

# FICSA COUNCIL

## 57<sup>th</sup> SESSION

WMO (Geneva, 2 to 7 February 2004)



FEDERATION OF INTERNATIONAL CIVIL SERVANTS' ASSOCIATIONS  
FEDERATION DES ASSOCIATIONS DE FONCTIONNAIRES INTERNATIONAUX

FICSA/C/57/R.1

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### **REPORT OF THE 57<sup>TH</sup> SESSION OF THE FICSA COUNCIL**

## CONTENTS

	<i>Paragraphs</i>	<i>Page</i>
1. Opening of the session	1-22	1
2. Credentials	23	5
3. Election of the Chair, Vice-Chairs and Rapporteur	24	5
4. Adoption of the agenda	25	5
5. Organization of the Council's work	26	5
6. Constitutional matters	27-29	5
7. Questions relating to membership status in FICSA (changes in membership)	30	6
8. Report of the Executive Committee for 2003-2004	31-57	6
9. Functioning of FICSA	58-66	10
10. Standing Committee on Legal Questions	67-74	11
11. Standing Committee on Human Resources Management	75-87	12
12. Standing Committee on Social Security/Occupational Health and Safety	88-93	15
13. Standing Committee on Conditions of Service in the Field	94-99	16
14. Standing Committee on General Service Questions	100-103	17
15. Standing Committee on Professional Salaries and Allowances	104-111	18
16. Ad Hoc Committee on Administrative and Budgetary Questions	112-131	20
17. Associate matters	132	23
18. Other business	133-134	23
19. Date, place and draft agenda of the next session	135	23
20. Election of the Executive Committee for 2004-2005	136-149	23
21. Election of Standing Committee officers for 2004-2005	150	26
22. Closing of the session	151-155	26

## ANNEXES

<i>Annex</i>		<i>Page</i>
1	Agenda of the 57 <sup>th</sup> FICSA Council	28
2	Resolutions	29
3	Report of the Standing Committee on Legal Questions	31
4	Report of the Standing Committee on Human Resources Management	39
5	Report of the Standing Committee on Social Security/ Occupational Health and Safety	47
6	Report of the Standing Committee on Conditions of Service in the Field	52
7	Report of the Standing Committee on General Service Questions	61
8	Report of the Standing Committee on Professional Salaries and Allowances	69
9	Report of the Joint Meeting of the Standing Committees on Professional Salaries and Allowances, Human Resources Management and General Service Questions	75
10	Report of the Standing Committee on Administrative and Budgetary Questions	81
11	Budget for the year 2004	88
12	Distribution of staff for the purposes of the 2004 contributions	89
13	Methodology for calculating the scale of contributions for 2004	90
14	Scale of contributions for 2004	91
15	List of participants	92
16	List of documents and conference room papers	97

# **Report of the 57<sup>th</sup> session of the FICSA Council**

## **WMO Geneva, 2 to 7 February 2004**

### **Opening session (Agenda item 1)**

1. The President of the Federation of International Civil Servants' Associations (FICSA), Mr. Richard Kerby, opened the fifty-seventh session of the FICSA Council and invited those present to observe one minute's silence in honour of those who had tragically lost their lives in the past year while serving the United Nations. Council also adopted the motion that the 57<sup>th</sup> session be dedicated to the memory of those former colleagues who had made the ultimate sacrifice in the course of duty.

2. The President then invited Ms. Margaret Anderson, President of the WMO Staff Association, to take the floor. In welcoming the participants, Ms. Anderson described the current session as 'one of the most significant events' in the course of a long association with the Federation as a staff representative. She reaffirmed her conviction of the need to have a solid, cohesive and effective Federation. She stressed the key role that the commitment of staff representatives and their relationship with management played in determining the common good. By analogy, the officers of the FICSA Executive Committee played a similar role at an inter-agency level. She thus welcomed the stability and spirit within the Executive Committee that had greatly benefited FICSA in what had been 'one of the most successful terms of office in recent years'.

3. For her, the most important outcome of the current session of the Council would be continued cooperation in securing the best possible representation of staff interests at the level of the common system. She sincerely hoped that 2004 would stand out on two counts: a year in which the troubles of the past would soon fade into distant memory, and a year in which the Federation would be able to welcome back to the fold those member associations/unions that had recently withdrawn. To that end, she looked forward to agreement being reached by the end of the week on a new structure for FICSA as the Federation moved ahead in concert with its membership towards positive and constructive objectives.

4. Mr. Michel Jarraud, Secretary-General of the WMO, welcomed the Federation to his organisation's headquarters. He also welcomed Ms. Salika Wenger, a member of the Geneva Parliament, President of the Association of Women Parliamentarians, and General Secretary of Équité and the Chairman of the International Civil Service Commission (ICSC), Mr. Mohsen Bel Hadj Amor. The current session of the FICSA Council was one in a series of important meetings that WMO had hosted in its new building over previous years, including the meeting of the Administrative Coordinating Committee (ACC) currently known as the Chief Executives Board for Coordination (CEB), chaired by the Secretary-General, Kofi Annan, and the 50th session of the Board of the United Nations Joint Staff Pension Fund (UNJSPF).

5. As the federation that represented the majority of international civil servants, FICSA and its members were committed to doing their utmost to uphold the ideals and spirit of the United Nations, helping those afflicted by the scourge of poverty, war and lack of water and ravaged by disease or natural disasters. Commitment on that scale incurred risks and loss of lives as evidenced by the tragic fate of colleagues who had died in the course of service to humanity.

6. WMO and its precursors had been acting in the interests of human welfare in areas related to weather, climate and water since the middle of the nineteenth century, thus earning the organisation recognition as the 'original networker'. In a world where the water cycle did not recognise any political and economic boundaries and 80% of all natural disasters were attributable to meteorological or hydrological conditions, the monitoring and prediction capacity

of WMO played a key role in alerting the world to the increase in greenhouse gases and all its implications. The success of WMO and its significant contribution to human welfare and environmental protection were contingent upon the coordinative capabilities of the secretariat and its staff. However much the world might change, the need for a dedicated international civil service would not. WMO had full understanding and sympathy for the basic objectives of FICSA to: ensure equitable and attractive conditions of service for all staff; defend staff rights; and project a positive image of the international civil service.

7. The Secretary-General of WMO emphasised the importance of maintaining good staff/management relations through open dialogue and ready communication. He recognised the Federation's contribution to furthering that dialogue and its readiness to maintain a harmonious and productive working relationship. He was pleased to inform Council that at its meeting the previous year, the WMO Congress had paid tribute to the staff's dedication and hard work. The Congress had been encouraged by the progress towards implementing the staff development learning and training strategy. He re-affirmed the WMO Administration's commitment to continue its efforts in the joint staff/management consultative committee to maintain a harmonious and productive working relationship with staff.

8. In a week that would be marked by intensive debate of innumerable issues, he was confident the WMO Staff Association would spare no efforts in facilitating the decision-making process. He wished the participants a productive and successful week, a pleasant stay in Geneva and a safe return home.

9. After escorting the Secretary-General out of the room, the FICSA President introduced Ms. Salika Wenger, a member of the Geneva Parliament, President of the Association of Women Parliamentarians and General Secretary of Équité (a union defending the rights of temporary employees in international organizations). In her address, Ms. Wenger extended a cordial welcome on behalf of the city. Geneva, she stressed, attached great importance to democracy and its defence. Trade unions were key players in that defence; she paid tribute to the persistence and patience of trade unionists in the face of frustrations mingled with touches of pride and satisfaction. They brought about the modest improvements that, together with major shifts, helped to change the world.

10. For a long time the international civil service had been perceived as a privileged caste. From 1 May 2000, however, the situation had changed. At the instigation of the WHO/HQ Staff Association, staff of the international organisations had joined forces with the Genevois and commemorated Labour Day together. It was recognised that the problems confronting employees in small companies were very much the same as those confronting international civil servants. That commonality forged close ties between the local unions and their counterparts in the international organisations. They both strove to defend workers' rights.

11. In the wake of the deregulation of labour law, staff in the international organisations were also witnessing an encroachment upon their acquired rights. Lower salaries, reduced job security, heavier workloads, fewer resources and poorer social security, compounded by intolerable pressure, were symptoms of that development. Moreover, rights to representation and other union rights were under duress across the board on the same pretext and in all countries. The current curtailment of democratic rights was to be deplored since the creation of a just and equitable society was predicated on account being taken of workers' views. FICSA bore the responsibility for ensuring that those views were heard. It was to be hoped that the Federation would succeed where others, including ILO, had failed.

12. The items on the Council agenda were of utmost importance. The diversity of issues to be addressed hinted at all not being well in the international organisations. It was quite clear that staff unions/associations were very much aware of the way things were developing. Their involvement offered a 'gleam of hope' in a difficult working environment. This was particularly pertinent to the need to help those who lacked any form of job security: those working on short-term or temporary contracts and the like who ask themselves what the next day would bring. It was essential to remember that nothing should be considered immutably acquired. In their precarious situation, they were highly vulnerable, to the extent of being excluded from associations/union. Moreover, they had no advocates to defend them. It was essential that the Federation take up their cause. It should stand firm; solidarity was a prerequisite for success.

13. Mr. Mohsen Bel Hadj Amor, Chairman of the ICSC, thanked the Federation for having invited him to address the opening session. He stressed that the Federation's participation in the work of the Commission had been a source of great satisfaction to the ICSC. By making its voice heard within the Commission, FICSA had not only furthered the consultative process, but it had also succeeded in getting its views accepted. The Commission understood that it was the role of staff representatives to advance with energy and passion positions that sought to improve staff's conditions of service. The fact that the Commission did not always comply with those expectations did not mean that staff's views were ignored. Taking account of those views was essential to the good management and efficient functioning of the common system. The decision to re-open at a very advanced stage certain issues on the General Service salary survey methodologies was indicative of the value of participation and dialogue, all the more so as the re-opening of those issues had yielded further improvements to the benefit of staff.

14. Staff representatives would assume a key role in the pilot study incorporated in the pay and benefits review. At the instigation of the General Assembly, the Commission had developed, as part of the new approaches to human resources management, an integral framework for the same, which FICSA had endorsed. After careful testing and review, a new job evaluation standard for the professional and higher categories had come into effect at the beginning of the current year. Designed as the first building block in the new human resource initiatives and developed around two evaluation tools, the new system would enable managers to determine more effectively the accomplishment of work assigned and manage better the performance of the staff involved. Furthermore, it would facilitate a team approach and encourage staff to develop their skills; it underpinned the Commission's future work on performance management, broad banded salary structures and other human resource initiatives.

15. The Commission had also moved ahead with other initiatives such as the establishment of a broad banding system, competency development and client feedback mechanisms. The pilot study of the broad banding/pay for performance concepts would commence in the latter half of the current year at a number of volunteer common system organisations. The Chairman was aware of staff concerns over the study, but he stressed that in times of change, the common system could no longer afford to live in a world in which remuneration was not linked to performance and where equity was preserved for the sake of equity alone. It was essential that a system be in place that: (a) enabled organisations to attract high quality staff; (b) rewarded staff on the basis of merit and competence; and (c) recognised both team and individual performance.

16. Other upcoming issues that the Commission would address included the modernisation and simplification of allowances and benefits, the establishment of paternity leave in the common system and a review of pensionable remuneration. In closing, the ICSC Chairman assured Council that the members of the Commission were fully aware that the most valuable asset of any organisation was the men and women who comprised its staff. That asset had to be protected and its importance was not to be minimised. He looked forward to continued

cooperation between FICSA and the ICSC in the process of forging a common system that was fair and equitable for all its constituents. In that spirit, he was ready to respond to any questions that Council might have.

17. In his address, the FICSA President drew attention to the issues that would be of major concern during the coming year. The review of the pay and benefits system would continue, with the focus on modernising and simplifying allowances, developing modalities for strategic bonuses and implementing the pilot study of broad banding and reward for contribution. Within the framework for human resources management, important issues would include contractual arrangements and the implementation of the New Master Standard (NMS). Job classification standards for the General Service and related categories would also be taken up. Other major issues were the reviews of the Noblemaire principle and pensionable remuneration: all of which placed a major responsibility on the Standing Committees as they sought to develop policy advice, provide guidance on FICSA participation in the various deliberations and so help the Federation set its priorities for 2004.

18. Over the past year, FICSA had had a palpable impact on a number of areas: staff security, the review of the pay and benefits system, recognition of domestic partnerships, the implementation of policies on HIV/AIDS in the UN workplace, contracts, General Service salary survey methodology and hazard pay for UNRWA area staff. The Federation had also helped several staff associations/unions to improve staff/management relations. It had also entered into effective cooperation with non-member unions/associations, exchanging information and drawing up common positions at inter-agency meetings. Dialogue at CEB and High-Level Committee on Management (HLCM) had been constructive; the latter body had congratulated FICSA on its presentation and positive contribution to its fifth session in June 2003.

19. As for internal matters, the working group on the functioning of FICSA had developed a number of options and structures for improving the Federation's mode of operation. FICSA had also secured a generous subsidy from the UNDP Administration, thus enhancing the Federation's financial viability. The new website was up and running, while several promotional projects were underway, including the 144-page FICSA Pocket Guide to Geneva and the FICSA Desk Agenda.

20. Representing staff and protecting their rights was a never-ending task. After a strenuous year, he hoped for a spirit of cooperation and openness in the interest of securing the best conditions of service for all international civil servants. FICSA was unique: it had been safeguarding staff rights for over 50 years. Most recently, FICSA had been working closely with CCISUA and ILO in securing changes in the General Service salary survey methodology. He paid tribute to the work of Mauro Pace (FAO/WFP-UGSS) and Rolando Chacon (PAHO/WHO). It had been a successful demonstration of the application of the Federation's expertise.

21. As the voice of international civil servants, FICSA put staff first; it had a strategic vision and supported fundamental labour rights. Most importantly, the FICSA leadership had yielded results. The Federation's accomplishments were something to be proud of; FICSA stood determined to accomplish still more. He thus looked forward to a stimulating debate and interesting proposals, as well as a certain degree of fun.

22. As a first stage in the process of stimulating debate, Council held a question and answer session that focused on the information provided by the ICSC Chairman, with responses being given as appropriate by both Ms. Wenger and Mr. Bel Hadj Amor. The Chairman was thanked profusely for having responded to the host of questions.

### **Credentials (Agenda item 2)**

23. Ms. Maria Dweggah, General Secretary of FICSA, announced those delegations, whose credentials had been received, as well as those sending proxies and guest organisations in attendance. A definitive list of credentials, proxies and guests was read out in plenary.

### **Election of the Chair, Vice-Chairs and Rapporteur (Agenda item 3)**

24. Ms. Margaret Anderson (WMO) was elected Chair of the Council. Mr. Jean-Pol Matheys (CERN) and Ms. Margaret Eldon (FAO/WFP-UGSS) were elected First and Second Vice-Chair, respectively. Mr. Peter Lillie (FAFICS) was nominated Rapporteur.

### **Adoption of the agenda (Agenda item 4)**

25. The provisional agenda as contained in document FICSA/C/57/1 was adopted with a minor amendment: the inclusion of a debate on the HLCM under Other Business (see Annex 1).

### **Organization of the Council's work (Agenda item 5)**

26. Council initially agreed to the schedule of work as contained in document FICSA/C/57/INFO/1, with a minor re-scheduling of two standing committees. Following a later decision to compress the schedule, times were further re-arranged to permit closure of the session on Friday, 6 February. In addition to the statutory business of the Council, a seminar on social dialogue would be given by PSI and a mini-workshop on the UN pension system by Mr. Gilbert Ferrari from the secretariat of the UNJSPB. Two other mini-workshops would be held on: more effective staff associations/unions; and security.

### **Constitutional matters (Agenda item 6)**

27. Council took note of the Statutes of the Federation, the Rules of Procedure of the Council and the Financial Rules as contained in document FICSA/C/57/6 which reflected the revisions adopted by Council at its 56<sup>th</sup> session. It was agreed to suspend Rule 38 of the Rules of Procedure so as to accommodate the late submission (for technical reasons) of nominations for election to various offices on the Executive Committee and, while maintaining a 48-hour deadline for nominations, pave the way for elections on the penultimate day of the Council.

28. Council's attention was also drawn to the request for leniency submitted by the WHO/AFRO Staff Association. That association had suffered greatly under the instability of the situation in Brazzaville and its having been shuttled back and forth between Brazzaville and Harare. Despite the major losses suffered by staff, the association was planning to take up its activities once more and sought Council's understanding for its financial plight that bore implications with respect to the association's voting rights at the current session (cf. Article 40 of the Statutes). The meeting recognised the gravity of the situation and concurred with the request that the WHO/AFRO Staff Association be granted the right to vote at the current session. The request for the waiver of membership dues would be submitted to the Ad Hoc Committee on Administrative and Budgetary Questions.

29. The CERN Staff Association also sought limited voting rights pursuant to Rule 11 of the Rules of Procedure. Council concurred with the request and granted them limited voting rights for the duration of the session.



## **Questions relating to membership status in FICSA (changes in membership) (Agenda item 7)**

30 The General Secretary informed Council of developments relating to the status of membership. She was pleased to report that the Federation had been able to welcome three new members: the Federation of United Nations Staff Associations (FUNSA) Romania as an observer; the Staff Committee of the European Central Bank (ECB) as an associate member; and the UNRWA Area Staff Association in Lebanon as a full member. Those gains, however, had been offset by the withdrawal from the Federation of four staff associations/unions: ASIICS, ICAO, IFRC and WIPO. Furthermore, the membership of the UNIDO Staff Union had been terminated by virtue of that Staff Union's membership dues having remained unpaid for a period of more than three years.

## **Report of the Executive Committee for 2003-2004 (Agenda item 8)**

31. The President introduced the Report of the Executive Committee for 2002/2003 (document FICSA/C/57/3) and gave a PowerPoint presentation of the major issues contained therein. He stressed the need to review the work of the Executive Committee in the light of the policy priorities and objectives that the Federation had set itself. In the course of the year, the Federation had shifted from being a debt-ridden entity with a dysfunctional Executive Committee to a financially stable organisation headed up by an integrated team. The process of consolidation had also been reflected in the elevated image the Federation currently enjoyed in major committees such as ICSC, HLCM and CEB. In the latter body, chaired by the Secretary-General, Kofi Annan, FICSA had participated in the discussion on security issues, particularly in relation to Iraq. In relation to the HLCM, the frank dialogue with FICSA had been appreciated. Whereas the joint cost-sharing formula still awaited inputs from CCISUA, FICSA would press ahead in its quest to secure financing for the Federation by virtue of its being a common system organisation. Recognition of that status was reflected in the financial subsidies that UNDP had granted the Federation. FICSA would be moving into offices provided free of charge by UNDP, further to which outstanding New York staff costs had been absorbed by UNDP and UNFPA. Negotiations were currently being held with UNOPS on a modality for opting out of the current lease.

32. In all its deliberations in major inter-agency bodies, FICSA invariably negotiated as an equal partner. By maintaining that stance, it had contributed to securing recognition of domestic partnerships, which had culminated in the Secretary-General issuing a statement on the entitlement of any UN staff member legally married or part of a legally recognised domestic partnership in their home country to qualify for the entitlements provided for family members. The Federation upheld its position on such issues as mobility and hardship support and adhered to the non-acceptance of short-term contracts.

33. In the context of the HR Network, the Federation had not deviated from its policy on issues that ranged from pay and benefits reform, through field conditions and salary survey methodologies, to hazard pay and dependent children. In order to be able to reflect still better the views of its constituents, the President urged member associations/unions to provide feedback on papers that FICSA sent them. Furthermore, at the current session the Standing Committees should identify issues to be brought up within the context of the Human Resources Network.

34. The active role of FICSA in the ICSC had been amply demonstrated in the question and answer session with the Chairman of the ICSC that morning. The President emphasised that FICSA had participated in the work on broad banding on the principle that engagement was

preferable to disengagement, while disengagement was not tantamount to complicity. FICSA had taken a clear stand on both broad banding and pay for performance. It opposed both concepts for want of their credibility. IFAD and WFP staff, who would be involved in the pilot studies, had been briefed accordingly. It was essential that staff representatives be involved in those studies and receive all pertinent information.

35. The Federation was equally adamant on the issue of hazard pay. FICSA unreservedly supported the right of UNRWA area staff to hazard pay. It roundly rejected the use of the term 'symbolic' in relation to the hazard pay and was urging the ICSC to stand firm on 30%. On a related matter, FICSA insisted upon maintaining the current link between mobility and hardship and base floor: a position that was shared by most administrations. The Federation was also concerned over the shortcomings in the application of minimum operational security standards and had urged improvements in such areas as safety for female staff, stress counselling, security training and aviation standards. If the Federation was to achieve a greater impact in respect of those issues, it would require more feedback from the field staff on security issues.

36. The Executive Committee had endeavoured to improve ties with the field. Members of the Executive Committee had undertaken missions to Costa Rica, Jordan, Lebanon, Morocco and Syria; 'town hall' meetings had been held in Ghana and Mozambique. Those missions, however, could well bear being supplemented by other members of the Federation on mission to the field visiting local staff associations on behalf of FICSA. That called for the preparation of suitable information kits; for their part, field staff were encouraged to visit the FICSA website.

37. On matters related to social security, FICSA had focused on activities related to HIV/AIDS in the United Nations, participating in task forces and pressing for, *inter alia*, information booklets and compassionate work places. It had also focused on pension issues such as the plight of UN retirees in the former Soviet Union, disability benefits and the impact of General Assembly resolution 57/286.

38. Given that human resources and conditions of service would feature prominently in the deliberations at the 59<sup>th</sup> session of the General Assembly, intensive lobbying would be required. That in turn called for improved expertise so that cogent arguments could be advanced. Workshops and training within the Federation should be organised to augment substantive skills and knowledge and so help offset institutional memory loss as older members retired. Human resources reform would also be the focus in a Joint Inspection Unit (JIU) study that would consider such items as post structure, delegation of authority, accountability and oversight, as well as performance management. As initial meetings had shown, the inspectors appeared receptive to new ideas and staff concerns. There again, FICSA would apply its expertise, as it would in matters related to the reform of the ILO Administrative Tribunal (ILOAT).

39. Of paramount importance to the effective representation of staff was the maintenance of relations with other staff bodies, such as CCISUA, and the ILO. At the Symposium on the Future of Staff Unions in the United Nations Common System in December 2003, organised by CCISUA, the majority of those present felt that the two federations should work together. The President thus awaited suggestions on that score, as he did with respect to the affiliation with PSI and AHRMIO.

40. In concluding his presentation, the President expressed his thanks to his fellow members on the Executive Committee; a cohesive factor throughout the year had been the weekly conference calls that ensured that all members were *au fait* with developments in their areas of responsibility. He also paid special thanks to the staff in the FICSA offices; they had provided unflagging support throughout the year.

41. Following the presentation, the floor was open for discussion. It was agreed to take the main body of the Executive Committee report by section; the recommendations in the various sections would be referred to the various Standing Committees for perusal and comment.

42. In the section pertaining to the participation of FICSA in the work of the CEB and HLCM and activities related to the HR Network (paragraphs 1-13), a question was raised about the Federation's apparent failure to consult with the network on the issue of financial support after the fifth session of the HLCM prior to returning to the sixth session. Council was informed that consultation had not been possible, as the network had not met in the intervening period. The recommendation following paragraph 6 and pertaining to that issue and the preparation of joint FICSA/CCISUA proposal was referred to the Ad Hoc Committee on Administrative and Budgetary Questions. The recommendations following paragraphs 12 and 13 were referred to the Standing Committee on Human Resources Management and the Standing Committee on Conditions of Service in the Field, respectively.

43. In the section pertaining to the ICSC and more specifically broad banding and pay for performance (paragraphs 14-28), it was stated that unlike IFAD, WFP had expressed concern over the pilot studies. WFP staff were not in favour and were merely going along with the exercise. It was further reported that staff had not always been informed of their agency's participation in the studies. It was thus urged that FICSA adopt a very cautious attitude towards the exercise as the alleged success of the three pilot studies could well lead to an institutionalisation of the scheme and its general introduction throughout the common system. Clarification was sought on the broad banding criteria and whether FICSA had been involved in the selection of the project manager for the pilot studies. Both the FICSA President and the Research/Liaison Officer had participated in the Task Force on the Pilot Study on Broad Banding/Pay for Performance, but the Federation had not been involved in the selection of the project manager, a post for which a candidate had still to be identified. The recommendations following paragraphs 21 and 28 were referred to the Standing Committees on Human Resources Management and Professional Salaries and Allowances, respectively.

44. In the section on hazard pay and the mobility and hardship allowance (paragraphs 29-33), a question was raised about the degree of lobbying on the issue during the 58<sup>th</sup> session of the General Assembly. It was reported that contacts had been maintained throughout both the formal and informal sessions of the Fifth Committee. It was suggested that at the upcoming session of the General Assembly, it might be more apposite to have field staff lobbying as well, thus adding to the impact of the federation's endeavours. The recommendation following paragraph 30 was referred to the Standing Committee on Conditions of Service in the Field.

45. In the section on the ICSC and the issues discussed in the Commission (paragraphs 34-48), a question was raised as to the description of events surrounding the changes to the methodology for determining General Service salaries. It was asserted that contrary to the claims in the report, those changes had been to the benefit of headquarters staff and detrimental to field staff. Amendments to the mode of data collection, an increase in the number of categories and changes in the comparators with a larger share of public-sector (as opposed to better paying private-sector) entities bore negative implications for General Service staff in the field. FICSA, it was posited, was being used by the ICSC; the idea of accepting funding from administrations was contrary to the principles of an independent staff representative body.

46. The criticism was roundly refuted as being unjust and wholly misdirected. The petitions signed by staff from all regions in protest against proposed changes to the methodology in non-HQ duty stations had borne fruit. Whereas a strike on the issue might well have been counter-

productive, the petitions led to the re-opening of the issue in the Commission, thus providing FICSA and CCISUA an opportunity to secure changes that made for a fail-safe methodology. Furthermore, if the revised methodology was demonstrably detrimental, things could be changed. The slights and aspersions of character cast *ad hominem* with regard to the FICSA representatives in the working groups on the issue were baseless and most unbecoming of an international civil servant. The comments would be struck from the record.

47. In answer to a question about the selection of participants in the FICSA/UNDP workshop on local salary survey committees in today's world in November 2003, it was reported that 10 participants had been selected on an equitable regional basis from among those countries where a salary survey was impending.

48. Council was reminded of the tragic fate that had befallen Iain Hook, a British national managing an UNRWA reconstruction project on the West Bank in November 2002. He had been shot by an Israeli sniper while standing in a UN compound, to which emergency vehicles were subsequently denied access. The United Nations lodged a protest at the time and requested that Israel conduct an investigation into the incident, while undertaking an investigation of its own. For the past fifteen months, no report had been released. Impunity for crime invariably led to an increased likelihood of similar crimes being committed as had been proven by subsequent killings.

49. It was unacceptable that a UN staff member standing in a UN compound could be shot in the back. It was equally unacceptable that an ambulance be prevented from collecting the victim, just as it was unacceptable that apart from an initial protest, nothing had been heard from the United Nations in the intervening period. The United Nations had a responsibility to defend and protect its staff.

50. FICSA was requested to determine the status of the communication that the previous President had sent to UNWRA on the case as well as pursue the matter and demand some accountability for the killing of a staff member.

51. Dismay was expressed at the lack of any reports submitted by the individual field representatives. It was also felt that the term 'make an effort to visit' used in the recommendation following paragraph 48 required strengthening.

52. The recommendation following paragraph 34 was referred to the Executive Committee. The recommendation following paragraphs 41 was referred to both the Standing Committee on Professional Salaries and Allowances and that on General Service Questions. The recommendations following paragraphs 42 and 46 were referred to the Executive Committee and the Standing Committee on Conditions of Service in the Field, respectively.

53. No comments were made on the section pertaining to domestic partnerships, social security, pensions and the JIU (paragraphs 49-66). The recommendation following paragraph 48 was referred to the Standing Committee on Conditions of Service in the Field, that following paragraph 52 to the Standing Committee on Human Resources Management, that following paragraph 64 to the Standing Committee on Social Security/Occupational Health and Safety and that following paragraph 66 to the Executive Committee.

54. In the section on legal questions (paragraphs 67-72), it was pointed out that the World Tourism Organisation (WTO/OMT) had also ratified the Heidelberg Resolution on the ILOAT reform, thus bringing the total number of signatories up to 19.

55. With respect to the section on relations with other staff representative bodies (paragraphs 73-75), it was reported that ILO would be pleased to continue its association, if FICSA and CCISUA joined forces. Council was also requested to consider its previous year's decision to withdraw from PSI and AHRMIO. The recommendation following paragraph 74 was referred to the Executive Committee and the two recommendations following paragraph 75 were referred to the Executive Committee and the Standing Committee on Human Resource Management, respectively.

56. No comments were made on the section relating to membership issues and the functioning of FICSA (paragraphs 76-85). The latter subject would be taken up *in extenso* under agenda item 9. The recommendation following paragraph 85 was referred to the Executive Committee.

57. Council took note of the Executive Committee report and the recommendations contained therein would be forwarded for consideration to the relevant standing committees and/or the Executive Committee.

### **Functioning of FICSA (Agenda item 9)**

58. Council took up the proposals relating to the new structure of the Executive Committee as contained in documents FICSA/C/57/4 and FICSA/C/57/CRP.2 and 3, which offered a series of new options as distinct from the current structure. After initial introductions of the seven options, debate focused on the seventh option, which encapsulated much of the discussion that had taken place in the meeting of Heads of Delegations immediately prior to the current session of Council. In the course of that debate, it was generally felt that it might be insufficient to burden one person with the responsibility for all compensation matters (*viz.* salaries, benefits, allowances and indemnities for both categories of staff). Furthermore, the proposal to allocate one person to deal with field and security issues would require an appropriate support structure in the field so as to ensure full back-up through active regional committees. The impression of having abandoned direct field representation should be avoided at all costs.

59. It was generally agreed that the technical capacity of the Executive Committee should be strengthened. It was also considered necessary to 'depoliticise' the financial remit of the Executive Committee by nominating a treasurer/fundraiser who did not hold a second office. It was pointed out that despite the convergence of opinion in favour of the seventh option (as contained in document FICSA/C/57/CRP.3), certain aspects had to be clarified: release time, cost/benefit ratio, associated changes to the Statutes and maintenance of direct regional links.

60. Given the desire to press ahead with the restructuring of the Executive Committee, be it a change over time or in one fell swoop, a working group comprising representatives of headquarters and field staff in both categories was set up to draft a composite proposal for submission to Council at a later juncture during the current session. The paper on the implications that the new structure bore for statutory texts was transmitted for further study to the Standing Committee on Legal Questions.

61. In a later discussion of the new structure, it was suggested that linking the field and security responsibilities was not appropriate as security concerns applied to all aspects. It would be more appropriate to have the focus on field alone and possibly shift security to the member without portfolio or make it the general responsibility of the Executive Committee. It was stressed once more that given the reduction in the number of regional representatives on the Executive Committee, an appropriate support structure in all regions would be required, possibly

by making the regional representatives officers of the Federation or making statutory provision for regional committees. An appropriate organigram would be prepared.

62. Other opinions hinted at the limited functions of the Treasurer and the almost identical functions of the President and General Secretary. The latter's role was felt to be more akin to that of a Vice-President, a function that should not be combined with that of Treasurer. Field issues, it was suggested, had been addressed inadequately in the new structure; something more than lip service was required.

63. In the light of the discussion, it was agreed that a further modified version of the seventh option be prepared, together with an indication of the transitional measures to facilitate the shift from the current structure and an elaboration of the changes to the statutory texts.

64. On the penultimate day of the session, Council took up the issue once more on the basis of documents FICSA/C/57/CRP.5, FICSA/C/57/CRP.6/Corr.1 and FICSA/C/57/CRP.2 which outlined the new structure, elaborated on the terms of reference of the Executive Committee members, provided an organigram and indicated the statutory and regulatory changes the changes implied. The Council Vice-Chair introduced the statutory and procedural changes as well as the provisos relating to the transition to the new structure, which was geared to competences needed in any one year, whereafter the discussion re-opened. Many of the points made in the preceding debate were repeated.

65. It was recognised that it was too ambitious to expect Council to agree on a new structure and statutes in a plenary session. It was thus decided to entrust the Standing Committee on Legal Questions with the preparation of revised statutes and procedures reflecting the discussions on the new structure. The revision would be circulated through the FICSA Secretariat to all members for decision.

66. In closing the debate on the item, the Chair expressed her thanks to all those who had worked so hard on the preparation of the proposals.

### **Standing Committee on Legal Questions (Agenda item 10)**

67. The report of the Standing Committee on Legal Questions was introduced by the Chair of the Committee (see Annex 3). The Standing Committee had focused on a number of priorities: reform of the ILOAT, legal insurance, guidelines for an ad hoc mediation group, allocations from the Legal Defence Fund, guidelines for legal cases and provision for facilities for staff representatives.

68. It was deemed necessary to maintain momentum on such issues as the New Master Standard and the Noblemaire and Flemming principles. Financial support for the appeal lodged by the former President *ex officio* would remain within the limit decided; other claims on the Legal Defence Fund that had to be replenished had been the Professional salaries and language factor appeals. The costs of appeals would be shared among those who stood to benefit from their outcome. The allocation of funds to an appeal on hazard pay could only be considered upon submission of a case by the staff association/union most concerned. In that connection, a recommendation was adopted drawing attention to the usefulness of the updated text of the *Guidelines for the handling of cases*.

69. The legal process within the Administrative Tribunals would need to be closely monitored. In that connection attention was drawn to ILOAT Judgment No. 2255 on the exemption of international civil servants from national taxation. Member associations/unions

were urged to consider taking out a legal insurance policy, details of which had been discussed in the Committee and would be circulated, once translated into English.

70. The new structure proposed for the Executive Committee had a direct bearing on the Federation's statutes, which had been outlined in a paper prepared by the Committee.

71. Of paramount importance were the provision of time-release and other facilities to staff representatives and the consistent treatment of such issues throughout the common system. The Standing Committee had also drafted a resolution pertaining to the abusive interpretation of the Code of Conduct which Council subsequently adopted (see Annex 2, Resolution 57/2).

72. In the ensuing discussion, certain proposed recommendations were modified. The need to assess the effectiveness of the mediation mechanism after a trial period of two years was recognised.

### *Summary*

73. The Standing Committee on Legal Questions presented seven recommendations relating to:

- **Monitoring developments concerning the legal appeal of the former President *ex officio* within the limits set at the previous session of the Council**
- **Active participation in and representation at all meetings pertaining to the ILOAT reform**
- **A legal study to be undertaken of UNAT**
- **Cost-sharing of the Professional salaries appeal**
- **Guidelines for the handling of cases which would not be subject to further modification**
- **Unequal provision of facilities and time-release or staff representatives**
- **Allocation of funds for the purchase of *Annuaire Français du Droit International***

74. Council took note of the report with the amendments thereto and adopted the recommendations contained therein.

### **Standing Committee on Human Resources Management (Agenda item 11)**

75. The report of the Standing Committee on Human Resources Management was introduced by the Chair of the Committee (see Annex 4). The Committee had first undertaken a review of the decisions adopted at the previous Council. In those instances where no action had been taken, the reason had been seen to lie in the lack of precision in defining the course of action to be taken. In determining the steps to be taken in the coming year, the Committee had recommended that it prepare two questionnaires on: staff/management relations; and training and staff development.

76. The Committee had not recommended rejoining AHRMIO on account of the costs involved; however, staff associations/unions were urged to ask their administrations to include staff representatives among those attending AHRMIO seminars.

77. The Committee had welcomed the JIU Framework Review and the proposed involvement of FICSA. That called for active collaboration and pointed up the need for all member associations/unions to respond promptly to what was seen as a good opportunity to influence positively the process of human resources management and its reform throughout the common system. The Committee stood firm on the issue of contractual reform, resisting the current proliferation of contracts and voicing concern over the possible introduction of 'indefinite' contracts to replace permanent contracts. It stressed the need to guard against contracts that were prejudicial to a staff member's right to social benefits, as well as the need to seek clarification on the rules and policies that applied to different categories of staff.

78. The Committee had addressed the issue of mobility and rotation, maintaining the position that priority be given to internal candidates. Paternity leave was already in force in some agencies and should be extended across the board. The ruling on domestic partnerships was a welcome development, but the bulletin as currently worded offered a loophole for possible discrimination.

79. Analogous to an earlier FICSA position on the age of dependency being raised to 25, the Committee had urged medical insurance coverage being extended to dependent children up to age of 26. A new focal point for gender issues had stepped forward. The Committee had drawn up a number of resolutions on harassment, an issue that was inadequately addressed by some organisations despite policies and procedures being in place. The Committee had also recognised the redundancy of conducting a job satisfaction survey, given the number of problems that staff had to face as they went about their business each day.

80. In the ensuing discussion, attention was drawn to the JIU study possibly overlapping with the review of the pay and benefits system. The plenary voted in favour of returning to PSI, a major factor governing that decision being the positive reaction to the PSI-sponsored workshop held during the current session. A note of caution was struck with respect to the hidden costs associated with the questionnaires that the Standing Committee was planning to prepare.

81. A number of modifications were made to the many recommendations proposed. It was stressed that the successful implementation of many of those recommendations hinged on member associations/unions responding promptly to requests for information or following up on specific aspects.

### *Summary*

82. The Standing Committee on Human Resources Management presented eleven recommendations relating to:

- **Preparation of a questionnaire on staff/management relations with a view to devising 'best practice' applications**
- **Preparation of a questionnaire on training and staff development**
- **Non-renewal of association with AHRMIO**
- **Support for and active collaboration with the JIU Framework Review and a call for comments**
- **Rejection of contracts prejudicial to staff rights and clarification of rules and policies pertaining to different categories of staff**
- **Priority to be given to internal candidates throughout the common system (full reciprocity), facilitation of mobility and rotation contingent upon**



**safeguarding staff rights, as well as the proper involvement of staff in those matters**

- **Introduction of paternity leave, also in cases of adoption, throughout the common system**
- **Removal of ambiguities in the definition of domestic partnerships**
- **Extension of age of dependency with respect to medical insurance coverage and provision of special leave to parents of chronically ill or disabled children**
- **Information on gender issues**
- **Comprehensive review of harassment policies and procedures, including zero tolerance, common pool of staff on panels, supply of information through workshops and collection of information on policies and procedures elsewhere.**

83. Council took note of the report with the amendments thereto and adopted the recommendations contained therein.

84. After completing its review of the deliberations in the Standing Committee on Human Resources Management, Council considered the findings in the report of the Joint Meeting of the Standing Committees on Professional Salaries and Allowances, Human Resources Management and General Service Questions (see Annex 9). It had been ‘a very worthwhile session’. Representatives of the WFP and IFAD had shared their views on the upcoming pilot scheme and the difficulties that had been compounded for want of effective communication. Broad banding was fraught with potential dangers, not the least of which was the impact on recruitment levels and its possible application to the General Service category. The pilot study still lacked criteria and the evaluation process remained unclear. In a composite recommendation, the joint meeting had insisted on the exclusion of General Service staff from the current pay and benefits review. As a member of the ICSC Task Force, the Federation should identify the anomalies and weaknesses in the pilot studies and report back to its members who should reciprocate by providing information on their administrations’ position on broad banding.

85. The meeting had also roundly rejected the concept of strategic bonuses and drafted a recommendation on the same. It had adopted an equally firm stand on such issues as the conversion of allowances into lump sums and possible changes to the language allowance. It was recognised that effective communication between member associations/unions was essential so as to keep abreast of developments and draw up a coordinated approach to the issues associated with the survey of pay and benefits.

### *Summary*

86. The Joint Meeting of the Standing Committees on Professional Salaries and Allowances, Human Resources Management and General Service Questions presented six recommendations relating to:

- **Opposition to the concept of broad banding and the need to exclude GS staff from the exercise**
- **Participation in the ICSC Task Force on the implementation of the pilot study and the identification of anomalies and weaknesses**
- **Identification of administrations’ position on broad banding**

- **Need to seek advice on legal implications of broad banding and lobby Member States**
- **Opposition to the introduction of strategic bonuses**
- **Exchange of information between staff representatives as a basis for coordinated approach to the pay and benefits review.**

87. Council took note of the report with the amendments thereto and adopted the recommendations contained therein.

### **Standing Committee on Social Security/Occupational Health and Safety (Agenda item 12)**

88. The report of the Standing Committee on Social Security/Occupational Health and Safety was introduced by the Chair of the Committee (see Annex 5). In summarising the Committee's deliberations, the Chairman stressed the dismay over the continued plight of the retirees from the former Soviet Union, Ukraine and Byelorussian SSR. Discussion had also centred on survivors' benefits. He was pleased to note the work that FAFICS was doing on provision 35 *bis* in the Pension Fund regulations. The outcome of the FAFICS paper would be of particular interest to FICSA. The UNWG was also looking at the issue of survivors' benefits for surviving spouses and divorced spouses. That was borne out by document FICSA/C/57/SOCSEC/CRP.2/Rev. 1 which contained cross-references to documents FICSA/C/50/SOCSEC/CRP.5, FICSA/C/53/SOCSEC/CRP.5 and FICSA/C/56/SOCSEC/CRP.2/Rev.1.

89. The recent ruling on domestic partnerships, a welcome development, would bear implications for the Pension Fund, as would the issue of guidelines for socially and environmentally responsible investment which had come up for discussion. The Committee had entered a strong plea for a consistent approach to the rules and regulations governing retirement and the employment of retirees. HIV/AIDS had also been discussed, as had the applicability of an appropriate code of practice in the workplace in the field.

90. A letter had been received from the President of FUNSA Santiago [albeit too late for inclusion in the agenda], in which FICSA support was sought for the protection of General Service and NPO pension benefits at that duty station. The letter was referred to the Executive Committee for swift action.

91. In the brief ensuing discussion, the FAFICS delegation expressed appreciation for having been granted the opportunity to participate in and contribute to the work of the Standing Committee. He trusted that the close ties with FICSA would be maintained. The hope was reiterated that FICSA would support the efforts of FAFICS to improve the current status of the beneficiaries (retirees) on the Pension Board so as to reflect their true 'weight' in that body more appropriately.

### *Summary*

92. The Standing Committee on Social Security/Occupational Health and Safety presented eight recommendations relating to the following issues:

- **Continuation of lobbying on behalf of former UNJSPF participants from the ex-Soviet Union, Ukraine and Byelorussian SSR**
- **Resolution of inconsistencies pertaining to the current system of benefits payable to surviving spouses and divorced spouses**

- **Inclusion of the issue of domestic partnerships and survivors' benefits at upcoming session of the Pension Fund Board**
- **Consistency in application of current arrangements for retirement**
- **Preparation of a paper on good practice related to disability benefits**
- **Adoption by all organisations of policies relating to HIV/AIDS**
- **Possible introduction of guidelines for socially and environmentally responsible investment**
- **Participation in the joint ICSC/UNJSPF working group on the review of pensionable remuneration.**

93. Council took note of the report with the amendments thereto and adopted the recommendations contained therein.

### **Standing Committee on Conditions of Service in the Field (Agenda item 13)**

94. The report of the Standing Committee on Conditions of Service in the Field was introduced by the Vice-Chair of the Committee (see Annex 6). In summarising the Standing Committee's discussions, it was reported that particular attention had been paid to the dangerous conditions that field staff had to endure. The geographic spread of such problems was broad, extending from the Israel-Palestine border through Iraq to the India-Pakistan border, as well as many other regions. The UNRWA staff were particularly subject to humiliating practices and precarious conditions of work. In the latter context, the United Nations was urged to reconsider the decision to locate non-essential staff in a hazardous, non-family duty station, as was the case with UNRWA.

95. Although the Committee had focused on a series of problems specific to UNRWA, it had also taken up problems of a broader nature such as aviation safety and day-to-day security. In all those issues, it was essential that staff report back to FICSA on inconsistencies, irregularities and insufficiencies. In the absence of such information FICSA would not be able to represent field staff interests in an effective manner. The effectiveness of support was also jeopardised by the lack of regional representation. The Committee had received no regional reports; certain regional members had not even attended the Council's deliberations and the Standing Committee itself had been poorly attended. The apparent lack of interest and the failure to maintain close ties with or between regions throughout the year raised the question of the need for regional representatives on the Executive Committee.

96. In the ensuing debate, the concerns of the Committee were noted. If field issues were as important as many claimed, it was essential that their importance be reflected in regional commitment. FICSA was urged to complete its survey of the FUNSAs, while members in the field were urged to keep the Federation apprised of all developments that impinged on field staff. If staff were privy to information, they should make it known to FICSA. Impact was much greater, if protests were made at the time the incident occurred. The aircraft crash that cost 15 Bangladeshi peacekeepers their lives was a case in point: protesting against the failure to observe basic safety measures several weeks later was not as effective as protesting immediately after the event. Lateness of reaction reflected badly on the Federation.

97. Council took note with appreciation of Ms. Margaret Eldon's willingness to serve on the Committee as Vice-Chair and members were urged to lend the Committee the support it merited.

### *Summary*

98. The Standing Committee on Conditions of Service in the Field presented fifteen recommendations relating to the following issues:

- **Clarification of the representation of WFP General Service staff in the field**
- **Consistency of the Standing Committee's recommendations with those of other Standing Committees**
- **Consistency of FICSA policy pertaining to the lack of contingency plans to protect, shelter or relocate staff**
- **Adoption by FICSA of a firm stand on UNRWA's disregard for UN principles, rules and regulations**
- **Participation of FICSA in the upcoming UNRWA donors' meeting in order to address issues related to hazard pay, salary scales, rules and regulations, training and staff- management relations**
- **Release of report into the death of Iain Hook and follow-up action**
- **Review of the location of non-essential staff in hazardous, non-family duty stations**
- **Awareness of restrictions imposed upon UN staff attempting to discharge duties in the occupied territories and the Gaza Strip**
- **Risks associated with resumption of United Nations operations in Iraq**
- **Need for follow-up to Ahtisaari report**
- **Information on the death of 15 Bangladeshi peacekeepers**
- **Steps to be taken by field staff in respect of travel by air**
- **Preparation of a report on problems associated with MOSS**
- **Framework for the work of regional representatives**
- **Completion of FICSA survey of FUNSAs.**

99. Council took note of the report with the amendments thereto and adopted the recommendations contained therein.

### **Standing Committee on General Service Questions (Agenda item 14)**

100. The report of the Standing Committee on General Service Questions was introduced by the Chair of the Committee (see Annex 7). In summarising the discussion on the revised General Service salary survey methodologies, he stressed the Standing Committee's insistence that both FICSA and the members of local salary survey committees should be particularly vigilant in the evaluation of the damage caused by the revised methodology and provide technical evidence of the negative impact. A particular matter of concern was the bias in the current salary survey process created by the concentration of know-how in, and the extension of the mandate of, the Global Consulting Services. It had thus drafted a firm resolution on the issue. It had also focused on such issues as: the loss in purchasing power and pensionable remuneration attributable to soft currencies; and the inability of the ICSC to combat swiftly the erosion of salaries through inflation or in the event of social turmoil/hostilities.

101. The PTCs for HQ and non-HQ matters had met during Council; it had afforded an opportunity to update the list of PTC members from HQ and non-HQ duty stations, together with a list of resource persons and experts in the salary survey methodology. The Committee had drawn up a plan of activities for 2004 comprising: holding a series of workshops on salary setting and post classification, possibly co-shared with other UN organisations or non-FICSA members; monitoring salary surveys at HQ and non-HQ duty stations; assisting in the salary

survey in Madrid; and attending, as a matter of extreme importance, the ICSC Working Group on the review of post classification standards.

### *Summary*

102. The Executive Committee was thus requested to undertake a series of actions in cooperation with the officers of the Standing Committee on General Service Questions:

- **Conduct job classification and salary survey workshops for staff at both headquarters and non-headquarters duty stations in 2004 in Bangkok, Cairo, Panama and three other venues**
- **Prepare a standard global approach to addressing the issue of currency devaluation and ensuring the payment of salaries in hard currencies rather than local currencies in times of difficult situations**
- **Participate in the ICSC Working Group on the review of post classification standards for GS staff**
- **Review membership of and work plans for both PTCs in HQ and non-HQ duty stations**
- **Monitor the application of the new salary survey methodologies, with particular attention to non-HQ duty stations, especially in the light of the flexibility shown by the ICSC Chairman with respect to any negative impact due to the implementation of that methodology.**

103. The Standing Committee on General Service Questions was commended for the clarity of its report that could well serve as a model for future sessions. Council took note of the report with the amendments thereto and adopted the recommendations contained therein.

### **Standing Committee on Professional Salaries and Allowances (Agenda item 15)**

104. In the absence of the Chair, the report of the Standing Committee on Professional Salaries and Allowances was introduced by a member of his delegation (see Annex 8). In the course of that introduction, a brief summary was given of steps taken in the past year and certain issues were highlighted as being of importance to the current year. The need for training on post adjustment place-to-place survey methodology had been recognised by members of the Committee. Representatives of the HQ duty stations plus Copenhagen were asked to advise FICSA on the number of people interested, preferred duration and date. The duty stations participating would be expected to bear travel and DSA costs, plus a contribution to the trainer's fee.

105. Although no burning issues were to be seen on the agenda of the 26<sup>th</sup> session of the Advisory Committee on Post Adjustment Questions (ACPAQ), attendance by FICSA would be advisable. If the Federation was to maintain its rejection of internet collected prices, it would have to substantiate the case with adequate documentation. The status of the system-wide appeal had been discussed and a recommendation adopted pertaining to the apportionment of costs among the Professional staff of the FICSA associations and unions. Furthermore, it was essential to establish the system-wide figure for professional staff.

106. A potential case for appeal could also be made against the removal of the Washington "locality pay" from the calculation of the base/floor salary for Professional staff. A recommendation had been made with respect to preparatory calculations of the possible loss in remuneration over the coming five years. A final recommendation had been made with respect to

updating the FICSA study on the Noblemaire principle *The United Nations: an uncompetitive employer*, since it could be used to document the continual degradation of salaries since 1992. All the above issues notwithstanding, the Standing Committee had been unable to find anybody willing to step forward as Chair or Vice-Chair. FAO/WFP-APS had assumed responsibility for finding incumbents for both posts.

107. In the ensuing discussion attention focused on covering the costs of system-wide legal appeals. Financial support for the appeal lodged by the former President *ex officio* would remain within the limit decided, other claims on the Fund being the Professional salaries and language factor appeals. It was stated that the apportionment of costs would be based on CEB statistics. For the purposes of calculating that apportionment it was reported that the Professional complement of WTO/OMT currently stood at 38 (not 31 as reported). Clearly, a funding gap was emerging; an estimate of €25,000 had been cited as still being required for work done to date, but no figure for the stages thereafter, further to which the lawyer was cautious (as all lawyers were) about the possibility of success. A number of voices were raised questioning the approach. For its part, the UNDP/UNFPA/UNOPS delegation made it quite clear that they could not accept any further increase in their contribution. WHO/EURO, which was heavily involved in raising funds for the lodging of an appeal against the Danish Government on the taxability of UN salaries and pensions, would need to know the amounts being billed and when they would be billed. It was thus decided to strike the recommendation on that issue.

108. In the discussion on updating the study *The United Nations: an Uncompetitive Employer*, it was pointed out that the paper had been controversial within FICSA. It had raised the issue of the overlap between Professional and General Service salaries, thus unwittingly providing Members States with an argument that they used to good effect. The net result was that instead of Professional salaries going up, General Service salaries had gone down! It was thus decided to qualify that recommendation.

**It is recommended to the Executive Committee that, in preparation for the review of the Noblemaire Principle, the publication *The United Nations: an Uncompetitive Employer* be updated at an estimated cost of \$US 10,000, taking particular care not to make any comparison of GS and Professional salaries in order to avoid the risk of reinforcing the issue of the overlap between the two salary scales, which in the past was used to the detriment of GS conditions of employment.**

109. The inability to find a Chair and Vice-Chair was noted with particular regret and stood in sharp contrast to the importance that should be attached to the activities of the Standing Committee. FAO/WFP-APS undertook to find incumbents for both posts.

### *Summary*

110. The Standing Committee on Professional Salaries and Allowances presented two recommendations relating to:

- **The calculation of the possible loss in remuneration over the next five years resulting from the ICSC recommendation to remove the locality pay from the calculation of the base/floor salary**
- **Updating the FICSA publication *The United Nations: an uncompetitive employer***

111. The Council took note of the report with the amendments thereto and adopted the recommendations contained therein.

### **Ad Hoc Committee on Administrative and Budgetary Questions (Agenda item 16)**

112. Prior to the report of the Ad Hoc Committee on Administrative and Budgetary Questions being introduced by the Chair of the Committee (see Annex 10), the meeting entered into a line-by-line review of the expenditures envisaged in the draft budget in an attempt to set priorities and achieve an appreciable cut-back. Some members rejected the idea of a zero budget being more conducive to securing funding through the HR Network growth, it reduced the Federation to the status of a lame duck with no core activities, possibly limping down 'the greasy path into oblivion'.

113. In Chapter 1 cuts were introduced in travel to various meetings as the Vice-President in New York could attend a number of the meetings at UN Headquarters, while the President would be able to coordinate his mission to CEB with his lobbying in the General Assembly. Other travels items such as attendance at the Conference of Staff Associations of International Organisations (CSAIO) were cut and contingency travel pared down.

114. In Chapter 2 it was agreed that the sole item to be retained were the costs of the current Council; it meant removing all appropriations for external affiliations. The decision to include in the budget an appropriation for rejoining PSI was formally rescinded by means of a vote in plenary.

115. In Chapter 3, funds were earmarked for workshops on job classification and General Service salary survey methodology together with other training activities in innovative areas, while funds had to be provided to replenish the Legal Defence Fund.

116. In Chapter 4 savings would accrue under the heading of communications thanks to greater use being made of e-mail and a refund being granted from the pouch system. Computer and electronic equipment costs could also be reduced thanks to support assured by ITU. No cutbacks could be entertained in salaries and common staff costs; the Federation had to have the human resources needed to maintain effective representation in common system bodies and prepare credible arguments for negotiations in the same.

117. The primary motive for the drastic reductions in the draft budget was the need to live within the Federation's means and also take account of the fact that a number of associations were not able to exceed their 2003 assessments. UNDP/UNFPA/UNOPS emphasised that it could not countenance exceeding a contribution of \$US 68,000, while FAO/WFP-APS was unable to accept an increase over the previous year's figure. The budget had to be pitched accordingly. After an iterative process involving cutbacks in individual budget lines and repeated recalculations of the individual assessments, a budget amount was reached that also satisfied requirements in terms of a lower scale of contributions. That was achieved by: (a) the IAEA, ILO (Turin) and WMO agreeing to pay at the same level in Swiss francs as in 2003; and (b) by APS absorbing \$US 8,000 of the travel costs earmarked for the President designate. It was agreed that the budget document for 2004 would be clearly annotated to reflect the apportionments, particularly in Chapter 3.

118. The agreed budget for the year 2004 and the scale of contributions for 2004 are contained in Annexes 11 and 14, respectively.

119. When the Standing Committee took up its deliberations the following day, the CERN delegation made a formal statement reading:

**The CERN Staff Association strongly disapproves of the erratic and totally irresponsible manner in which the FICSA Council elaborated and approved the budget for the Federation for 2004.**

**The CERN Staff Association is very concerned by the fact that, in many areas, the Federation will be impaired or even incapacitated in its actions in 2004.**

**The CERN Staff Association appeals to all Members and the incoming Executive Committee to examine, as a matter of priority and urgency, ways by which such a disastrous situation might be avoided in future.**

120. The statement was supported by all the members in plenary. It was also noted that in addition to the incursions into core activities of the Federation, the radical cuts of the previous evening had resulted in the request of the Standing Committee on Legal Questions for funds (\$US 200) to purchase the *Annuaire Français du Droit International* being turned down. It was agreed that the annual publication could be purchased under the budget line for public relations and information.

121. The Chair of the Standing Committee introduced the Committee's report. He highlighted three features: recovering major arrears; introducing future safeguards; and changing the methodology for preparing the scales of assessment. He did not itemise the proposed changes to the budget that the Committee had elaborated. They had been overtaken by events and merely served as an historical record.

122. In the ensuing discussion, attention focused first on the treatment of current arrears. It was felt that the process suggested should be applied only to associations/unions that were badly in debt. Legal action should be the last resort. It was also felt that at no time should letters go to administrations and seek their co-operation in solving a problem that was very much the concern of the Federation. Rather than top-down pressure, peer pressure should be applied.

123. In the light of that debate the following recommendation was formulated:

**It is recommended that as a first step, the Federation should write to the associations/unions in bad standing and request settlement of the sums outstanding within a set time-limit. In that initial overture, the Federation should offer payment in instalments so as to facilitate the relinquishment of debts. In the event of no reply being received within the deadline, the Federation should send a second strongly worded letter re-iterating the demand and indicating that should no reply be received by the deadline set, the Federation would undertake peer pressure action, the modalities of which would be decided upon by the Executive Committee. Should that fail, the feasibility and merits of taking legal action would have to be examined by the Executive Committee and presented to the membership for action.**

124. With respect to the adoption of preventative measures, the Federation was seen to have allowed things to happen; it was thus urged to take steps to prevent the accumulation of debts *ab initio*. In that respect, several ideas were mooted, such as the opening of a bond or escrow account for each new member, equivalent to one year's subscription to discourage defaulters. That, however, was felt to outstrip the resources of smaller unions which, on joining the



Federation, would be required to pay the equivalent to two years' contributions. It was suggested, however, that the interest accruing on the escrow account could be used to pay part of the contribution for the following years. In any event, the Standing Committee on Legal Questions would have to elaborate statutory texts relating to the collection of dues on the basis of guidelines provided by the Executive Committee.

125. In the light of that debate the following recommendation was drafted:

**It is recommended that rather than allowing things to happen, the Executive Committee should pursue a firmer policy and apply the statutory provisions more strictly. In addition to the providing for the withdrawal of voting rights of members in bad standing, the statutes should provide for penalties to be imposed on members in bad standing and ultimately for their expulsion, if in default for more than two years. Withdrawal from the Federation while leaving debts unpaid should be made impossible.**

126. In addressing the issue of the scale of assessments, it was recalled that the computation of dues was based on CEB statistics. The Federation did not collect figures. That notwithstanding, the figures provided by CEB should be carefully vetted. In that connection, the UNDP/UNFPA/UNOPS Staff Association reaffirmed its inability to exceed its current contribution.

127. The need to consider changing the way in which the scales of assessment were computed was generally recognised, given the inconsistencies in the current methodology. In the light of that debate the following recommendation was drafted:

**It is recommended that the issue of changing the methodology for preparing the scales of assessment be taken up by the Standing Committee on Legal Questions on the basis of policy guidelines provided by the Executive Committee.**

128. While adopting the Ad Hoc Committee's proposal to increase the FUNSA contributions to \$US 100 per annum, Council decided to increase the contributions of consultative members to \$US 600.

129. Given the dismay over the manner in which the budget and scales of assessment had been handled at a very late juncture in the Council's deliberations, the following recommendation was adopted:

**It is recommended that a provisional meeting of the Ad Hoc Committee on Administrative and Budgetary Questions be held to set a tentative budgetary frame prior to the deliberations in the Standing Committees themselves.**

### *Summary*

130. The Ad Hoc Committee on Administrative and Budgetary Questions presented four recommendations relating to:

- **Introduction of measures to recover dues owed by members in bad standing, including those associations/unions no longer members of the Federation**
- **Stricter application of measures and statutory provisions to prevent the accumulations of membership arrears**

- **Adoption of steps to change the methodology for preparing the scales of assessment**
- **Indication of a budgetary frame prior to deliberations in the various Standing Committees.**

131. The Council took note of the report with the amendments thereto and adopted the recommendations contained therein

#### **Associate matters (Agenda item 17)**

132. The Council recommended that each full member and associate member should produce, in adequate time for submission to each Council, a paper summarising the evolution of employment conditions and the current state of staff representation, similar to the report submitted by the CERN Staff Association to the current session (contained in document FICSA/C/57/CRP.1).

#### **Other business (Agenda item 18)**

133. Council adopted by acclamation two resolutions that had been proposed by the Standing Committee on General Service Questions and the Standing Committee on Legal Questions, respectively (see Annex 2).

134. Council also considered a third resolution relating to the Federation's relationship with the Working Group on Unity of Action. In the course of an extended debate and after a review of the history leading up to the current situation, member associations/unions expressed reservations and sought clarification. They voiced their grave concern about the divisive proposals of the Working Group on Unity of Action and questioned its long-term objective. The Executive Committee was thus requested to examine the issue and determine the best strategy to promote unity and prevent the formation of a third federation. While each FICSA member would determine whether it wished to participate in the working group, it was felt that so doing might lead to a negative outcome at the present juncture. Council re-affirmed its desire to collaborate with CCISUA and re-iterated its conviction that only CCISUA and FICSA should speak on behalf of staff at the common system level.

#### **Date, place and draft agenda for the next session (Agenda item 19)**

135. The Council accepted the invitation of UNRWA/ASA Lebanon to hold the next session in Beirut. It was agreed that the 58<sup>th</sup> session of the Council would be of the same duration as the present session. A preliminary draft of the provisional agenda for the 58<sup>th</sup> session would be distributed later in the year.

#### **Election of the Executive Committee for 2004-2005 (Agenda item 20)**

136. In a special plenary session called prior to the elections in order to hear out the candidates, Mr. Richard Kerby, the incumbent FICSA President, announced that he was withdrawing his candidature for 2004. Despite the past year having been a most successful year marked by the positive impression that the Federation had left behind in the ICSC, HLCM and the HR Network, the latter part of 2003 had been a harrowing experience.

137. He could look back on an outstanding year. For the first time ever, FICSA had been praised in the CEB. The financially disastrous situation of the Federation had been salvaged and

one member association had achieved a financial turnaround. He was happy to leave the Federation in much better shape than at the time of his entering office.

138. The head of the UNDP/UNFPA/UNOPS delegation, which had nominated the candidate, paid tribute to the efforts of the President. They had been pivotal to the success of the Federation over the past year. FICSA had emerged as a financially stable organisation and could look back on a number of achievements, such as an overall positive impression in the inter-agency bodies that had yielded benefits for the staff represented by the Federation.

139. The sole remaining candidate for the office of President, Mr. Robert Weisell, was asked to outline his vision for 2004.

140. In the main, the candidate's 'agenda' as he termed it comprised the following objectives:

- Overcome budget constraints
- Bring associations/unions back into the fold
- Maintain relationship with CCISUA
- Increase the working budget
- Seek financial support via the HR Network that did not compromise the Federation's position in practice or perception
- Convince organisations of the Federations' viable financial base
- Collect dues outstanding
- Complete review of pay and benefits system
- Prepare for review of the Flemming principle
- Monitor broad banding very closely
- Monitor the development of New Master Standard and pay for performance
- Provide training on Professional remuneration procedures
- Provide training for General Service field staff on salary surveys and methodologies
- Prepare appeal on Professional salaries
- Ensure presence of field staff at both Council and technical meetings
- Pursue the issue of staff associations being able to lodge appeals direct with the Administrative Tribunals
- Lobby effectively for hazard pay for UNWRA area staff.

141. Within that context, his priorities would be:

- Review of pay and benefits, including the Noblemaire principle
- Recovery of members previously lost to the Federation
- Improvement of the Federation's financial status
- Settlement of problems related to dues structure.

142. Prior to proceeding to the elections, a discussion ensued on the implications that the new Executive Committee structure bore for the current election process. It was pointed out that whatever structure was ultimately adopted, only one post in the current structure was affected: that of the President who would be elected for a two-year term. All other members would serve one-year terms, while the General Secretary would be completing the second year of her two-year term. It was thus decided to vote according to the current structure.

143. The Chair informed Council that she had received the following nominations (in alphabetical order) for election to the Executive Committee for the period 2004/2005 (see FICSA/C/57/INFO/3/Rev. 2).

Mona Abbassy	WHO/EMRO Cairo
Paul Matsiona	WHO/AFRO Brazzaville
Edward Seidler	FAO/WFP-FSA Rome
Robert Weisell	FAO/WFP-APS Rome

144. Before the voting process began, Mona Abbassy withdrew her candidature in favour of the second candidate from the Africa region, Mr. Paul Matsiona. Ms. Vivien Joy Ponniah (UNDP/UNFPA/UNOPS) was proposed from the floor for the post of Vice-President, for which no nominations had been received. Similarly, Rolando Chacon (PAHO/WHO Washington) and Diab El-Tabari (UNRWA/ASA Lebanon) were proposed from the floor as regional members for Latin America and Asia, respectively.

145. The following members were elected:

President	Robert Weisell (by secret ballot)
Vice-President	Vivien Joy Ponniah (by acclamation)
Regional Members	
Africa	Paul Matsiona (by acclamation)
Americas	Rolando Chacon (by acclamation)
Asia	Diab El-Tabari (by acclamation)
Europe	Edward Seidler (by acclamation)

146. After their election, each candidate gave a brief presentation, in which they introduced themselves and outlined their plans for the coming year. The incoming members were congratulated on their election and the outgoing members were warmly thanked.

147. At a later stage the President designate, who had to leave Council a day early owing to a previous commitment, tendered his apologies for his premature departure. It was disconcerting to leave at a time when the Standing Committees were in the throes of preparing their reports. He, however, would be returning the following week to attend ACPAQ and would seize the opportunity to discuss strategy with the Executive Committee and staff. He expressed his gratitude for the support that had been shown him. He stressed the need to see the common good in such an eclectic body as FICSA; he was confident that when Council next met, it could look back on tangible progress having been achieved.

148. In the light of the protracted disputes surrounding the nomination of the candidates and other items on the agenda, the inordinately convoluted nature of which defied recording, it was strikingly clear that the Federation's statutes and rules of procedure were in dire need of revision. Council thus adopted the following recommendation.

<p><b>It is recommended that at future Councils, an independent statutes expert be available to advise the chair in the event of disputes.</b></p>
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149. In the interim, the rules of procedure and the statutes should be given to a committee of legal experts who would work them over. A possible source of expertise might be retired UN staff members. FAFICS Geneva could be approached on the matter.

### **Election of the Standing Committee officers for 2004-2005 (Agenda item 21)**

150. Council elected the following Chairs and Vice-Chairs of the Standing Committees for 2004-2005:

#### *Legal questions*

Chair:	Andrés Orias-Bleicher	(WMO)
Vice-Chair:	Jean-Pol Matheys	(CERN)

#### *Human resources management*

Chair:	Julien Caran	(ITU)
Vice-Chairs:	Isabelle Nuttall	(WHO/HQ Geneva)
	Laurence Batista	(IMO)

#### *Social security/occupational health and safety*

Chair:	John Russell	(IAEA)
Vice-Chairs:	Carlo Vellucci	(FAO/WFP-UGSS)
	Jean-François Santarelli	(ILO Former Officials Section)

#### *Conditions of service in the field*

Chair:	Jean-Pierre Cebron	(FAO/WFP-FSA)
Vice-Chair:	Margaret Eldon	(FAO/WFP-UGSS)

#### *General Service questions*

Chair:	Edmond Mobio	(WHO/HQ Geneva)
Vice-Chairs:	Rolando Chacon	(PAHO/WHO Washington)
	Mauro Pace	(FAO/WFP UGSS)

#### *Professional salaries and allowances*

Chair:	vacant
Vice-Chair:	vacant

### **Closing of the session (Agenda item 22)**

151. Immediately prior to the closure of the meeting, the outgoing President made a brief valedictory statement. The 57th session of the Council had given the Federation something to build on. That opportunity should be seized and full support extended to the Executive Committee as it went about its task. The Federation should put behind it the pettiness of the past. After a very constructive and peaceful session focused on policy issues, member associations/unions should move forward, learning to put the Federation first and their own associations/unions second. The Federation was the sole representative of its members' interests in the legislative bodies and major committees of the common system, whose decisions had a

significant bearing on the future of the staff. To that end, the Executive Committee should be allowed to do its job untrammelled by the past.

152. The outgoing President paid especial tribute to the work ethic of the General Secretary, Ms. Maria Dweggah, whose commitment and dedication had not passed unnoticed. In the same spirit, he paid tribute to Leslie Ewart's integrity and dependable competence. She, together with the FICSA staff, constituted the very backbone of the Federation as it moved ahead.

153. In her closing statement, the Council Chair undertook to secure better working conditions for the staff of the FICSA Secretariat who struggled on in their current cramped quarters. They had provided stalwart services throughout the session, as had the interpreters and the engineer. She paid tribute to three most dedicated FICSA representatives: Maria Dweggah for her dedication to staff; Jean-Pol Matheys, whose persistent guidance and unrelenting commitment as an associate member put many full members to shame; and Richard Kerby who had pulled the Federation up by its bootstraps and ensured its viability.

154. Peace and reconciliation were dear to the hearts of the people of Northern Ireland whence she hailed, yet those hopes were being continually dashed by firebrands and irreconcilable elements. FICSA had been at war with itself long enough. It was time to build on the outgoing President's legacy: assured financial stability and heightened moral stability. The Federation was duty bound to put the greater good first.

155. The Chair assured Council that it been both a pleasure and an honour to guide its deliberations. She declared the 57<sup>th</sup> session closed at 12.45 p.m. on 7 February 2004.

**Annex 1****AGENDA FOR THE 57<sup>TH</sup> FICSA COUNCIL**

1. Opening of the session
2. Credentials
3. Election of the Chair, Vice-Chairs and Rapporteur
4. Adoption of the agenda
5. Organization of the Council's work
6. Constitutional matters
7. Questions relating to membership status in FICSA (changes in membership)
8. Report of the Executive Committee for 2003-2004
9. Functioning of FICSA
10. Standing Committee on Legal Questions
11. Standing Committee on Human Resources Management
12. Standing Committee on Social Security/Occupational Health and Safety
13. Standing Committee on Conditions of Service in the Field
14. Standing Committee on General Service Questions
15. Standing Committee on Professional Salaries and Allowances
16. Ad Hoc Committee on Administrative and Budgetary Questions
17. Associate matters
18. Other business
19. Date, place and draft agenda of the next session
20. Election of the Executive Committee for 2004-2005
21. Election of Standing Committee officers for 2004-2005
22. Closing of the session

**Annex 2*****Resolution 57/1***

*The Council of the Federation of International Civil Servants' Associations (FICSA) at its 57<sup>th</sup> session (Geneva, 2 to 7 February 2004),*

*Having been* informed of the lack of clarity over the legal framework within which Global Consulting Services (GCS) is operating and its possible privatisation;

*Recognizing* the risks that the GCS monopoly is creating in terms of accountability, ownership of the data and of the information systems managed by GCS, and the need to avoid any conflict of interest;

*Alarmed* by the potential role which GCS may have in developing policy proposals related to General Service conditions of employment, such as post classification;

1. *Requests* the incoming Executive Committee to obtain urgently clarification from the ICSC and UNDP on their relationship with GCS, its legal status, its mandate, and its present and future role; and
2. *Requests* further to seek confirmation that no activity concerning the review of General Service post classification standards will take place outside the tripartite machinery established through the ICSC and in the absence of preliminary information to the staff and take follow-up action as required.



***Resolution 57/2***

*The Council of the Federation of International Civil Servants' Associations (FICSA) at its 57<sup>th</sup> Council (Geneva, 2 to 7 February 2004),*

*Recalling* that “Staff representatives must be protected against discriminatory or prejudicial treatment based on their status or activities as staff representatives, both during their term of office and after it has ended”;

*Deeply concerned* with some abusive interpretations of the Standards of Conduct for the International Civil Service;

*Disturbed* that such interpretations may lead to the intimidation of staff representatives;

1. *Requests* that the organizations interpret the Standards of Conduct in line with the letter and the spirit of the relevant Staff Rules and Regulations as well as other relevant legal instruments; and
2. *Also requests* that uniform practice of the Standards of Conduct's interpretation be established by the High Level Committee on Management (HLCM) in order to avoid misuse or abuse.

**Annex 3****REPORT OF THE STANDING COMMITTEE ON  
LEGAL QUESTIONS**

Chair	Andrés Orias-Bleichner (WMO)
Vice-Chair	Jean-Pol Matheys (CERN)
Rapporteur	Carlo Vellucci (FAO/WFP-UGSS)
President, FICSA	Richard Kerby (UNDP/UNFPA/UNOPS)

**Participants**

FAO/WFP-UGSS	Margaret Eldon
IAEA	Steven Cooper Lisa Villard
IMO	Laurence Batista Fabienne Maw Tun Valérie Seguin
PAHO/WHO (Washington)	Carolina Bascones
UNDP/UNFPA/UNOPS	Vivien Joy Ponniah Dimitri Samaras
UNESCO	Jan Hladik
UNRWA/ASA	Diab El-Tabari
UNRWA/ISA	Charles Kapes
PAHO/WHO (Washington)	Carolina Bascones
WHO/WPRO (Manila)	Gauden Galea
WMO	Christine Qarbal
WTO/OMT (Madrid)	Patrice Tedjini

**Association with consultative status**

ILO Former Officials Section	Alexandre Djokitch
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**Federation with observer status**

FUNSA Lebanon	Diab El-Tabari
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## **Adoption of the agenda (Agenda item 1)**

1. The agenda was adopted as follows:

- Adoption of the agenda
- Election of a rapporteur
- Report of the SCLQ on activities since the 56th Council
- Practical implications of Resolution 56/2 (appeals by the President *ex officio*)
- Reform of the Administration of the justice – ILOAT and UNAT
- Professional salaries appeals
- UNRWA hazard pay appeal
- Legal insurance
- Status of the Legal Defence Fund
- Constitutional matters
- Inter-agency staff/management regulatory relations
- ILOAT judgments of the 95th session
- Mediation in FICSA
- Nomination of Standing Committee officers

## **Election of a rapporteur (Agenda item 2)**

2. Mr. Carlo Vellucci (FAO/WFP-UGSS Rome) was elected Rapporteur.

## **Report of the SCLQ on activities since the 56th Council (Agenda item 3)**

3. The Chair summarised the work that had been carried out in five main areas.

### *Functioning of the Committee*

4. The Standing Committee on Legal Questions relied mostly on meetings, e-mail and phone to handle business. The *Yahoo!* discussion group agreed upon during 56<sup>th</sup> Council – to enable discussion between legal focal points of Associations/Unions – had not been utilised as proposed. Therefore, the Committee decided to maintain and reinforce the present functioning procedures through meetings, e-mail and phone because it seems more adapted to the current practices of the staff associations/unions.

### *Follow up to the decisions of the 56<sup>th</sup> Council*

5. The Committee reviewed Annex 1 of FICSA/C/57/LEGAL/1 and took note of all the actions implemented. The Committee agreed to focus its attention on specific points still pending: reform of the ILOAT Statutes; legal insurance for members and/or FICSA EXCOM; guidelines for an *ad hoc* group for mediation; the amounts allocated from the Legal Defence Fund for the Rome appeal on the language factor and the appeal concerning professional salaries; the guidelines for handling legal cases; and updating the roster of legal advisers. All those items had been included in the agenda.

## **Advice to the Executive Committee**

6. During the year a very good relationship had been established between the Standing Committee and the EXCOM. Modifications to the Federation's statutes to reflect the amendments (Decisions 4, 5, 8, and 16 of 56<sup>th</sup> Council), the follow-up to the reform of the ILOAT Statutes, the status of the UNIDO Staff Union within the Federation, granting observer

status to FUNSA Romania and monitoring the external technical review of the FICSA Statutes and Council Rules of Procedure had been the main areas of advice and legal guidance provided by the Standing Committee to the EXCOM.

*Technical review of the FICSA Statutes and Council Rules of Procedure*

7. Given the inefficient output of the legal intern, the review (as well as the clarification of and corrections to the regulatory provisions) would remain on the agenda of the Standing Committee on Legal Questions. The Standing Committee agreed to bring the question up at the current Council, jointly with the working group on the functioning of FICSA.

*Other activities*

8. The legal implications of the New Master Standard were a real concern for various delegations, as well as the potential review of the Noblemaire and Flemming principles. Maintaining and increasing momentum on those issues was seen to be highly important.

9. The report was adopted with an amendment in point 14.

**Practical implications of Resolution 56/2 (appeals by the President *ex officio*)**

10. Fulfilling its mandate to monitor the developments of the legal appeal lodged by Dr. Ali K. Basaran, the President *ex officio*, the Standing Committee raised the question as to the end of his term and termination of the *ex officio* title. A short discussion ensued. The Committee agreed that the title *ex officio* would lapse in February 2004 concurrently with the end of the incumbent President's term of office. The Standing Committee decided not to re-open for discussion the decision of the previous Council pertaining to the federation's support for the former President *ex officio*. The following recommendation to the Council was proposed:

**It is recommended that the Standing Committee on Legal Questions should continue to monitor the developments concerning the legal appeal of the former President *ex officio*, financial support being continued within the limits decided by the 56<sup>th</sup> Council.**

**Reform of the Administration of the justice – ILOAT and UNAT**

*Administrative Tribunal of the International Labour Organization (ILOAT)*

11. During 2003, despite some differences of view that existed among the associations/unions concerning the best means of bringing about a reform of the administration of justice, the Standing Committee on Legal Questions agreed on a clear strategy for improving the present situation. During a meeting in Rome on 15 September 2003, hosted by FAO/WFP, that strategy had been consolidated. Moreover, in a consultative meeting organised by the Legal Adviser of ILO in Geneva on 19 September, the Standing Committee on Legal Questions had gone on record stating that, ' For FICSA three principles were of importance: respect for law and legal certainty; *locus standi* of staff unions; and respect for the fundamental principles of international administrative law, including freedom of association '. The Standing Committee was of the opinion that the administration had exaggerated their fears of an avalanche of cases under the proposed amendment on *locus standi*.

12. All the efforts deployed during the year were encapsulated in the Heidelberg Resolution (see FICSA/C/57/LEGAL/1, Annexes 2 and 3), it being noted that WTO/OMT had also signed the Resolution and should appear as a signatory in the revised document.

13. During a dinner organised by FICSA with the President and the Registrar of the International Labour Organization Administrative Tribunal, the EXCOM and the Standing Committee on Legal Questions had handed over a letter and a copy of the Heidelberg Resolution, with the aim of promoting the principles for a necessary reform of the administration of the justice in ILOAT.

**It is recommended that the Federation should maintain a central role in the ILOAT Reform and continue to be represented in all meetings related to that important issue.**

*Administrative Tribunal of the United Nations (UNAT)*

14. Only five members of the Federation (UNDP, UNRWA, UNFPA, UNOPS and IMO) were under the jurisdiction of the UNAT. Nevertheless, an assessment of the situation seemed necessary as the principles of defence before the UNAT were the same as those maintained before the ILOAT. It was recommended that the FICSA President meet with the Executive Director responsible for restructuring and re-profiling in UNOPS.

**It is recommended that the Federation commission a renowned specialist to undertake a legal study into the shortcomings of UNAT, with a view to promoting a reform of that Tribunal. An amount of SFR 3,000 should be made available for that purpose.**

**Professional salaries appeals**

15. The 'system-wide' appeal against GA Resolution 57/285, the outcome of a decision at a joint session of the Standing Committees on Legal Questions and Professional Salaries and Allowances at the 56<sup>th</sup> FICSA Council in Copenhagen to maintain the margin between 110 and 120 at the desirable midpoint of 115, had been lodged with the ILOAT on 7 December 2003 in the name of 11 individual appellants (2 from IAEA, 5 from FAO, 2 from WFP and 2 from WMO, ranging from P-2 to D-1).

16. The 56<sup>th</sup> FICSA Council had allocated SFR 10,000 from the Legal Defence Fund. The Standing Committee on Legal Questions and on Professional Salaries and Allowances was the focal point for that appeal. It was requested that a further SFR 10,000 be allocated from the Legal Defence Fund.

17. The Standing Committee reviewed the development of the appeal and discussed the report prepared by the Chairman of the Standing Committee on Professional Salaries and Allowances (FICSA/C/57/PSA/3). Considering that everyone benefiting from the outcome was supposed to share the costs and taking into account that the precedent for the common system appeals was to divide the costs among the membership, the Standing Committee on Legal Questions invited Council to decide on the modalities for apportioning the remaining expenses, following the joint recommendation of the Standing Committee on Professional Salaries and Allowances and the Standing Committee on Legal Questions.

**It is recommended to the EXCOM that the cost of the appeal be divided among the Professional staff of the FICSA member associations and unions according to the total number of Professional staff. It is also recommended that the FICSA Secretariat contact other non-FICSA associations/unions to invite contributions and that the Chairman of the Standing Committee on Professional Salaries and Allowances request an estimate from Maitre Sicault on the remaining costs.**

## UNRWA hazard pay appeal

18. The UNRWA Area Staff Association had not contacted the Standing Committee on the question of hazard pay. Nevertheless, the issue had been discussed at length during the first plenary session. The UNRWA Area Staff Association has not yet decided whether to introduce an appeal. At the present stage and in the absence of a legal assessment of the issue, the Standing Committee was not in position to recommend the allocation of funds from the Legal Defence Fund to support an appeal to the Administrative Tribunal.

## Legal insurance

19. Ms. Nathalie Rossette-Cazel presented a *vade mecum* in French to the Standing Committee in the form of a one-page set of guidelines. The policy covered legal advice and representation at the ILOAT and UNAT, the prerequisite being that prior resolution had been sought through the ombudsperson. Following those guidelines, two contractual options were possible:

- (a) Associations/unions based inside Switzerland could choose between approaching the CAP Insurance Company directly or by concluding the contract through FICSA; and
- (b) Associations/unions based outside Switzerland were obliged to go via FICSA when concluding the contract.

20. Ms. Rossette-Cazel explained the advantages and inconveniences of the various procedures for FICSA and the staff associations/unions.

21. The Committee decided to translate the guidelines into English and circulate them among FICSA members. The Standing Committee on Legal Questions would also supply any supplementary information requested by members.

## Status of the Legal Defence Fund

22. The Committee discussed the status of the Legal Defence Fund (FICSA/C/57/A&B/3) and underlined that SFR 10,000 had been allocated by the previous Council for the Rome language factor appeal. That amount was not reflected in the paper because the proceedings and invoices had not yet been received. As for hazard pay (see point 18 above) the Committee recalled that the guidelines stipulated the need for a formal request for financial support from the appellant.

23. To facilitate the procedures of access to the Legal Defence Fund, the Standing Committee recognized the usefulness of the updated text of the *Guidelines for the handling of cases*.

**It is recommended that member associations/unions take due note of the *Guidelines for the handling of cases* previously approved by FICSA Council, which the Standing Committee on Legal Questions did not propose modifying.**

## Constitutional matters

24. During the past year, the attention of the staff associations/unions had been drawn to the necessary modifications of the Federation's structure. The item had been discussed at length in the working group on the Functioning of FICSA.

25. The Standing Committee discussed the modifications implied by the new structure for the Executive Committee which had been approved the previous day. A set of statutory amendments were drawn up (see FICSA/C/57/CRP.6).

### **Inter-agency staff/management regulatory relations**

26. In order for staff associations and unions to carry out their role, the ICSC Framework for Human Resources Management adopted in 2000 declared that staff representative bodies had to have the facilities and release time. Nevertheless, application of that ruling was inconsistent in terms of both the framework itself and the guidelines published in 1982 (see FICSA/C/57/LEGAL/2, Annex 2).

27. The Standing Committee recalled that staff representative bodies should be provided with secretariat assistance, office space, supplies, facilities for reproduction and distribution of material and documents, bulletin board space and communications facilities (telephone, fax and e-mail) and financial support. Moreover, with regard to official time-off for staff representation, staff representatives should be entitled to a reasonable amount of official time-off to attend meetings, the release of the president and other facilities needed to perform their representational functions.

**It is recommended that the EXCOM bring once more to the attention of the HR Network and the High-Level Committee on Management the issue of unequal treatment regarding the facilities and time-releases afforded to staff representation in the United Nations system.**

28. The Standing Committee discussed a case of abusive interpretation of the Code of Conduct which had been brought to its attention (see Appendix). Council was urged to approve the related Resolution 57/2 (see Annex 2 above).

### **ILOAT judgments of the 95th session**

29. The outcome of one case was presented to the Committee. The ninety-fifth session of ILOAT had reconfirmed in its Judgment No. 2255 against UNESCO one of the fundamental principles of law for the International Civil Service: the exemption of international civil servants from national taxes. In particular, the Judgment underscored that the first-income method of reimbursement of income tax led to an additional taxation of the staff member concerned and, in consequence, invalidated the decision of the UNESCO Administration to apply that method to the reimbursement of income taxes and requested the Administration to recalculate the reimbursement of such taxes in conformity with the last-income method.

30. The FICSA secretariat was also urged to obtain one copy of the *Annuaire Français du Droit International* given the very valuable comments contained therein on the judgments of both UNAT and ILOAT.

**It is recommended that the FICSA secretariat be provided with the current edition of the *Annuaire Français du Droit International*, for which a sum of \$US 200 should be allocated each year.**

## **Mediation in FICSA**

31. The Committee took note of the outcome and the guidelines produced after the Functioning of FICSA meeting in Geneva in January 2003 (FICSA/C/57/LEGAL/CRP.2). The mechanism should be reviewed by the Standing Committee on Legal Questions in February 2005 after the two-year trial period.

## **Nomination of the Standing Committee officers**

32. Mr. Andrés Orias-Bleicher (WMO) was nominated as Chair and Mr. Jean-Pol Matheys (CERN) as Vice-Chair.

## *Summary*

33. The Standing Committee on Legal Questions presented seven recommendations relating to:

- **Monitoring developments concerning the legal appeal of the former President *ex officio* within the limits set at the previous session of the Council**
- **Active participation in and representation at all meetings pertaining to the ILOAT reform**
- **A legal study of UNAT to be undertaken**
- **Cost-sharing of the Professional salaries appeal**
- **Guidelines for the handling of cases which would not be subject to further modification**
- **Unequal provision of facilities and time-release or staff representatives**
- **Allocation of funds for the purchase of *Annuaire Français du Droit International*.**



## Appendix

*Ref.: FICSA/C/57/LEGAL/CRP.3*

### STATEMENT TO THE STANDING COMMITTEE ON LEGAL QUESTIONS

*Prepared by Michael T. Donoho, President IAEA Staff Council*

1. In December 2002, the ICSC filed a formal complaint with the IAEA Administration against the previous Staff Council President, Mr. Dean Neal. The basis of the complaint is that the ICSC believes that the previous President may have violated certain confidentiality laws in connection to a Local Salary Survey for the General Service staff in Vienna.
2. Mr. Neal has had to live under the shadow of an internal investigation for the past year. During the investigation Mr. Neal and I were advised by the Staff Council's legal advisors not to inform staff or the IAEA Staff Council of the situation as this was an ongoing investigation. Complying with this request was difficult for Mr. Neal and myself as we both believe in full transparency and openness in all of our Staff Council's dealings. We respected our legal counsel's advice as long as we reasonably could and in October 2003 we notified our Staff Council of the situation. I further notified staff at large during our annual General Staff Assembly in November 2003.
3. At the time of writing, Mr. Neal's case is going through the IAEA's internal procedures and no decision has been reached.
4. There is a larger issue to consider that we wish to bring to the attention of FICSA. Mr. Neal was working with the best interests of IAEA staff foremost in his mind and actions at all times. If Mr. Neal is silenced or in any way reprimanded for performing his duties, then no staff representative in the UN common system will be able to fulfil their function. The IAEA Staff Council views this action as an attempt to intimidate a staff representative for performing the duties they were elected to perform.
5. Paragraph 28 of the "Standards of Conduct for International Civil Servants" issued by the ICSC states:

"Staff representatives must be protected against discriminatory or prejudicial treatment based on their status or activities as staff representatives, both during their term of office and after it has ended."
6. The IAEA Staff Council is fully committed to protecting any staff representative who is treated in this manner with all the resources available to it. The IAEA Staff Council asks FICSA to take note of the situation and the implications for all staff representatives in the UN common system.

**Annex 4****REPORT OF THE STANDING COMMITTEE ON  
HUMAN RESOURCES MANAGEMENT**

Chair	Laurence Batista (IMO)
Vice-Chair	Vivien Joy Ponniah (UNDP/UNFPA/UNOPS)
Rapporteur	Stephen Anderson (FAO/WFP-APS)
Members, FICSA Executive Committee	Omneya El-Metwalli (WHO/EMRO Cairo)
	Edward Seidler (FAO/WFP-FSA)
Information Officer, FICSA	Leslie Ewart

**Participants**

CERN	Philippe Defert Joel Lahaye Jean-Pol Matheys
FAO/WFP-APS	Lawrence Clarke Giovanni Munoz
FAO/WFP-UGSS	Olwen Gotts
IAEA	Michael Donoho Manijeh Torabi
ILO Turin	Mostefa Boudiaf Tita Francese
IMO	Fabienne Maw Tun
ITU	Julien Caran
PAHO/WHO (Washington)	Carolina Bascones Rolando Chacon
UNDP/UNFPA/UNOPS	Benito Asuncion Kelvin Brown Dimitri Samaras
UNESCO	Bruno de Padirac
UNRWA/ISA	Fredrik Schultz
UPU	Andrée De Marcellis
WHO/AFRO (Brazzaville)	Paul Matsiona
WHO/EURO (Copenhagen)	David Rivett Rainer Verhoeven

WHO/HQ (Geneva)	Edmond Mobio Isabelle Nuttall
WHO/WPRO (Manila)	Gauden Galea
WMO	Laurence Guy Françoise Plivard Christine Qarbal
WTO/OMT	Patrice Tedjini

#### **Associations with consultative status**

ADB (Manila)	Ma. Virginita A. Capulong
ADB (Abidjan)	Michel N’Kodia

#### **Federation with observer status**

FUNSA Romania	Cristina Balan
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#### **Guest**

UNRWA/ASU (West Bank)	May Kaileh
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#### **Adoption of the agenda (Agenda item 1)**

1. The provisional agenda was modified to include a discussion on the update of 2003 Standing Committee report and to postpone discussion of Item 4 (ICSC review of the pay and benefits system) to the joint HRM/GSQ/PSA session scheduled for 4 February 2004.

- Adoption of the agenda
- Election of a rapporteur
- Action on Recommendations arising from Report of the Standing Committee as of 15 December 2003 (document FICSA/C/57/HRM/4)
- Update of JIU Framework (JIU reports on post structure and related appointments, delegation of authority, accountability and oversight and performance management) (FICSA/C/57/HRM/7)
- Contractual reform
- Mobility and rotation
- Paternity leave
- Dependency status/Recognition of domestic partnership
- Statistical review of gender balance in the organizations (FICSA/C/57/HRM/3)
- Right to work in an harassment-free environment (FICSA/C/57/HRM/8)
- Job satisfaction survey
- Other business
- Nomination of Standing Committee officers

## Election of a rapporteur (Agenda item 2)

2. Mr. Stephen Anderson (FAO/WFP-APS) was appointed as Rapporteur.

### Action on recommendations arising from Report of the Standing Committee as of 15 December 2003 (document FICSA/C/57/HRM/4)

3. The Standing Committee focused on a number of decisions that had been taken during the previous year.

- *Decision 10 on Staff/Management Relations* – As action had not been taken during 2003, it was agreed that during 2004, FICSA should devise a questionnaire on staff/management relations which would eventually be posted on the FICSA website. It was considered important to request information from both staff associations/unions and executive heads in order to compare responses and that staff associations/unions should not bear sole responsibility in that regard. It was also noted that such requests should also be directed to Resident Coordinators. It was generally felt that the questionnaire should not be too broad, and should be structured to focus on basic questions such as:

What types of mechanisms exist for staff/management relations?

How regularly did staff/management meetings take place?

Were decisions taken at such meetings and were they respected?

**It is recommended that the Standing Committee on Human Resources Management, in collaboration with the FICSA Secretariat, should devise a questionnaire on staff/management relations and request information from both staff associations/unions and executive heads with a view to devising “best practice” applications for the Federation’s members. Members should respond promptly.**

- *Decisions 14-16 and 20 on Training* – Recognizing that staff should be aware of training and career development opportunities and taking into account the fact that the Secretary-General of the United Nations had indicated that at least 2 per cent of the organization’s budget should be allotted for training, a number of delegates wondered whether the 2 per cent referred to the staffing budget rather than the overall budget. It was also important to distinguish between general training and unit-specific training. In many agencies, while budgets existed for in-service training, management often decided on the use of funds on an *ad hoc* basis without consulting staff adequately and the planning aspect was not satisfactory.

**It is recommended that the Standing Committee on Human Resources Management, in collaboration with the FICSA Secretariat, should devise a questionnaire on training and staff development in each organization for use by staff associations/unions and also request this information from agencies through the HR Network. Members should respond promptly, whereafter the FICSA Secretariat should consolidate the results which the Standing Committee would analyse prior to transmitting its recommendations for appropriate action to the Executive Committee.**

- *Decision 21 on membership in AHRMIO (Association of Human Resources Managers in International Organizations)* - The FICSA Information Officer reported that AHRMIO was a non-governmental organisation that brought together human resources specialists from within and outside the UN system. There were three main types of AHRMIO

memberships: individual, organizational and associate. International organizations could join either as an advisory member, with a seat on the AHRMIO advisory council and six non-voting membership subscriptions or as an ordinary member with three non-voting membership subscriptions. Membership fees were \$US 5,000 for advisory and \$US 7,000 for ordinary members. Individual members were charged \$US 200. Associate members paid \$US 500 per year. FICSA used to be an associate member. The membership fee allowed access to information, in particular the Association's publications and web site. Associate members were allowed participation in human resources specialist seminars; the fee per person was \$US 7,500, not taking into account travel and per diem costs. While FICSA had been allowed to attend a seminar on one occasion at no cost, it was felt in general to be prohibitively costly.

**It is recommended that FICSA should not re-join AHRMIO owing to the high costs of participation, although it should encourage staff associations/unions to ask their administrations to include staff representatives to accompany human resources officers when participating in selected seminars.**

#### **Joint Inspection Unit (JIU) Framework Review (Agenda item 4)**

4. Referring to the JIU study on post structure and related appointments, delegation of authority, accountability and oversight and performance management (FICSA/C/57/HRM/7), FICSA had requested comments from staff associations/unions. To date, comments had only been received from a very limited number of associations/unions, including UNDP/UNFPA/UNOPS and FAO/WFP-APS (as shown in Annex 2 of the document). UNDP had suggested FICSA convene a workshop to discuss views and formulate a comprehensive position paper. Some participants expressed concern about potential JIU overlap with the work currently being undertaken by the ICSC. It was noted that the system-wide review would be too broad and might not come to clear conclusions. It was therefore suggested that JIU would be better advised to review and reflect on what individual agencies had done following the individual assessments that the JIU had carried out a few years earlier. Despite the fact that JIU did not always contact staff associations/unions in agencies it was reviewing and that JIU reports were frequently not made available to staff, the involvement of the Federation in the proposed study was seen as a good opportunity for staff associations/unions to influence positively the process of human resources reform in the common system.

#### **It is recommended that:**

- (a) The JIU initiative should be welcomed;**
- (b) The Executive Committee of FICSA, together with relevant partners and the Standing Committee on Legal Questions, should be encouraged to collaborate with the JIU and interested member associations/unions through an intensive meeting/workshop of interested members; and**
- (c) Comments on the JIU Framework should be forwarded as soon as possible to the FICSA Secretariat by all member associations/unions that had not yet done so.**

#### **Contractual reform (Agenda item 5)**

5. The FICSA President reported that ICSC was working to harmonise and reduce the number of contracts to three basic categories: short-term (less than one year), fixed-term (one year or more), and permanent. Within various UN agencies, 29 different types of contracts existed and agencies generally preferred to keep the different types of contracts so as to accommodate their mandate and ensure flexibility. FICSA agreed with ICSC on that point and was concerned about the proliferation of contracts that granted opportunities for the exploitation

of staff rights. Concern was expressed about the possibility of an “indefinite” contract being introduced and standardised to replace the permanent contract. One member was not so much concerned about the proliferation of contracts *per se*, but rather about the negative effect that the current trend would have on staff benefits such as pension and medical benefits, as well as the long-term viability and effectiveness of the UN organizations. Agencies, concerned about saving funding in the short term, were not creating posts, but opting for new “flexible” arrangements. One member reported that in his organisation short-term SSA contracts had been modified and staff were being offered various arrangements for their terms of employment such as lump-sum payments, reduced per diem rates and reduced air travel benefits, all of which resulted in workers being exploited.

**It is recommended that the Executive Committee of FICSA should:**

- (a) Send a letter to the ICSC reminding the Commission that the international civil service had to be protected against any prejudicial contracts that impinged on staff’s right to a range of social benefits; and**
- (b) Request the Commission to clarify which rules and policies applied to the different categories of staff.**

### **Mobility and rotation (Agenda item 6)**

6. With a view to finding ways of promoting staff-friendly mobility, the Standing Committee discussed some of the key advantages and obstacles in that regard. Mobility was meant to be positive for both staff and organizations. In principle all UN staff should be considered as internal candidates for vacancies in other UN agencies. In practical terms, however, owing to a lack of reciprocity between many UN agencies, preferential consideration for vacancies was generally given first to internal candidates, then opened up to UN agencies (although that process did not work satisfactorily in practice), before being opened up finally to external candidates. With regard to inter-agency secondments, one member pointed out that secondment possibilities were hampered as staff members could not be assured that they would maintain their same contract status in the receiving organization. The lack of transparency when dealing with issues of recruitment, transfer and promotion was mentioned; it was suggested that staff representatives be included in panels dealing with such matters. Gender issues should also be taken into account. One member described the dilemma of choosing internal candidates when the organization might have policies to increase the gender or nationality balance.

**It is recommended that:**

- (a) As a matter of principle, and in order to offer staff real career prospects, FICSA should reiterate that priority be given first to internal candidates, then other UN candidates, and lastly to external candidates as long as there was no common system approach in terms of modalities for all UN staff being considered internal candidates;**
- (b) Mobility and rotation should be facilitated and encouraged, as long as safeguards for staff rights were assured; and**
- (c) Staff representatives should be included in panels dealing with recruitment, mobility and rotation.**

### **Paternity leave (Agenda item 7)**

7. It was noted that the item was on the agenda of the upcoming session of the ICSC. In some agencies it was being implemented, with positive results. One member association offered to share with all member associations/unions its organisation’s policy on paternity leave, which also included special leave for adoption.

**It is recommended that:**

- (a) FICSA gather relevant data on paternity leave from each organization and post those data on the Federation's website;**
- (b) Paternity leave should also be applicable to cases of adoption; and**
- (c) FICSA should request that paternity leave be made applicable across the common system.**

**Domestic partnership (Agenda item 8)**

8. The Standing Committee welcomed the decision of the Secretary-General pertaining to domestic partnership (ST/SGB/2004/4) as a very positive development. The FICSA Secretariat was commended on its active role in the process leading to that achievement. However, it would be necessary to secure that the policy be followed by all UN specialised agencies. It was also pointed out that the wording of the bulletin could unintentionally discriminate against couples on the basis of their employment.

**It is recommended that FICSA, in close collaboration with all member associations/unions, should carefully review the document (ST/SGB/2004/4) with a view to ascertaining its impact on UN staff and identifying any possible loopholes in the text.**

**Dependency status (Agenda item 9)**

9. With regard to dependency age limits, FICSA had proposed to the ICSC that the dependency age limit be increased to 25 years. That proposal had not been supported for want of financial resources. One participant suggested that an alternative possibility would be to propose that medical coverage be extended to dependent children up to 26 years of age. It was also suggested that a special leave policy might be proposed for those staff who had a child suffering from long-term serious illness or disability.

**It is recommended that FICSA should pursue with ICSC the scope for extending medical coverage for dependent children up to 26 years old and granting special leave to parents of children suffering from long-term serious illness or disability.**

**Statistical review of gender balance in the organizations (FICSA/C/57/HRM/3) (Agenda item 9)**

10. Dr. May Kaileh (UNRWA West Bank) volunteered to become the new FICSA Focal Point for gender issues. Participants were reminded that the ICSC website contained very useful information on standards of conduct for international civil servants. It was also noted that gender was not just an issue of gender balance, but also encompassed empowerment and training to ensure that people were aware of their rights.

**It is recommended that the FICSA Secretariat assist its members by providing information on gender issues.**

**The right to work in a harassment-free environment (FICSA/C/57/HRM/8) (Agenda item 10)**

11. The FICSA Secretariat had received feedback from a number of agencies regarding their definition of harassment and policies that were in place. Participants of the Standing Committee were asked to comment on arrangements in the following areas: mediation procedures,

arbitration procedures, ombudsman, access to legal counsel, and boards of appeal. FICSA was requested to provide assistance to members who had a policy framework in place without clearly defined procedures. In some cases, the ombudsperson position was vacant or advertised at a P-4 level while in most organizations, the post was a D-1 position. Some organizations reported cases of harassment. They were interested in knowing whether policies on harassment were in place in other organizations and whether the issue could be addressed in a common system context. Some agencies had harassment policies and procedures in place, yet the implementation thereof was wanting. Several aspects were emphasized when dealing with cases of harassment:

- Importance of confidentiality
- Need for sanctions
- Burden on staff members assist the mediation process
- Need for a baseline
- Need for informal and formal resolution procedures
- Ombudspersons with non-renewable contracts to ensure neutrality.

12. It was noted that the European Patent Office (EPO) had useful information to share with the FICSA members. The WHO/HQ Staff Association offered to share its questionnaire on psychological harassment in the workplace with all member associations/unions.

**It is recommended that:**

- (a) Member associations/unions should share information with FICSA on harassment policies and procedures which would be posted on the FICSA website;**
- (b) The President of FICSA should send a strongly worded letter to all executive heads and the ICSC reiterating the Federation's condemnation of harassment in order to ensure adherence to a zero tolerance policy regarding harassment;**
- (c) The Executive Committee of FICSA should study the possibility of establishing a common pool of UN staff to serve on mediation, grievance and/or arbitration panels;**
- (d) The Executive Committee of FICSA should explore ways and means of providing information to all member associations/unions on all harassment issues, e.g. through workshops organized in collaboration with its members; and**
- (e) The FICSA Executive Committee should contact the European Patent Office (EPO) and ILO to obtain more details regarding their policies with a view to streamlining procedures for dealing with cases of harassment within the common system.**

**Job satisfaction survey (Agenda item 11)**

13. The recommendation adopted the previous year pertaining to the conduct of a job satisfaction survey among the members of the Federation was felt to be no longer applicable since the current Council session had clearly shown that staff faced many problems. FICSA should concentrate its energies on more concrete activities.

**Other business (other actions recommended from the EXCOM Report for 2003)**

14. The Standing Committee addressed a number of actions that had been referred to it following the discussion of the Executive Committee Report for 2003:

- **PSI** – the participants decided that the issue of PSI membership should be discussed in plenary once all the participants had had the chance to attend the PSI-sponsored workshop scheduled for Wednesday, 4 February 2004.



- **ICSC Review of the Pay & Benefits System** – the item would be discussed at the joint session of the HRM/PSA/GSQ Standing Committees.
- **Focal points for HRM issues** - each member association/union was requested to update the list of their focal points for HRM issues to enable the Chair and Vice-Chairs of the HRM Standing Committee to develop a good HR Network which would lend support to the Executive Committee in the relevant activities for 2004.
- **FICSA requests for information/advice on policies** - members were also requested to do their utmost to reply to requests emanating from FICSA since their views were essential to the development of collective positions within the Federation.

#### **Nomination of Standing Committee officers (Agenda item 15)**

15. Mr. Julien Caran (ITU) was nominated as Chair and Ms. Isabelle Nuttall (WHO/HQ Geneva) and Ms. Laurence Batista (IMO) as Vice Chairs; Dr. May Kaileh (UNRWA West Bank) volunteered to act as the new FICSA Focal Point for Gender Issues.

#### *Summary*

16. The Standing Committee on Human Resources Management presented eleven recommendations relating to:

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|--|
| <ul style="list-style-type: none"> <li>• <b>Preparation of a questionnaire on staff/management relations with a view to devising 'best practice' applications</b></li> <li>• <b>Preparation of a questionnaire on training and staff development</b></li> <li>• <b>Non-renewal of association with AHRMIO</b></li> <li>• <b>Support for and active collaboration with the JIU Framework Review and a call for comments</b></li> <li>• <b>Rejection of contracts prejudicial to staff rights and clarification of rules and policies pertaining to different categories of staff</b></li> <li>• <b>Priority to be given to internal candidates throughout the common system (full reciprocity), facilitation of mobility and rotation contingent upon safeguarding staff rights, as well as the proper involvement in staff in those matters</b></li> <li>• <b>Introduction of paternity leave, also in cases of adoption, throughout the common system</b></li> <li>• <b>Removal of ambiguities in the definition of domestic partnerships</b></li> <li>• <b>Extension of age of dependency with respect to medical insurance coverage and provision of special leave to parents of chronically ill or disabled children</b></li> <li>• <b>Information on gender issues</b></li> <li>• <b>Comprehensive review of harassment policies and procedures, including zero tolerance, common pool of staff on panels, supply of information through workshops and collection of information on policies and procedures elsewhere.</b></li> </ul> |
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**Annex 5****REPORT OF THE STANDING COMMITTEE ON SOCIAL SECURITY  
AND OCCUPATIONAL HEALTH AND SAFETY**

Chair  
Acting Vice-Chair  
Rapporteur

John Russell (IAEA)  
Carlo Vellucci (FAO/WFP-UGSS)  
David Rivett (WHO/EURO Copenhagen)

**Participants**

ECB

Marc Van de Velde

EMBL

Tom Cord  
Frieda Glöckner

FAO/WFP-UGSS

Mauro Pace

IMO

Valérie Seguin

ITU

Marie-Henriette Sane  
Jacques Sanou

IOM

Liliana Todorovic

UNDP/UNFPA/UNOPS

Ruth Sison

UNESCO

Janet Boulmer

UNRWA/ISA

Melissa Parke

UPU

Andrée De Marcellis

WHO/EMRO (Cairo)

Mona Abbassy

**Associations with consultative status**

FAFICS

Jean Hanus

ILO Former Officials Section

Jean-Francois Santarelli  
Mario Tavelli

UNWG

Marie Therese Hunkeler  
Brigitte Kuhlmann  
Nathalie Tschyrcow

### **Adoption of agenda (Agenda item 1)**

1. With minor clarifications, the provisional agenda was adopted.
  - Adoption of the agenda
  - Election of Rapporteur
  - Follow-up from previous FICSA Council meeting (FICSA/C/57/SOCSEC/1)
  - Pension matters (FICSA/C/57/SOCSEC/4)
  - Health insurance and long-term care
  - HIV/AIDS in the UN Workplace (FICSA/C/57/SOCSEC/2)
  - Other business (FICSA/C/57/SOCSEC/3)
  - Review of the pensionable remuneration (ICSC/58/R.10)
  - Nomination of Standing Committee officers

### **Election of rapporteur (Agenda item 2)**

2. Mr. David Rivett (WHO/EURO Copenhagen) was elected Rapporteur.

### **Follow up from previous FICSA Council meeting (FICSA/C/57/SOCSEC/1) (Agenda item 3)**

3. There were no matters arising from the report of the previous Standing Committee meeting.

### **Pension matters (FICSA/C/57/SOCSEC/4) (Agenda item 4)**

#### **Matters arising from the conclusions of the 186<sup>th</sup> session of the UNJSPB Standing Committee, 7-11 July 2003 (FICSA present as observer)**

*(a) Status report on activities relating to former UNJSPF participants from the former USSR, Ukrainian and Byelorussian SSR (JSPB/SC/186/R.19)*

4. While noting with concern that the 57<sup>th</sup> session of the United Nations General Assembly (UNGA) had decided that ‘this issue does not require further consideration by the General Assembly’, the Standing Committee concluded that not much could currently be achieved at an official level. Consideration should be given to working at a more informal level through FICSA/EXCOM action. The Standing Committee took note of the intention of FAFICS to pursue the matter and would continue to keep the item on the Standing Committee’s agenda.

**It is recommended that the Executive Committee of FICSA continue to lobby as suggested by the ILO Former Officials Section, including holding meetings with the Secretary of the UNJSPB.**

*(b) Survivors benefits for spouses and divorced spouses*

5. The Standing Committee agreed that there were inconsistencies and inequalities in the current situation regarding benefits payable to surviving spouses and divorced spouses of participating members. FAFICS and UNWG were represented at the meeting and explained actions the organisation might take to address the matter. Both FAFICS (within the framework of an open-ended working group and the UNWG were currently discussing proposals for revising Article 35 *bis* of the Pension Fund’s regulations in order to remedy the social

inefficiency and inequity aspects of that provision. There were several layers of complexity so no easy solutions were available. FAFICS would keep FICSA informed of the progress in those discussions.

**It is recommended that FAFICS/FICSA/UNWG continue to look into the matter and try to resolve inconsistencies. FAFICS would make recommendations to FICSA on means of addressing the issues through informal channels.**

*(c) Domestic partnerships*

6. The Committee welcomed the recent decision from the UN Secretary-General concerning the recognition of domestic partnerships. Members noted that the decision would have an impact on the eligibility of partners to survivor pension benefits. Together with the issues related to surviving and divorced spouses, the matter should be taken up at the Pension Board session in July 2004.

**It is recommended that FICSA raise the issue of domestic partnerships and survivor benefits for surviving and divorced spouses at the upcoming UNJSPB meeting.**

*(d) Retirement age*

7. The Standing Committee noted that the Pension Board had made reference to the existing retirement ages of 60 and 62 and the possible raising of the retirement age to 65 in order to secure savings in case of fluctuations in the taking-up of early retirement. The Committee noted with concern the already confusing and inequitable differences in retirement ages prevalent in the system.

**It is recommended that before any discussion takes place on raising the retirement age, FICSA request that the current arrangements for retirement be brought into line, giving all serving staff the option to retire at 62 with no loss in pension rights. Furthermore, the Federation should request that implementation of the retirement rule and employment of retirees be observed in a consistent manner throughout the common system.**

*(e) Disability benefit*

8. The Standing Committee identified a high level of inconsistent practices when a staff member on disability benefit recovered and was able to work once more following a long-term absence. In light of changing patterns of long-term sickness due to new or re-emerging diseases (e.g. TB, Malaria, HIV/AIDS), the Standing Committee agreed that consistent action was called for.

**It is recommended that the Chair of the Standing Committee on Social Security and Occupational Health and Safety prepare a paper identifying good practice in the matter of employer policy on the administration of disability benefits and return to work for discussion as an agenda item at the upcoming session of the UNJSPB and possibly HR Network.**

## **Health insurance and long-term care (Agenda item 5)**

9. Some concern was expressed on the matter of exclusion of benefit for staff members in need of long-term care. FAFICS is currently undertaking an information gathering exercise

through the use of a questionnaire. The Standing Committee agreed that this was an important step to take for it to be able to make a judgment on the matter. It was decided that the Chair of the Standing Committee would communicate with FAFICS in order to benefit from FAFICS efforts to produce a survey of the current levels of benefit. A full report of the study would be prepared and circulated to the Standing Committee members in preparation for next year's meeting.

### **HIV/AIDS in the workplace (Agenda item 6)**

10. FICSA participated in the Task Force on HIV/AIDS in the Workplace and attended the Inter-Agency Group on AIDS (IAAG). Through those mechanisms FICSA monitored the progress made by the UN organizations in implementing workplace policies on HIV/AIDS. The Committee considered with approval the report from the monitoring exercise and reports from the IAAG and the Task Force.

11. The Committee concluded that the UN organizations should demonstrate the highest level of good practice in HIV/AIDS policies, especially in the field. Proper and effective dissemination of documentation and support should be ensured. Consistent information should be made available, explaining in clear and concise manner the rights of the employee in relation to confidentiality, counselling and testing, information, and care and the responsibilities of the employer to provide those services.

**It is recommended that FICSA continue to request that all UN organisations adopt policies or codes of practice on HIV/AIDS in the workplace, with particular attention to the field.**

### **Other business (Agenda item 7)**

#### *(a) Investment policy*

12. In taking up the issue of the use of socially and environmentally responsible guidelines to direct investments by the UNJSPF, the Standing Committee considered the contents of a letter from Bruno Schneider, Executive Director UN Observer Organisation. The letter requested that the Pension Fund administrators initiate a process by which socially and environmentally responsible guidelines would be adopted in future when considering the investment of funds.

13. The Committee was generally in favour of the proposal, taking into account the principles by which the UN was constituted. Moreover, that approach to investments was becoming common practice amongst socially responsible organisations, while the performance of ethical investments bore every comparison to other investments in the market place.

14. The Committee also recognised the interests of investors and staff in getting the best return on their investments without damaging financial implications.

**It is recommended that the Executive Committee of FICSA request the UNJSPB to review the issue of ethical investments, evaluate the possibilities and provide a report.**

#### *(b) Retiree representation on UNJSPB*

15. Reference has been made in the discussions to the present status of the representatives of retirees on the UNJSPB. The representatives of FAFICS expressed the hope that FICSA would support the efforts of FAFICS to improve the situation in that regard.

(c) *Letter from FUNSA Santiago*

16. A letter from Juan Mediano, President of FUNSA Santiago, Chile, had been received by the Chair of the Standing Committee too late to include it on the Committee agenda. The letter sought FICSA support in the protection of General Service and NPO pension benefits (Santiago) which had been falling following the introduction of the application of the new methodology to General Service and NPO salaries in 1994.

17. As the letter had been received late, it was decided to refer it to the FICSA Executive Committee for an agreement to support FUNSA Santiago.

**Review of the pensionable remuneration (Agenda item 8)**

18. The ICSC and UNJSPB were establishing a joint working group, which would conduct a comprehensive review of pensionable remuneration. That review (see document ICSC/58/R.10) would have to be closely monitored by FICSA and the staff representatives on the Pension Board.

**It is recommended that FICSA and/or staff representatives should get involved in the Joint Working Group of the ICSC and the UNJSPB on the review of the pensionable remuneration.**

**Election of Standing Committee officers (Agenda item 9)**

19. The Standing Committee nominated Mr. John Russell (IAEA) as Chair and Messrs. Carlo Vellucci (FAO/WFP-UGSS) and Jean-François Santarelli (ILO Former Officials Section) as Vice-Chairs.

*Summary*

20. The Standing Committee on Social Security/Occupational Health and Safety presented eight recommendations relating to the following issues:

- **Continuation of lobbying on behalf of former UNJSPF participants from the ex-Soviet Union, Ukraine and Byelorussian SSR**
- **Resolution of inconsistencies pertaining to the current system of benefits payable to surviving spouses and divorced spouses**
- **Inclusion of the issue of domestic partnerships and survivors' benefits at upcoming session of the Pension Fund Board**
- **Consistency in application of current arrangements for retirement**
- **Preparation of a paper on good practice related to disability benefits**
- **Adoption by all organisations of policies relating to HIV/AIDS**
- **Possible introduction of guidelines for socially and environmentally responsible investment**
- **Participation in the joint ICSC/UNJSPF working group on the review of pensionable remuneration.**

**Annex 6****REPORT OF THE STANDING COMMITTEE ON  
CONDITIONS OF SERVICE IN THE FIELD**

Chair	Jean-Pierre Cebron (FAO/WFP-FSA)
Vice-Chair	Diab El-Tabari (UNRWA/ASA & FUNSA Lebanon)
Rapporteur	Jenny Birkjaer Madsen (WHO/EURO Copenhagen)
General Secretary, FICSA	Maria Dweggah (WHO/HQ Geneva)
Members, Executive Committee	Omneya El-Metwalli (WHO/EMRO Cairo)
	Edward Seidler (FAO/WFP-APS Rome)
Research and Liaison Officer, FICSA	Anne Marie Pinou

**Participants** *(Some of those listed were only present for a short time during the discussions.)*

FAO/WFP-APS	Janice Albert
FAO/WFP-UGSS	Cristina Ascone Margaret Eldon
IAEA	Steven Cooper Lisa Villard
IOM	Jana Jauffret
PAHO/WHO (Washington)	Maria del Pilar Santizo Rosa Samame
UNDP/UNFPA/UNOPS	Dimitri Samaras
UNRWA/ISA	Charles Kapes Melissa Parke Fredrik Schultz
WMO	Natalie Schwarzbauer Béatrice Tirelli-Diagne

**Federations with observer status**

FUNSA Burundi	Louis Nduwimana
FUNSA Islamabad	Basharat Ahmad

**Guest**

UNRWA/ASU (West Bank)	May Kaileh Jamal Nammoura
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### **Adoption of the agenda (Agenda item 1)**

1. It was suggested and agreed that items 4 and 5 should be included under agenda item 15. The agenda was rearranged accordingly and so adopted.

- Adoption of the agenda
- Election of a rapporteur
- Report on activities during 2003 / Issues related to the field
- Evolution regarding selected issues in selected agencies
- Hardship classification
- Hardship and mobility (FICSA/C/57/FIELD/2 and 4)
- UNRWA (general issues)
- Hazard pay (FICSA/C/57/FIELD/5)
- Safety and security of UN system staff
  - Aftermath of the Baghdad bombing (FICSA/C/57/FIELD/3)
  - Everyday security in field duty stations
- Regional issues and reports by Regional Members of the FICSA Executive Committee, representatives of FUNSAs and local field staff associations
- Mediation
- Selected priorities and simplified programme of work for 2004
- Redefinition of the “Field Committee”
  - Redefining the field
  - Redefining the field staff
- Defining **specific** field problems for FICSA priority attention (narrowing down)
- Other business
- Nomination of Standing Committee officers

### **Election of a rapporteur (Agenda item 2)**

2. Ms. Jenny Birkjaer Madsen (WHO/EURO Copenhagen) was elected as Rapporteur.

### **Report on activities during 2003 / Issues related to the field (Agenda item 3)**

3. The follow-up report on standing issues was presented by the Vice-Chair, Diab El-Tabari. Owing to the problems some individuals had encountered, the Committee had not been very active during the past year; regrettably, none of the officers present at the previous year’s Standing Committee on Conditions of Service in the Field was present at the current session. The Chair apologized for his own limited performance.

4. The report elicited the following comments from the participants:

(i) The trend towards weaker contractual arrangements continued in many field offices (such as SSA, TAU and short-term contracts). Outsourcing was also gaining ground, while several organisations were under budgetary pressure;

(ii) The Committee was apprised of humiliating practices against local staff in some West Bank UNRWA offices by the management of the agency itself through so-called ‘inspection and search units’;



(iii) Security remained a growing concern and not only in the Middle East. The situation had been tense for the UN staff in Pakistan and near the disputed areas along the India – Pakistan border. No UN staff, however, had been reported killed or injured;

(iv) The Committee remained interested in the problem of harassment. It noted that it had not received any report on the issue which had certainly not gone away of its own accord;

(v) After hearing a number of accounts, the Committee expressed its concern over the woeful ignorance of many senior UN managers concerning UN rules, regulations and procedures related to personnel management. Those persons' technical incompetence had a negative impact on the employment and working conditions of their staff;

(vi) One participant stated that too many field offices were not properly linked to the rest of the world; staff in those offices were disadvantaged in terms of the information they received and the protection accorded them. Special arrangements were necessary to reach such isolated groups;

(vii) Another participant referred to the desirability of dialoguing with the Joint Inspection Unit (JIU) on all the above issues. He was apprised of the ongoing work being carried out by the JIU on some major personnel issues (details of which were available in FICSA Council documents);

(viii) Several participants raised the issue of the WFP General Service staff in the field and their representation by a staff representative body. It was asked whether they were represented by UNDP or UGSS-FAO/WFP. Owing to the rapid growth of WFP, there was uncertainty about the percentage of General Service staff covered by the traditional agreement with WFP (holders of UNDP contracts) and the percentage of staff (mostly, recent recruits) who carried WFP contracts. That uncertainty gave rise to problems regarding their protection, appeals and recourse procedures, as well as their integration in staff associations or unions. A recommendation was duly drafted.

**It is recommended that the President of FICSA should clarify the issue of staff representation with the management of the respective organizations (UNDP and WFP).**

#### **Evolution regarding selected issues in selected agencies (Agenda item 4)**

5. The aim of this agenda item was to arrive at a selection of the field staff's real concerns in the major field-based agencies. The Committee included participants from UNDP, UNRWA, WHO, FAO, WFP and two FUNSAs. Between them, those agencies currently employed more than half the UN staff serving in development and humanitarian operations (DPKO not included). From the discussion, it appeared that, as in 2003, the main problems were security, stability of employment and quality of contracts, career development and compensation packages, as well as the inequities between expatriate and local staff.

6. The Committee realised that some of the issues also came under the purview of other FICSA Standing Committees. Consequently, any recommendations made in respect of the agenda should be consistent with those of the other Standing Committees.

7. The following points illustrated the broad scope of the agenda item:

(i) Lack of a contingency plan to protect, shelter or relocate local staff and their families in Pakistan: a major shortcoming as local staff might well be targeted on account of their relationship with the UN;

(ii) The continued reliance of the UN on the myth that local governments were able to guarantee the security of their nationals, whereas those governments themselves were often the perpetrators of human rights violations;

(iii) The reluctance of some organisations to involve themselves in security matters, preferring to leave it to UNSECOORD.

8. Other frustrations were recorded regarding inequitable conditions for staff in countries in the same geographic area, arbitrary hardship ratings, differentiated hazard pay and inadequate, even non-existent, training and career development.

**It is recommended that FICSA should pursue a consistent policy regarding the lack of contingency plans to protect, shelter or relocate local staff and their families and the reluctance of organizations to involve themselves, preferring to leave such matters to UNSECOORD. That notwithstanding, local staff associations and FUNSAs should be much more proactive, and – at the very least – communicate more regularly with FICSA so as to bring those problems to the Federation’s attention in a clear and timely manner.**

#### **Hardship classification (Agenda item 5)**

9. Concern was expressed over the accuracy and reliability of the annual classification of hardship duty stations by the ICSC and the agencies. The FICSA Research and Liaison Officer who had attended the ICSC annual workshop on the classification of hardship duty stations pointed out that the exercise had been conducted in an open and competent manner with a major input from staff. The list of stations reviewed in 2003 and 2004 would be shown on the FICSA website. The Research and Liaison Officer reported that in 2003, the response rate from the field to the hardship questionnaires had been more in number and better prepared. She also reported that for the first time the UN Medical Service had been represented at the annual workshop on classification. The Standing Committee noted that the classification workshop had concluded that the UN Medical Service should be urged to visit more field duty stations, particularly those located outside capital cities. It was also reported that the workshop had concluded that the ICSC should be asked to send a message to country offices reminding them of the importance of replying to the questionnaire. The Standing Committee felt that the Resident Coordinators and the field staff should be more proactive in terms of encouraging compliance with the completion of questionnaires.

#### **Hardship and mobility (Agenda item 6)**

10. In respect of this item, the Field Committee would consult with the Standing Committees on Human Resources Management and Professional Salaries and Allowances. The de-linking of the hardship and mobility elements from the base pay would probably result in stagnation of those allowances or the possibility of their being frozen. That new arrangement would be detrimental to the Professionals in non-headquarters duty stations, thereby contradicting the Member States’ often reaffirmed support for staff in the field.

### **UNRWA (general issues) (Agenda item 7)**

11. As mentioned several times throughout the meeting, the current treatment of UNRWA staff was unacceptable. A report on UNRWA staff working conditions (FICSA/C/57/FIELD/CRP.2) had been distributed, highlighting all the issues that had been addressed over the years. Those issues included, but were not limited to:

- Autocratic decision-making and lack of proper consultation with staff;
- Arbitrary selection procedures and mismanagement of procedures;
- Inadequate insurance scheme and no coverage under the malicious act insurance;
- Lack of a disciplinary board and arbitrariness in the treatment of complaints;
- Non-compliance with the ICSC methodology and flouting of the principle of 'equal pay for equal work' and insufficient leave entitlements;
- Disrespect for staff representatives and freedom of association, compounded by a lack of proper investigation and audit mechanisms.

**It is recommended that FICSA take a very strong stand on UNRWA's disregard for UN rules, principles and procedures and send a letter of complaint to the Secretary-General of the United Nations.**

12. It was reported that an UNRWA donors' meeting was being planned (June 2004, probably in Geneva) which FICSA wished to attend, although there was some reluctance on the part of the UNRWA management to invite the Federation. The FICSA Executive Committee should prepare a document for presentation to that meeting. Before meeting with the executive head of UNRWA or the donors, the FICSA General Secretary and President would consult with all the UNRWA members so as to reach consensus on the approach to be taken. For UNRWA staff the main issues included: hazard pay, salary scales/rules and regulations, training of staff representatives in dialogue and conflict resolution, as well as staff/management relations. A local survey would be conducted to define better the staff training requirements. The General Secretary of FICSA took the opportunity to thank the UNRWA staff representatives for welcoming her in Jordan, Lebanon and Syria, and for all the arrangements in connection with her visit.

**It is recommended that FICSA participate in the forthcoming donors' meeting in Geneva in June 2004 and address the issues of hazard pay, salary scales/rules and regulations, training of staff representatives in dialogue and conflict resolution, and staff/management relations.**

### **Hazard pay (Agenda item 8)**

13. The Committee agreed that this issue fell mainly under the purview of the Standing Committee on Human Resources Management. A strong objection was voiced to the ridiculously low token payments that had been made to UNRWA staff. The Committee was reminded that hazard pay was not exclusively an UNRWA problem. UN field staff as a whole had been dismayed to hear the General Assembly used the term 'symbolic payment' to describe hazard pay.

## Safety and security of UN staff (Agenda item 9)

### (a) UNRWA

14. The meeting was reminded of the violent death of the British relief worker, Iain Hook, on 22 November 2002 in Jenin. The full circumstances of his death had not been fully clarified; those responsible had not been brought to account. Three resolutions were proposed in relation to the safety of staff serving with UNRWA:

**It is recommended that FICSA write to the Secretary-General of the United Nations requesting that he:**

- (a) Obtain a copy of the UN investigation report into Iain Hook's death in Jenin on 22 November 2002;**
- (b) Pursue the matter of Iain Hook's death with the occupying authorities, including a request for a copy of their investigation report;**
- (c) Insist on accountability for the death of Iain Hook, including a request that the occupying authorities bring the perpetrator(s) to justice.**

**It is recommended that FICSA write to the Secretary-General requesting a review of the appropriateness of UNRWA having its headquarters (formerly located in Vienna and Beirut) located in a hazardous, non-family duty station under security phase 3, all the more so as that location unnecessarily placed in harm's way non-operational staff, including legal officers, accountants, policy analysts who were not essential to the implementation of UN programmes in Gaza.**

**It is recommended that FICSA bring to the attention of the Secretary-General the numerous restrictions and obstacles placed in the way of UN workers attempting to discharge their duties in the OPT and Gaza strip with the demand that the occupying forces cease their harassment of UN staff and provide them the facilities they needed to execute their mandate as set forth in the relevant conventions and resolutions**

### (b) Iraq

15. The Committee noted that the Secretary-General was under great pressure to re-open UN business in Baghdad (*as if nothing had happened*); the general feeling, however, was that such a move was unacceptable as UN staff would be immediately targeted by ruthless terrorist groups and new tragedies were certain to happen. It was therefore proposed that as a matter of top priority, FICSA send a letter to the Secretary-General explaining its position that the UN should not re-open operations in Iraq until security conditions were unquestionably and irrefutably better -- and certified as such by independent experts. In the event that UN staff were to return to Iraq before security conditions had substantially improved and were a new tragedy to occur, FICSA would consider the Secretary-General accountable.

**It is recommended that Council should direct FICSA as a matter of top priority to write to the UN Secretary-General in complete confidentiality to inform him of the position adopted by the Federation at the 57<sup>th</sup> session of the FICSA Council.**

**It is recommended that FICSA follow up on the Ahtisaari report about the Baghdad tragedy of 19 August 2003, which was to be discussed during the forthcoming workshop on security. FICSA should not cease pressing for the full implementation of the recommendations presented in the Ahtisaari report.**

(c) *Aviation security*

16. The Committee was apprised of an aeroplane crash on 25 December 2003 in Cotonou in which 15 Bangladeshi peacekeepers working in Liberia had lost their lives. It appeared that the old aircraft in which they died was 8 - 9 tons overloaded and operated by an unregistered, unlicensed rogue airline, further to its not being insured. No UN personnel should have been put on that type of aircraft and FICSA should raise the matter with the United Nations. Two recommendations were proposed in that regard.

**It is recommended that FICSA write to UNSECOORD and DPKO demanding a full explanation for the death of the fifteen peacekeepers and ask why they had been booked on a notoriously unsafe and unregistered airline. FICSA should further reaffirm its position that no United Nations staff should fly on dangerous aircraft simply to save costs. FICSA should emphasise that where travel by air was concerned, petty economies were not acceptable.**

**It is recommended that FICSA send a message to staff associations in the field to advise UN staff that they should not be pressured into travelling on suspicious airlines or sign a waiver absolving the United Nations of any responsibility, even if ordered to do so. In the event of duress being brought to bear upon the staff, they should immediately notify their colleagues and relatives and endeavour to place on record the pressures being exerted on them and confirm this in writing.**

(d) *Day-to-day security*

17. Progress was being made regarding day-to-day security in duty stations under all phases. Security briefings were being implemented and the UN had been able to design a clear set of rules: MOSS (minimum operating security standards). Although implementation was slow, time-consuming and sometimes problematic, all staff associations/unions should support the initiative and invite staff members to cooperate.

**It is recommended that the Standing Committee on Conditions of Service in the Field prepare a report for submission to the HLCM and the Inter-Agency Security Meeting Network (IASMN) pointing to possible problems that might arise with regard to the implementation of MOSS and the current low rate of compliance. The CD-Rom *Basic training in the field* was seen to be very useful, but should not replace hands-on training.**

18. The Committee further encouraged staff representatives to send FICSA e-mails or reports on security incidents, no matter how trivial they thought they might be.

**Regional issues and reports by Regional Members of the FICSA Executive Committee, representatives of FUNSAs and local field staff associations (Agenda item 10)**

19. No reports had been submitted to the Committee. That lack, as well as the absence of some of the regional representatives at the Council, raised the question of whether regional members were needed on the Executive Committee. The discussion focused on that issue and the means by which the interests of the field staff could best be served. The view was expressed that people should step forward for nomination to the Executive Committee, whereafter they should really work for the regions they represented. The Executive Committee should monitor their work more frequently (e.g. every three months). Funding for regional members was not the entire

problem; funds available had remained unused during 2003. It was felt that more could have been accomplished on no or low budgets if commitment and availability had been there. In recognition of the current situation a recommendation was proposed.

**It is recommended that on the basis of a decision adopted by the Council in Plenary on regional representation, members tasked with geographic representation should be provided with budgets based on specific, targeted, well-developed proposals and given only a limited period of time in which to utilise those budgets. They would be accountable for the expenditures and the results of their missions, further to which they should submit good quality reports to the Federation.**

### **Mediation (Agenda item 11)**

20. The Committee discussed whether agencies had an ombudsperson. It was reported that the UN had adopted the position that the office of ombudsperson at the UN was not applicable to UNRWA area staff.

21. The Committee felt that the ombudsman system was generally desirable; the UN organizations, however, seemed to have made little progress in that regard during 2003. The Committee encouraged FICSA to pursue the matter with the HLCM and individual agency heads, whenever the opportunity arose.

### **Selected priorities and simplified programme of work for 2004 (Agenda item 12)**

22. The Committee proposed the following priorities for 2004; security, quality of contracts, career development, fair treatment for UNRWA staff, protection against managerial arbitrariness and assistance to local staff for recourse and appeals procedures. It was also suggested that action should be taken to evaluate the FUNSAs and help them to: improve their ways of doing business; and contribute better to the work of FICSA. It was recalled that FICSA had conducted a survey on FUNSAs towards the end of 2003, the results of which were not yet finalised.

**It is recommended that the FUNSA survey be finalised and the contribution and productivity of FUNSAs to the work of FICSA be improved.**

23. Other issues of interest to field staff were being treated by the Standing Committees on Human Resources Management, General Service Questions, Professional Salaries and Allowances and Social Security/OHS. It was thus agreed that the Standing Committee on Conditions of Service in the Field should not duplicate the work of those Committees.

### **Other business (Agenda item 13)**

24. The Committee requested that the poor attendance at the Standing Committee be noted in the report and a statement be made in plenary regarding the need for the next Council to promote more interest in the Committee's work. If the Committee were not better attended at the session in 2005, the question of its relevance would have to be decided by Council.

### **Nomination of Standing Committee officers (Agenda item 14)**

25. It was proposed that Mr. Jean-Pierre Cebon (FAO/WFP-FSA) remain as Chair of the Standing Committee for one more year, and Mr. Diab El-Tabari (UNRWA/ASA Lebanon) remain as Vice-Chair. Ms. Margaret Eldon (FAO/WFP-UGSS) expressed her interest in serving as Vice-Chair: Her candidature as second vice-chair was welcomed and supported by the Committee.

#### *Summary*

26. The Standing Committee on Conditions of Service in the Field presented fifteen recommendations relating to the following issues:

- **Clarification of the representation of WFP General Service staff in the field**
- **Consistency of the Standing Committee's recommendations with those of other Standing Committees**
- **Consistency of FICSA policy pertaining to the lack of contingency plans to protect, shelter or relocate staff**
- **Adoption by FICSA of a firm stand on UNRWA's disregard for UN principles, rules and regulations**
- **Participation of FICSA in the upcoming UNRWA donors' meeting in order to address issues related to hazard pay, salary scales, rules and regulations, training and staff/management relations**
- **Release of report into the death of Iain Hook and follow-up action**
- **Review of the location of non-essential staff in hazardous, non-family duty stations**
- **Awareness of restrictions imposed upon UN staff attempting to discharge duties in the occupied territories and the Gaza Strip**
- **Risks associated with resumption of United Nations operations in Iraq**
- **Need for follow-up to Ahtisaari report**
- **Information on the death of 15 Bangladeshi peacekeepers**
- **Steps to be taken by field staff in respect of travel by air**
- **Preparation of a report on problems associated with MOSS**
- **Framework for the work of regional representatives**
- **Completion of FICSA survey of FUNSAs.**

**Annex 7****REPORT OF THE STANDING COMMITTEE  
ON GENERAL SERVICE QUESTIONS**

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#### **Federations with observer status**

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#### **Adoption of the agenda (agenda item 1)**

1. The provisional agenda was adopted as presented with the addition of forthcoming salary survey in Madrid under agenda item 7.

- Adoption of the agenda
- Election of a rapporteur
- Review of the revised General Service salary survey methodologies for both HQ and non-HQ duty stations (57<sup>th</sup> session of the ICSC, New York 2003) (FICSA Update No. 13)
  - Impact on HQ
  - Impact on non-HQ
- Meeting on the FICSA/UNDP LSSC Workshop (18 to 20 November 2003) (FICSA/C/57/GSQ/1)
- PTC issues (HQ and non-HQ)
- Workshops (Rabat, 15 to 20 September 2003):
  - (a) General Service salary survey methodologies for HQ and non-HQ (FICSA/CIRC/956)
  - (b) Job classification (FICSA/CIRC/956) – *with SC on HRM*
- Planning for 2004
- Training activities (2004)
- Monitoring of salary surveys at HQ and non-HQ
- ICSC review of post classification standards for GS staff
- Salary survey in Madrid
- Other business
- Nomination of Standing Committee officers

## **Election of a rapporteur (Agenda item 2)**

2. Ms. Cristina Ascone (FAO/WFP-UGSS) was nominated Rapporteur for the meeting.

## **Review of the revised General Service salary survey methodologies for both HQ and non-HQ duty stations (57<sup>th</sup> session of the ICSC, New York 2003) (FICSA Update No. 13) (Agenda item 3)**

3. In opening the discussion the Chairman recalled that a comprehensive review of both salary survey methodologies for surveys of best prevailing conditions of service for General Service staff at HQ and non-HQ duty stations had been reviewed by the ICSC and approved by the General Assembly in December 2003, and invited Mr. Mauro Pace (FAO/WFP-UGSS) to illustrate the contents of FICSA Update No. 13 / 2003, summarising the main changes in the methodologies.

4. It was pointed out that the amendments in the HQ methodology were mainly related to the introduction of a confidentiality pledge to be signed by members of the local salary survey committee (LSSC). FICSA managed to obtain a safeguard clause to ensure that the rights of the staff members would not be infringed upon in that respect. Other changes related to job matching with outside positions requiring university degrees and adjustments for taxes at the time of the interim adjustment.

5. Regarding the Non-HQ methodology, it was pointed out that the changes were much more substantial, having detrimental effects in most cases. However, the action jointly conducted by FICSA and CCISUA during the review process resulted in amendments to the text originally proposed by the ICSC. In particular, it was stressed that the role of the LSSC and of the Chair of the ICSC would be better defined. In that connection it was recalled that at the opening session of the current FICSA Council, Mr. Bel Hadj Amor, Chairman of the ICSC, had confirmed the ICSC's commitment to exercise flexibility on the application of the revised methodology.

6. The main changes related to the following areas:

- Categorisation of the duty stations by the number of comparator employers to be retained for final analysis: a new category with a 15-employer retention was introduced;
- Possibility of increased share of public sector comparators in the sample: from 25 to 33 per cent;
- Possibility of alternative data-collection techniques.

7. As the technical details had been included in FICSA Update No. 13 / 2003, which had been previously distributed to all FICSA members, the floor was opened for discussion.

8. The representative from FUNSA Islamabad expressed his concern regarding the additional damage to field General Service staff following the amendments mentioned above. The increase in the number of comparator employers would result in lower outside matching salaries; the same detriment could be expected from the increase in public sector comparators, while the use of alternative data-collection techniques could diminish the role of the LSSC during the survey process.

9. The representative from UNDP/UNFPA/UNOPS questioned the ability of the ICSC to act rapidly in an emergency situation such as those occurring in some African countries where

salaries of locally recruited staff are eroded by inflation or, even worse, in the event of war and/or social turmoil making the conduct of the salary survey impossible.

10. The representative from WHO/EMRO recalled having expressed her concern regarding the effects of inflation and devaluation in some 'soft currency' countries, inviting FICSA to follow-up on that matter since the local General Service staff in Cairo were experiencing a serious loss in purchasing power and pensionable remuneration. The possibility of establishing the local salaries in US dollars was also mentioned.

11. The same concern was voiced by other representatives from developing countries where the urgent application of special measures would be required. It was proposed that in cases where local conditions were particularly unfavourable, the common system should show a socially oriented approach and establish the minimum standards of conditions of employment.

12. The Standing Committee agreed that both FICSA and members of the LSSCs should be particularly vigilant in the evaluation of the damage caused by the revised methodology and provide technical evidence of this.

13. A heated debate followed regarding the bias in the current salary survey process created by the concentration of know-how in the Global Consulting Services (GCS). The role of the GCS within UNDP and its concurrent role of consultant to the ICSC needed further clarification. Participants expressed concern over the monopolisation of salary related matters within GCS.

**Meeting on the FICSA/UNDP LSSC workshop (18-20 November 2003)  
(FICSA/C/57/GSQ/1) (Agenda item 4)**

14. The President of FICSA reported on the FICSA/UNDP LSSC workshop in the absence of the Regional Member for Asia. He explained that the workshop had been reserved for members of the LSSCs and aimed at identifying the means by which the role of the LSSC could be enhanced. He recalled that GCS was managing and constantly updating a global database containing information on remuneration for 1,600 employers worldwide. Since it was the intention of the GCS to use such a database as a primary source of information for salary surveys, it was felt that the role of the LSSCs should be modified in order to ensure meaningful participation in the survey process. Part of the workshop had been dedicated to the identification of the strengths and weaknesses of the LSSCs, the latter being related particularly to the limited access to information and the need to improve the technical knowledge of the members.

15. In the ensuing discussion it was reiterated that preference should be given to data collection by means of on-site interviews; in cases where alternative data-collection techniques were used, equal access to the source of the data should be granted to all parties.

16. It was highlighted that the report contained some alarming statements regarding the interpretation of the Flemming principle and the potential review of General Service post classification and salary scale structures. The Standing Committee unanimously noted that the GCS mandate with respect to the conditions of employment of General Service staff was apparently growing rapidly. In the absence of satisfactory clarity regarding a potential conflict of interests, accountability of statements, and compliance with UN common system procedures, the members recognised the need for a strongly-worded resolution to be submitted to the Council requesting urgent action by the Federation (see Annex 2, Resolution 57/1).

## **PTC issues (HQ and non-HQ) (Agenda item 5)**

17. The Standing Committee was informed that the PTCs for both HQ and non-HQ matters had been unable to meet prior to the Standing Committee on General Service Questions that year; they had thus decided to meet during the 57<sup>th</sup> session of the FICSA Council. Considering that the membership of the PTCs needed updating and in the absence of a defined work plan for 2004, discussion of the issue was postponed. (See Appendix 1 for the updated list of PTC members from HQ and non-HQ duty stations.)

## **Workshops (Rabat, 15 – 20 September 2003) (Agenda item 6)**

- (a) GS salary survey methodologies for HQ and non-HQ (FICSA/CIRC/956)*
- (b) Job classification (FICSA/CIRC/956)*

18. The General Secretary of FICSA, who had participated in the workshops held in Rabat, listed the factors that had governed the decision to select Rabat as the venue for the salary survey workshops: central location, low per diem and a good hotel deal. Twenty-one representatives from several duty stations had attended, as well as some non-FICSA members who had paid for the training. It was emphasised that all the participants had considered both sessions (methodologies and post classification) extremely useful, even though the latter workshop needed further expansion. The General Secretary added that the workshops had offered a useful opportunity to provide information and brief participants on other aspects of General Service conditions of employment, such as staff/management relations and grievance procedures.

## **Planning for 2004 (Agenda item 7)**

19. Training activities: reiterating the primary importance of training activities provided by FICSA in the field of salary setting and post classification, several requests for future workshops were discussed. While due consideration should be given to the financial impact of such activities, other criteria such as the geographical location and the schedule for comprehensive salary surveys for 2004 should be evaluated in order to optimise FICSA resources. The possibility of co-sharing the costs with other UN agencies or non-FICSA members was also mentioned by the General Secretary. Specific suggested venues for workshops were: Bangkok, Cairo, Panama (and possibly three more each in a different region). An estimated cost of \$US 3-4,000 was cited per workshop, totalling approximately \$US 20,000 for 6 workshops.

20. Monitoring of salary surveys at HQ and non-HQ: ongoing activities for 2004 would include the monitoring of the two HQ salary surveys (Madrid and Paris) and the numerous non-HQ salary surveys projected for 2004. In consideration of the potential impact of the application of the new methodologies, a reporting mechanism should be established to keep FICSA informed, in the event that timely action was required.

21. Madrid salary survey: the representative from WTO/OMT Madrid informed the Committee that the preparatory phase for the salary survey had already started. For the first time a salary survey was being conducted according to the new HQ methodology. The LSSC had thus requested the assistance of an external consultant for the selection of the 40 comparator employers required (20 for the main list and 20 for the reserve list). A request for assistance by a FICSA expert had been submitted; it was underlined that such assistance would be offered in compliance with the required confidentiality.

22. ICSC review of GS post classification standards: the Standing Committee noted that the review of post classification standards for General Service staff had recently been initiated by the ICSC through a series of informal contacts with administration and staff representatives in certain duty stations. However, it was further noted that the framework and the goals of such a review had not been provided. In addition, it would appear that the GCS had also started working on the issue in the absence of a mandate from the ICSC. The potential negative implications of the situation were fully evaluated by the Standing Committee which again requested follow-up action by the FICSA Executive Committee. Should the ICSC call a working group on this issue, it was imperative that FICSA attend and report to its constituents (estimated cost: \$US 3,000).

#### **Other business (Agenda item 8)**

23. No issues were raised under the agenda item.

#### **Nomination of Standing Committee officers (Agenda item 9)**

24. Mr. Edmond Mobio (WHO/HQ Geneva) was nominated as Chair and Messrs. Rolando Chacon (PAHO/WHO Washington) and Mauro Pace (FAO/WFP UGSS) were nominated as Vice-Chairs. A third nomination for a Vice-Chair was made in favour of Ms. Omneya El-Metwalli (WHO/EMRO Cairo) and left pending until PAHO/WHO Washington clarified its future position.

#### *Summary*

25. The Standing Committee on General Service Questions requested the Executive Committee in cooperation with the Standing Committee officers to:

- **Conduct job classification and salary survey workshops for staff at both headquarters and non-headquarters duty stations in the year 2004, such as Cairo, Bangkok, Panama and three other venues**
- **Prepare a standard global approach to addressing the issue of currency devaluation and to ensure payment of salaries in hard currencies rather than local currencies in times of difficult situations**
- **Participate in the ICSC Working Group on the review of post classification standards for GS staff**
- **Review membership of and work plans for PTCs in both HQ and non-HQ duty stations**
- **Monitor the application of the new salary survey methodologies, with particular attention to non-HQ duty stations, especially in light of the flexibility shown by the ICSC Chairman with respect to any negative impact due to the implementation of those methodologies.**

**Appendix 1**  
**PTC (HQ and Non-HQ)**

ASSOCIATIONS/UNIONS/FUNSAs	NAMES	EMAIL ADDRESSES
<b>PTC - Non HQ</b>		
PAHO/WHO Washington	Rolando Chacon	<a href="mailto:Chaconed@paho.org">Chaconed@paho.org</a>
WHO/SEARO New Delhi	Gopal Mandapati	<a href="mailto:Mandapatig@whosea.org">Mandapatig@whosea.org</a>
	R. L. Rai	<a href="mailto:rlrai@hotmail.com">rlrai@hotmail.com</a>
FUNSA Islamabad	Basharat Ahmad	<a href="mailto:basharat@iloisb.org.pk">basharat@iloisb.org.pk</a>
<b>PTC HQ</b>		
FAO/WFP-UGSS Rome	Mauro Pace Paolo Barchiesi Margaret Eldon	<a href="mailto:mauro.pace@fao.org">mauro.pace@fao.org</a> <a href="mailto:paolo.barchiesi@fao.org">paolo.barchiesi@fao.org</a> <a href="mailto:Margaret.eldon@fao.org">Margaret.eldon@fao.org</a> or <a href="mailto:ugss@fao.org">ugss@fao.org</a>
FUNSA Romania	Cristina Balan	<a href="mailto:cristina.balan@undp.org">cristina.balan@undp.org</a>
IMO London	Antonio Paoletti	<a href="mailto:apaoletti@imo.org">apaoletti@imo.org</a>
ITU Geneva	Varghese Joseph Jacques Sanou	<a href="mailto:Varghese.joseph@itu.int">Varghese.joseph@itu.int</a> <a href="mailto:Jacques.sanou@itu.int">Jacques.sanou@itu.int</a>
UNDP/UNFPA/UNOPS New York	Ruth Sison	<a href="mailto:sison@unfpa.org">sison@unfpa.org</a>
UNESCO Paris	Christiane Nollet Françoise Tandart	<a href="mailto:c.nollet@unesco.org">c.nollet@unesco.org</a> <a href="mailto:f.tandart@unesco.org">f.tandart@unesco.org</a>
WHO/EURO Copenhagen	Gareth Burns	<a href="mailto:gbu@who.dk">gbu@who.dk</a>
WHO/EURO Barcelona	May Hansen	<a href="mailto:may@es.euro.who.int">may@es.euro.who.int</a>
WHO/HQ Geneva	Edmond Mobio	<a href="mailto:mobioc@who.ch">mobioc@who.ch</a>
WMO Geneva	Françoise Plivard	<a href="mailto:Plivard_f@gateway.wmo.ch">Plivard_f@gateway.wmo.ch</a>
WTO/OMT Madrid	Monica Gonzales Amparo Muñoz	<a href="mailto:mgonzalez@world-tourism.org">mgonzalez@world-tourism.org</a>

**Appendix 2**  
**REVISED 2004 RESOURCE PERSONS AND EXPERTS**  
**IN HQ AND NON-HQ SALARY SURVEY METHODOLOGY**

<i>Name</i>	<i>Working language(s)</i>	<i>Duty station</i>
<b>Headquarters</b>		
Claudio Cherubini	English	FAO/WFP Rome Email: <a href="mailto:Claudio.cherubini@fao.org">Claudio.cherubini@fao.org</a>
Franco di Pancrazio (also Non-HQ)	English, French	Retiree, contact through FAO/WFP-UGSS Rome Email: <a href="mailto:frandip@libero.it">frandip@libero.it</a>
Vittorio Fiumi	English	Retiree, contact through FAO/WFP-UGSS Rome
Varghese Joseph	English, French	ITU Geneva Email: <a href="mailto:Varghese.joseph@itu.int">Varghese.joseph@itu.int</a>
Edmond Mobio	French	WHO/HQ Geneva Email: <a href="mailto:mobioe@who.ch">mobioe@who.ch</a>
Christiane Nollet	French	UNESCO Paris Email: <a href="mailto:c.nollet@unesco.org">c.nollet@unesco.org</a>
Françoise Tandart	French	UNESCO Paris Email: <a href="mailto:unesco.stu@unesco.org">unesco.stu@unesco.org</a>
Mauro Pace (also HQ)	English	FAO/WFP-UGSS Rome Email: <a href="mailto:mauro.pace@fao.org">mauro.pace@fao.org</a>
<b>Non-Headquarters</b>		
Basharat Ahmad	English	ILO Islamabad Email: <a href="mailto:basharat@iloisb.org.pk">basharat@iloisb.org.pk</a>
Osvaldo Bastida	English, Spanish Portuguese	Former UNHCR Buenos Aires Email: <a href="mailto:odbconsultant@sinectis.com.ar">odbconsultant@sinectis.com.ar</a>
Rolando Chacon	English, Spanish	PAHO-WHO/AMRO Washington Email: <a href="mailto:chaconed@paho.org">chaconed@paho.org</a>
Rhina de Aruaje	English, Spanish	UNDP El Salvador
Franco di Pancrazio (also HQ)	English, French	Retiree, contact through FAO/WFP-UGSS Rome Email: <a href="mailto:frandip@libero.it">frandip@libero.it</a>
Gopal Mandapati (non-HQ)	English	WHO/SEARO New Delhi Email: <a href="mailto:mandapatig@whosea.org">mandapatig@whosea.org</a>
Merly Mario (non-HQ)	English	WHO/WPRO Manila
Mauro Pace (HQ, non HQ)	English	FAO/WFP-UGSS Rome Email: <a href="mailto:mauro.pace@fao.org">mauro.pace@fao.org</a>
Balaraman Radhakrishnan (non-HQ)	English	UNDP New Delhi Email: <a href="mailto:b.radhakrishnan@undp.org">b.radhakrishnan@undp.org</a>
R. L. Rai (non-HQ)	English	Retiree, contact through WHO New Delhi Email: <a href="mailto:exstaffwho@yahoo.com">exstaffwho@yahoo.com</a>
<i>N.B. Names are listed in alphabetical order.</i>		

**Annex 8****REPORT OF THE STANDING COMMITTEE ON  
PROFESSIONAL SALARIES AND ALLOWANCES**

Chair	Robert Weisell (FAO/WFP-APS)
Rapporteur	Julien Caran (ITU)
President, FICSA	Richard Kerby (UNDP/UNFPA/UNOPS)
Information Officer, FICSA	Leslie Ewart
Research and Liaison Officer, FICSA	Anne Marie Pinou

**Participants**

CERN	Michel Goossens Joel Lahaye
ECB	Marc van de Velde
FAO/WFP-APS	Lawrence Clarke Giovanni Munoz
FAO/WFP-FSA	Stephen Andersen Fernanda Guerrieri
IAEA	John Russell Manijeh Torabi
IMO	Laurence Batista
IOM	Liliana Todorovic
PAHO/WHO (Washington)	Carolina Bascones
UNESCO	Bruno de Padirac
WHO/EURO (Copenhagen)	David Rivett
WMO	Didier Van de Vyvere

**Association with consultative status**

EMBL	Tom Cord Frieda Glöckner
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The Standing Committee met once on Tuesday, 3 February from 08:30 to 13:00 hours and as a joint session with the Standing Committees on Human Resources Management and General Service Questions on Wednesday, 4 February from 16:30 to 18:30 hours to review the Pay and Benefits Reform initiative. The latter is covered in a separate report.



## **Adoption of the agenda (Agenda item 1)**

The agenda was adopted as presented:

- Adoption of the agenda
- Election of a rapporteur
- Review of report of the Standing Committee for 2003 (including the Index of Decisions):
  - Review of issues addressed at the 25<sup>th</sup> session of ACPAQ
  - Verify whether FICSA was consulted on the ACPAQ appointments
  - Verify whether FICSA was consulted on the appointments of ICSC Commissioners
  - Request ICSC to carry out interim place-to-place surveys in all *eurozone* duty stations
  - Establishment of joint staff/management committees on Professional salaries and allowances by FICSA members
  - Provide training to FICSA members on post adjustment and place-to-place survey methodology (FICSA/C/57/PSA/1)
- Review the agenda for the 27<sup>th</sup> session of ACPAQ (9 – 16 February 2003 in Geneva) (FICSA/C/57/PSA/2)
- Report on the legal appeal against General Assembly resolution 57/285 (section II.A) of 20 December 2002
  - Proposal for distributing the charges thus far for the appeal (FICSA/C/57/PSA/3)
- Report on potential appeal against the removal of the “Locality Pay” from the Washington DC base/floor pay (no document)
- ICSC work programme for 2004
  - Review of the Noblemaire principle (FICSA/C/57/PSA/4)
  - Modernizing and simplifying allowances: (FICSA/C/57/HRM/9)
    - Mobility and hardship allowances
    - Education grant
    - **Note:** the ICSC will also be looking at modalities for strategic bonuses such as those related to recruitment, retention and rotation; however, PSA will only become involved in what is presently a HRM issue once the decision has been made to offer these bonuses. (FICSA/C/57/HRM/5)
- Other business (FICSA/C/57/PSA/5)
- Nomination of Standing Committee officers

## **Election of the rapporteur (Agenda item 2)**

2. Mr. Julien Caran (ITU) accepted the responsibility of serving as Rapporteur.

## **Review of the report of the Standing Committee for 2003 (including the Index of Decisions) (Agenda item 3)**

- (a) *Issues addressed at the 25<sup>th</sup> session of ACPAQ*

3. FICSA had carried out that task.

(b) *Verify whether FICSA was consulted on the ACPAQ appointments and on the appointments to the ICSC Commissioners*

4. The Chairman reported that confirmation had been received from FICSA that in both cases, FICSA had been consulted on the appointments.

(c) *Request ICSC to carry out interim place-to-place surveys in all Euro zone duty stations*

5. It was reported that FICSA had requested ICSC at its 57th session that an interim place-to-place survey be conducted in the Euro zone because of the failure of the current cost-of-living (COL) levels to reflect the actual COL expenses. However, the ICSC had deferred in light of the planned round of place-to-place surveys for 2004/5.

6. In the ensuing discussion it was agreed that in the entire Euro zone HQ duty stations, the actual COL is not reflected in the official statistics. In Geneva, it was noted that the increase had not escalated in neighbouring France until the beginning of 2003. It was also pointed out that such a condition was not restricted solely to the Euro zone but also outside the zone within Europe, e.g. Copenhagen.

(d) *Establishment of joint staff/management committees on Professional salaries and allowances by FICSA members*

7. There were no new developments to report on that yearly item of the agenda of the Standing Committee.

(e) *Provide training to FICSA members on post adjustment place-to-place survey methodology (FICSA/C/57/PSA/1)*

8. The Chair proposed that the Standing Committee members review the proposed training workshop's tentative agenda. It was agreed that the agenda was perhaps too complicated and covered too many items. The Chair explained that a working group in Rome would prepare a second draft that would simplify and rationalize the agenda in addition to proposing a didactic structure and programme. Once that was accomplished, it would be circulated to the associations and unions from the relevant duty stations for review.

9. It was agreed that the first workshop of three days' duration would be held in the next few months in Rome with the objectives of both training the Rome-based staff and refining the workshop agenda and training material. It was decided that in each duty station, administrative staff and non-FICSA associations/unions would be invited to participate on a fee-paying basis.

10. Vienna and New York duty stations confirmed their interest and that a number of staff did not understand the methodology. There was consensus on the urgent need to build up expertise so as to improve not only the understanding of the post adjustment system, but also the quality of the surveys, thus reflecting the real COL levels. That was true of not only those assisting in the conduct of the survey, but also of the staff completing the survey forms.

11. Non-HQ duty station methodology was different; the Committee also had to address that issue.

12. The representatives of the headquarters duty stations plus Copenhagen were asked to advise FICSA over the coming month on the number of staff and other participants interested in taking part in the training, the preferred length of the training period and the approximate dates when training would be preferred during the period April to October 2004. For the Geneva area, FICSA would contact all organisations to determine the level of interest. The local associations/unions will identify the participants to be trained and inform FICSA.

13. It was also noted that those in field duty stations required similar training and would benefit from a training booklet or video training course.

14. Whereas FICSA had funded the development of the training material, individual headquarters duty stations would be expected to fund the trainer's travel, DSA and honorarium (see FICSA/C/57/PSA/1 for details). The Standing Committee members suggested that the first day be devoted to sensitising, through a symposium, format interested staff who were not actually involved in running the survey. The following two days would be dedicated to the training of future experts. It was agreed that approximately three persons were a minimum in terms of the number of persons to be trained.

**Review of the agenda for the 26<sup>th</sup> session of ACPAQ, 9-16 February 2003 in Geneva (FICSA/C/57/PSA/2) (Agenda item 4)**

15. The Standing Committee agreed that there were no burning issues on the agenda of the 26<sup>th</sup> session. However, it was agreed that FICSA's presence was advisable. The Committee agreed with the assessment of the agenda items presented in the background paper, but cautioned that with respect to item 1.b. in the document, a rejection of internet collected prices could be maintained, only if substantiated by sufficient documentation.

**Report on the legal appeal (FICSA/C/57/PSA/3) (Agenda item 5)**

16. Following an update on the preparation and status of the appeal (see document FICSA/C/57/PSA/3) the discussion dealt with the issue of how best to apportion the cost among the Professional staff. The option presented in the paper was to divide the cost among the number of Professional staff belonging to FICSA or optionally also between both FICSA and non-FICSA members.

17. It was noted that the numbers presented in the background paper were not final and would have to be reviewed using the most recent CEB figures. The amount of €25,316 covered the legal fees not paid to date. The remaining fees for the first and possibly a second rebuttal were not known at the present juncture. The Standing Committee expressed satisfaction with the fairness of the calculation. The Committee members asked that the Chair request of Maitre Sicault an approximate estimate of the costs remaining. Questions were asked as to the possibility of success; it was explained that while Maitre Sicault felt the appeal was worthwhile pursuing, he had also been cautious concerning the possibility of success.

18. The Standing Committee recognized that collecting the funds might prove technically difficult. It was agreed that some background information should be sent to local associations/unions with a complete description of the financial situation and implications.

## **Report on a potential appeal against the removal of the “Locality Pay” (Agenda item 6)**

19. At its 56<sup>th</sup> session, ICSC had recommended that the Washington “locality pay” be removed from the calculation of the base/floor salary for Professional staff. Such a move appeared to violate the Noblemaire principle and thus, some thought had been given to challenging the decision. The Standing Committee’s discussion concentrated on the possible financial benefit resulting from a positive decision. It was suggested that the FICSA Secretariat carry out a calculation of the difference in remuneration over a five-year period that could result from the decision. That information could assist in deciding on the benefits of lodging an appeal.

**It is recommended that the FICSA Secretariat carry out a calculation of the possible loss in remuneration over the next five years resulting from the ICSC recommendation to remove the locality pay from the calculation of the base/floor salary.**

## **ICSC work programme (Agenda item 7)**

### *Reviewing of the Noblemaire principle (FICSA/C/57/PSA/4)*

20. In 1992 FICSA had prepared an extensive study on the Noblemaire principle entitled *The United Nations: an Uncompetitive Employer* which had been presented to the ICSC at its session in London in 1992. Its comprehensiveness had created an impression at that session: it was thus suggested that an update be prepared for the period 1993 to 2003 and amended to the existing document, which covers the period 1975 to 1992, and released as a revised edition. The Standing Committee recommended to the Council that the updated document be used to demonstrate the continual degradation of salaries since 1992. The expected cost was around \$US 10,000.

**It is recommended to the Executive Committee that in preparation for the review of the Noblemaire principle the publication *The United Nations: an Uncompetitive Employer* be updated at an estimated cost of \$US 10,000, taking particular care to avoid any comparison of GS and Professional salaries in view of prior experience on that score.**

21. The other topics under the item were addressed in the joint HRM/PSA/GSQ session on the Pay and Benefit reforms.

## **Other business (Agenda item 8)**

22. There were no topics under the item.

## **Nomination of Standing Committee officers (Agenda item 9)**

23. The Chair announced that after acting as Chair of the Standing Committee for the past three years, he would not continue in 2004. There were no volunteers for the posts of Chair and Vice-Chair.

*Summary*

24. The Standing Committee on Professional Salaries and Allowances requested the following action:

- **Provide training to FICSA members on post adjustment place-to-place survey methodology**
- **Review and simplify the proposed tentative agenda for the workshop on post adjustment place-to-place survey methodology in addition to proposing a didactic structure and programme**
- **First 3 day workshop to be held in the next few months in Rome (session to be used to refine the workshop agenda and training material)**
- **Build up expertise on post adjustment place-to-place survey methodology**
- **HQs and Copenhagen to advise on number interested in participating in training, indicating dates. FICSA to contact Geneva-based organizations to identify participants**
- **Field duty stations to benefit from a training booklet or video training course**
- **FICSA to attend the 26<sup>th</sup> session of ACPAQ**
- **Chair to request Maitre Sicault to provide an approximate estimate of the costs remaining on the Professional salary legal appeal**
- **Background information regarding the appeal should be sent to local associations/unions with a complete description of the financial situation and implications**
- **FICSA Secretariat to carry out a calculation of the difference in remuneration following the removal of the locality pay over a 5-year period (possible appeal)**
- **Update the publication *The United Nations: an Uncompetitive Employer* .**

**Annex 9**

**REPORT OF THE JOINT MEETING OF THE STANDING COMMITTEES ON  
PROFESSIONAL SALARIES AND ALLOWANCES, HUMAN RESOURCES  
MANAGEMENT AND GENERAL SERVICE QUESTIONS**

Co-chair	Laurence Batista (IMO)
Co-chair	Robert Weisell (FAO/WFP-APS)
Co-chair	Edmond Mobio (WHO/HQ Geneva)

**Participants**

CERN	Philippe Defert Michel Goossens
FAO/WFP-APS	Janice Albert Stephen Anderson Lawrence Clarke Giovanni Munoz
FAO/WFP-UGSS	Margaret Eldon Olwen Gotts Mauro Pace
IAEA	Michael Donoho Manijeh Torabi
IMO	Fabienne Maw Tun Valérie Seguin
ILO TC	Mustafa Boudiaf Tita Francese
PAHO/WHO (Washington)	Caroline Bascones E. Rolando Chacon
UNDP/UNFPA/UNOPS	Dimitri Samaras Vivien Joy Ponniah
UNRWA/ISA	Fredrik Schultz
WHO/AFRO (Brazzaville)	Paul Matsiona
WHO/EURO (Copenhagen)	David Rivett Rainer Verhoeven
WHO/WPRO (Manila)	Gauden Galea Elisa Roxas
WMO	Laurence Guy Didier Van de Vyvere
WTO/OMT	Patrice Tedjini

## Association with consultative status

ADB (Manila)

Ma. Virginita A. Capulong

*Reference documents: FICSA/C/57/HRM/6, Geneva, 18 December 2003 “Review of the pay and benefits system” Prepared by the FICSA Secretariat; and FICSA/C/57/HRM/10, Geneva, 15 January 2004, “Task Force on the pilot study on broad banding/pay for performance (New York, 5 to 9 January 2004).*

1. In opening the joint meeting of the three Standing Committees, reference was made to the documents listed above that the FICSA Secretariat had prepared in December 2003. Following a brief introduction from the FICSA Secretariat, the representatives of two staff Associations whose organisations were participating in the pilot study on broad banding were asked to give their impressions of the preparations for the implementation of the exercise in their respective organisations.

2. The meeting was informed that the main difficulty that the staff in one organisation currently faced was the lack of information and poor communication that had prevailed thitherto. Most of the information staff had regarding the pilot study had been received through FICSA. Through that channel they had learnt that they were one of the three organisations that had volunteered for the pilot study. Even at the present juncture, many staff members were unaware of what broad banding was. That organisation’s management had only informed the staff representatives in December about the pilot study, but had not yet addressed the staff members on the issue. Management had, however, already appointed a project manager for the pilot study, who was not seen positively by the staff as the incumbent had no field experience. From the communications they had received from staff members at HQ and in the field, most staff could be said to view the proposed reform, and therefore the pilot study, as quite unnecessary and unwanted.

3. A second staff association reported a similar lack of information regarding the pilot study. Management had simply informed staff about the decision already taken to participate in the pilot study that would start in July 2004. There was also a very negative perception by staff in relation to the pilot study and the possible implementation of the broad banding system.

4. One member association expressed concern regarding the participation of FICSA in the task force set up by ICSC to monitor the implementation and evaluation of the pilot study and asked that the role of FICSA in that task force be clarified. The same member association also expressed concern in relation to the duration of the pilot study as three years were considered too long. However, the FICSA secretariat informed the meeting that the ICSC considered three years a short period as similar pilot studies elsewhere had lasted 5 or even 10 years.

5. The staff representatives of one agency informed the meeting that they already had a broad banding system in place; it had been introduced and implemented overnight and covered all staff from GS to D level. They went on to explain that since then new staff members were always classified at the lowest level of the respective band. Moreover, there was no clear link between appraisal and salary increases; the credibility of the system was thus becoming increasingly poor.

6. In the context of the legal implications of broad banding, the issue of acquired rights was also raised. The general view was that FICSA should make sure that those rights were

not compromised in any way during the pilot study. In that regard, the meeting was informed of the recommendation made by the Standing Committee on Legal Questions to seek legal advice on matters related to broad banding.

7. The meeting also noted that although the pilot studies were supposed to be prepared in consultation with staff and conducted solely on a voluntary basis, staff were not being asked to volunteer, but rather organisations were ‘volunteering’ staff without consulting them.

8. The representative of another staff association informed the meeting that they already had a similar system in place. Staff had come to realise that it had had a negative effect on career development. Participants were thus advised to ensure that after the pilot study, the organisations involved could eventually refuse to implement the system, if they so considered.

9. The meeting discussed the relevance of a pilot study for which no criteria had been developed and for which there were not clear guidelines for the evaluation process. It was noted that similar concerns had been raised by some Member States in the UN General Assembly.

10. The meeting agreed to recommend the following action:

**It is recommended that the FICSA Secretariat should seek further information from organisations that had already tested the system or had a similar system currently in place, including information (if any) on reasons for the system’s failure in their organisations.**

11. Concern was expressed over the soft approach to broad banding that the participants in the meeting seemed to be adopting. The importance of having a very strong position opposing the introduction of broad banding was highlighted as the system would clearly undermine staff’s acquired rights. Additionally, broad banding would destroy teamwork and create an unpleasant working environment. A call was made to enquire whether FICSA members had complied with last year’s recommendation that all members should write to their respective executive heads clearly stating that position.

12. After discussion, a further recommendation was adopted:

**It is recommended that FICSA should lobby to express its opposition to both the pilot study and broad banding in general, it being understood that some members of the General Assembly opposed its introduction.**

13. It was noted that some Member States (e.g. the Group of ’77) might be particularly receptive, as they had expressed reservations about the introduction of any broad banded system.

14. The meeting also endorsed the recommendation contained in the report of the FICSA Executive Committee for 2003 that FICSA should continue to participate in the Task Force on the Pilot Study for Broad banding/Pay for Performance and should closely monitor developments on that issue (see document, FICSA/C/57/3, page 11, para. 28). Furthermore, the meeting felt that FICSA should request advice on the legal implications of the broad banding system.

15. Another representative expressed the conviction that a change to a broad banding system was not to the benefit of staff and stressed once more that General Service staff should not be included in any pilot study. The view was expressed that any virtual study



would be fundamentally biased; it had an impact on contracts and job security. FICSA should thus make a much stronger statement than the one in paragraph 56 of the ICSC document (R.5). In that regard, the meeting was informed that the administrations had already been informed that upon completion of the pilot study, the General Service category would be examined. In this respect, concern was expressed that work might already be underway on a new job classification for the General Service category. FICSA should thus be urged to seek clarification from the ICSC and establish whether this is the case and who would be directly involved in the preparation of a new classification system for General Service staff. A series of recommendations was adopted on the issue of broad banding:

**It is recommended that:**

- (a) The Executive Committee of FICSA make strong statements against broad banding and its application to the GS category;**
- (b) The GS category be clearly kept out of the current pay and benefits review, including the pilot study on broad banding;**
- (c) FICSA continue to participate in the task force on the implementation of the pilot study and, as a member thereof, identify the anomalies and weaknesses in the pilot studies and report thereon to its members;**
- (d) The FICSA Secretariat request its members to provide information on their organisations' views on broad banding in order to assess how many administrations supported or opposed broad banding;**
- (e) The FICSA Secretariat contact other organisations where broad banding had been implemented to obtain further information on reasons for failure;**
- (f) The FICSA Executive Committee seek advice on the legal implications of broad banding; and**
- (g) FICSA lobby Member States opposed to broad banding.**

16. The Chairperson invited comments on document FICSA/C/57/HRM/2, Performance Appraisal Systems in the UN Common System: A Comparative Review and reminded members that they had been requested to provide information on the appraisal systems currently in force in their organisations. It was suggested that FICSA, in collaboration with the Standing Committee on Human Resources Management, review the documents received and provide an analysis to all member associations/unions with a view to identifying the best practices. All information should be posted on the website. It was noted that one organisation had no performance appraisal system in place for General Service staff.

17. The chairperson invited comments on the document FICSA/C/57/HRM/5, Development of Modalities for Strategic Bonuses.

18. One representative recalled that in 2002 FICSA had opposed the initiative because the funds required to finance the bonuses, in the range of 25 per cent so as to recruit managers, might be found through eliminating steps. This would have a negative impact on salary growth. FICSA has always maintained the argument that if salaries were good enough, there would be no need to use those bonuses. The issue was clearly linked to the need to improve the transparency of the selection process.

19. Following the discussion, it was decided to recommend that FICSA issue a declaration on the issue of bonuses: FICSA should continue to express a preference for non-cash bonuses and focus on the protection of salaries which should be maintained at a high level and reflect staff members' qualifications and competencies accordingly. FICSA should also strongly support the concept of transparency at the time of recruitment.

**With respect to the declaration on strategic bonuses and the development of modalities for their introduction of strategic bonuses, it is recommended that FICSA reiterate its previous position opposing the introduction of such bonuses, particularly up until such time as the salary levels of Professional staff are restored to a competitive level - and in particular until such time as the margin is restored to at least the midpoint of 115.**

20. The Chairperson invited comments on the document FICSA/C/57/HRM/9, Modernizing and Simplifying Common System Allowances and Benefits.

21. After a short discussion it was agreed that FICSA should oppose the conversion of allowances and benefits into lump sums as such lump-sum payments would not be pensionable. There was an apparent tendency to convert all allowances and benefits into a single expatriation allowance.

22. One representative reported that in 1998 an attempt had been made to change the language allowance in such a way that it would only be applied when the language was used. The FICSA Secretariat was urged to look into the files to establish what the FICSA position had been at the time in order to be prepared and make a strong case when the issue arose.

23. The participants endorsed the recommendation in the Executive Committee report for 2003 on the need to build up technical expertise for the benefit of all (see document FICSA/C/57/3, page 14, para. 41).

24. Regarding the implementation of the New Master Standard (NMS) for the Professional category, it was agreed that FICSA should seek information from other organisations that had gone through this process to see how it was done. That request should be handled by FICSA in collaboration with the Standing Committee on Human Resources Management. It was also noted that information on the subject was available in the ICSC website.

25. Regarding the promulgation of a new classification standard for General Service staff, the meeting noted the recent round of meetings held by the ICSC to ascertain the reaction of General Service staff to a new classification standard. However, doubts were expressed about whether the ICSC exercise was a purely information-gathering exercise as work on a new standard for General Service staff may already be underway.

**It is recommended that the FICSA Executive Committee promote an exchange of information among staff representatives in order to have a coordinated approach upon the arrival of the ICSC team.**

26. The participants also acknowledged and fully supported the paper on merit pay (FICSA/C/57/HRM/1) as well as the statement made on the subject in the first plenary session?

27. Information was provided on the roving training workshops on post adjustment to be conducted during the coming year as had been agreed during the deliberations of the Standing Committee on Professional Salaries and Allowances.

### *Summary*

28. The Joint Meeting of the Standing Committees on Professional Salaries and Allowances, Human Resources Management and General Service Questions presented eight recommendations relating to:

- **Collection of information on the experience of broad banding systems**
- **Opposition to the concept of broad banding**
- **Need to exclude GS staff from the pay and benefits review, including broad banding**
- **Participation in the ICSC Task Force on the implementation of the pilot study and the identification of anomalies and weaknesses**
- **Identification of administrations' position on broad banding**
- **Need to seek advice on legal implications of broad banding and lobby Member States**
- **Opposition to the introduction of strategic bonuses**
- **Exchange of information between staff representatives as a basis for coordinated approach to the pay and benefits review.**

**Annex 10****REPORT OF THE AD HOC STANDING COMMITTEE ON  
ADMINISTRATIVE AND BUDGETARY QUESTIONS**

Chair	Edward S. Seidler (FAO/WFP-FSA)
Vice-Chair	Janice Albert (FAO/WFP-APS)
Rapporteur	Peter Lillie (FAFICS)
President, FICSA	Richard Kerby (UNDP/UNFPA/UNOPS)
General Secretary, FICSA	Maria Dweggah (WHO/HQ Geneva)
Member, FICSA Executive Committee	Omneya El-Metwalli (WHO/EMRO Cairo)
Information Officer, FICSA	Leslie Ewart
Accountant, FICSA	Brian Turner

**Participants**

FAO/WFP-APS	Laurence Clarke
FAO/WFP-FSA	Dario Gilmozzi
FAO/WFP-UGSS	Cristina Ascone Margaret Eldon Olwen Gotts Mauro Pace
IAEA	John Russell Manijeh Torabi
IFAD	Andreina Mauro
IMO	Laurence Batista Fabienne Maw Tun Valérie Seguin
IOM	Agnès Bernaud Jana Jauffret
ITU	David Asbery Julien Caran
PAHO/WHO (Washington)	Carolina Bascones Rolando Chacon Rosa Samame Maria del Pilar Santizo
UNDP/UNFPA/UNOPS	Kelvin Brown Dimitri Samaras Tita Tiongson
UNESCO	Janice Boulmer Bruno de Padirac

UNRWA/ISA	Charles Kapes Fredrik Schultz
UPU	Wilhem Olivier
WHO/AFRO (Brazzaville)	Paul Matsiona
WHO/HQ (Geneva)	Edmond Mobio
WHO/EMRO (Cairo)	Mona Abbassy
WHO/EURO (Copenhagen)	Jenny Birkjaer Madsen Jill Farrington David Rivett Simone Tetz Rainer Verhoeven
WHO/WPRO (Manila)	Gauden Galea Elisa R. Roxas
WMO	Margaret Anderson Béatrice Tirelli-Diagne Luckson Ngwira Didier Van de Vyvere
WTO/OMT	Patrice Tedjini
<b>Associations with consultative status</b>	
ADB (Abidjan)	Michel N’Kodia
ADB (Manila)	Ma. Virginita A. Capulong
EMBL	Tom Cord Frieda Glöckner
<b>Guest</b>	
UNWRA/ASU (West Bank)	Jamal Nammoura

## Introduction

1. The Ad Hoc Committee met on 5 February 2004 under the Chairmanship of Mr. Edward S. Seidler (FAO/WFP-FSA) assisted by Ms. Janice Albert (FAO/WFP-APS) in her capacity as Vice-Chair.

### **Adoption of the agenda (Agenda item 1)**

2. The provisional agenda was adopted and comprised the following items:
  1. Approval of the provisional agenda
  2. Appointment of a rapporteur
  3. General comments on the A&B meeting
  4. FICSA Audited Accounts for 2003 (FICSA/C/57/A&B/1)
  5. Statement of contributions of member associations/unions, associate members, consultative and observer bodies based on information received up to 31 December 2003 (FICSA/C/57/A&B/5) and update
  6. Budget performance report for 2003 (FICSA/C/57/A&B/2)
  7. Reports on the status of the Termination Indemnity Fund and Legal Defence Fund (FICSA/C/57/A&B/3)
  8. Draft budget for 2004 (FICSA/C/57/A&B/4)
  9. Proposed scale of contributions for 2004 (FICSA/C/56/A&B/6)
  10. General accounting and banking matters
  11. Administrative matters
  12. Other business

### **Appointment of a rapporteur (Agenda item 2)**

3. Mr. Peter Lillie (FAFICS) was appointed Rapporteur.

### **General comments on the A&B meeting (Agenda item 3)**

4. The Chairman explained the structure of the meeting and drew attention to various papers before the Committee, in particular to the paper on the UNESCO Staff Union's contribution to the FICSA budget (document FICSA/C/57/A&B/CRP.2) and to the request for leniency regarding the contributions of the WHO/AFRO Staff Association (document FICSA/C/57/7).

### **FICSA audited accounts for 2002 (Agenda item 4)**

5. The FICSA President introduced and expanded on the audited accounts (document FICSA/C/57/A&B/1). The Committee noted and approved the audited accounts as submitted.

### **Statement of contributions of member associations/unions, associate members, consultative and observer bodies (Agenda item 5)**

6. The information contained in the statement and update (documents FICSA/C/57/A&B/5 and Rev.1) reflected the financial situation as at the beginning of the current month. In the ensuing debate, attention focused on two issues: treatment of arrears; and support to be extended to associations/unions.

#### *Treatment of current arrears*

7. The Committee was deeply concerned by the enormity of bad debts that defaulting members (nine in all) had accrued. Although monies outstanding were no longer shown as a debt in the accounts once a period of two years had passed, the Federation, it was felt, should: (a) take action to recover the dues it was owed; and (b) make adequate provisions to prevent similar mishaps reoccurring.

8. Recovery action: The majority of members were firmly convinced that FICSA is a legal entity and as such entitled to collect dues outstanding, even if the associations/unions involved were no longer members of the Federation. That issue would have to be clarified with the Standing Committee on Legal Questions. A note of caution was suggested as unpremeditated or exaggerated action might reflect badly on the image of the Federation. The amount owed, however, warranted firm steps being taken and some form of legal coercion applied. In the first instance, it was deemed inadvisable to involve administrations, since that could pave the way for their interference in staff affairs in other instances.

9. It was thus agreed that the most politic form of action would be to write to the associations/unions in bad standing and request settlement of the sums outstanding within a set time. In that initial overture, the Federation would offer payment in instalments so as to facilitate the relinquishment of debts. A month later, a second strongly worded letter would be sent reiterating the demand and intimating that should no reply be received by the deadline set, the Federation would take the matter up with the staff association's/union's administration.

**It is recommended that as a first step, the Federation should write to the associations/unions in bad standing and request settlement of the sums outstanding within a set time-limit. In that initial overture, the Federation should offer payment in instalments so as to facilitate the relinquishment of debts. In the event of no reply being received within the deadline, the Federation should send a second strongly worded letter re-iterating the demand and indicating that should no reply be received by the deadline set, the Federation would undertake peer pressure action, the modalities of which would be decided upon by the Executive Committee. Should that fail, the feasibility and merits of taking legal action would have to be examined by the Executive Committee and presented to the membership for action.**

10. Preventative measures: The situation had come about as the Federation had permitted defaulters to build up their debts. Rather than allowing things to happen, the Executive Committee should pursue a firmer policy and apply the statutory provisions more strictly. In addition to the Article providing for the withdrawal of voting right of members in bad standing, the statutes should provide for penalties to be imposed on members in bad standing and ultimately for their expulsion, if in default for more than two years. Withdrawal from the Federation while leaving debts unpaid should be made impossible.

**It is recommended that rather than allowing things to happen, the Executive Committee should pursue a firmer policy and apply the statutory provisions more strictly. In addition to the providing for the withdrawal of voting rights of members in bad standing, the statutes should provide for penalties to be imposed on members in bad standing and ultimately for their expulsion, if in default for more than two years. Withdrawal from the Federation while leaving debts unpaid should be made impossible.**

### **Support to staff unions/associations**

11. The Committee's attention was drawn to the need of certain staff associations/unions for support in order to increase their membership. IFAD, for example, requested that FICSA make a presentation at its upcoming Staff Assembly in order to stimulate staff interest in the activities of both the Association and the Federation. While recognizing the benefits to be derived from a FICSA presence at such meetings, particularly in non-HQ duty stations, resource constraints prevented it from becoming general practice. Staff associations/unions

in all regions were urged to familiarise themselves with the work of the Federation and make extensive use of its website.

### **Budget performance report for 2003 (Agenda item 6)**

12. The President introduced the report (document FICSA/C/57/A&B/2). In respect of Chapter 1, the savings on travel were attributable to the President being posted in New York, thus obviating the need for costly mission travel to inter-agency committee meetings. In respect of chapter 3, the Committee noted the need to copyright the materials that FICSA produced for its workshops.

13. The fact that the Federation had achieved a budget surplus was due to the benefits it had gained from the lower dollar exchange rate and the payment it had received from UNDP. It could be said that the UNDP/UNFPA/UNOPS Staff Association had successfully settled its debt with FICSA and *vice versa*. In concluding the debate on the budget performance in 2003, the Committee expressed its sincere appreciation to the Executive Committee and the staff of the Federation for having maintained strict control of funds throughout the year demonstrating that FICSA was capable of living within its means.

### **Report on the status of the Termination Indemnity Fund and Legal Defence Fund (Agenda item 7)**

14. The President introduced the report (document FICSA/C/57/A&B/3). The Termination Indemnity Fund had a balance of SFR 416,493, yet actual funding was slightly short of the amount needed to cover the Federation's maximum foreseeable maturity. That was mainly due to the funds being currently held in dollar accounts which, although they offered higher interest rates, were yielding less on account of the drop in the value of the dollar. Consideration thus needed to be given to putting half the funds in a Swiss franc account. The Committee agreed with that proposal. It also recognized the statutory obligation to replenish the Legal Defence Fund in the amount of SFR 23,000 to cover: Dr. Ali Basaran's appeal (SFR 3,000); the language factor appeal (SFR 10,000); and the Professional salaries appeal (SFR 10,000).

### **Draft budget for 2004 (Agenda item 8)**

15. The Committee took the draft budget for 2004 chapter by chapter, it being understood that the overall budget should remain within the same frame.

#### *Chapter 1*

16. It was agreed that full use be made of FICSA resources in New York and of the staff associations/unions present at the meeting of the Pension Board. Adjustments to budget lines were introduced. It was agreed to maintain contingency travel at a level SFR 10,000.

#### *Chapter 2*

17. It was agreed to delete the costs earmarked for external affiliations. The Standing Committee on Human Resources Management had not recommended continued membership in AHRMIO. Furthermore, not enough time had elapsed since the Federation's withdrawal from PSI to justify re-establishing ties with that association.

#### *Chapter 3*

18. It was agreed to introduce the following increases:

(a) An additional SFR 10,000 to increase the number of workshops for non-HQ General Service staff on the methodology used to determine GS salaries and the conduct of



salary surveys;

(b) An allocation of SFR 20,000 to strengthen regional links to fund travel to the region and undertake regional activities such as training in staff/management relations, grievance procedures, harassment and staff association/union policy; and

(c) An allocation of SFR 23,000 to replenish the Legal Defence Fund.

#### *Chapter 4*

19. The resources in Chapter 4 related in the main to staffing and fixed costs of the Federation's operations. The savings in terms of communications were commended. ITU would explore the possibility of procuring computer and electronic equipment free of charge.

20. The Committee agreed to using \$US 100,000 to pay off the debt to UNOG, care being taken to ensure an appropriate cash flow, i.e. when dues came in. The debt remaining would be paid off over time, taking advantage of the three-month time lag that was a standard feature.

21. In addition to the income derived from membership dues, it was suggested that fundraising drives and similar events should be used to generate additional resources. Given the relevant experience of UNDP/UNFPA/UNOPS, that Association could take the lead in launching the initiative.

22. After lengthy consideration and detailed discussion on the above items and suggestions pertaining to individual lines, the Committee agreed to a budget level of \$US 583,767 equivalent to SFR 758,897. The agreed budget is attached as Annex 11.

#### **Proposed scale of contributions for 2004 (Agenda item 9)**

23. The Committee debated at length the situation of the UNESCO Staff Union with its three staff associations/union. In a way, the situation was analogous to that persisting in the common system overall: two major staff federations and a group of staff associations/unions who were members of neither.

24. The Committee noted with regret that the Standing Committee on Legal Questions had not been requested to consider a changed methodology for preparing the scales of assessment to meet the extraordinary needs of the members such as the UNESCO STU. It thus urged that the issue be taken up by the Standing Committee on Legal Questions on the basis of policy guidance provided by the Executive Committee. As for the problem to hand, it was agreed to recalculate UNESCO's assessment on the basis of one third (33 per cent) of that organization's total number of staff.

**It is recommended that the issue of changing the methodology for preparing the scales of assessment be taken up by the Standing Committee on Legal Questions on the basis of policy guidelines provided by the Executive Committee.**

25. In view of the financial and physical plight of the Staff Association of WHO/AFRO, described in document FICSA/C/57/7, it was agreed to write off that Association's debt for 2001 and 2002 and to accept a payment of 50 per cent for 2003. The Association would meet its assessed contribution for 2004.

26. It also agreed to increase the contribution of FUNSA's to \$US 100 per annum and those of the consultative members by 10 per cent to \$US 600 per annum.

27. Serious consideration should be given to reviewing the methodology for determining the scale of contributions and the units according to the size of the individual associations/unions.

28. Given the dismay over the manner in which the budget and scales of assessment had been handled at a very late juncture in the Council's deliberations, the following recommendation was adopted:

**It is recommended that a provisional meeting of the Ad Hoc Committee on Administrative and Budgetary Questions be held to set a tentative budgetary frame prior to the deliberations in the Standing Committees themselves.**

**General accounting and banking matters (Agenda item 10)**

**Administrative matters (Agenda item 11)**

**Other business (Agenda item 12)**

29. The Committee had no comments to make on the above agenda items.

### *Summary*

30. The Ad Hoc Committee on Administrative and Budgetary Questions presented four recommendations relating to:

- **Introduction of measures to recover dues owed by members in bad standing, including those associations/unions no longer members of the Federation**
- **Stricter application of measures and statutory provisions to prevent the accumulations of membership arrears**
- **Adoption of steps to change the methodology for preparing the scales of assessment**
- **Indication of a budgetary frame prior to deliberations in the various Standing Committees.**

## Annex 11

## BUDGET FOR THE YEAR 2004

**Expenditures by Line**

Swiss Francs			
Actual 2003	\$	Budget 2004	\$
<b><u>Chapter One, External Activities and PR&amp;I</u></b>			
UN General Assembly	-	3,837	2,952
Consult with UNJSPB		1,300	1,000
HLCM machinery		2,178	1,675
HR Network	1,009	2,441	1,878
CEB		650	500
CSAIO	1,931	-	-
Liaison with European Organisations			
ICSC	23,837	16,432	12,640
IAAG			
Security			
Public Relations & Information	500	385	-
Contingency Travel	9,664	10,000	7,692
Expenditures, Chapter One	36,941	36,838	28,337
<b><u>Chapter Two, Annual Programmes</u></b>			
FICSA Council	36,388	29,484	22,680
Excom Meetings	-	-	
Excom Regional Travel	-	-	
External Affiliations (PSI, AHRMIO)	303	-	-
Expenditures, Chapter Two	36,691	29,484	22,680
<b><u>Chapter Three, Spec. Progs. &amp; St. Comm. Support</u></b>			
GS Non-HQ Workshops, GS Post classification review	25,049	20,000	15,385
P Questions	1,820	-	-
Field Questions/Training		15,000	11,538
GS, SocSec, Legal St. Committees	-	23,000	17,692
FUNSA Participation in Council	2,720	3,250	2,500
Expenditures, Chapter Three	29,589	61,250	47,115
<b><u>Chapter 4, FICSA Administration</u></b>			
Salaries & Comm. Staff Costs	569,312	609,845	469,112
Communications	25,588	9,880	7,600
Supplies, Materials & Maintenance	3,039	1,000	769
NY Office Rent	84,105	-	-
Geneva Office Rent	6,500	6,500	5,000
Computer and Electronic Equipment	1,023	1,300	1,000
Insurance NY Office	3,267	-	-
Bank Charges	2,899	2,800	2,154
Contingencies (debt payoff)	118,629		
Expenditures, Chapter Four	814,362	631,325	485,635
Income			
<b>Total Expenditures</b>	<b>917,583</b>	<b>758,897</b>	<b>583,767</b>

## Annex 12

**DISTRIBUTION OF STAFF FOR THE PURPOSES OF THE 2004  
CONTRIBUTIONS**

	<b>TOTAL STAFF</b>	<b>Prof HQ 1</b>	<b>Prof Field 0.9</b>	<b>GS HQ 0.5</b>	<b>GS Other 0.5</b>	<b>GS Low pay 0.01</b>	<b>STAFF WEIGHTED</b>	<b>UNITS</b>
<i>AIF</i>	0						0	<b>0.09</b>
<i>CERN</i>	2550	1185		1365			1867.5	<b>0.99</b>
<i>FAO/WFP-APS</i>	1512	1512					1512	<b>11</b>
<i>FAO/WFP/FSA</i>	955		955				859.5	<b>8</b>
<i>FAO/WFP/UGSS</i>	1339			1339			669.5	<b>6</b>
<i>ECB</i>	1010	812		198			911	<b>0.72</b>
<i>ESO</i>	274	94	25	122	33		194	<b>0.135</b>
<i>IARC</i>	136	53		83			94.5	<b>0.6</b>
<i>IAEA</i>	2106	889	35	1146	36		1511.5	<b>11</b>
<i>ICCO</i>	17	6		11			11.5	<b>0.01</b>
<i>ICO</i>	32	11		21			21.5	<b>0.01935</b>
<i>IFAD</i>	411	175	10	226		0	297	<b>2</b>
<i>ILO/TC</i>	186	70	4	110	2		129.6	<b>1</b>
<i>IMO</i>	293	122	0	171		0	207.5	<b>2</b>
<i>IOM</i>	1450	80	166	93	154	957	362.47	<b>3</b>
<i>IPGRI</i>	76	42		34			59	<b>0.036</b>
<i>ISNAR</i>	55	20		35			37.5	<b>0.03375</b>
<i>ITU</i>	839	308	46	467		18	583.08	<b>5</b>
<i>PAHO/WHO</i>	753	113	295	98	0	247	429.97	<b>4</b>
<i>SCBD</i>	63	36		27			49.5	<b>0.4</b>
<i>UNDP/UNFPA/UNOPS</i>	4372	434	827	327	0	2784	1369.64	<b>11</b>
<i>UNESCO</i>	2252	690	310	825	4	423	902.02	<b>4</b>
<i>UNRWA/ISA</i>	103		90			13	81.13	<b>0.6</b>
<i>UNRWA/ASA</i>	2450					2450	24.5	<b>0.245</b>
<i>UPU</i>	176	76		100			126	<b>1</b>
<i>WHO/AFRO</i>	890		243		164	483	305.53	<b>3</b>
<i>WHO/EMRO</i>	309		96			213	88.53	<b>0.6</b>
<i>WHO/EURO</i>	204	75		129			139.5	<b>1</b>
<i>WHO/HQ</i>	1302	658		644			980	<b>8</b>
<i>WHO/WPRO</i>	344		109			235	100.45	<b>0.6</b>
<i>WHO/SEARO</i>	403		93		11	299	92.19	<b>0.6</b>
<i>WMO</i>	260	110	7	142		1	187.31	<b>1.5</b>
<i>WTO/OMT</i>	90	38		52			64	<b>0.6</b>
<b>Totals</b>	<b>27212</b>	<b>7609</b>	<b>3311</b>	<b>7765</b>	<b>404</b>	<b>8123</b>	<b>14268.92</b>	<b>88.7791</b>

## Annex 13

## METHODOLOGY FOR CALCULATING THE SCALE OF CONTRIBUTIONS FOR 2004

## CALCULATION OF THE CONTRIBUTIONS FOR 2004 - COMBINED MEMBERSHIP

	SFR	\$US
Total amount to be covered by contributions	758897.00	583766.92
Contributions by Consultative Members: 16 x SFR 600	9600.00	7384.62
Contributions by Observer Members (FUNSAs): 25 x \$US 100	3250.00	2500.00
Total amount to be covered by Full and Associate Members	740047.00	573882.31
Total number of units	88.78	
Value of one unit	<b>8335.82</b>	<b>6464.16</b>

Band	Weighted number of staff	Units	SFR		US\$	
			Member	Associate	Member	Associate
1	1100 plus	11	91694.07	8252.47	70533.90	6348.05
2	1000 - 1099.9	10	83358.25	7502.24	64121.73	5770.96
3	800 - 999.9	8	66686.60	6001.79	51297.38	4616.76
4	700 - 799.9	7	58350.77	5251.57	44885.21	4039.67
5	600 - 699.9	6	50014.95	4501.35	38473.04	3462.57
6	500 - 599.9	5	41679.12	3751.12	32060.86	2885.48
7	400 - 499.9	4	33343.30	3000.90	25648.69	2308.38
8	300 - 399.9	3	25007.47	2250.67	19236.52	1731.29
9	200 - 299.9	2	16671.65	1500.45	12824.35	1154.19
10	150 - 199.9	1.5	12503.74	1125.34	9618.26	865.64
11	100 - 149.9	1	8335.82	750.22	6412.17	577.10
12	60 - 99.9	0.6	5001.49	450.13	3847.30	346.26
13	40 - 59.9	0.4	3334.33	300.09	2564.87	230.84
14	<40	WN / 100				

## Annex 14

## SCALE OF CONTRIBUTIONS FOR 2004

Member / Associate	W'ed Staff	Units	2004		2003	
			SFR	\$US	SFR	US\$
<i>AIF</i>	0	0.09	<b>750.22</b>	<b>581.77</b>	800.00	536.80
<i>CERN</i>	1867.5	0.99	<b>8252.47</b>	<b>6399.52</b>	8,803.00	5,906.81
FAO/WFP-APS	1512	11	<b>86787.87</b>	<b>66535.00</b>	97,812.00	65,631.85
FAO/WFP/FSA	859.5	8	<b>66686.60</b>	<b>51713.28</b>	62,244.00	41,765.72
FAO/WFP/UGSS	669.5	6	<b>50014.95</b>	<b>38784.96</b>	62,244.00	41,765.72
<i>ECB</i>	911	0.72	<b>6001.79</b>	<b>4654.20</b>	0.00	0.00
<i>ESO</i>	194	0.135	<b>1125.34</b>	<b>872.66</b>	1,601.00	1,074.27
IARC	94.5	0.6	<b>5001.49</b>	<b>3878.50</b>	5,335.00	3,579.79
IAEA	1511.5	11	<b>97812.00</b>	<b>71105.76</b>	97,812.00	65,631.85
<i>ICO</i>	21.5	0.01935	<b>161.30</b>	<b>125.08</b>	89.00	59.72
IFAD	297	2	<b>16671.65</b>	<b>12928.32</b>	17,784.00	11,933.06
ILO/TC	129.6	1	<b>8892.00</b>	<b>6464.16</b>	8,892.00	5,966.53
IMO	207.5	2	<b>16671.65</b>	<b>12928.32</b>	17,784.00	11,933.06
IOM	362.47	3	<b>25007.47</b>	<b>19392.48</b>	17,784.00	11,933.06
<i>IPGRI</i>	59	0.036	<b>300.09</b>	<b>232.71</b>	320.00	214.72
<i>ISNAR</i>	37.5	0.03375	<b>281.33</b>	<b>218.17</b>	480.00	322.08
ITU	583.08	5	<b>41679.12</b>	<b>32320.80</b>	44,460.00	29,832.66
PAHO/WHO	429.97	4	<b>33343.30</b>	<b>25856.64</b>	44,460.00	29,832.66
SCBD	49.5	0.4	<b>3334.33</b>	<b>2585.66</b>	3,557.00	2,386.75
UNDP/UNFPA/UNOPS	1369.64	11	<b>89175.26</b>	<b>68000.00</b>	97,812.00	65,631.85
UNESCO	902.02	4	<b>33343.30</b>	<b>25856.64</b>	71,136.00	47,732.26
UNRWA/ISA	81.13	0.6	<b>5001.49</b>	<b>3878.50</b>	5,335.00	3,579.79
UNRWA/ASA	24.5	0.245	<b>2042.28</b>	<b>1583.72</b>		0.00
UPU	126	1	<b>8335.82</b>	<b>6464.16</b>	8,892.00	5,966.53
WHO/AFRO	305.53	3	<b>25007.47</b>	<b>19392.48</b>	13,338.00	8,949.80
WHO/EMRO	88.53	0.6	<b>5001.49</b>	<b>3878.50</b>	5,335.00	3,579.79
WHO/EURO	139.5	1	<b>8335.82</b>	<b>6464.16</b>	13,338.00	8,949.80
WHO/HQ	980	8	<b>66686.60</b>	<b>51713.28</b>	71,136.00	47,732.26
WHO/WPRO	100.45	0.6	<b>5001.49</b>	<b>3878.50</b>	5,335.00	3,579.79
WHO/SEARO	92.19	0.6	<b>5001.49</b>	<b>3878.50</b>	5,335.00	3,579.79
WMO	187.31	1.5	<b>13338.00</b>	<b>9696.24</b>	13,338.00	8,949.80
WTO/OMT	64	0.6	<b>5001.49</b>	<b>3878.50</b>	3,557.00	2,386.75
Totals	14268.92	88.7791	<b>740047.00</b>	<b>566141.15</b>		

**Annex 15****LIST OF PARTICIPANTS**

<b>MEMBER/ASSOCIATE ASSOCIATION OR UNION</b>	<b>HEAD OF DELEGATION</b>	<b>MEMBERS OF THE DELEGATION</b>
CERN	Michel Goossens	Philippe Defert Joël Lahaye Jean-Pol Matheys
ECB (from 3 to 5 Feb)	Marc Van de Velde	Paul Van der Ask
FAO/WFP-APS	Lawrence Clarke	Janice Albert Stephen Anderson Giovanni Munoz Robert Weisell
FAO/WFP-FSA	Fernanda Guerrieri	Jean-Pierre Cebbron Dario Gilmozzi Edward Seidler
FAO/WFP-UGSS	Margaret Eldon	Cristina Ascone Olwen Gotts Mauro Pace Carlo Vellucci
IAEA	Michael T. Donoho	Steven Cooper John Russell Manijeh Torabi Lisa Villard
ILO Turin	Mostefa Boudiaf	Tita Francese Jesus Saenz
IMO	Laurence Batista	Fabienne Maw Tun Valerie Seguin
IOM	Marco Boasso	Frédérique Amrouche-Glasset Agnès Bernaud Dirk De Winter Covy Garcia Jana Jauffret Jose Angel Oropeza Niurka Pineiro Liliana Todorovic

ITU	Julien Caran	David Asbery Véronique Benoit Patricia Benoit-Guyot Sergei Buonomo Marianne Dimier Stanley Koopmans Marie-Henriette Sane Jacques Sanou
PAHO/WHO Washington	Maria del Pilar Santizo	Olga Carolina Bascones Rolando Chacon Rosa Samame
UNDP/UNFPA/UNOPS	Dimitri Samaras	Benito Asuncion Kelvin Brown Vivien-Joy Ponniah Ruth Sison Tita Tionson
UNESCO	Bruno de Padirac	Janet Boulmer Jan Hladik
UPU	Jelto Stant	Andrée de Marcellis Olivier Wilhem
UNRWA/ASA	Diab El-Tabari	
UNRWA/ISA	Charles Kapes	Melissa Parke Fredrik Schultz
WHO/AFRO (Brazzaville)	Paul Matsiona	
WHO/EMRO (Cairo)	Mona Abbassy	Omneya El-Metwalli
WHO/EURO (Copenhagen)	Jill Farrington (5-7.2.04) Rainer Verhoeven (31.1-4.2.04)	Jenny Birkjaer Madsen David Rivett Simone Tetz (31.1-1.2.04)
WHO/HQ (Geneva)	Edmond Mobio	Moussa Condé Jacques Deville Maria Dweggah Alison Katz Isabelle Nuttall
WHO/WPRO (Manila)	Gauden Galea	Elisa Roxas



WMO	Margaret Anderson	Nouhou Tata Diallo Laurence Guy Jackie Hillman Patricia McKay Luckson Ngwira Andrés Orias-Bleichner Christine Qarbal Béatrice Tirelli-Diagne Didier Van de Vyvere
WTO/OMT	Patrice Tedjini	

<b>ASSOCIATIONS WITH CONSULTATIVE STATUS</b>
--

ADB Abdijan	Michel N’Kodia	
ADB Manila	Ma. Virginita A. Capulong	
EMBL	Frieda Glöckner	Tom Cord
FAFICS	Jean-Jacques Chevron	Jean Hanus Peter Lillie
FFOA Rome	Margaret Eldon (also Head of FAO/WFP-UGSS delegation)	
ILO Former Officials Section	Mario Tavelli	Alexandre Djokitch Guy Favre Jean-François Santarelli
UNWG Geneva	Nathalie Tschyrkow	Beatriz Campeas Marie-Thérèse Hunkeler Brigitte Kuhlmann

<b>FEDERATIONS WITH OBSERVER STATUS</b>
---

FASAPNUP Peru	Amalia Oroza de Cuba
FUNSA Burundi	Louis Nduwimana
FUNSA Cameroon	Charles Kameni
FUNSA Islamabad	Basharat Ahmad
FUNSA Romania	Cristina Balan
FUNSA Lebanon	Diab El Tabari

<b>GUEST SPEAKERS</b>
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Member of the Geneva  
Parliament, President of the  
Association of Women  
Parliamentarians and  
General Secretary of Équité

Salika Wenger

ICSC

Mohsen Bel Hadj Amor  
Kingston Rhodes

PSI

Robert Barron  
Wendy Caird  
Alan Leather

Schwab, Flaherty & Assoc.

Edward P. Flaherty  
Sarah Hunt

WMO, Secretary-General

Michel Jarraud

<b>INVITED GUESTS</b>
-----------------------

CICR

Michèle Kuhn

UNRWA ASU (West Bank)

May Kaileh  
Jamal Nammoura

AMFIE

Dimitri Argyropoulos  
Janine Rivells

UNHCR Geneva

Peggy Brown  
Jo Hegenauer

<b>EXECUTIVE COMMITTEE</b>
----------------------------

President

Richard Kerby

General Secretary

Maria Dweggah

Members

Omneya El-Metwalli (WHO/EMRO Cairo)  
Edward S. Seidler (FAO/WFP-FSA)

<b>FICSA SECRETARIAT / FICSA LIAISON OFFICE AND LOCAL ASSISTANCE</b>
--

Liaison/research Officer, New York	Anne Marie Pinou
Information Office, Geneva	Leslie Ewart
Administrative Assistant, Geneva	Amanda Gatti
Secretary, Geneva	Marie-Paule Masson
Clerk, Geneva	Christelle Maurel
Accountant, Geneva	Brian Turner
Secretaries:	
ITU Staff Union	Chantal Ciclet
WMO Staff Association	Nathalie Schwarzbauer
ICV (interpreters)	Gwen Dellar Caroline Vallvé-Cheng
Rapporteur	Peter Lillie

**Annex 16****LIST OF DOCUMENTS AND CONFERENCE ROOM PAPERS****DOCUMENTS**

FICSA/C/57/	Title
1 1/Add.1/Rev.1	Provisional agenda of the 57 <sup>th</sup> FICSA Council Pre-Council meetings
2	Nomination form and terms of reference for the FICSA Executive Committee
3	Report of the FICSA Executive Committee
4	Report of the Working Group on the functioning of FICSA – Proposals for a new executive committee structure
5	The Coordinating Committee for International Staff Unions and Associations of the United Nations System (CCISUA)
(E/F) 6	FICSA Statutes, Rules of Procedure and Financial Rules
(E/F) 7	Demande des mesures d'indulgence sur les cotisations de l'Association du personnel de l'OMS/AFRO – Request for leniency regarding the contributions of the WHO/AFRO Staff Association
8	Public Services International (PSI) membership

FICSA/C/57/CRP.	Title
1	Developments at CERN in 2003
2	Functioning of FICSA – Regulatory texts implications
3	Functioning of FICSA
4	PSI workshop on social dialogue
5	Functioning of FICSA – Proposal for a new Executive Committee Structure
6	Amendments to the Statutes of the Federation
7	Resolution
8	Report of the joint meeting of the Standing Committees on Professional Salaries and Allowances, Human Resources Management and General Service Questions.

**INFORMATION DOCUMENTS**

FICSA/C/57/INFO.	Title
1	Hotel reservations
2	General Preparation Document
3	Candidates for election to the Executive Committee

FICSA/C/57/INFO/CRP.	Title
1	Schedule of meetings for the 57 <sup>th</sup> FICSA Council
2	Provisional list of participants
3	List of documents and conference room papers for the 57 <sup>th</sup> FICSA Council

**AD HOC COMMITTEE ON ADMINISTRATIVE AND BUDGETARY QUESTIONS**

FICSA/C/57/A&B	Title
1	FICSA audited accounts

2	Budget performance report for the year 2003
3	Reports on the status of the termination indemnity fund and legal defence fund
4	Draft budget for 2004
5	Statement of contributions of member associations/unions, associate members, consultative and observer bodies based on information received up to 31 December 2003
6	Proposed scale of contributions for 2004

FICSA/C/57/A&B/CRP.	Title
1	Provisional agenda
2	UNESCO Staff Union (STU) contribution to the FICSA budget

### STANDING COMMITTEE ON CONDITIONS OF SERVICE IN THE FIELD

FICSA/C/57/FIELD	Title
(Cross ref. 57/HRM/1)	1
	2
	3
	4
	5
	6

FICSA/C/57/FIELD/CRP.	Title
	1
	2

### STANDING COMMITTEE ON GENERAL SERVICE QUESTIONS

FICSA/C/57/GSQ/	Title
	1

FICSA/C/57/GSQ/CRP.	Title
	1

### STANDING COMMITTEE ON HUMAN RESOURCES MANAGEMENT

FICSA/C/57/HRM	Title
(Cross ref. 57/FIELD/1)	1
	2
	3
	4
	5

	6	Review of the pay and benefits system
	7	JIU reports on post structure and related appointments, delegation of authority, accountability and oversight and performance management
	8	UN system policies against harassment
	9	Modernizing and simplifying common system allowances and benefits
(Cross ref. 57/PSA/6)	10	Task force on the pilot study on broadbanding/performance pay

FICSA/C/57/HRM/CRP.	Title
1	Provisional agenda
2	UN extends family entitlements across legally recognized marriages, partnerships

### STANDING COMMITTEE ON LEGAL QUESTIONS

FICSA/C/57/LEGAL/	Title
1	Report of the Standing Committee on Legal Questions
2 and Corr.1	Facilities for staff associations and unions
3	ICSC legal opinion on pilot studies

FICSA/C/57/LEGAL/CRP.	Title
1	Provisional agenda
2	Mediation
3	Statement to the Standing Committee on Legal Questions

### STANDING COMMITTEE ON PROFESSIONAL SALARIES AND ALLOWANCES

FICSA/C/57/PSA/	Title
1	Fourth FICSA training workshop on post adjustment and place-to-place survey methodology
2	Comments on the proposed agenda for the twenty-seventh session of the Advisory Committee on Post Adjustment Questions (ACPAQ)
3	Update on the system-wide appeal against General Assembly Resolution 57/285
4	The Noblemaire principle
5	<i>The UN: An Uncompetitive Employer</i> – Twelve years later
(Cross ref. 57/HRM/10)	6 Task force on the pilot study on broadbanding/performance pay

FICSA/C/57/PSA/CRP.	Title
1	Provisional agenda

### STANDING COMMITTEE ON SOCIAL SECURITY/ OCCUPATIONAL HEALTH AND SAFETY

FICSA/C/57/SOCSEC	Title
1	Report of the Standing Committee on Social Security/Occupational Health and Safety
2	HIV/AIDS in the UN workplace
3	Letter addressed to FICSA regarding the use of socially and environmentally responsible guidelines to direct investments by the United Nations Joint Staff Pension Fund (UNJSPF)
4	Summary of conclusions of the 186 <sup>th</sup> session of the UN Joint Staff Pension Board's (UNJSPB) Standing Committee

FICSA/C/57/SOCSEC/CRP.	Title
1	Provisional agenda
2 and Rev.1	Entitlements to survivor's benefits to former UN spouses
3	Measures to protect GS and NPO pension benefits (Santiago, Chile)