending the granting of paternity leave of four weeks for staff assigned to headquarters and family duty stations, and up to eight weeks for staff at non-family duty stations or in exceptional circumstances, such as complications of pregnancy or the death of the mother. Staff Rule 760.6 has been amended accordingly.

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

Salary determination

13. To respond to the Organization's needs, a staff member may be required to assume temporarily the responsibilities of an established post at a higher grade for longer than the 12 month period specified in Staff Rule 320.5. As a result, a degree of flexibility in the implementation of this Staff Rule is introduced. Staff Rule 320.5 has been amended accordingly.

Salaries

14. The schedule of salaries contained in Staff Rule 330.2 is moved to Appendix I to the Staff Rules. This format will facilitate administrative aspects of future updating. Staff Rule 330.2 has been amended accordingly.

Dependants' allowances

15. The US dollar amounts of dependants' allowances for staff members in the professional or higher category are removed. In line with United Nations practice, the amounts of dependants' allowances will be announced separately and will include not only the US dollar amount but also the local currency amounts in designated countries established on the basis of amounts recommended by the International Civil Service Commission. Any changes in the amounts of dependants' allowances will be included as part of the Report of the International Civil Service Commission which is submitted to the Executive Board each year. Staff Rule 340 has been amended accordingly.

Education grant and special education grant for disabled children

16. Staff Rule 350 is amended to simplify its presentation. As well, an inadvertent difference in treatment of those children pursuing non-university studies is removed and the possibility of extending the age limit for the grant due to national service or illness is introduced. These two latter changes align WHO's Staff Rules with those of the United Nations and other organizations in the common system.

¹ Resolution EB113.R13.

17. A correction is made to the terminology used in Staff Rule 355 to ensure consistency. The Staff Rule is also amended to clarify and simplify the terms of the special education grant. The age limit of 25 years has been removed to align WHO's Staff Rules with those of the United Nations and other organizations in the common system. In some conditions, to be determined by the Director-General, the age limit may be extended up to the end of the academic year in which the child reaches the age of 28.

18. The US dollar amounts of education grant are removed from Staff Rules 350.1, 350.2.2 and 355. Instead, a comprehensive list, which will include not only the US dollar amount but also the local currency amounts in designated countries established on the basis of amounts recommended by the International Civil Service Commission, is contained in Appendix II to the Staff Rules. This format will facilitate administrative aspects of future updating. Staff Rules 350.1, 350.2.2 and 355 have been amended accordingly.

Repatriation grant and removal of household goods

19. The addition of a new rule to the existing provisions of Staff Rules 370 and 855 is intended to avoid duplication of entitlements when both spouses are staff members of organizations of the United Nations common system. The amendment will be supplemented by provisions determined by the Director-General.

Payments and deductions

20. The second sentence of Staff Rule 380.3.1 is deleted and incorporated into Staff Rule 550.1 (within-grade increase) to avoid an unnecessary cross-reference. The last sentence of Staff Rule 380.3.1 is deleted since, with the introduction of computerization, it is no longer the case that the effective date of an increase in salary is the first of the month nearest the date of final approval. For example, a reassignment and promotion can take effect from any day of the month.

Staff member's beneficiaries (new Staff Rule 495)

21. In the event of the death of a staff member, payments due have been made to the eligible dependants or to the estate of the staff member. This process can involve a lengthy administrative process. The introduction of Staff Rule 495 will formalize a process whereby the staff member will nominate a beneficiary or beneficiaries at the time of appointment. The staff member will be responsible for notifying the Organization of any revocations or changes of beneficiaries and payments will be made to the nominated beneficiaries. The introduction of this Rule aligns WHO's Staff Rules with those of the United Nations. Rule 630.8 has been amended to reflect the provisions of this new Rule.

Within-grade increase

22. Staff Rule 550.1 is amended to clarify the effective date for a within-grade increase without cross-reference to Staff Rule 380.3.1.

Special leave

23. Special leave with full, partial or no pay may be granted at the request of the staff member. However, there are instances when a staff member may be placed on special leave in the interests of the Organization. Staff Rule 650 has been amended accordingly.

Sick leave

24. Staff Rule 740.1 has been edited to reflect actual implementation of sick leave provisions. There is no requirement that the granting of sick leave be limited to only one illness.

ACTION BY THE EXECUTIVE BOARD

25. In the light of these revisions, the Board may wish to consider the following draft resolutions.

Resolution 1

The Executive Board,

CONFIRMS, in accordance with Staff Regulation 12.2, the amendments to the Staff Rules that have been made by the Director-General with effect from 1 January 2005 concerning the remuneration of staff in the professional and higher categories, paternity leave, salary determination, schedule of salaries, dependants' allowances, education grant and special education grant, repatriation grant, payments and deductions, staff member's beneficiaries, within-grade increase, special leave, sick leave, removal of household goods and, with effect from the school year in progress on 1 January 2005, levels of education grant and special education grant for disabled children.

Resolution 2

The Executive Board,

RECOMMENDS to the Fifty-eighth World Health Assembly the adoption of the following resolution regarding salaries of staff in ungraded posts and of the Director-General:

The Fifty-eighth World Health Assembly,

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

1. ESTABLISHES the salaries of Assistant Directors-General and Regional Directors at US\$ 172 860 per annum before staff assessment, resulting in a modified net salary of US\$ 117 373 (dependency rate) or US\$ 106 285 (single rate);
2. ESTABLISHES the salary of the Director-General at US\$ 233 006 per annum before staff assessment, resulting in a modified net salary of US\$ 154 664 (dependency rate) or US\$ 137 538 (single rate);
3. DECIDES that those adjustments in remuneration shall take effect from 1 January 2005.

ANNEX

AMENDMENTS TO THE STAFF RULES

Former Text	New Text
<p>SALARY DETERMINATION</p> <p>320.5 A staff member may be officially required to assume temporarily the responsibilities of an established post of a higher grade than that which he occupies; such temporary arrangements shall not be continued for more than 12 months. As from the beginning of the fourth consecutive month of such service, the staff member shall be granted non-pensionable extra pay normally equal to, but not exceeding, the difference between his current pay, consisting of net base salary, post adjustment and allowances, and that which he would receive if promoted to the post of higher grade.</p>	<p>SALARY DETERMINATION</p> <p>320.5 A staff member may be officially required to assume temporarily the responsibilities of an established post of a higher grade than that which he occupies; such temporary arrangements shall not be continued for more than 12 months, unless otherwise decided by the Director-General. As from the beginning of the fourth consecutive month of such service, the staff member shall be granted non-pensionable extra pay normally equal to, but not exceeding, the difference between his current pay, consisting of net base salary, post adjustment and allowances, and that which he would receive if promoted to the post of higher grade.</p>
<p>SALARIES</p> <p>330.2 The following schedule of annual gross base salaries and of annual net base salaries shall apply to all professional and higher category posts:</p>	<p>SALARIES</p> <p>330.2 The following schedule of annual gross base salaries and of annual net base salaries shall apply applicable to all professional and higher category posts shall be as specified in Appendix 1 to these Rules.</p>
<p>340. DEPENDANTS' ALLOWANCES</p> <p>Staff members in the professional or higher category, except those holding temporary appointments as defined in Rule 420.3 or consultants appointed under Rule 1330, are entitled to a dependant's allowance for dependants as defined in Rule 310.5, to be paid as follows:</p> <p>340.1 US\$ 1936 per annum for a child, except that in cases where there is no dependent spouse the first dependent child is not entitled to an allowance. The entitlement shall be reduced by the amount of any benefit paid from any other public source by way of social security payments, or under public law, by reason of such child.</p>	<p>340. DEPENDANTS' ALLOWANCES</p> <p>Staff members in the professional or higher category, except those holding temporary appointments as defined in Rule 420.3 or consultants appointed under Rule 1330, are entitled to a dependant's allowance for dependants as defined in Rule 310.5, to be paid as follows:</p> <p>340.1 US\$ 1936 per annum for a dependent child, except that in cases where there is no dependent spouse the first dependent child is not entitled to an allowance. The entitlement shall be reduced by the amount of any benefit paid from any other public source by way of social security payments, or under public law, by reason of such child.</p>

Former Text	New Text
<p>340.2 US\$ 3872 per annum for a child who is physically or mentally incapacitated subject to the conditions defined in Rule 340.1 except that if the staff member has no dependent spouse and receives the “with dependant” rate of net salary by virtue of such a child, an allowance of US\$ 1936 shall be payable.</p> <p>340.3 US\$ 693 per year for a father, mother, brother or sister.</p> <p>340.4 In certain designated official stations, the allowances under Rules 340.1, 340.2 and 340.3 shall be established in local currency, as determined by the Director-General on the basis of procedures agreed among the international organizations concerned.</p>	<p>340.2 US\$ 3872 per annum for a child who is physically or mentally disabled incapacitated subject to the conditions defined in Rule 340.1, except that if the staff member has no dependent spouse and receives the “with dependant” rate of net salary by virtue of such a child, an allowance of US\$ 1936 shall be payable. the allowance shall be the same as for a dependent child in Rule 340.1 above.</p> <p>340.3 US\$ 693 per year for a father, mother, brother or sister.</p> <p>340.4 In certain designated official stations, The allowances to be paid under Rules 340.1, 340.2 and 340.3 shall be established in local currency, as determined by the Director-General on the basis of procedures agreed among the international organizations concerned.</p>
<p>350. EDUCATION GRANT</p> <p>350.1 Internationally recruited staff members shall be entitled to an education grant, except as indicated in Rule 350.3. The amount of the grant payable under this Rule shall be 75% of the education expenses actually incurred and admissible under Rule 350.2. The maximum grant per child per year shall not exceed a total payment of US\$ 11 115 or, for expenses incurred in certain currencies as determined by the Director-General on the basis of procedures agreed among the international organizations concerned, an amount established in those currencies. For staff members at certain designated official stations, the amount of the grant in respect of primary and secondary education shall be increased by an additional amount corresponding to 100% of boarding costs up to US\$ 5235 per child per year or, for expenses incurred in certain local currencies as determined by the Director-General on the basis of procedures agreed among the international organizations concerned, an amount established in those currencies. This Rule does not apply to staff holding temporary appointments as defined in Rule 420.3 or to consultants appointed under Rule 1330.</p>	<p>350. EDUCATION GRANT</p> <p>350.1 Internationally recruited staff members shall be entitled to an education grant, except as indicated in Rule 350.3, under the conditions which follow:</p>

Former Text	New Text
<p>The grant is payable in respect of:</p> <p>350.1.1 each child as defined under Rule 310.5.2, except that the entitlement to the grant in respect of such a child shall extend up to the end of the scholastic year in which he reaches the age of 21;</p> <p>350.1.2 each child as defined under Rule 310.5.2, after such child has reached the age of 21 and not beyond the scholastic year in which he reaches the age of 25, up to the end of the fourth year of post-secondary studies or award of the first recognized degree, whichever is earlier.</p> <p>350.2 This grant is payable for:</p> <p>350.2.1 the cost of full-time attendance at an educational institution in the country or area of the official station (see also Rule 350.2.5);</p> <p>350.2.2 the cost of full-time attendance at an educational institution outside the country or area of the official station, including the cost of board if provided by the institution. Where board is not provided by the institution, a flat amount is paid in lieu. The flat amount per child per year shall be US\$ 3490 or, for expenses incurred in certain currencies as determined by the Director-General on the basis of procedures agreed among the international organizations concerned, an amount established in those currencies. For staff members at certain designated official stations the flat amount in respect of primary and secondary education is US\$ 5235, or for expenses incurred in certain currencies as determined by the Director-General on the basis of procedures agreed among the international organizations concerned, an amount established in those currencies.</p>	<p>350.1.1 the grant is payable for each child as defined under Rule 310.5.2, except that the entitlement in respect of such a child shall extend up to the end of the school year in which the child reaches the age of 25, completes four years of post-secondary studies or is awarded the first recognized degree, whichever is earlier;</p> <p>350.1.2 if the child’s education is interrupted for at least one scholastic year by national service obligations or illness, the period of eligibility may be extended, by the period of interruption, beyond the scholastic year in which the child reaches the age of 25;</p> <p>350.1.3 the amounts of the grant payable under the Rules shall be as specified in Appendix 2 to these Rules.</p> <p>350.2 This grant is payable in respect of for:</p> <p>350.2.1 the cost of full-time attendance at an educational institution in the country or area of the official station (see also Rule 350.2.5);</p> <p>350.2.2 the cost of full-time attendance at an educational institution outside the country or area of the official station, including the cost of board if provided by the institution. Where board is not provided by the institution, a flat amount is paid in lieu. The flat amount per child per year shall be US\$ 3490 or, for expenses incurred in certain currencies as determined by the Director-General on the basis of procedures agreed among the international organizations concerned, an amount established in those currencies. For staff members at certain designated official stations the flat amount in respect of primary and secondary education is US\$ 5235, or for expenses incurred in certain currencies as determined by the Director-General on the basis of procedures agreed among the international organizations concerned, an amount established in those currencies.</p> <p>[350.2.3 to 350.5 – no changes]¹</p>

¹Text in square brackets will not appear in the amended Staff Rules.

Former Text	New Text
<p>355. SPECIAL EDUCATION GRANT FOR DISABLED CHILDREN</p> <p>Staff members, except those holding temporary appointments as defined in Rule 420.3 or consultants appointed under Rule 1330, are entitled to a special education grant in respect of any physically or mentally incapacitated child, recognized as dependant under Rule 310.5.2, up to the end of the year in which such child reaches the age of 25. The amount of the grant per child per year shall be 100% of the special education expenses actually incurred up to a maximum of US\$ 14 820 or, for expenses incurred in certain currencies as determined by the Director-General on the basis of procedures agreed among the international organizations concerned, up to a maximum amount established in those currencies. In cases where an education grant is payable under Rule 350, the total of the amounts payable under Rules 350 and 355 shall not exceed the applicable maximum.</p>	<p>355. SPECIAL EDUCATION GRANT FOR DISABLED CHILDREN</p> <p>355.1 Staff members, except those holding temporary appointments as defined in Rule 420.3 or consultants appointed under Rule 1330, are entitled to a special education grant in respect of any physically or mentally incapacitated disabled child, recognized as dependant under Rule 310.5.2, up to the end of the year in which such child reaches the age of 28, under conditions established by the Director-General. up to the end of the year in which such child reaches the age of 25. The amount of the grant per child per year shall be 100% of the special education expenses actually incurred up to a maximum of US\$ 14 820 or, for expenses incurred in certain currencies as determined by the Director-General on the basis of procedures agreed among the international organizations concerned, up to a maximum amount established in those currencies. In cases where an education grant is payable under Rule 350, the total of the amounts payable under Rules 350 and 355 shall not exceed the applicable maximum.</p> <p>355.2 The amount of the special education grant for each disabled child shall be equal to 100% of admissible expenses actually incurred up to the applicable maximum grant as specified in Appendix 2 to these Rules.</p> <p>[Paragraphs 355.1 to 355.6 are renumbered 355.3 to 355.8]</p>
<p>370. REPATRIATION GRANT</p> <p>[370.1 to 370.5 unchanged]</p>	<p>370. REPATRIATION GRANT</p> <p>[New Rule]</p> <p>370.6 If both spouses are staff members of international organizations applying the common system of salaries and allowances and each is entitled to payment of a repatriation grant on separation from service, the amount of the grant paid to each shall be calculated in accordance with terms and conditions established by the Director-General.</p>

Former Text	New Text
<p>380. PAYMENTS AND DEDUCTIONS</p> <p>380.3 The effective date of any change in salary shall be as follows:</p> <p>380.3.1 Any increase shall be effective from the date of entitlement. The date of entitlement to a within-grade increase shall be the first of the month nearest the date of satisfactory completion of the service requirement. The date of entitlement to any other increase in salary shall be the first of the month nearest the date of final approval.</p>	<p>380. PAYMENTS AND DEDUCTIONS</p> <p>380.3 The effective date of any change in salary shall be as follows:</p> <p>380.3.1 Any increase shall be effective from the date of entitlement except as otherwise specified in these Rules or determined by the Director-General. The date of entitlement to a within-grade increase shall be the first of the month nearest the date of satisfactory completion of the service requirement. The date of entitlement to any other increase in salary shall be the first of the month nearest the date of final approval.</p>
	<p>[New Rule]</p> <p>495. STAFF MEMBER'S BENEFICIARIES</p> <p>495.1 At the time of appointment, each staff member shall nominate a beneficiary or beneficiaries in writing in a form prescribed by the Director-General. It shall be the responsibility of the staff member to notify the Director-General of any revocations or changes of beneficiaries.</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 Joint Staff Pension Fund Regulations. Such payment shall afford the World Health Organization a complete release from all further liability in respect of any sum so paid.</p>

Former Text	New Text
<p>630. ANNUAL LEAVE</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 60 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 accrued annual leave shall be made to his estate but no deduction shall be made in respect of advanced annual leave.</p>	<p>630. ANNUAL LEAVE</p> <p>630.08 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 60 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 accrued annual leave shall be made to his estate or her nominated beneficiary or beneficiaries under Rule 495.2 but no deduction shall be made in respect of advanced annual leave</p>
<p>650. SPECIAL LEAVE</p> <p>Special leave with full, partial or no pay may be granted for training or research in the interest of the Organization or for other valid reasons, including the death of an immediate family member or the adoption of a child under conditions determined by the Director-General. Normally, such leave shall not be granted until all accrued annual leave has been exhausted and normally shall not exceed one year in duration. Periods of special leave shall be credited for all purposes except as otherwise specified in the Rules.</p>	<p>650. SPECIAL LEAVE</p> <p>Special leave with full, partial or no pay may be granted for training or research in the interest of the Organization or for other valid reasons, including the death of an immediate family member or the adoption of a child under conditions determined by the Director-General. The Director-General may, at his or her initiative, place a staff member on special leave with full pay if he or she considers such leave to be in the interest of the Organization. Normally, such leave shall not be granted until all accrued annual leave has been exhausted and normally shall not exceed one year in duration. Periods of special leave shall be credited for all purposes except as otherwise specified in the Rules.</p>

Former Text	New Text
<p>740. SICK LEAVE</p> <p>740.1 Staff members, except those engaged on a “when-actually-employed” basis and those excluded by the Director-General under the provisions of Rules 1320 and 1330, who are unable to perform their duties because of illness or injury, or whose attendance is prevented by public health requirements, may be granted sick leave with pay in the following amounts:</p> <p>740.1.1 a staff member holding an appointment of one year’s duration or more may be granted up to six months’ leave with full pay in connection with any one illness or in any period of 12 consecutive months, provided that the total of all absences on account of sick leave shall not exceed nine months in any four-year period (See also Rules 655.1 and 750.1);</p>	<p>740. SICK LEAVE</p> <p>740.1 Staff members, except those engaged on a “when-actually-employed” basis and those excluded by the Director-General under the provisions of Rules 1320 and 1330, who are unable to perform their duties because of illness or injury, or whose attendance is prevented by public health requirements, may be granted sick leave with pay in the following amounts:</p> <p>740.1.1 a staff member holding an appointment of one year’s duration or more may be granted up to six months’ sick leave with full pay in connection with any one illness or in any period of 12 consecutive months, provided that the total of all absences on account of sick leave shall not exceed nine months in any four-year period (See also Rules 655.1 and 750.1);</p> <p>[No further changes]</p>
<p>760. MATERNITY AND PATERNITY LEAVE</p> <p>760.6 Paternity leave</p> <p>A staff member, except those holding temporary appointments as defined in Rule 420.3 or consultants appointed under Rule 1330, shall be entitled to paternity leave for up to five days upon presentation of satisfactory evidence of the birth of his child.</p>	<p>760. MATERNITY AND PATERNITY LEAVE</p> <p>760.6 Paternity leave</p> <p>Upon presentation of satisfactory evidence of the birth of his child, A a staff member, except those holding temporary appointments as defined in Rule 420.3 or consultants appointed under Rule 1330, shall be entitled to paternity leave for a maximum period of four weeks for staff assigned to family duty stations. In exceptional circumstances, such as complications of pregnancy or the death of the mother, paternity leave shall be for a maximum period of eight weeks. Staff at non-family duty stations shall be entitled to paternity leave for a maximum period of eight weeks. Paternity leave must be exhausted within 12 months from the date of the child’s birth.</p>
<p>855. REMOVAL OF HOUSEHOLD GOODS</p>	<p>855. REMOVAL OF HOUSEHOLD GOODS</p> <p>[855.1 to 855.2 unchanged. Add new Rule]</p> <p>855.3 If both spouses are staff members of international organizations applying the common system of salaries and allowances and each is entitled to reimbursement for the expense of moving household goods, each shall have the choice of exercising the entitlement within limits established by the Director-General.</p>

Appendix 1

Salary scale for staff in the professional and higher graded categories: annual gross salaries and net equivalents after application of staff assessment (in US dollars)¹

(effective 1 January 2005)

Level		Step														
		<i>I</i>	<i>II</i>	<i>III</i>	<i>IV</i>	<i>V</i>	<i>VI</i>	<i>VII</i>	<i>VIII</i>	<i>IX</i>	<i>X</i>	<i>XI</i>	<i>XII</i>	<i>XIII</i>	<i>XIV</i>	<i>XV</i>
D-2	Gross	141 974	145 065	148 156	151 248	154 340	157 431									
	Net D	98 224	100 140	102 057	103 974	105 891	107 807									
	Net S	90 236	91 854	93 466	95 072	96 674	98 269									
P-6/D-1	Gross	129 405	132 119	134 832	137 457	140 261	142 974	145 689	148 403	151 116						
	Net D	90 431	92 114	93 796	95 479	97 162	98 844	100 527	102 210	103 892						
	Net S	83 587	85 050	86 509	87 965	89 418	90 867	92 312	93 755	95 194						
P-5	Gross	106 368	108 679	110 987	113 295	115 605	117 913	120 223	122 532	124 842	127 150	129 458	131 768	134 077		
	Net D	76 148	77 581	79 012	80 443	81 875	83 306	84 738	86 170	87 602	89 033	90 464	91 896	93 328		
	Net S	70 742	72 014	73 282	74 550	75 815	77 077	78 338	79 596	80 852	82 106	83 358	84 607	85 855		
P-4	Gross	86 211	88 303	90 423	92 650	94 879	97 106	99 335	101 563	103 792	106 018	108 247	110 474	112 703	114 931	117 160
	Net D	63 499	64 880	66 262	67 643	69 025	70 406	71 788	73 169	74 551	75 931	77 313	78 694	80 076	81 457	82 839
	Net S	59 132	60 390	61 647	62 901	64 155	65 407	66 659	67 909	69 157	70 405	71 651	72 896	74 140	75 383	76 625
P-3	Gross	69 779	71 715	73 656	75 589	77 530	79 467	81 402	83 342	85 280	87 217	89 156	91 161	93 226	95 287	97 350
	Net D	52 654	53 932	55 213	56 489	57 770	59 048	60 325	61 606	62 885	64 163	65 443	66 720	68 000	69 278	70 557
	Net S	49 149	50 325	51 503	52 678	53 856	55 030	56 206	57 383	58 558	59 734	60 906	62 079	63 250	64 422	65 594
P-2	Gross	56 465	58 056	59 643	61 344	63 077	64 809	66 542	68 273	70 008	71 742	73 473	75 209			
	Net D	43 655	44 800	45 943	47 087	48 231	49 374	50 518	51 660	52 805	53 950	55 092	56 238			
	Net S	40 947	41 985	43 020	44 057	45 092	46 130	47 184	48 234	49 289	50 341	51 392	52 447			
P-1	Gross	43 831	45 358	46 883	48 413	49 938	51 464	52 992	54 519	56 043	57 571					
	Net D	34 558	35 658	36 756	37 857	38 955	40 054	41 154	42 254	43 351	44 451					
	Net S	32 599	33 612	34 625	35 638	36 650	37 662	38 676	39 676	40 672	41 668					

¹ D = Rate applicable to staff members with a dependent spouse or child; S = Rate applicable to staff members with no dependent spouse or child.

Appendix 2

**EDUCATION GRANT ENTITLEMENTS APPLICABLE IN CASES
WHERE EDUCATIONAL EXPENSES ARE INCURRED IN SPECIFIED
CURRENCIES AND COUNTRIES**

(effective school year in progress 1 January 2005)

<i>Country/currency area</i>	<i>(1) Maximum admissible educational expenses and maximum grant for disabled children</i>	<i>(2) Maximum education grant</i>	<i>(3) Flat rate when boarding not provided</i>	<i>(4) Additional flat rate for boarding (for staff serving at designated duty stations)</i>	<i>(5) Maximum grant for staff members serving at designated duty stations</i>	<i>(6) Maximum admissible educational expenses for attendance (only when flat rate for boarding is paid)</i>
Part A						
Euro						
Austria	15 198	11 399	3 392	5 087	16 486	10 676
Belgium	14 446	10 835	3 147	4 720	15 555	10 251
Finland	9 082	6 812	2 382	3 572	10 384	5 907
France	10 263	7 697	2 716	4 074	11 771	6 641
Germany	18 993	14 245	3 794	5 690	19 935	13 935
Ireland	10 997	8 248	2 755	4 132	12 380	7 324
Italy	15 316	11 487	2 818	4 227	15 714	11 559
Luxembourg	12 898	9 673	3 147	4 720	14 393	8 701
Monaco	9 330	6 997	2 672	4 008	11 005	5 767
Netherlands	15 440	11 580	3 594	5 392	16 972	10 648
Spain	13 762	10 332	2 733	4 099	14 431	10 132
Denmark (krone)	89 010	66 758	23 601	35 401	102 159	57 543
Japan yen (yen)	2 324 131	1 743 098	525 930	788 895	2 531 993	1 622 891
Norway (krone)	71 632	53 724	18 338	27 507	81 231	47 181
Sweden (krona)	100 733	75 550	22 569	33 853	109 403	70 641
Switzerland (Swiss franc)	26 868	20 151	5 182	7 773	27 924	19 959
United Kingdom of Great Britain and Northern Ireland (pound sterling)	18 285	13 714	3 181	4 772	18 486	14 044
Part B						
United States dollar (outside the United States of America)	17 189	12 892	3 490	5 235	18 127	12 536
Part C						
United States dollar (in the United States)*	28 832	21 624	4 742	7 113	28 737	22 509

*Also applies, as a special measure, for China, Indonesia, Romania and the Russian Federation.

Where educational expenses are incurred in any of the currencies set out in the table above, the maximum applicable amounts are set out in columns (1) to (6) against those currencies. Where educational expenses are incurred in the United States of America, the maximum applicable amounts are set out in columns (1) to (6) against part C above. Where educational expenses are not incurred in any of the currencies set out in part A above or in the United States, the maximum applicable amounts are set out in columns (1) to (6) against part B above.

Attendance at an educational institution outside the duty station

- (i) Where the educational institution provides board, the amount shall be 75% of the admissible costs of attendance and the costs of board up to the maximum indicated in column (1), with a maximum grant indicated in column (2) per year.
- (ii) Where the educational institution does not provide board, the amount shall be a flat sum as indicated in column (3), plus 75% of the admissible costs of attendance up to a maximum grant as indicated in column (2) per year.

Attendance at an educational institution at the duty station

- (iii) The amount shall be 75% of the admissible costs of attendance up to the maximum indicated in column (1), with a maximum grant as indicated in column (2) per year.
- (iv) Where the grant is payable for the cost of boarding for attendance at an educational institution in the country of the official station but beyond commuting distance from the official station, and when no suitable education facility exists in that area, the amount of the grant shall be calculated at the same rates as specified in (i) or (ii) above.

Staff serving at designated duty stations with inadequate or no education facilities with attendance at an educational institution at the primary or secondary level outside the duty station

- (v) Where the educational institution provides board, the amount shall be:
 - a. 100% of the costs of board up to the maximum indicated in column (4); and
 - b. 75% of the admissible costs of attendance and of any part of the costs of board in excess of the amount indicated in column (4), with a maximum reimbursable amount as indicated in column (5).
- (vi) Where the educational institution does not provide board, the amount shall be:
 - a. A flat sum for board as indicated in column (4); and
 - b. 75% of the admissible costs of attendance, with a maximum reimbursable amount as indicated in column (5).

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