

Amendments to the Staff Regulations and 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 are made in the light of experience and in the interest of good human resources management.
3. The amendments described in section II of this document stem from resolution 68/247 adopted by the United Nations General Assembly on 27 December 2013 at its sixty-eighth session on the basis of the recommendations of the United Nations Joint Staff Pension Fund.
4. The amendments to the Staff Rules do not involve any additional costs under the regular budget.
5. The two sets of amended Staff Rules are set out in Annexes 1 and 2, respectively.³

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

Effective date

6. Staff Rule 040 has been amended to indicate that the effective date of these Staff Rules is 1 July 2014.

Assignment grant

7. Staff Rule 365.5 has been amended so that the lump sum portion of the assignment grant can be recovered on a proportional basis if a staff member resigns from the service of the Organization within one year of the effective date of the appointment or reassignment to an official duty station. The Staff Rule has also been amended to remove reference to the per diem portion of the grant, which is not recoverable.

¹ Copies of the Staff Regulations and Staff Rules are available in the Executive Board room.

² *Basic documents*, 47th ed., Geneva: World Health Organization; 2009.

³ Available in English and French only.

Appointment policies

8. The footnote to Staff Rule 420 has been removed because the Organization no longer has any staff member who holds a career-service or a service appointment.

Determination of recognized place of residence

9. Staff Rule 460 has been amended to clarify the basis on which the country of recognized place of residence is determined for the purpose of establishing staff members' entitlements.

Leave without pay

10. Staff Rules 655.1, 655.2, 655.2.1 and 655.2.2 have been amended for editorial reasons only.
11. Staff Rule 655.2.3 has been amended and Staff Rule 655.2.4 introduced in order to clarify the conditions for the accrual of service credit during periods of leave without pay of 30 days or less, and periods of leave without pay of more than 30 days.
12. Staff Rule 655.2.4 has been renumbered to Staff Rule 655.3.

Sick leave under insurance cover

13. Staff Rule 750.1 has been amended to clarify that reference is made to receipt of salary benefits under the Organization's Accident and Illness Insurance specified in Staff Rule 720, and also for editorial reasons.
14. Staff Rule 750.2 has been amended in order to introduce Staff Rules 750.2.1, 750.2.2, and 750.2.3.
15. Staff Rules 750.2.1 and 750.2.3 have been introduced to clarify that staff members will continue to accrue service credit for all purposes during periods of sick leave under insurance cover of 30 days or less; and that service credit will cease to accrue for all purposes when periods of sick leave under insurance cover exceed 30 days. The Staff Rule has also been amended to clarify that when sick leave under insurance cover exceeds 30 days the service credit will cease to accrue as from the start date of the sick leave under insurance cover.
16. Staff Rule 750.2.2 has been introduced to clarify that sick leave under insurance cover may be granted at 50% of the ordinary rates of accrual, and also to specify that for periods of sick leave under insurance cover at 50% of more than 30 days, service credit will continue to accrue at half the ordinary rate of accrual.

Travel of spouse and children

17. Staff Rule 820.2.5 has been amended in order to renumber the cross-reference "Rule 655.2.4" to Staff Rule 655.3 and to make minor editorial changes.

II. AMENDMENTS CONSIDERED NECESSARY IN THE LIGHT OF RESOLUTION 68/247 ADOPTED BY THE UNITED NATIONS GENERAL ASSEMBLY

Leave without pay

18. Staff Rule 655.3 has been amended in light of the adoption of resolution 68/247 by the United Nations General Assembly, whereby staff members who became participants in the United Nations Joint Staff Pension Fund on or after 1 January 2014, will be eligible for the receipt of an early retirement benefit upon separation at age 58.

19. Staff Rule 655.3 has also been renumbered to Staff Rule 655.4 in order to reflect the proposed amendments to Staff Rule 655.2.4 as indicated in section 1 of this document.

ACTION BY THE EXECUTIVE BOARD

20. In the light of these amendments, the Executive Board may wish to consider the following draft resolution:¹

The Executive Board,

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

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 July 2014 concerning the effective date of amendments to the Staff Rules; assignment grant; appointment policies; determination of recognized place of residence; leave without pay; sick leave under insurance cover; and travel of spouse and children.

¹ See document EB135/7 Add.1 for the financial and administrative implications for the Secretariat of the adoption of this resolution.

² Document EB135/7.

ANNEX I

**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>040. EFFECTIVE DATE</p> <p>040. These Staff Rules are effective as from 1 July 2013 and supersede all Staff Rules in force before that date, with the exception of Appendices 1 and 2. Appendix 1, which took effect on 1 January 2012, remains in effect. Appendix 2 is effective as from 1 January 2013. All subsequent modifications shall become effective as from the date shown thereon.</p>	<p>040. EFFECTIVE DATE</p> <p>040. These Staff Rules are effective as from 1 July 2014 3and supersede all Staff Rules in force before that date, with the exception of Appendices 1 and 2. Appendix 1, which took effect on 1 January 2012, remains in effect. Appendix 2 is effective as from 1 January 2013. All subsequent modifications shall become effective as from the date shown thereon.</p>
<p>365. ASSIGNMENT GRANT</p> <p>365.5 If a staff member resigns from the Organization within six months of the date of his appointment or reassignment, any assignment grant paid under Rules 365.2 and 365.3 is recoverable proportionately under conditions established by the Director-General.</p>	<p>365. ASSIGNMENT GRANT</p> <p>365.5 If a staff member resigns from the Organization within six months one year of the date of his or her appointment or reassignment to an official duty station, the lump sum portion of the assignment grant paid under Staff Rules 365.2 and 365.3 is recoverable proportionately under conditions established by the Director-General.</p>
<p>420. APPOINTMENT POLICIES¹</p> <p>¹Staff members holding career-service and service appointments on 1 July 2007, shall have such appointments automatically converted to continuing appointments.</p>	<p>420. APPOINTMENT POLICIES¹</p> <p><i>Footnote to be deleted</i></p> <p>¹Staff members holding career-service and service appointments on 1 July 2007, shall have such appointments automatically converted to continuing appointments.</p>
<p>460. DETERMINATION OF RECOGNIZED PLACE OF RESIDENCE</p> <p>At the time of appointment of a staff member, the Organization shall determine, in consultation with him, that place which is to be recognized throughout his service as his residence prior to appointment, for purposes of establishing entitlements under these Staff Rules. Unless there are reasons to the contrary, and except as provided by Rule 1310.2, the residence shall be determined to be the place in the country of the staff member's nationality where he was residing at the time of appointment; if he was living in some other country at the time of appointment, the residence shall be a</p>	<p>460. DETERMINATION OF RECOGNIZED PLACE OF RESIDENCE</p> <p>At the time of appointment of a staff member, the Organization shall determine, in consultation with him or her, that place which is to be recognized throughout his or her service as his or her residence prior to appointment, for purposes of establishing entitlements under these Staff Rules. Unless there are reasons to the contrary, and except as provided by Staff Rule 1310.2, the residence shall be determined to be a the place in the country of the staff member's nationality where he was residing at the time of appointment; if he was living in some other country at the time of appointment, the</p>

Former text	New text
<p>place in the country of his nationality determined in consultation with him on the basis of reasonable justification. Consideration may be given in individual cases to designating some other place if the facts so warrant.</p>	<p>residence shall be a place in the country of his nationality determined in consultation with him on the basis of reasonable justification. Consideration may be given in individual cases to designating a place in some another country place on the basis of reasonable justification and the staff member's right to permanent residence in that country. if the facts so warrant.</p>
<p>655. LEAVE WITHOUT PAY</p> <p>655.1 Leave without pay may be granted, for a period normally not in excess of one year, except as indicated in Rule 655.3 below, for purposes normally covered by sick or annual leave when that leave has been exhausted.</p> <p>655.2 During any leave without pay under Rule 655.1 the following conditions shall apply:</p> <p>655.2.1 cover under any insurance provided by these Rules shall cease unless the staff member pays both his and the Organization's contributions under the appropriate insurance plans;</p> <p>655.2.2 no credit shall accrue for purposes of pensionable service time unless the staff member pays both his own and the Organization's contributions to the Pension Fund;</p> <p>655.2.3 no service credit shall accrue for the purposes of annual leave, a within-grade increase, completion of probation, a continuing appointment, repatriation grant, termination indemnity, home leave, meritorious increases under Rule 555.2, and end-of-service grant. Periods of leave without pay of 30 calendar days or less shall not affect the ordinary rates of accrual;</p> <p>655.2.4 if the duration of the leave without pay is more than one third of the scholastic year of a child for whom the staff member is eligible to receive an education grant, the amount of the grant shall be reduced proportionally and the child's travel shall not be paid.</p>	<p>655. LEAVE WITHOUT PAY</p> <p>655.1 Leave without pay may be granted, for a period normally not in excess of one year, except as indicated in Staff Rule 655.34 below, for purposes normally covered by sick or annual leave when that leave has been exhausted.</p> <p>655.2 During any leave without pay under Staff Rule 655.1 the following conditions shall apply:</p> <p>655.2.1 cover under any insurance provided by these Staff Rules shall cease unless the staff member pays both his or her and the Organization's contributions under the appropriate insurance plans; and</p> <p>655.2.2 no credit shall accrue for purposes of pensionable service time unless the staff member pays both his or her own and the Organization's contributions to the United Nations Joint Staff Pension Fund;</p> <p>655.2.3 subject to Staff Rule 655.2.4, no service credit shall accrue for the all purposes of annual leave, a within-grade increase, completion of probation, a continuing appointment, repatriation grant, termination indemnity, home leave, meritorious increases under Rule 555.2, and end-of-service grant. during Periods of leave without pay of 30 calendar days or less; not affect the ordinary rates of accrual</p> <p>655.2.4 service credit shall cease to accrue for all purposes from the start date of periods of leave without pay of more than 30 calendar days.</p> <p>655.2.43. 655.2.43. if If the duration of the leave without pay is more than one third of the scholastic year of a child for whom the staff member is eligible to receive an education grant, the amount of the grant shall be reduced proportionally and the child's travel shall not be paid.</p>

Former text	New text
<p>750. SICK LEAVE UNDER INSURANCE COVER</p> <p>750.1 Sick leave under insurance cover shall be granted to a staff member who is unable to perform his duties because of illness or injury and who is entitled to salary benefits under the Organization's accident and illness policy (see Rule 720). While receiving these the staff member and the Organization shall continue to make contributions to the Staff Pension Fund, accident and illness insurance, and the Staff Health Insurance.</p> <p>750.2 During sick leave under insurance cover no service credit shall accrue for the purposes of annual leave, a within-grade increase, completion of probation, a continuing appointment, repatriation grant, termination indemnity, home leave and end-of-service grant. Periods of 30 calendar days or less shall not affect the ordinary rates of accrual.</p>	<p>750. SICK LEAVE UNDER INSURANCE COVER</p> <p>750.1 Sick leave under insurance cover shall be granted to a staff member who is unable to perform his or her duties because of illness or injury and who is entitled to salary benefits under the Organization's aAccident and illness Insurance policy (see Staff Rule 720). While receiving these a staff member is on sick leave under insurance cover, the staff member and the Organization shall continue to make contributions to the United Nations Joint Staff Pension Fund, aAccident and illness iInsurance, and the Staff Health Insurance.</p> <p>750.2 During any sick leave under insurance cover no service credit shall accrue for the purposes of annual leave, a within-grade increase, completion of probation, a continuing appointment, repatriation grant, termination indemnity, home leave and end of service grant. Periods of 30 calendar days or less shall not affect the ordinary rates of accrual. under Staff Rule 750.1, the following conditions shall apply:</p> <p>750.2.1 service credit shall continue to accrue for all purposes during sick leave under insurance cover of 30 days or less;</p> <p>750.2.2 service credit shall accrue for all purposes at half the ordinary rates of accrual from the start date of sick leave under insurance cover at 50 percent for more than 30 days;</p> <p>750.2.3 service credit for all purposes shall cease to accrue from the start date of sick leave under insurance cover of more than 30 days, except as provided in Staff Rule 750.2.2.</p>
<p>820. TRAVEL OF SPOUSE AND CHILDREN</p> <p>820.2.5 for a child for whom there is an entitlement to an education grant under Rule 350 for study outside the commuting distance of the official station, provided Rule 655.2.4 does not apply:</p>	<p>820. TRAVEL OF SPOUSE AND CHILDREN</p> <p>820.2.5 for a child for whom there is an entitlement to an education grant under Staff Rule 350 for study outside the commuting distance of the official duty station, provided Staff Rule 655.2.43 does not apply:</p>

ANNEX 2

**AMENDMENTS CONSIDERED NECESSARY IN THE LIGHT OF
RESOLUTION 68/247 ADOPTED BY THE UNITED NATIONS
GENERAL ASSEMBLY**

Former text	New text
<p>655. LEAVE WITHOUT PAY</p> <p>655.3 The Director-General may authorize leave without pay for pension purposes for staff who are within two years of reaching age 55 and 25 years of contributory service, or who are over that age and within two years of reaching 25 years of contributory service.</p>	<p>655. LEAVE WITHOUT PAY</p> <p>655.43 The Director-General may authorize leave without pay for pension purposes for a staff member who are is:</p> <p>655.4.1 within two years of reaching the age 55 that would qualify him or her for receipt of an early retirement benefit upon separation pursuant to Staff Rule 1020.2 and 25 years of contributory service; ; or</p> <p>655.4.2 who are over that the age that would qualify him or her for receipt of an early retirement benefit upon separation pursuant to Staff Rule 1020.2 and within two years of reaching 25 years of contributory service.</p>

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