



**FICSA Council**  
**68<sup>th</sup> Session**  
**Food and Agriculture Organization**  
**Rome, 2 to 6 February 2015**

**REPORT OF THE 68<sup>TH</sup> SESSION OF THE FICSA COUNCIL**



FEDERATION OF INTERNATIONAL CIVIL SERVANTS' ASSOCIATIONS

FEDERATION DES ASSOCIATIONS DE FONCTIONNAIRES INTERNATIONAUX

Geneva, 2 March 2015

## CONTENTS

|  |             | Page |
|--|-------------|------|
| Contents   |             | i    |
| Annexes  |             | ii   |
|  | <b>Para</b> |      |
| 1. Opening of the session  | 1-48        | 1    |
| 2. Credentials   | 49          | 8    |
| 3. Election of the Chair, Vice-Chairs and Rapporteur   | 50-52       | 8    |
| 4. Adoption of the agenda  | 53          | 9    |
| 5. Organization of the Council's work  | 54-55       | 9    |
| 6. Constitutional matters  | 56-71       | 9    |
| 7. Questions relating to membership status in FICSA (changes in membership)  | 72-74       | 12   |
| 8. Report of the Executive Committee for 2014-2015   | 75-87       | 13   |
| 9. FICSA/CCISUA cooperation  | 88-98       | 14   |
| 10. Election of the Executive Committee and Regional Representatives for 2015-2016 (February 2015 to January 2016) | 99-102      | 15   |
| 11. Approval of the session report   | 103-104     | 17   |
| (a) Legal Questions  | 105-108     | 17   |
| (b) Human Resources Management   | 109-111     | 18   |
| (c) Social Security/Occupational Health and Safety   | 112-115     | 19   |
| (d) Conditions of Service in the Field   | 116-117     | 22   |
| (e) General Service Questions  | 118-122     | 23   |
| (f) Professional Salaries and Allowances   | 123-125     | 24   |
| (g) Staff/Management Relations   | 126-131     | 26   |
| 12. Strategic development  | 132-135     | 27   |
| 13. Administrative and Budgetary Questions   |             | 28   |
| (a) Report of the Ad hoc Committee   | 136-144     | 28   |
| (b) Draft programme and budget for 2015-2016   | 145-147     | 30   |
| (c) Scale of contributions for 2015  | 148         | 30   |
| 14. Election of Standing Committee officers for 2015-2016 (February 2015-January 2016)                             | 149-150     | 30   |
| 15. Date and place of the next Council session   | 151-153     | 33   |
| 16. Other business   | 154-159     | 33   |
| 17. Closing of the session   | 160-169     | 34   |

## ANNEXES

| <b>Annex</b>  | <b>Page</b> |
|---|-------------|
| 1. Agenda for the 68th FICSA Council  | 36          |
| 2. Resolutions  | 37          |
| 3. FICSA/CCISUA Cooperation Agreement   | 39          |
| 4. Report of the Standing Committee on Legal Questions                                | 40          |
| 5. Report of the Standing Committee on Human Resources Management                     | 48          |
| 6. Report of the Standing Committee on Social Security/Occupational Health and Safety | 55          |
| 7. Report of the Standing Committee on Conditions of Service in the Field             | 64          |
| 8. Report of the Standing Committee on General Service Questions                      | 71          |
| 9. Report of the Standing Committee on Professional Salaries and Allowances           | 86          |
| 10. Report of the Standing Committee on Staff/Management Relations                    | 106         |
| 11. Report of the Working Group on Strategic Development                              | 112         |
| 12. Report of the Ad hoc Committee on Administrative and Budgetary Questions          | 118         |
| 13. Budget for the year 2015  | 126         |
| 14. FICSA programme and budget for 2015–2016  | 127         |
| 15. Scale of contributions for 2015   | 128         |
| 16. Distribution of staff for the purpose of the 2015 contributions                   | 129         |
| 17. Calculation of the contributions for 2015   | 130         |
| 18. Farewell speech by the outgoing FICSA Treasurer                                   | 131         |
| 19. List of participants  | 132         |
| 20. List of documents and conference room papers                                      | 139         |

# **Report of the 68<sup>th</sup> session of the FICSA Council**

**Food and Agriculture Organization  
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## **Opening of the session (Agenda item 1)**

1. Mr. Diab El-Tabari, President of the Federation of International Civil Servants' Associations (FICSA), opened the 68<sup>th</sup> session of the Federation's Council. He thanked FAO/WFP-UGSS most sincerely for its kind invitation and agreement to host the Council. He expressed his thanks to all those FAO staff members who had contributed to the preparations for and the organization of the current session. He paid tribute to the professionalism and efficiency of the FICSA secretariat in coordinating all the logistical arrangements. He acknowledged the patience and professionalism of the interpreters who would be accompanying the Council in all its plenary sessions, and their contribution to the success of the Council. He also expressed his thanks to the Director General and the Administration of FAO, as well as to the conference staff and others behind the scenes.

2. In conclusion and with a sense of pain of sadness, the President asked the participants to stand and observe a minute's silence in honour of those staff members who had passed away or lost their lives in the service of the United Nations over the past year. He expressed his sincere condolences to their families.

3. In welcoming the participants, Ms. Susan Murray, General Secretary of FAO/WFP-UGSS, thanked all those who had laid the foundations for the current session, in particular the contribution by Ms. Sarah Castree, FAO Staff Relations Officer. The Federation was meeting at a time when the United Nations as a whole was facing major challenges that bore major implications for staff; the repercussions were palpable. She was confident that the Federation would draw on its wealth of competence and skills, seizing the occasion to work closely together and devise effective global strategies to combat the problems its members faced. The Federation would emerge with increased strength and sense of unity. She looked forward to a productive session and wished everybody a pleasant stay in Rome, hoping that participants would have an opportunity to enjoy the manifold historical and cultural aspects that the city had to offer.

4. Mr. El-Tabari introduced Mr. Denis Aitken, Assistant Director-General a.i, Corporate Services Department, who was accompanied by Ms. Monika Altmaier, Director, Office of Human Resources.

5. Speaking on behalf of Mr. José Graziano da Silva, Director General of FAO, Mr. Aitken, bade the participants welcome to FAO in the year that marked the organization's seventieth anniversary. He was delighted to welcome back old colleagues and greet new faces from the many staff associations and unions that FICSA represented.

6. Dialogue and effective communication between management and staff representative bodies was embodied in all the organization's texts. That communication contributed much added value; it was needed all the more in times of change when new initiatives were being introduced.

7. A decade had passed since the FICSA Council had last met in Rome. Over that period much progress had been achieved in terms of the organization's work in support of Member States. While conceding that opinions within the room might differ, he was of the view that the conditions of service for staff had held up well in the light of the global economic circumstances prevailing since 2008.

8. In substantive terms, all agencies, funds and programmes had helped many countries to deliver results on the Millennium Development Goals. The fight against hunger was of critical importance and an increasing number of countries were achieving their targets on that particular front. He also paid tribute to the work of many other agencies on setting global standards and building consensus.

9. Over the past two biennia, FAO had revitalised its efforts in many crucially important areas. As a former WHO staff member, he was particularly pleased by the fact that the two organizations, FAO and WHO, had organized the Second International Conference on Nutrition and so accorded the topic a prominent place on the global agenda.

10. Within FAO, the emphasis had been on reducing administrative costs and streamlining administrative human resources processes in the interests of systemic efficiency and improved capacity. The aim was to ensure that FAO offices throughout the world enjoyed access to the same tools that were available at headquarters, thus giving outposted staff the same opportunity to work well and effectively.

11. One important change had occurred in terms of the recruitment process for international staff. The previous centralised committee was in the process of being replaced by departmental and regional selection/interview panels, in which both human resources managers and elected staff representatives played a role. Transition to the new process was proving difficult, but Mr. Aitken was of the opinion that it would ensure greater transparency and consistency while significantly reducing recruitment time. Once again, he conceded that staff bodies might well see things in a slightly different light. Management assessment centres had been introduced to evaluate systematically potential FAO representatives, thus ensuring a consistently high calibre of candidates for positions of critical importance to the future work of FAO throughout the world.

12. FAO had also launched a new staff mobility programme for international staff. The lessons of the first year had provided some valuable lessons and revisions were being introduced. In his assessment of past activities, Mr. Aitkin spoke of the pride that FAO took in its new child-care centre; it was being used to the full.

13. Looking to the future, he pointed to the autumn session of the United Nations General Assembly that would be considering the adoption of the new Sustainable Development Goals (SDGs). The General Assembly would also be taking decisions on the review of the compensation package for internationally recruited staff in the Professional and higher categories. He assumed that FICSA would be 'strongly present' at those discussions.

14. To his mind, the two issues were closely linked. Fresh thinking was called in respect of the compensation of both international and local staff so that the organization could maintain the support and confidence of Member States as it entered the next phase of delivering on the SDGs. To that end, the compensation package had to fit.

15. He could not disguise the fact that the organization and Member States were concerned about the containment of staff costs given the current demands on the organization. It was essential that the complexity of the system be simplified. Conditions of service, however, extended far beyond compensation. He commended FICSA on its work related to the safety and security of staff. The global situation was such that numerous colleagues were at risk; management and staff alike were united in their attempts to reduce those risks.

16. Mr. Aitkin recalled the times when FICSA was the sole staff representative body. He acknowledged the Federation's endeavours to work with others to present a united position. That was not always an easy task. However, as the deliberations in the High Level Committee on Management (HLCM) had shown, when the staff federations worked together, their impact was palpable. Having worked so long in specialized agencies, he saw FICSA as *primus inter pares*.

17. In concluding, Mr. Aitkin thanked the FAO staff bodies, FAO/WFP-UGSS and AP-in-FAO, for the due diligence and care they showed to staff members and speaking up on their behalf over the years. He commended them on the hard work they had invested in organizing the current session and paid tribute to the efforts of Ms. Castree. He wished the session well in its work and a successful Council.

18. Mr. El-Tabari, President of FICSA, thanked Mr. Aitkin for his kind words and accompanied him out of the room.

19. On returning to the dais, the President spoke of the challenges facing Council. It would be taking important decisions on countless issues, as well as electing new members to the Executive Committee. Council would also be providing policy advice to the Executive Committee on the issues being addressed by the International Civil Service Commission (ICSC), the Human Resources Network and other inter-agency bodies on which FICSA represented the interests of staff. At the current session, every care had been taken to hold no more than two standing committee meetings at any one time. However, given the importance of many issues to be debated, it had proven necessary to schedule a limited number of joint meetings to avoid duplication of discussion on cross-cutting issues.

20. At a later stage, in the course of the Council session, Mr. Kingston Rhodes, Chairman of the ICSC, who was accompanied by colleagues of the ICSC Secretariat: Mr. Yuri Orlov, Chief of the Salaries and Allowances Division, and Ms. Martha Leichner-Boyce, Chief of the Human Resources Division, addressed Council.

21. After being introduced by the Chair, Mr. Rhodes thanked FICSA for the invitation. He recalled joining the Federation for the celebration of its sixtieth anniversary a few years back. The Commission had reached a similar milestone: forty years of service to the staff and organizations of the common system. Without the valuable contributions of FICSA, the Commission would not have been able to achieve much of what it had accomplished. Both parties had ideas and goals in common as they sought to ensure competitive conditions of service that would permit organizations to attract and develop the workforce they needed to fulfil their mandates. Significant strides had been made towards that goal and the constructive working relationship had always been a key factor. For its part, the Commission had always attached particular importance to the needs and concerns of staff.

22. The review of the compensation package of the Professional staff was currently the Commission's central agenda item. Assisted by its three working groups, the Commission had taken a holistic look at the existing compensation system. Having explored alternative ways and practices of compensating an expatriate workforce, it had found such approaches could not apply to the common system as they would tie the compensation package to either the employees' home countries or the country to which they were assigned. Given the diversity among staff and the wide variation in the nature and location of assignments, the Commission had decided that current globalist approach based on the Noblemaire principle was still best suited to Professional-level staff in an international civil service. In the course of its comprehensive review, the Commission sought to create a compensation system that would be 'fit-for-purpose, streamlined, transparent and cost-effective'. It would promote excellence, recognize performance and be both sustainable and predictable, thus allowing for the employment of the optimal combination of talent, competence and diversity.

23. The Working Group on the remuneration structure had met the previous November. It had taken a closer look at the salary structure, the use of step increments to facilitate the recognition of performance, as well a number of allowances, including the education grant, and location-specific and relocation-related elements of the compensation package. The Working Group's findings would be presented to the ICSC session in March 2015.

24. The ICSC was to consider a revised salary scale that would be more closely aligned with the comparator's pay levels and would no longer distinguish between staff with and without dependents. A spouse allowance would be offered outside the salary scale, while the dependent child and secondary dependant's allowances would be maintained. Mr. Rhodes stressed that pensionable remuneration levels would not be affected. It would also consider proposals relating to assignment and duty station travel as well as hardship allowances. Relocation travel would remain unchanged, although new options were being suggested for relocation shipments and a new settling-in grant. A revised payment matrix was being proposed for hardship-related allowances aimed at streamlining and simplifying the present scheme. The rest and recuperation framework would be maintained. The Commission would also consider a revised education grant scheme that provided, inter alia, for a global sliding scale for the reimbursement of tuition.

25. The Working Group had also considered the issue of linking step increments more closely to staff performance. It had suggested 'biennializing' the periodicity of increments, with the resultant savings being channelled to performance boni. The Working Group on performance incentives that was to meet the following week in Turin would take up the latter issue.

26. Some of the proposals had met with the support of all participants, whereas other proposals remained open, subject to further discussions in the Commission that would ultimately take the final decision. The Commission was aware of staff concerns. Mr. Rhodes assured Council that its voice would be heard. The Commission would also consider most carefully those concerns and any proposals emanating from staff before finalising its recommendations to the General Assembly.

27. In General Assembly Resolution 68/253, the Commission had been requested to put forward recommendations on a range of actions and time schedules that would bring the margin back to its desirable midpoint. The Commission had considered three options: (i) a reduction in net remuneration; (ii) a freeze on net remuneration; and (iii) an increase in net

remuneration at a rate slower than that of the comparator civil service. After extensive deliberations, the Commission had decided to report to the General Assembly that: (i) the normal procedure for the management of the margin would be suspended until further notice; and (ii) the freeze on net remuneration in New York would be continued until the margin had been brought back to its desirable midpoint. The Commission had since been tasked with further examining the issues related to margin management in the context of the ongoing comprehensive review.

28. The mandatory age of separation had been extensively discussed of late. It was recalled that in its 2013 annual report, the Commission had recommended raising the mandatory age of separation to 65 for all staff with effect from 2016. After the General Assembly had decided to defer its decision (cf. Resolution 68/253) and requested the Commission to undertake further analysis, the ICSC submitted its findings, as a result of which the General Assembly decided to raise the mandatory age of separation to 65 for staff recruited before 1 January 2014, taking into account the acquired rights of staff. In conjunction with that decision, the ICSC was asked to revert to the General Assembly with an implementation date at the earliest opportunity, but no later than its seventy-first session, which would be held in the autumn of 2016.

29. Although the focus was on the compensation package review, ICSC would be considering a number of other items, such as the report of the Working Group on the ICSC framework for human resources management, reports on gender balance and diversity in the common system and the outcome of the General Service salary surveys. Mr. Rhodes looked forward to the customary constructive discussions with the Federation on all those issues.

30. In the near future the ICSC would be considering the reports of the Working Group on the review of the comprehensive package, the ACABQ report on streamlining the post adjustment system, surveys of the best prevailing conditions of employment in New York and Kingston, Jamaica, as well as the common classification of occupational groups. He looked forward to working with staff on all those and other issues in a spirit of constructive engagement and open communication.

31. The ICSC understood staff concerns over the comprehensive review particularly since the full impact of the changes being proposed was not fully known at present. The Commission would review the matter with the utmost care when considering the overall package and the transitional arrangements for serving staff. He assured Council that in reaching its conclusions and making decisions, the Commission endeavoured to respond to the concerns of Member States, while heeding the needs of the organizations and the concerns of staff. It would continue that practice. He urged staff to remain fully engaged in the review process as that would serve staff interests best.

32. He wished Council a successful outcome to its 68<sup>th</sup> session and looked forward to a continued meaningful and productive relationship.

33. In the ensuing question-and-answer session, FAO/WFP-UGSS expressed deep concern over the freeze on GS dependency allowances and the interpretation that the ICSC had used to justify that freeze. It was questioned whether in fact the Commission was contravening its own methodology. In his reply, the ICSC Chairman pointed out that the Commission was subsidiary to the General Assembly, which had imposed a freeze on **all** allowances under its purview. The paragraph in the General Assembly resolution applied to both categories of staff. The ICSC was



unequivocal in its interpretation that it indeed applied to both categories, including staff in the field.

34. WHO/SEARO New Delhi spoke of the ICSC having drafted voluminous guidelines and material for salary survey methodologies. Despite those guidelines, the methodology had been violated many a time in the course of a salary survey. Were the ICSC to have an oversight function, the appeals that were lodged in the wake of a survey could be reduced or even eliminated. In the reply, it was pointed out that reviews of methodologies were always conducted on a tripartite basis. The Commission secretariat was responsible for Methodology 1 and the United Nations for all operational aspects. The Commission was not privy to all details of the surveys conducted at duty stations; however, the concerns of the local salary survey committees were heeded and an appeals procedure could be used.

35. The IAEA had been given to understand that the current round of General Service salary surveys (Methodology 1) would finish in 2019, while the following round would begin in 2020. That gave rise to the question whether the ICSC would have the time to review the methodology between the two rounds. The ICSC Chairman said it was the first time he had heard of 2020. He stressed that no amendments were made in the middle of a review sequence. Things could thus be delayed somewhat. He also spoke of not everything being sealed and delivered in respect of Professional salaries by the end of 2015 and he did not anticipate an immediate switch to GS salaries.

36. AP-in-FAO asked about the direction in which the ICSC was moving with regard to the salary scale and steps and the main elements that were being mooted for the new unified salary scale and the spouse allowance. The ICSC Chairman explained that over time the UN salary structure had passed through three stages: from single scale plus allowance through single and dependency rates to single scale plus spouse allowance. The comparator civil service and other civil services had single rates plus spouse allowances. After taking into account the salary structure in the comparator civil service, the adoption of the salary plus spouse allowance would not entail a loss in take-home pay. A single parent with a dependent child might get less and that loss should be carefully reviewed. Single staff members might get a slight increase. He also pointed out that incremental steps up to a certain grade would be annual and biennial thereafter. Ultimately, the whole exercise should be cost-neutral. He was of the opinion that shifting to the single scale would not affect competitiveness. In that regard the Working Group on competitiveness was to review the situation after the March session to 'balance things'. The governing factor would be 'the job being done' rather than the life style that the staff member chose.

37. FAFICS asked about the manner in which the Commission would deal with the issue of acquired rights in the current compensation review exercise. PAHO/WHO Washington asked about the timing of the compensation review exercise. In his reply, the ICSC Chairman said the UN New York Legal Counsel had been consulted, but no specific advice had been forthcoming to date. That notwithstanding, at some stage the issue of the new salary scale and the choices relating to the mandatory age of separation would have to be addressed. At the present juncture, it was difficult to indicate the time frame for compensation review exercise.

38. ITU asked about the steps that would be taken to redress the situation that had occurred at the most recent Working Group meeting. The ICSC Chairman was hopeful that all parties would remain engaged and maintain a culture of dialogue. He hoped that staff would tell the

Commission what their thinking was on key issues and that those thoughts be reflected in the reports of the Working Group. In response from a question from WMO, he added that the Commission had dispensed with closed sessions. In reply to AP-in-FAO, he shared the concern over the delay in the issuance of papers, thus restricting time for proper reflection. The Commission made every effort to issue the documents on time; however, lack of resources delayed the collection of material. He recalled that in his statement, he had spoken of the Commission taking staff concerns into account. The Commission, however, needed to hear proposals from staff and he implored staff and the organizations to submit any ideas that they might have.

39. In answer to a question about staff concern over introducing a bonus system in organizations that did not have proper performance evaluations, it was explained that various organizations were applying performance boni (cash and non-cash), but an understanding had to be reached at the highest level that the system was fair and equitable. The ICSC provided the tools, space and framework for a performance, culture, performance management and performance award systems that varied extensively across the common system. It was stressed that the ICSC was not prescriptive. People sought recognition and small steps were being taken in that direction.

40. FUNSA Ghana asked about danger pay being linked to a percentage of the salary for international staff, yet being applied differently to local staff. It was explained that whereas Professional salaries were the same across the globe, GS salaries varied from country to country and the payment of danger pay was linked to the GS salary scale in the respective country. It was also stressed that danger pay applied solely to the staff member, not to members of his family.

41. WHO/AFRO Brazzaville spoke of their salary survey having yielded no pay rise for local staff; that outcome gave rise to the question whether it was conceivable that nothing had changed in the six years that had elapsed since the previous survey. A similar situation was reported by FUNSA Ghana. The ICSC Chairman suggested that both cases be discussed outside the room on a one-to-one basis.

42. UNAIDS raised the issue of gender equality that was seen as a programmatic and operational imperative in the United Nations. Member States had also expressed concern over the conditions of work not being conducive to general equality. The ICSC was seen to have placed diversity on its work programme for periodic review. It was asked whether the ICSC could consider modifying the definition and scope of diversity to include disability and sexual orientation in the compendium of good practices concerning inclusiveness and diversity. In the reply, it was pointed out that the Commission could go no further than making recommendations. The next review would take place in four years. The Commission would welcome submissions from the staff federations and organizations on the issue.

43. The General Secretary raised a question relating to the date of implementation of the mandatory age of separation and whether the Commission would stand by its recommendation that it be implemented 1 January 2016. The ICSC Chairman said that the subject would be taken up at the spring session of the current year. He recalled that the decision had been a compromise. Moreover 2015 was a budget year; it made things difficult in terms of pushing things through.

44. The General Secretary also expressed the Federation's deep concern over political influence in the work of the ICSC. The ICSC Chairman replied that the Commission could not shield itself from political interference. He assured the Federation that the Commission strove to do its best. It had to be appreciated that Member States made representations to the Commission which they had to heed, while remaining a strictly technical body with solidly based recommendations. It had to protect its authority, the margin being a case in point.

45. In response to a third question on the net salary and dependency rates, it was stated that comparison of the comparator rate was difficult.

46. In answer to a question on the degree to which ACPAQ would be able to change the operational rules for post adjustment so as to comply with the objectives of predictability and sustainability without penalising staff, and in response to a request for information on the evaluation of the salary survey specialists or the occasional deviation from the methodology and the degree to which the comments of the local salary survey committees were taken into account, the ICSC Chairman pointed out that the Local Salary Survey Committees were invited to participate in the evaluation process. The Methodology II Steering Committee also played an important role in that respect.

47. Furthermore, the reviews of all Grade 1 duty stations were being harmonised, while issues related to the frequency of post adjustments were within the purview of ACPAQ.

48. At the end of the session, the Chair expressed his sincere thanks to the ICSC Chairman and his colleagues for their readiness to field questions from the floor. He also thanked them for making available to the Federation the software that the ICSC used to classify jobs in the General Service category.

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

49. The General Secretary of FICSA read out a list of those delegations, whose credentials had been received. 24 full members were present, together with one member with special status and two associate members.

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

50. Mr. Dave Nolan (IFAD) was elected Chair of the Council. Ms. Miriam M. Saif (AP-in-FAO) and Mr. David Barrett (WHO/EURO Copenhagen) were elected First and Second Vice-Chair, respectively. Council approved the appointment of Mr. Peter Lillie (FAFICS) as Rapporteur.

51. Council also elected two polling officers, whose duty it was to organize the elections scheduled for the current session in keeping with the Statutes and Rules of the Federation. The polling officers so elected were: Fabio Lotti and Carlo Vellucci (FAO/WFP-UGSS).

52. Mr. Vincenzo De Leo (UNGSC) was elected Chair of the Ad hoc Committee on Administrative and Budgetary Questions.

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

53. The provisional agenda as contained in document FICSA/C/68/1/Rev.1 was adopted without change.

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

54. After a briefing on various logistical details encompassing social events, IT security, and cafeteria facilities, Council agreed, with one minor adjustment, to the schedule of work as contained in document FICSA/C/68/INFO/CRP.1. Delegates were reminded of the deadline for the submission of Standing Committee reports and the nominations for vacant positions.

55. Delegates' attention was also drawn to the course on Professional salaries, the Noblemaire principle and the margin that the ICSC was to hold on the morning of the fourth day of the Council session. AMFIE and UNFCU would also be giving presentations in the course of the week. AMFIE was thanked for generously financing the morning coffee breaks throughout the session. The Executive Committee of the IFAD Staff Association, AP-in-FAO and FAO/WFP-UGSS also kindly contributed by funding the remaining coffee breaks.

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

56. It was announced that a presentation on the proposed amendments to the statutes would follow at a slightly later juncture under the agenda item. The Federation's legal advisor as well as the Chair and Vice-Chairs of the Standing Committee on Legal Questions would be present to respond to points raised in the course of the debate. It was hoped that a protracted debate could be avoided and that consensus could be reached on the major issues. The aim was to achieve closure or at least guidance on the matter.

57. The General Secretary announced that nominations had been received for all positions on the Executive Committee; however, of the four seats for regional representatives one vacancy for the African region remained open. Although no nominations had been received for that position within the prescribed deadline, one nomination had been received immediately thereafter and others could still be submitted. Council agreed to apply Rule 38 of the Rules of Procedure so as to accommodate the late submission (for technical reasons) of nominations for election to various offices and, while maintaining a 48-hour deadline for nominations, pave the way for elections on the penultimate day of the Council. In a special hearing on the day before the elections, all candidates would present their programmes and field questions.

58. It was with regret that the General Secretary had to announce that despite all nominations for positions on the Executive Committee having been received in time, the Director General of WIPO had not agreed to release the General Secretary for a further two years. The Director General had argued that with WIPO having released the General Secretary for one year, it had met its share of the cost-sharing formula with regard to FICSA. He would thus not be releasing the General Secretary for a two-year term. The General Secretary suggested that the withdrawal of release on the part of the Director General was in retaliation for the Federation's interventions on behalf of the President of the WIPO Staff Association who had been summarily dismissed. Mr. Brett Fitzgerald spoke of returning to WIPO with a sense of foreboding.

59. Given the above circumstances, nominations for the position of General Secretary were permissible. Nominations should be submitted within the 48-hour deadline and be accompanied by the written consent of the releasing organization.

60. At a later stage in the Council's proceedings, the General Secretary introduced the revisions to the FICSA Statutes, Rules of Procedure of the Council and Financial Rules as contained in document FICSA/C/68/9. To assist in the conduct of the debate, the Chair and Vice-Chair of the Standing Committee on Legal Questions were on the rostrum, as was the FICSA Legal Advisor, Me Lawrence Fauth.

61. In his introductory remarks, Mr. Fitzgerald identified the major issues: categories of membership; a FICSA office in New York; voting rights, including postal votes; and procedures to be followed in the event of a post becoming vacant, as well as the definition of such terms as sound financing. The procedure governing the transfer of funds between chapters was in need of clarification.

62. In the first round of discussions, comments centred on the following articles in the statutes.

*Articles 6 and 9*

63. It was suggested that a footnote be added referring to the ICSC that clearly defined what was meant by the common system and who was party to or applied the ICSC terms and conditions of service. It was also felt that receipt of adequate funding from membership dues and the maintenance of a sound financial condition might prove difficult for smaller associations. If that criterion was not met, it was opening a door to other problems. That being said, it was pointed out that special status was precisely designed to allow smaller organizations time in which to regularize their dues collection mechanisms. Furthermore, the Legal Advisor spoke of it being better to have as much financial information as possible. He reminded Council that the Federation needed strong full members and drew a comparison with the need for sound funding when applying for a mortgage.

*Articles 7 and 10*

64. It was pointed out that however essential it might be, the provision of audited statements might prove too costly for smaller associations.

*Article 8*

65. It was suggested that a different term be used instead of e-mail, possibly 'electronic means'.

*Article 29*

66. It was felt that allowing two members from the same association/union to serve on the Executive Committee was not desirable, the provisions suggested in the article notwithstanding.

*Article 30*

67. The proposals relating to the election procedure in the event of the post of either the President or General Secretary falling vacant were discussed at length, but no counterproposals were brought forward.

## Article 36

68. The proposal relating to regional representatives and the provision whereby in the event of no nomination having been received, candidates from a different region may be nominated gave rise to an extensive discussion. It hinged very much on the candidates' length of previous service in the region, their competence and knowledge of the region in which there was an empty seat.

69. At a later session, it was decided to go through the proposed revised text article by article. In the course of that exercise, clarification was sought regarding Articles 2, 6, 8, 9, 10, 12, 13, 14, 14bis, 16, 17, 20, 29 and 31 of the Statutes as well as Article 7 of the Financial Rules.

70. The following changes were approved:

Article 1: No change.

Article 2: No change.

Article 3: No change.

Article 4: Adopted as per the proposed change.

Article 5: No change.

Chapter III: Change from 'MEMBERSHIP' to "MEMBERSHIP AND OTHER STATUS"  
To read "Membership and other status".

Subheading: Adopted with the deletion of the word 'other'.

Article 6: First paragraph adopted as per the proposed change.

Sub (a) Adopted as proposed.

Sub (b) Adopted the newly revised text which now reads 'Receive adequate funding from sources other than the Administration and are in sound financial condition'.

Sub (c) Adopted as proposed.

Article 7: Adopted with the following amendments: 'A properly substantiated application for Full Membership shall be addressed to the Executive Committee. Properly substantiated entails documentation such as the statutes, recognition agreement (if one exists), election of officers, number of members and the latest financial statement. Approval of the application shall require a decision by a two-thirds majority of votes cast by the Council, in the light of a recommendation by the Executive Committee. Such voting can occur during a Council or by postal vote during the period between Councils.

Article 8: Revision of text adopted to read 'including by electronic means' instead of 'including by email'.

Text: Change from ASSOCIATE MEMBERSHIP to ASSOCIATE MEMBER adopted.

Article 9: Adopted as per proposed amendment.

Sub (a): No change.

Sub (b): Adopted the newly revised text which now reads 'Receive adequate funding from sources other than the administration and are in sound financial condition'.

Article 10: Adopted with the following amendments: 'A properly substantiated application for Associate Membership shall be addressed to the Executive Committee. Properly substantiated entails documentation such as the statutes, recognition agreement (if one exists), election of officers, number of members and the latest financial statement. Approval of the application shall require a decision by a two-thirds majority of votes cast by the Council, in the light of a recommendation by the Executive Committee. Such voting can occur during a Council or by postal

- vote during the period between Councils.’ Adopted with the following modification. The words ‘last audited’ were replaced by ‘latest’.
- Article 11: Adopted following the replacements of the words ‘including by email’ by ‘including by electronic means’.
- Article 12: Adopted after the proposed (a) and (b) were deleted.
- Article 12bis: Adopted with the following amendments: Replace ‘cooperation’ by ‘recognition’ and ‘full members’ by ‘Council’.
- Article 13: Revised the words ‘all members of that status’ to read ‘all members with that status.’ Proposed text subsequently approved.
- Article 14: Approved with the following revision. Replaced the word FUNSAs by ‘local inter-organisational federations (FUNSAs)’.
- Article 14bis: Adopted with the following amendments: A properly substantiated application for Observer status shall be addressed to the Executive Committee. Properly substantiated entails documentation such as the statutes, recognition agreement (if one exists), election of officers, number of members and the latest financial statement. Approval of the application shall require a decision by a two-thirds majority of votes cast by the Council, in the light of a recommendation by the Executive Committee. Such voting can occur during a Council or by postal vote during the period between Councils.
- Article 15: Adopted with the following change: ‘of’ is replaced by ‘with’.
- Article 16: Adopted with the following change: Finish the last sentence after the words “... for an additional year.”
- Article 17: Adopted with the following change: Replaced the word ‘of’ by ‘with’.
- Chapter VIII Becomes Chapter IV.
- Article 18: Adopted as proposed.
- Article 19: All of 19 adopted as proposed.
- Article 20: Adopted with the addition of the word ‘Full’ immediately before Member in (c) (1), (2) and (3).

71. It was decided that the remaining amendments proposed for both the Statutes and the Financial Rules would be circulated to the membership for comment and a postal vote.

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

72. The General Secretary, Mr. Fitzgerald, informed Council of developments relating to the status of membership. He was pleased to welcome to the fold: the United Nations Framework Convention on Climate Change (UNFCCC) as a full member; the International Parliamentary Union (IPU) as a member with special status pending its full status; the United Nations Staff Associations and Syndicate Group (UNSSAG) in Cameroon and FUNSA Ethiopia as members with observer status; and the United Nations Women’s Guild (UNWG) in Rome as a member with consultative status.

73. Council welcomed the new members with a round of applause.

74. The financial plan submitted by the UNESCO Staff Union (STU) (document FICSA/C/68/6), in which the union requested a reduction in membership dues was taken up in the Ad hoc Committee on Administrative and Budgetary Questions.

### **Report of the Executive Committee for 2014-2015 (Agenda item 8)**

75. The General Secretary introduced the Report of the Executive Committee for 2014-2015 (document FICSA/C/68/8) and drew attention to the summary. The report proper focused on the Federation's participation in the various inter-agency bodies, with particular emphasis on the discussions surrounding the comprehensive review, security management and pensions. The main issues were presented in relation to the remits of the standing committees, followed by individual submissions by members of the Executive Committee. A listing of all the FICSA circulars had been included, as had a tabular compilation of all the actions taken in respect of the decisions adopted at the previous Council session and the work plan for 2014. The final appendices to the report were: (i) the most recent General Assembly resolution on the United Nations common system elaborating on the conditions of service applicable to both categories of staff; and (ii) a memorandum from the Chairman of the ICSC, Mr. Rhodes, that had also been sent to the staff federations drawing attention to the decisions and requests emanating from General Assembly Resolution 69/251.

76. The General Secretary expressed his thanks to everybody who had contributed to the activities of the Federation. It had been a challenging year; an enormous amount of time and effort had been invested in addressing the issues raised in the comprehensive review. Although the review related to Professional and higher categories, it would ultimately cascade down to General Service staff as the ICSC intended to review the comprehensive package for the General Service and National Professional Officer (NPO) categories once the review of the Professional and higher categories had been completed. In concluding his introduction, the General Secretary paid tribute not only to the work of the Executive Committee, but also to the staff of the FICSA secretariat without whom the Federation would not function.

77. In the general discussion of the report following its presentation, delegations commended the Executive Committee on the extensive report and the annexes, although it was not quite clear where the most recent revisions [which it transpired were minor, except for two substantive changes in paragraphs 73 and 74] had ultimately been made. Questions were raised in respect of a number of issues raised in the report.

78. In response to a question on the current freeze on Professional salaries, it was explained that three alternatives had been explored in the ICSC. No changes until the margin reached the midpoint; the creation of a single salary scale that would be tantamount to a drop in salary; and implementing the freeze at a slower pace. Of the three options, FICSA had supported the more moderate rate.

79. In response to a question on the Madrid salary survey, it was reported that FICSA had been very unhappy about the outcome and the interpretation made by the ICSC. The Federation had made its views known in the ICSC. At the time the issue was discussed, CCISUA had not been in the room.

80. In response to a question on the Working Group that the HLCM had set up to study the issue of current health-care plans, the President reported that the staff federations had not been invited to participate. He had complained to the HLCM that the staff federations had not been included in any of the HLCM working groups.



81. A question was raised about ensuring that of the two Executive Committee members entrusted with compensation issues, one should focus on Professional compensation and the other on those of General Service. The President confirmed that that had always been the intention and would be duly carried out.

82. It was explained that in Rome the interim adjustment of 1.9 per cent had been implemented in November 2011.

83. In response to a question about the legal protection insurance for all staff, it was explained that the Treasurer would give a presentation on that issue to the Standing Committee on Legal Questions.

84. UNAIDS thanked the Federation for the assistance and support it had extended in matters relating to personal status.

85. In response to a query about the mandatory age of separation, it was reported that the General Assembly had decided to raise the mandatory age of separation to 65 for staff recruited before 1 January 2014, taking into account their acquired rights. The date of implementation had not yet been specified and the decision rested with the ICSC.

86. Dismay was expressed at the report's cursory mention of the FICSA/CCISUA Cooperation Agreement, especially in view of the extensive time and resources that had been invested in the preparation of the agreement and the work plan. The President explained that the current President of CCISUA had been reluctant to sign the agreement, initially preferring to have a broader agreement that included UNISERV. A new document, which maintained the spirit of the previous agreement, had been drawn up for signature and would be discussed under Agenda item 9.

87. Council approved the Executive Committee report with due consideration being given to the comments made during the discussion of the same.

#### **FICSA/CCISUA cooperation (Agenda item 9)**

88. Mr. El-Tabari opened the discussion by introducing the President of CCISUA, Mr. Ian Richards. He invited him to address Council on his perception of the cooperation between the two federations.

89. In his opening remarks, Mr. Richards said that the apparent delay had been due to his wishing to take time to see how things were running. He himself was in favour of including all three staff federations.

90. In looking back to 2014, it could be seen that the measure of cooperation was greater than ever before. The compensation review had drawn both parties closer together. Together they had prepared joint statements and adopted common positions; they had even walked out of meetings together! The mandatory age of separation had been a key area of focus and cooperation. They had held joint meetings with delegates and both federations had addressed the Fifth Committee.

91. The two federations had worked well together; they had defended the same interests and had achieved an efficient division of labour. FICSA led on matters relating to the freeze on benefits; CCISUA on the mandatory age of separation. What they had achieved spoke volumes.

92. The FICSA President had good ties with the Arab region. They had organized joint campaigns, such as the one in protest against the killing of UNRWA staff. Both federations were adamant in their insistence that countries be held accountable for killings. The common spirit had come to the fore in the case of the summary dismissal of Mr. Moncef Kateb at WIPO. He was fully in support of a joint letter being written to the Secretary-General on the release of the General Secretary.

93. Collective action was of the essence and he hoped the federations could continue to work together. They could establish joint advocacy groups and communications campaign targeting the compensation review as well as other pressing problems such as security in the field and the increasing use of non-staff.

94. In the subsequent discussion, one delegation spoke of the proposed agreement as a most heartening endeavour. Other delegations focused on the earmarking of funds for the consultants and other service providers mentioned in the draft proposal. They also queried whether CCISUA would have free access to FICSA training courses. Another asked about a timetable being drawn up for the various activities.

95. The FICSA President explained that non-FICSA members attending FICSA training courses would continue to pay fees as they were an essential source of revenue. Any costs accruing under joint activities would be shared on a case-by-case basis. Mr. Richards also confirmed that CCISUA did not seek free access to FICSA training courses and that an ad hoc pragmatic approach to funding joint activities would be adopted.

96. It was noted that the timetable for activities would be determined by the agendas of the various inter-agency bodies. It was essential, however, that days of action should be more issue-specific targeting such issues as security of field staff or reduction of benefits.

97. Implementation of the proposed agreement brooked no further delay.

98. The follow up to the FICSA/CCISUA Cooperation Agreement was subsequently taken in the FICSA Working Group on Strategic Development that submitted a draft to Council. It was adopted together with other recommendations emanating from the Working Group. The revised agreement is contained in Annex 3.

#### **Election of the Executive Committee and Regional Representatives for 2015-2016 (February 2015 to January 2016) (Agenda item 10)**

99. In a special plenary session called prior to the elections in order to hear out the candidates, as contained in documents FICSA/C/68/7 and 7/Add.1, those standing for election outlined what they saw to be the priorities for the coming year.

### Executive Committee

|   |   |
|---|---|
| General Secretary                                       | Vacant  |
| Treasurer   | Caroline Debroye (ITU Geneva)   |
| First and second of two Members for Compensation Issues | Irwan Mohd Razali (WHO/HQ Geneva outpost in Kuala Lumpur)<br>Matthew Montavon (AP-in-FAO) |
| Member for Regional and Field Issues                    | Jason Sigurdson (UNAIDS Geneva)   |
| Member without Portfolio                                | Gaston Jordan (ICAO Montreal)<br>Imed Zabaar (IAEA Vienna)                                |

### Regional positions

|  |   |
|--|---|
| Regional Representative for Africa       | Bernadette Fogue Kongape (WHO/AFRO Brazzaville) |
| Regional Representative for the Americas | Véronique Allain (SCBD Montreal)                |
| Representative for Asia                  | Patanjali Dev Nayar (WHO/SEARO New Delhi)       |
| Regional Representative for Europe       | Lisa Villard (IAEA Vienna)                      |

100. At the session devoted to elections, the Chair listed (in alphabetical order) the nominations for election to the Executive Committee for the period 2015-2016 and the candidates for the regional positions (documents FICSA/C/68/7 and Add.1 refer).

101. After an extensive round of voting for the position of Treasurer, a new candidate, Mr. Gaston Jordan (ICAO), previously candidate for the position of Member without Portfolio, was nominated.

102. The following members were elected:

### Executive Committee

|   |                   |
|---|-------------------|
| General Secretary                             | Vacant            |
| Treasurer                                     | Gaston Jordan     |
| First of two members for Compensation Issues  | Matthew Montavon  |
| Second of two members for Compensation Issues | Irwan Mohd Razali |
| Regional and Field Issues                     | Jason Sigurdson   |
| Without Portfolio                             | Imed Zabaar       |

### Regional Members

|          |   |
|----------|---|
| Africa   | Bernadette Fogue Kongape (WHO/AFRO Brazzaville) |
| Americas | Véronique Allain                                |
| Asia     | Patanjali Dev Nayar                             |
| Europe   | Lisa Villard                                    |

### **Approval of the session report (Agenda item 11)**

103. Prior to taking up the individual standing committee reports, the Chair reminded Council of the form that the approval process would take. A member of each standing committee would present the individual reports and the recommendations they contained, which would serve as a basis for the decisions to be adopted by Council. As far as possible and allowing for the correction of omissions and possible substantive errors, the standing committee reports would for the most part remain unchanged. The budgetary resources recommended by the standing committees would be taken up under agenda item 13.

104. At a very early stage in the session, it became obvious that in the absence of interpretation the approval process would be seriously hampered. Through the kind offices of Ms. Michelle Elena Keating (AP-in-FAO), it proved possible to secure interpretation for the final day of the session, thus saving the day.

### **Standing Committee on Legal Questions (Agenda item 11(a))**

105. The Vice-Chair of the Committee introduced the report of the Standing Committee on Legal Questions (see Annex 4). He explained that the focus of the deliberations in the Standing Committee had been on internal justice reform, the providers of legal insurance, the current status of the defence of three staff members at the International Coffee Organization (ICO), legal advocacy activities and acquired rights within the context of the compensation review.

106. The understanding within the Committee had been that the Federation should move ahead on internal justice reform and staff associations/unions should work towards intervening in the appeals of staff, raising issues of principle and collective concern. As for the options for obtaining global legal insurance, tribute was paid to the Treasurer's endeavours to obtain quotes from two companies. The Standing Committee had suggested that the premia for such an insurance policy could be paid from the extensive reserves that had accumulated in the Federation's bank accounts. Clearly, many issues needed clarification and the matter should be pursued further. The importance that the Standing Committee attached to legal advocacy training and acquired rights within the context of the compensation review was reflected in the request for budgetary resources. Under other business, the Standing Committee had reviewed the anomalous situation prevailing in Brindisi in the wake of the findings of a salary survey that had had a negative impact on UNGSC staff stationed there.

107. In the ensuing discussion, the focus was on legal insurance protection. The policy being proposed might well be in conflict with the coverage that members already enjoyed and thus issues of compatibility arose. Furthermore, concern was expressed over the large amount of funds being proposed. It also had to be clarified whether the policy only covered appeals before the ILO Administrative Tribunal (ILOAT) and the UN Dispute Tribunal (UNDT) or whether it extended to internal appeals. It was suggested that the issue be taken up in plenary at the Council session in 2016, by which time a survey should have been made of the insurance schemes currently applied by all member associations/unions and a global picture obtained. It was too important an issue to be dealt with via a postal vote.

### *Summary*

108. Council took note of the report of the Standing Committee on Legal Questions with the amendments thereto and adopted the recommendations contained therein, in the light of which:

#### **Council decided that:**

- The FICSA Executive Committee should continue pursuing, in consultation with members, options for comprehensive, collective legal assistance for the membership, taking into account feedback received at the present Council session, and report thereon to the Council session in 2016;
- The FICSA Executive Committee should provide the membership with regular updates on the legal defence of the three staff members in the International Coffee Organization (ICO); and
- The FICSA Executive Committee should instruct the Permanent Technical Committee on General Service Questions to provide guidance on the preparation of a legal appeal before the UNDT in the light of the results of the salary survey at UNGSC.

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

109. The Chair of the Committee introduced the report of the Standing Committee on Human Resources Management (see Annex 5). She reported that the discussion on the redeployment exercise in UNESCO/STU had been most fruitful. The situation with respect to the use of consultants and non-staff had also been thoroughly discussed, as had performance management, inter-agency mobility and the determination of personal status.

110. In the ensuing discussion it was pointed out that the Joint Inspection Unit (JIU) report on the Review of Individual Consultancies in the United Nations System did not apply to IFAD. As for performance management, IFAD had a performance management programme in place that had had a devastating impact on staff morale. Performance management was very much an issue that had to be closely followed throughout the year, given the risk of the IFAD scheme being used as a model for other agencies and organizations to adopt.

### *Summary*

111. Council took note of the report of the Standing Committee on Human Resources Management with the amendments thereto and adopted the recommendations contained therein, in the light of which:

#### **Council decided that:**

- The FICSA Executive Committee should: (i) continue to reach out to its membership so that the database on best practices relating to redeployment exercises could be updated; (ii) use that information to develop minimum standard guidelines to be applied in redeployment exercises, drawing on ILOAT judgments pertaining to staff reductions in force; and (iii) encourage executive heads of member organizations to explore the option of the inter-agency

mobility within one and the same duty-station;

- The FICSA Executive Committee should: (i) recommend to the executive heads of member organizations that they take into account the JIU report on the Review of Individual Consultancies in the United Nations System (JIU/REP/2012/5) and limit the use of consultants; (ii) ask the FICSA membership to provide information on whether non-staff and consultants were currently represented by their staff unions/associations; (iii) encourage membership to identify the different types of contracts in use in their organizations and their applicability; and (iv) request organizations to develop a transparent and competitive recruitment process for the hiring of consultants in line with the findings of the report cited above;
- The FICSA Executive Committee should: (i) Investigate the advantages and disadvantages of de-linking the sole use of performance appraisal from career paths; and (ii) encourage FICSA membership to push for proper training in performance appraisal for both managers and staff;
- The FICSA Executive Committee should review and compare the new set of recommendations on inter-agency mobility with the original set and identify those recommendations which could be implemented so as to yield a win-win situation for staff and organizations;
- The FICSA Executive Committee should send a letter to the executive heads of each FICSA member organization reminding them to respect staff members' rights to a review of their post description for the purpose of re-classification, based on the principle of equal pay for equal work;
- The Regional Representative for Africa should liaise with the Executive Committee on identifying a suitable location and host organization in the Africa region for the training courses on job classification, the appeals process and staff representation; and
- UN-GLOBE should compile a comprehensive list of possible HR policies impacted by the recent change in the recognition of personal status, while the FICSA Executive Committee should request the organizations of the UN common system to: (i) change their policy on personal status so as to follow the recent change in the recognition of personal status introduced by the UN Secretariat; and (ii) consider a review of all related HR policies impacted by that change.

#### **Standing Committee on Social Security/Occupational Health and Safety (Agenda item 11(c))**

112. The Co-Chair of the Committee introduced the report of the Standing Committee on Social Security/Occupational Health and Safety (see Annex 6). The Standing Committee had considered issues related to after-service health insurance, disabled access and the creation of barrier-free environment in the United Nations, UNFCU and staff funds, various aspects of health and wellness, UNCARES and the mandatory age of separation. Under other business, the Standing Committee had discussed the Pension Fund's lack of recognition of same-sex spouses and the issue of divorced spouses' eligibility for pension benefits.

113. In the ensuing discussion, it was stressed that FICSA should seek participation in the HLCM Working Group on after-health insurance given the implications it bore for staff as yet not retired. The situation in Sudan where UNFCU had introduced certain restrictions on the grounds of due diligence was of particular concern. UNFCU had stopped handling cheques, issuing debit cards and opening checking accounts for local staff. It was hoped that a workable solution could be found.

114. It had also been noted that the IAEA health and safety policy lent itself to adoption by those organizations that currently lacked such a policy.

#### *Summary*

115. Council took note of the report of the Standing Committee on Social Security/Occupational Health and Safety with the amendments thereto and adopted the recommendations contained therein, in the light of which:

#### **Council decided that:**

- **The FICSA Executive Committee should follow the issue of ASHI closely through the Federation's participation in the HR Network and its representation on the Pension Fund Board;**
- **Should the Federation be represented on the HLCM Working Group on ASHI, the FICSA Executive Committee should continue to cooperate and exchange information with FAFICS to ensure that all possible approaches to the topic, which was of major importance, were covered;**
- **The Executive Committee should send an e-mail to the membership encouraging staff representatives to raise with their administrations the issue of ASHI at the local level: for example, through their representatives on health insurance bodies;**
- **The Federation's position on the issue of ASHI should be that the administration of ASHI should remain under the responsibility of each individual organization;**
- **The Federation should share with its membership the document *Accessibility for the disabled – a design manual for a barrier-free environment*, encouraging each organization to conform to the greatest extent possible with the guidelines set out in that document;**
- **The FICSA Executive Committee, in cooperation with the Standing Committee's Core Group, should send a questionnaire to the FICSA membership to assess awareness of and interest in the issue of ensuring a barrier-free environment;**
- **The FICSA Executive Committee should either design a training course on the issue of diversity, to include physical and mental disability, among other issues, or consider its integration into the current FICSA training on occupational health and safety;**
- **The FICSA secretariat should post on the Federation's website documentation related to the Inter-Agency Support Group on the Rights of Persons with Disabilities;**

- Whenever the opportunity presented itself, the Federation should facilitate communication between individual organizations and the UNFCU on the issue of restrictive accounts in certain duty stations;
- FICSA Executive Committee should post the IAEA Health and Safety Policy on the Federation's website, noting that it could serve as a model for developing similar policies in other organizations;
- With the assistance of the Standing Committee's Core Group, the FICSA secretariat should send out a questionnaire to the FICSA membership so as to assess the extent of the implementation and effectiveness of measures taken with regard to health and safety policies;
- Given the Standing Committee's endorsement of the training that the Federation provided on occupational health and safety and in the light of the offer by IAEA to host a meeting in 2015, the Executive Committee should include the topic in its training schedule for the first half of 2015;
- Recognizing that all staff play an important role in improving the working environment and that a positive working environment was an integral component in maximizing the impact of the member organizations, the FICSA Executive Committee should support the creation of a SOCSEC working group on the topic of dignity at work in the United Nations. That working group should recommend a framework for agencies to develop further and implement dignity-at-work initiatives;
- The FICSA Executive Committee should make available to the FICSA membership the UNFCCC training material on dignity at work;
- In the context of the ICSC review of the compensation package and in view of the scrutiny being given to leave days, the FICSA Executive Committee should ensure that maximum flexibility for uncertified sick leave for family emergencies be maintained and reinforced, particularly in consideration of the specific needs of staff caring for members of their families who were terminally ill;
- The FICSA Executive Committee should request the membership to share information on the mechanisms addressing health- and wellness-related concerns that were currently in place in their organizations;
- The FICSA Executive Committee should encourage the membership to: (i) lend financial support to the UNCARES agenda; and (ii) take the opportunity to address staff health and wellness-related issues more broadly through such initiatives as *Stigma beyond HIV*;
- Given that the date for the implementation of the mandatory age of separation preferred by the Federation was 1 January 2016, the Executive Committee should request the ICSC to adhere to that date; and
- Given the Standing Committee's firm reiteration of the resolution on the recognition of same-sex spouses by the UN Joint Staff Pension Fund (UNJSPF) that the Federation had



adopted at its 67<sup>th</sup> Council, the FICSA Executive Committee should raise the issue at the forthcoming Pension Board meeting and in that regard seek the cooperation of FAFICS and the Participants' Group on the UNJSPFB.

#### **Standing Committee on Conditions of Service in the Field (Agenda item 11(d))**

116. The Chair of the Committee introduced the report of the Standing Committee on Conditions of Service in the Field (see Annex 7). He briefly summarized the five recommendations that the Standing Committee had adopted on compensation benefits, hardship duty stations, security of staff in the field, danger pay and access to financial services for staff in countries affected by the economic sanctions. He also stressed that the Standing Committee had attached particular importance to the training courses on the seven factors of hardship duty station classification in the Latin America and Caribbean region and the CIS states, the areas in which the next round of the classification exercise would be conducted. It was essential that field staff be better prepared on hardship duty station classification issues. It was also important that the Federation be involved in the five analytical sub-working groups set up within the context of the Duty of Care Working Group. They would be focused on the following countries: (i) Afghanistan; (ii) Ebola-impacted countries; (iii) Haiti; (iv) Mali and Somalia; and (v) Syria. The Standing Committee had also considered a list of the top ten security concerns that had been drawn up by the staff federations, viz. cost containment/headcount-driven decision making, protection of local recruited staff and non-staff personnel, access to counselling and psychosocial support, response to the diverse needs of staff, pressure from supervisors, residential security, substandard office accommodation, protection of extended family, increased risk appetite and 'risk indifference', and deterioration in conditions of service attributable to security and hardship.

#### *Summary*

117. Council took note of the report of the Standing Committee on Conditions of Service in the Field with the amendments thereto and adopted the recommendations contained therein, in the light of which:

#### **Council decided that:**

- The FICSA Executive Committee should continue monitoring the work of the ICSC related to the review of the compensation package so as to minimize the negative impact of that package on United Nations staff in the field and ensure that the ICSC was bringing up-to-date compensation for all categories of staff in the field, it possibly being the right time to enhance some of the benefits such as rest and recuperation allowance, administrative place of assignment, family visit travel and additional freight entitlement;
- The FICSA Executive Committee should continue insisting that all agencies concerned implement the provisions for medical evacuations for both categories of United Nations staff (both locally and internationally-recruited staff), as well as non-staff;
- The FICSA Executive Committee should develop a feedback mechanism to report on all issues relating to life and work in hardship duty stations according to the seven factors of classification of hardship duty stations;

- The FICSA Executive Committee should participate actively in the five analytical sub-working groups established by the Duty of Care Working Group, while obtaining as much information as possible from the various member associations/unions based in the field;
- The FICSA Executive Committee should ensure that in future IASMN meetings the Federation's representatives continue to follow up on the top ten security concerns, while regularly receiving feedback from FICSA members working in the field;
- The FICSA Executive Committee should: (i) urge the ICSC and other bodies to 'revisit' the components of danger pay for locally-recruited staff so that they were no longer linked to one particular salary scale, but to a fixed amount; and (ii) suggest to the ICSC that a clear distinction be drawn between the dangers that had an impact on the cost of living and those that did not; and
- When next in New York, the FICSA Executive Committee should hold a meeting with senior UNFCU executives so as to ensure that locally-recruited United Nations staff were not subject to any discrimination in terms of bank services provided by UNFCU.

#### **Standing Committee on General Service Questions (Agenda item 11(e))**

118. The Coordinator of the Permanent Technical Committee on General Service Questions introduced the report of the Standing Committee on General Service Questions (see Annex 8). He drew attention to the recommendations and resolution that had been adopted by the Standing Committee, as well as those recommendations that had been included in the report of the Standing Committee's Permanent Technical Committee, which dealt with the technical issues arising in connection with the implementation of GS salary survey methodologies. In that connection, he drew attention to the positive impact that training courses on all aspects of salary surveys had had over the year as evidenced by the successful outcomes in a number of duty stations. Forewarned was forearmed. In that connection it was essential that FICSA respond to member associations/ unions seeking information on the conduct of salary surveys or those wishing to lodge an appeal against the manner in which a survey had been conducted: an issue that had been discussed at length in the Committee.

119. As in the previous year, it was apparent that capacity building was a priority. The Federation should invest in establishing a pool of trainers knowledgeable in the application of the salary survey methodologies. The Committee had thus drawn up a list of countries in which salary survey workshops would be held.

120. In the ensuing discussion, it was agreed that a recommendation pertaining to the recent salary survey in New Delhi would be dropped. Additional names were added to the membership list of the Permanent Technical Committee. Certain minor amendments were introduced in respect of the resolution that the Committee had adopted on the ICSC decision not to recommend any adjustments to the levels of dependency and other allowances for General Service staff.

## Summary

121. Council took note of the report of the Standing Committee on General Service Questions with the amendments thereto and adopted the recommendations contained therein, in the light of which:

### **Council decided that:**

- The FICSA Executive Committee should make capacity building a priority and invest in training a pool of trainers who should have the appropriate skills and knowledge of General Service salary survey methodologies. The training material should be copyright protected and translated into French and Spanish;
- The FICSA Executive Committee should encourage member associations/unions to use the new feedback mechanism on salary surveys and populate it with useful information and/or issues observed during recent and past salary surveys, which they should share with the members of the Standing Committee's Permanent Technical Committee;
- The FICSA Executive Committee should request from the United Nations the schedule for the non-HQ salary surveys to be held in the biennium 2016-2017 and distribute those details to the Federation's membership;
- The FICSA Executive Committee should liaise closely with those member associations/unions in duty stations that had undergone or would soon be undergoing a salary survey, and provide them with any guidance they might need;
- The FICSA Executive Committee should provide guidance to members seeking assistance in matters relating to salary surveys and to those members eventually wishing to lodge an appeal against the implementation of the salary survey results; and
- The FICSA Executive Committee should allocate resources for the workshops on salary survey methodologies that had been planned, bearing in mind that those workshops generated income that could be used to the benefit of other FICSA activities.

122. Council adopted the resolution on the ICSC decision not to recommend any adjustments to the levels of dependency and other allowances for General Service Staff (Annex 2, Resolution 68/1).

### **Standing Committee on Professional Salaries and Allowances (Agenda item 11(f))**

123. The Chair of the Committee introduced the report of the Standing Committee on Professional Salaries and Allowances (see Annex 9). The Standing Committee had studied the report of its Professional Technical Committee, which had drawn attention to issues relating to salaries and allowances, price collection in salary surveys, rental subsidies and education grants. It had also studied the degree to which the Federation had acted upon three specific decisions adopted at the previous Council session relating to the key priority issues to be addressed by the Special Task Force for the comprehensive review of the compensation package, ensuring an

appropriate response to the comprehensive review and the announcement of the postponement of the 2015 round of place-to-place surveys.

124. The Committee had adopted a set of recommendations relating to the use of funds originally assigned the previous year for work to be undertaken primarily in respect of acquired rights and the comprehensive review of the compensation package. The other set was related to the recruitment of a FICSA information officer and a call for individuals to research, summarize and make proposals for strategic interventions on specific topics.

#### *Summary*

125. Council took note of the report of the Standing Committee on Professional Salaries and Allowances with the amendments thereto and adopted the recommendations contained therein, in the light of which:

#### **Council decided that:**

- **A consultant should be recruited to undertake an extensive study on the issue of acquired rights. Terms of reference should be prepared;**
- **The FICSA Executive Committee should identify and recruit a FICSA information officer as a matter of urgency – by no later than the end of 2015;**
- **From the list of topics drawn up by the Standing Committee on Professional Salaries and Allowances relating to the comprehensive review of the compensation package, individual members should be invited to assume responsibility for specific topics in line with their experience and knowledge. Those volunteering should research and summarize the issues they had chosen and submit proposals for strategic interventions that could be fed into the Special Task Force and passed on to those representing the Federation at the relevant meetings. Mr. Matthew Montavon (AP-in-FAO), the first of the two members for compensation issues on the FICSA Executive Committee, should coordinate the effort and keep the Chair, co-Chairs and Core members of the Standing Committee on Professional Salaries and Allowances regularly informed on how the work was progressing; and**
- **The FICSA Executive Committee should: (i) recruit a consultant to conduct a study on the social impact of the current compensation package and the potential impact of the proposed changes to that package; and (ii) in cooperation with the Chair and Vice-Chairs of the Standing Committee on Professional Salaries and Allowances, determine the terms of reference for the work and set an appropriate timeline, taking into account the dates of forthcoming ICSC and other meetings for which the work might be needed. Furthermore, the FICSA Executive Committee, in cooperation with the Chair and Vice-Chairs of the Standing Committee on Professional Salaries and Allowances, should take the steps necessary to ensure that the study had a dual output: (a) a factual paper that could be used as the basis for the Federation's arguments in ICSC sessions, and (b) advocacy material, such as a video, that could be used to convince members of the ICSC and other relevant committees of the compensation package review's negative impact on staff.**

### **Standing Committee on Staff/Management Relations (Agenda item 11(g))**

126. The Vice-Chair of the Committee introduced the report of the Standing Committee on Staff/Management Relations (see Annex 10). The Committee had drawn up three recommendations and a resolution. Discussion had focused on instances where staff/management relations had clearly worsened. The first instance was the summary dismissal of the President of the WIPO Staff Association, whose case was highlighted in the resolution. In UPU, problems had arisen in connection with administration's failure to consult staff and the weakening of the role played by staff representatives in the organization's appointment and promotion committee. In FAO problems had arisen in connection with the growing number of field staff who wished to be represented by FAO/WFP-UGSS.

127. Another point of contention among field staff was the difference between the rates of danger pay paid to the staff in the Professional and General Service categories. The issue had come to a head during the recent Ebola crisis.

128. The Standing Committee also focused on the right of rebuttal in the context of performance appraisals and the right of staff representative bodies to address the legislative bodies of their respective organizations.

129. In the ensuing discussion, attention focused on the draft resolution and a series of amendments were introduced.

130. Council took note of the report of the Standing Committee on Staff/Management Relations with the amendments thereto and adopted the recommendations contained therein, in the light of which:

#### **Council decided that:**

- **Following the adoption of the resolution on the maintenance of effective staff/management relations, the FICSA Executive Committee should take appropriate action, whilst member associations/unions facing a similar sudden deterioration in staff/management relations should contact the FICSA Executive Committee as soon as a problem arose;**
- **The FICSA Executive Committee should contact the ICSC to urge the General Assembly to request that in humanitarian crisis situations, organizations grant the same level of danger pay to all staff concerned, regardless of their category;**
- **The FICSA Executive Committee should remind all organizations in the United Nations system that the right of rebuttal was a fundamental feature of a sound performance appraisal system and urge those organizations to ensure that a rebuttal mechanism was a component in their appraisal procedures; and**
- **The Executive Committee should: (i) follow up on the manner in which the JIU report on staff/management relations in the United Nations specialized agencies and common system (JIU/REP/2012/10) had been implemented and send a circular to all organizations in the United Nations system to ensure that the report had been disseminated and duly acted upon; and (ii) remind all organizations in the United Nations system that staff representative bodies be granted the right to address the governing bodies of their respective organizations.**

**131. Council adopted by an overwhelming majority the resolution on staff/management relations (Annex 2, Resolution 68/2).**

**Working Group on Strategic Development (Agenda item 12)**

132. The Chair of the FICSA Working Group on Strategic Development introduced the Working Group's report (see Annex 11), elaborated upon proposals in certain paragraphs and introduced appropriate wording. The main focus of the Working Group's deliberations had been on the cost-sharing formula for the release of the Federation's officers. A strategy had been devised in both the medium and long term. For the long term, the Working Group had recommended a sequence of four discrete actions. The Working Group had also shared the concerns over the underutilisation of funds earmarked for training activities that had been expressed in the Ad hoc Committee on Administrative and Budgetary Questions. Given that training was one of the Federation's comparative advantages, every care should be taken to improve the situation. The Working Group had suggested revisions to the FICSA/CCISUA Cooperation Agreement, commented on the contractual situation in the FICSA secretariat and suggested ways of enhancing the Federation's corporate image.

133. The Working Group had also elaborated terms of reference for an ad hoc committee on strategic development. It had also proposed that a survey on the participants' perceptions of the current Council session be undertaken.

134. In the ensuing discussion, the terms of reference of an ad hoc committee on strategic development describing the objectives, its membership and reporting procedures found approval, as did the revision of the FICSA/CCISUA Cooperation Agreement (see Annex 3).

135. Council took note of the report of the Working Group on Strategic Development with the amendments thereto in the light of which:

**Council decided that:**

- **Chairs and Vice-Chairs of the standing committees should: (i) be responsible for ensuring that the training courses/workshops they suggested were really needed; and (ii) agree with the participants in such courses/workshops on their location and/or region, as well as their duration, before making a final recommendation to the Council;**
- **The FICSA Executive Committee, in collaboration with the Chairs of the Standing Committees, should prepare a training catalogue containing the following information: topic, course description, target audience, cost, minimum and maximum number of participants and the trainers' contact details;**
- **The FICSA Executive Committee should: (i) post the training catalogue on the FICSA website; and (ii) promote e-learning and explore the use of modern technology, such as Webinar and WebEx, so that more participants could benefit from training;**
- **The FICSA secretariat should provide assistance to members wishing to organize at their own cost any training/workshop listed in the FICSA catalogue;**

- The FICSA Executive Committee review and assess the FICSA/CCISUA Cooperation Agreement on a periodic basis and share its assessment with the Federation's membership;
- The FICSA Executive Committee should address the problems associated with the contractual status of the staff working at the FICSA secretariat as well as those pertaining to the release of the General Secretary;
- The FICSA Executive Committee should: (i) fill the position of information officer as soon as possible; (ii) consider hiring a consultant to enhance the corporate image of FICSA; (iii) modernize the layout, design and structure of the Federation's website and increase its attractiveness; and (iv) develop attractive information material such as posters, flyers and information sheets; and
- In the interest of obtaining useful feedback on the organization of FICSA Council sessions via a survey, the FICSA secretariat should design a questionnaire to be sent to participants immediately after Council sessions.

#### **Administrative and Budgetary Questions (Agenda item 13)**

##### **Report of the Ad hoc Committee (Agenda item 13(a))**

136. The Treasurer introduced the Committee's report (see Annex 12). The Committee had held three meetings during the Council in the course of which it had made a series of recommendations, the first of which related to the findings of the independent reviewer and the need to examine carefully the recommendations it contained. As for the statement of contributions, he reminded Council that despite its penurious state UNESCO/STU had indeed paid the flat-rate contribution for 2013 in full and a certain proportion of the contribution for 2014. The Ad hoc Committee had felt that Council should honour that commitment and a recommendation to that effect had been adopted under a later agenda item.

137. The Ad hoc Committee had also recommended the membership of certain FUNSAs be suspended and, in one case, both membership and outstanding debts be cancelled. The problems surrounding the collection of membership dues pointed to the need to take a fresh look at the fees structure. It had proved impossible thitherto to hire a consultant to work on the issue in collaboration with the newly-elected Treasurer, the FICSA Accountant and the independent reviewer. It was hoped that a consultant could be hired to undertake that task.

138. The Ad hoc Committee had also urged the accelerated recruitment of the information officer, the lack of whom was proving detrimental to the substantive work of the Federation.

139. The Treasurer also recalled that the budgetary resources that the standing committees had requested for the previous year had been palpably underutilized. The major part of the funds thus 'saved' had been related to training activities.

140. As mentioned earlier, the Committee had been unanimous in its recommendation that the UNESCO/STU be granted a flat-contribution rate for the past year and for the current biennium.

141. Most importantly, the Ad hoc Committee had adopted the updated budget document for 2015 and the scale of contributions for 2015 (see Agenda items 13(b) and 13(c) reported below.) The final appropriation for 2015 was 10.35 per cent **less** than that for the previous year.

142. At the end of his summary, the Treasurer sincerely regretted the fact that he would not be continuing in office as he would have liked to have continued working on certain crucial issues. As he had said at the candidates' hearing, FICSA needed to be innovative, flexible and resilient. He thanked the independent reviewer, the FICSA Accountant and the FICSA secretariat for their contribution to the preparation of the financial statements and the updated draft budget.

143. In the brief ensuing discussion, Council commended the Treasurer on the lengths to which he had gone. For his part, the Treasurer emphasized that full utilization of the appropriations hinged on the standing committees maintaining close contact not only among themselves but also with the FICSA secretariat.

#### *Summary*

144. Council took note of the report of the Ad Hoc Committee on Administrative and Budgetary Questions and adopted the recommendations contained therein, in the light of which:

#### **Council decided that:**

- **The FICSA Executive Committee should: (i) examine carefully the recommendations contained in the management letter of the Independent Reviewer; (ii) in consultation with the Treasurer and FICSA Accountant, respond directly to the same by the end of May 2015; and (iii) report back to Council;**
- **The FICSA secretariat should undertake action to cancel the membership of FUNSA Bangladesh, suspend the membership of FUNSA Myanmar and cancel the membership and outstanding debts of FUNSA Cameroon;**
- **The FICSA secretariat should initiate action to hire a consultant to propose a new fee structure and revise the methodology for calculating dues;**
- **The Executive Committee should take the steps necessary to accelerate the recruitment of a FICSA information officer whose services were urgently needed and for whom budgetary resources had been appropriated;**
- **The UNESCO/STU should be granted a flat-contribution rate of CHF 28,000 for 2014 and a reduced flat rate of CHF 25,000 for the biennium 2015-2016; and**
- **The Executive Committee should liaise with the UNESCO/STU on drawing up a plan for improving the union's financial status in the long term.**



### **Draft programme and budget for 2015-2016 (Agenda item 13(b))**

145. Council took note of the proposed budget for 2015 and the modifications thereto that had arisen during the extensive discussion of the proposals. The proposed totals under the individual chapters were:

|            |             |
|------------|-------------|
| Chapter 1: | CHF 103,224 |
| Chapter 2: | CHF 41,492  |
| Chapter 3: | CHF 108,284 |
| Chapter 4: | CHF 367,736 |

The sum total of the four chapters of the budget was **CHF 620,736**.

146. Council formally adopted the budget for 2015 (Annex 13).

147. Council also took note of the draft programme and budget for the biennium 2015-2016. The final version is contained in Annex 14.

### **Scale of contributions for 2015 (Agenda item 13(c))**

148. Council took note of the scale of contributions for 2015 that the Ad hoc Committee had submitted and formally adopted the same (Annex 15).

### **Election of the Standing Committee officers for 2015-2016 (February 2015 to January 2016) (Agenda item 14)**

149. Council elected the following Chairs and Vice-Chairs of the Standing Committees for 2015-2016:

#### *Legal Questions*

|              |   |
|--------------|---|
| Chair:       | Joel Lahaye (CERN)  |
| Vice-Chairs: | Ilio Fornasero (FAO/WFP-UGSS)<br>Jason Sigurdson (UNAIDS)   |
| Core group:  | Andrès Orias Bleichner (WMO)<br>Silvia Mariangeloni (FAO/WFP-UGSS)<br>Ivan Babovic (WHO/HQ Geneva)<br>Erik Glass (IAEA)<br>Antonella Biasiotto (WHO/EURO Copenhagen)<br>Susan Murray (FAO/WFP-UGSS)<br>Cosimo Melpignano(UNGSC) |

#### *Human Resources Management*

|              |  |
|--------------|--|
| Chair:       | Antonio Brina (FAO/WFP-UGSS)                               |
| Vice-Chairs: | David Barrett (WHO/EURO Copenhagen)<br>Lisa Villard (IAEA) |

Core group:

- Ruben Mayorga (UNAIDS)
- Fabio Bencivenga (IFAD)
- Ruel E. Serrano (WHO/WPRO Manila)
- Peter Kakucska (UNFCCC)
- Jane Stickdorn (UNFCCC)
- Mariama Dioubate (FUNSA Guinea)
- Lucie Gnongo Beavogui (FUNSA Guinea)
- Cinzia Romani (FAO/WFP-UGSS)
- Rudo Chikoto (WHO/AFRO Harare)
- Benonia Mbonzi-Mbemba (WHO/AFRO Brazzaville)
- Liliana Yanovska (WHO/EURO Copenhagen)
- Pilar Vidal (PAHO/WHO Washington)
- Ivan Babovic (WHO/HQ Geneva)
- Flavio Costa (CERN)
- Joel Lahaye (CERN)
- Véronique Allain (SCBD)

#### *Social Security/Occupational Health and Safety*

Co-Chairs:

- Katja Haslinger (IAEA)
- Tanya Quinn-Maguire (UNAIDS)

Core group:

- Najib Ben Helal, (WIPO)
- Antonio Brina (FAO/WFP-UGSS)
- Ilio Fornasero (FAO/WFP-UGSS)
- Pilar Vidal (PAHO/WHO Washington)
- Caroline Debroye (ITU)
- Mignonne Del Piero (UNWG-Rome)
- Gerhard Schramek (FAFICS)
- Silvia Mariangeloni (FAO/WFP-UGSS)
- Liliana Yanovska (WHO/EURO Copenhagen)
- Sylviane Asseraf (ITU)
- Irene Ursic-Ruisi (UNWG-Rome)
- Peter Kakucska (UNFCCC)

#### *Conditions of Service in the Field*

Chair

- Steven Ackumey-Affizie (FUNSA Ghana)

Vice-Chair:

- Sophie Diadhiou Keita (UNAIDS)

Core group:

- Viera Seben (ICAO)
- Walter Parks (ICAO)
- Michelle Keating (AP-in-FAO)
- Akim Falou-Dine (ITU)
- Irwan Mohd Razali (WHO/HQ Geneva outpost in Kuala Lumpur)
- Benonia Mbonzi-Mbemba (WHO/AFRO Brazzaville)
- Ritesh Singh (WHO/SEARO New Delhi)
- Lucie Gnongo Beavogui (FUNSA Guinea)
- Véronique Allain (SCBD)

Matthew Montavon (AP-in-FAO)  
 Diab El-Tabari (UNRWA/ASA)  
 Edmond Mobio (FICSA resource person)  
 Varghese Joseph (FICSA resource person)

### *General Service Questions*

Chair/PTC Coordinator: Marielle Wynsford-Brown (IAEA)  
 Vice-Chairs: Steven Ackumey-Affizie (FUNSA Ghana)  
 Caroline Debroye (ITU)  
 Silvia Mariangeloni (FAO/WFP-UGSS)

Core group: Ilio Fornasero (FAO/WFP-UGSS)  
 Susan Murray (FAO/WFP-UGSS)  
 Cinzia Romani (FAO/WFP-UGSS)  
 Imed Zabaar (IAEA)  
 Sylviane Asseraf (ITU)  
 Caroline Debroye (ITU)  
 Varghese Joseph (FICSA resource person)  
 Akim Falou-Dine (ITU)  
 Yvonne Lane (OPCW)  
 Véronique Allain (SCBD)  
 Sophie Diadhieu Keitas (UNAIDS)  
 Vincenzo De Leo (UNGSC)  
 Stefania Guadalupi (UNGSC)  
 Cosimo Melpignano (UNGSC)  
 Benonia Mbonzi-Mbemba (WHO/AFRO Brazzaville)  
 Edmond Mobio (FICSA resource person)  
 Ivan Babovic (WHO/HQ Geneva)  
 Renuka Muniadi (WHO/HQ Geneva)  
 Patanjali Dev Nayar (WHO/SEARO New Delhi)  
 Ritesh Singh (WHO/SEARO New Delhi)

### *Professional Salaries and Allowances*

Chair: Festus Luboyera (UNFCCC)  
 Vice-Chairs: Katherine Asfaw (IAEA)  
 Christian Gerlier (ITU)

Core group: Varghese Joseph (FICSA resource person)  
 Akim Falou-Dine (ITU)  
 Benonia Mbonzi-Mbemba (WHO/AFRO Brazzaville)  
 Christian Gerlier (ITU)  
 Festus Luboyera (UNFCCC)  
 Matthew Montavon (AP-in-FAO)  
 Flavio Costa (CERN)  
 Katherine Asfaw (IAEA)  
 Giovanni Muñoz (AP-in-FAO)  
 Lisa Villard (IAEA)

### *Staff/Management Relations*

|             |  |
|-------------|--|
| Chair:      | Bernadette Fogue Kongape (WHO/AFRO Brazzaville)  |
| Vice-Chair: | Christine Bétrémieux (UPU)   |
| Core group: | Flavio Costa (CERN)<br>Lucie Gnongo Beavogui (FUNSA Guinea)<br>Luigia Sforza (FAO/WFP-UGSS)<br>Cinzia Romani (FAO/WFP-UGSS)<br>Miriam M. Saif (AP-in-FAO)<br>Edwin Titi-Lartey (IMO)<br>Pilar Vidal (PAHO/WHO Washington)<br>Steven Fleming (UPU)<br>Ivan Babovic (WHO/HQ Geneva)<br>Modinah Chingoma (WHO/AFRO Harare)<br>Christopher Mason (WIPO)<br>Josefa Potter (WMO) |

150. In closing the agenda item, the President urged the members of the standing committees to meet and communicate throughout the year.

### **Date and place of the next Council session (Agenda item 15)**

151. Mr. Gaston Jordan (ICAO) extended an invitation to the Federation to hold the 69th session, 25 to 29 February 2016, at the ICAO headquarters in Montreal. He described the amenities that ICAO would offer and gave a brief slide show of the city. Council thanked the ICAO Staff Association and looked forward to reconvening in Montreal the following year.

152. A preliminary draft of the provisional agenda for the 69th session would be distributed later in the current year.

153. Mr. Irwan Mohd Razali (WHO/HQ Geneva outpost in Kuala Lumpur) extended an invitation to hold the 70<sup>th</sup> session in Kuala Lumpur, a city with a climate appreciably more clement than that of Montreal. He trusted that the Federation would be able to accept the proposal and so experience the environment of a field duty station.

### **Other business (Agenda item 16)**

#### **UN-GLOBE**

154. At an earlier stage during the Council session, Mr. Antonio Brina (FAO/WFP-UGSS) addressed Council on behalf of UN-GLOBE. He acknowledged the strength of the synergy between the FICSA secretariat and the UN-GLOBE community that had contributed to making the United Nations a more inclusive and fairer workplace.

155. At the time of the previous Council session, only four United Nations organizations and agencies had amended or were on the verge of amending their human resources policies concerning the recognition of personal status, shifting from the nationality-based approach to a

jurisdiction-based approach. That number had significantly increased in the wake of the Secretary-General's decision in June 2014 (Secretary-General's Bulletin ST/SGB/2014) to recognize all legal unions at United Nations by reference to the law of the competent authority where it was established.

156. UN-GLOBE continued to engage with those agencies that had not recognized the new recognition model, but it was also engaged in defending the recently acquired rights that could not be taken for granted. A group of Member States had attempted to garner support in the General Assembly for a reversal or revision of the Secretary-General's bulletin. Not only would that have created a dangerous discriminatory precedent, but it would also have opened up the way for governing bodies to reverse administrative decisions taken by the Secretary-General. Furthermore, it was quite probable that a follow-up attempt would be made during the March session. The unwavering support of FICSA and CCISUA was thus all the more essential.

157. UN-GLOBE was ready to provide extensive background information and advocacy material to help staff in those agencies that had not yet adopted the new jurisdiction model. He commended staff representatives who had been part of the process in the agencies that had come round to recognizing the new personal status. He urged member associations/unions to keep walking the walk and seeing that human resources policies were consistent with the new recognition model.

158. Although some Member States and administrations, as well as UN-GLOBE and the staff federations, had exerted increased pressure on the UNJSPF, the latter continued to resist amending its rules. It rejected the jurisdiction-based approach in favour of the nationality-based model, notwithstanding agencies' policies. As a result, a staff member whose family status had been recognized on entry into service found on retirement that the Pension Fund ignored that very status. It would thus appear that all staff members were not entitled to the same benefits, of which pension entitlements were a major component. UN-GLOBE would wish to see a FICSA working group set up to explore the possibility of staff members opting out of the Pension Fund and having an external provider that recognized diversity and same-sex marriages administer their benefits.

159. UN-GLOBE appreciated all the human resources endeavours that were being made to ensure that the United Nations was a fair, competitive and inclusive employer. Diversity included not only diversity and gender, but also sexual orientation, gender identity, disability and age. It was incumbent upon staff representatives to secure a discrimination-free working environment in which all staff members enjoyed the same opportunities throughout their service and beyond. If diversity were achieved, the agencies would be able to recruit the best possible workforce.

### **Closing of the session (Agenda item 17)**

160. At the closing session, the FICSA President, Mr. El-Tabari (UNRWA/ASA) thanked everybody who had contributed to the success of the meeting, first and foremost FAO/WFP-UGSS and AP-in-FAO. He also acknowledged the services of the interpreters, messengers and all the other people behind the scenes. He paid tribute to the stalwart services provided by Ms. Castree in the months leading up to the session and throughout the session itself.

161. He was also very, very grateful to Amanda and the other members of the FICSA secretariat who were the heart and soul of the Federation. He paid especial tribute to Mr. Fitzgerald (WIPO) who had worked night and day to ensure the success of the Council session. He urged members not to stick their heads in the sand where the release of the General Secretary was concerned. The Federation must stand firm on the issue.

162. He also thanked the members of the former Executive Committee and welcomed the new members. It could not be denied that 2015 was a year of critical significance. Staff/management relations were such that United Nations bodies had been able to take advantage of the staff federations failing to take a firm common stand. It was essential that member associations/unions enjoy access to their organizations' governing bodies and secure release for the officers of their respective staff representative bodies. The Federation and its Council could not simply allow things to remain as they were. Resorting to contractual services and special service agreements in tandem with the increasing use of non-staff was not a solution. Furthermore, member association/unions in certain countries were really suffering.

163. All the problems he had touched upon were very close to his heart. He thanked everybody for having contributed to a great Council session.

164. Ms. Cinzia Romani (FAO/WFP-UGSS) trusted that everybody had enjoyed their stay in Rome. She thanked both the Chair and the Rapporteur for their unflagging commitment throughout the session. She looked forward to seeing everybody again in Montreal. She thanked everybody behind the scenes who had contributed to the smooth running of the session: the technicians, the interpreters, the messengers, the secretariat staff and local volunteers.

165. Mr. Elia Matias (UNESCO/STU) thanked the Council for the understanding it had shown for his Union's plight culminating in budget cuts in the order of minus 40 per cent. He was extremely grateful for the financial and moral support that the Federation had extended.

166. Mr. Nizar Zaher (OSCE) announced the intention of his Staff Association to apply for special status.

167. In a valedictory statement, the General Secretary confessed that on being elected to office twelve months previous, he had asked himself what on earth he was letting himself in for. He would not have been able to perform his job without the assistance of Amanda, Marie-Paule and Christel. He assured Council that the Federation would be unable to survive without Amanda. Her commitment was far beyond the call of duty. That being said, the standing committees must take up their share of responsibilities.

168. He spoke of the kindness of the host Union, FAO/WFP-UGSS, and thanked Ms. Castree profusely. Never had he been served so well by a person representing administration. In closing, he stressed that Council sessions showed why the membership was doing what it did. He thanked everybody for contributing to the success of the session.

169. The Chair thanked the interpreters, engineers, security officers, messengers and FAO/WFP-UGSS for their contribution to the smooth running of the session. He joined in the expression of thanks to Ms. Castree. He also paid tribute to both the President and the General Secretary. He declared the 68th session closed at 5.20 p.m. on 6 February 2015.

**Annex 1****AGENDA FOR THE 68th 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 2014-2015 (February 2014 - January 2015)
9. CCISUA/FICSA cooperation
10. Election of the Executive Committee and Regional Representatives for 2015-2016 (February 2015 to January 2016)
11. Approval of the session report:
  - (a) Legal Questions
  - (b) Human Resources Management
  - (c) Social Security/Occupational Health and Safety
  - (d) Conditions of Service in the Field
  - (e) General Service Questions
  - (f) Professional Salaries and Allowances
  - (g) Staff/Management Relations
12. Strategic development of FICSA
13. Administrative and budgetary questions
  - (a) Report of the Ad hoc Committee
  - (b) Draft programme and budget for 2015-2016
  - (c) Scale of contributions for 2015
14. Election of Standing Committee officers for 2015-2016 (February 2015-January 2016)
15. Date and place of the next Council session
16. Other business
17. Closing of the session

## Annex 2

### Resolution 68/1

*The Council of the Federation of International Civil Servants' Associations (FICSA) at its 68<sup>th</sup> session (Rome, 2 to 6 February 2015),*

Noting with concern that when discussing the results of the salary survey in Madrid at its 78<sup>th</sup> session in March 2014, the ICSC decided not to recommend any adjustments to the levels of the dependency and other allowances for General Service staff,

Disagreeing with the ICSC interpretation of UN General Assembly Resolution 68/253 requesting the Commission not to increase any of the allowances under its purview until the comprehensive review decided in Resolution 67/257 had been submitted to the General Assembly for its consideration,

Noting that Resolution 67/257 refers exclusively to staff in the Professional and higher categories,

Recalling that the compensation package of the General Service and other locally-recruited categories had been carefully scrutinized during the review conducted by the ICSC pursuant to Resolutions 63/251 and 64/231 prior to the promulgation in July 2011 of the revised methodologies for the conduct of salary surveys (ICSC/72/R.10 and R.11),

Noting further that Article 101 of the Charter of the United Nations stipulates that “the conditions of service, including both paid remuneration and other basic elements of compensation, are to be among the best in the locality...”,

Moreover, given the unprecedented nature of the ICSC decision to change its approach at the midpoint in a round of surveys, as a result of which those duty stations surveyed prior to the Madrid survey will have been treated differently to those duty stations to be surveyed following the Madrid survey,

**1. Demands** that the ICSC apply its own methodology and lift the unjustified freeze on dependency and other allowances for General Service staff and retroactively compensate those who have been affected;

**2. Instructs** the FICSA Executive Committee to:

(a) Transmit this resolution to the UN Secretary-General, the CEB, the ICSC, the executive heads of FICSA member organizations and sister staff federations;

(b) Cooperate with the other federations in developing joint advocacy activities on this issue at the next ICSC session and other high level meetings; and

(c) Assist FICSA members wishing to lodge an appeal against the implementation by their organisations of the ICSC freeze on dependency and other allowances for General Service staff.



### **Resolution 68/2**

*The Council of the Federation of International Civil Servants' Associations (FICSA) at its 68th session (Rome, 2 to 6 February 2015),*

*Noting that in the course of 2014, a number of associations/unions had drawn the attention of FICSA to cases in which staff's right of association was being denied and freedom of speech had been violated,*

*Noting further that while defending WIPO staff members, Moncef Kateb, President of the WIPO Staff Association, had been arbitrarily dismissed in September 2014,*

*Regretting that despite assurances from the WIPO Director General that he would reconsider his decision, the President of the WIPO Staff Association had not yet been reinstated,*

*Further regretting that the WIPO Director General refused to provide Brett Fitzgerald, a WIPO staff member, with the required amount of release time in order to continue in his role as FICSA General Secretary, thereby placing the Federation, which had played such a substantial role in defending Moncef Kateb, in an extremely difficult situation in 2015. It was clearly another act of retaliation on the part of the WIPO Director General against both Brett Fitzgerald and FICSA,*

*Noting that while advocating against a change in the UPU Staff Regulations that jeopardized the principle of staff participation in the UPU Appointment and Promotion Committee, Odile Meylan Bracchi, a member of the UPU Staff Association Committee, had her post suddenly and unjustifiably abolished. She was placed on special leave with pay, with immediate effect, there being every reason to believe that it is intended to terminate her contract in the near future,*

*Furthermore, a staff representative from another United Nations organization had come under attack for defending staff interests and had been reassigned against her will. She has also initiated legal action at the ILOAT level,*

*Recalling that all United Nations staff, including heads of UN agencies and affiliated organizations, must respect fundamental rights and comply with the rules and regulations set forth by the United Nations and the internal rules and regulations of their respective organizations,*

**FICSA calls upon** the Secretary-General of the United Nations, in the interest of maintaining effective staff/management relations and mutual respect, to intercede directly with the management of WIPO and UPU in order to ensure that all staff representatives throughout the common system can defend the legitimate interests of staff without fear of retaliation, threats or intimidation, in keeping with the basic principles of freedom of speech and right of association.

### Annex 3

#### FICSA/CCISUA COOPERATION AGREEMENT

##### Overriding principle

This agreement recognizes that the combined strength, resources, skills and experience of the two Federations - representing over 100,000 staff in the United Nations system and related inter-governmental organizations - will considerably enhance their capacity to represent and defend their members' interests.

In keeping with this agreement, the Federations agree to work together as follows:

1. The Federations will consult and where possible agree on submissions to, positions at and methods of participation in common system bodies: the International Civil Service Commission (ICSC) and its subsidiary bodies, such as the Advisory Committee on Post Adjustment Questions (ACPAQ), the Chief Executives Board for Coordination (CEB), the High-Level Committee on Management (HLCM), the Human Resources Network (HRN), the Inter-Agency Security Management Network (IASMN), the United Nations General Assembly (UNGA), the United Nations Joint Staff Pension Board (UNJSPB), and any other consultative body.
2. The Federations will jointly mobilize Member States on common system issues, through meetings with delegates and other relevant actors in New York and elsewhere. A joint group will be established for purposes of advocating staff interests.
3. The Federations will seek mechanisms to demonstrate effectively their increasing commitment to greater communication, information-sharing and publication of joint positions.
4. The Federations will organize joint campaigns on matters affecting their members and of wider importance.
5. The Federations will **co-finance** consultants and other service providers required for matters of common concern. The matters will be decided by a joint body.
6. The Federations will provide mutual access to each other's training programmes against payment.
7. The Federations will organize an annual meeting of their members within the purview of the common system to discuss and agree on relevant issues.

Through the formal approval of this agreement by the respective decision-making bodies, both Federations commit to solidify their relationship.

President FICSA

President CCISUA

## Annex 4

### REPORT OF THE STANDING COMMITTEE ON LEGAL QUESTIONS

|                          |                                    |
|--------------------------|------------------------------------|
| Chair                    | Joel Lahaye (CERN)                 |
| Vice-Chairs              | Jason Sigurdson (UNAIDS)           |
|                          | Ilio Fornasero (FAO/WFP-UGSS)      |
| Rapporteurs              | Susan Murray (FAO/WFP-UGSS)        |
|                          | Silvia Mariangeloni (FAO/WFP-UGSS) |
| President, FICSA         | Diab El-Tabari (UNRWA/ASA)         |
| Treasurer, FICSA         | Nabil Sahab (IAEA)                 |
| Regional Representatives | Ritesh Singh (WHO/SEARO New Delhi) |
|                          | Pilar Vidal (PAHO/WHO Washington)  |

### Participants

|                     |                      |
|---------------------|----------------------|
| AP-in-FAO           | Giovanni Muñoz       |
| IAEA                | Erik Glass           |
| ICAO                | Gaston Jordan        |
|                     | Viera Seben          |
| IFAD                | Dave Nolan           |
| IMO                 | T. Anton Pushparajah |
|                     | Edwin Titi-Lartey    |
| ITU                 | Sylvian Asseraf      |
|                     | Caroline Debroye     |
|                     | Varghese Joseph      |
| OPCW                | Yvonne Lane          |
| UNESCO              | Elia Matias          |
| UNGSC               | Cosimo Lunedi        |
|                     | Cosimo Melpignano    |
| UNWTO               | Lydia Bebe Kum       |
|                     | Olivia Siv           |
| WHO/AFRO Harare     | Modinah Chingoma     |
| WHO/EURO Copenhagen | Antonella Biasiotto  |

|                     |   |
|---------------------|---|
| WHO/HQ Geneva       | Ivan Babovic<br>Renuka Muniadi          |
| WHO/SEARO New Delhi | Patanjali Dev Nayar                     |
| WHO/WPRO Manila     | Ruel Serrano                            |
| WIPO                | Christopher Mason                       |
| WMO                 | Andres Orias Bleichner<br>Josefa Potter |

### **Federations with observer status**

|              |  |
|--------------|--|
| FUNSA Egypt  | Nahla Zeitoun                          |
| FUNSA Guinea | Hervé Cledjo<br>Kadiatou Kasse-Sompare |

### **Guest**

|      |                 |
|------|-----------------|
| IDLO | David Patterson |
|------|-----------------|

### **Introduction**

1. Under the chairmanship of Mr. Joel Lahaye (CERN), the Standing Committee on Legal Questions, met to address items 1-9 of its agenda.

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

2. The Standing Committee decided to remove Agenda item 3 “Proposed revisions to the FICSA Statutes, Rules of Procedures and Financial Rules” in view of the fact that this item would be discussed in Plenary session and that there was no desire to replicate these discussions in the Standing Committee. The following agenda was therefore adopted:

1. Adoption of the agenda
2. Election of the Rapporteur
3. Internal Justice Reform and access to justice for United Nations staff
4. Legal assistance mechanisms available to the Federation’s member associations/unions
5. Update on the legal defence of three ICO staff
6. Legal capacity building activities for the FICSA membership
7. Acquired rights within the context of the compensation review
8. Other business
9. Nomination of Standing Committee officers and Core Group members

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

3. Ms. Susan Murray (FAO/WFP-UGSS) was nominated Rapporteur, with Ms. Silvia Mariangeloni (FAO/WFP-UGSS) as Co-Rapporteur.

### **Internal Justice Reform and access to justice for United Nations staff (Agenda item 3)**

4. The Committee was given an overview of the symposium held in September 2014 called *Best Practices in resolving employment disputes in international organizations*, with regards to the various internal justice systems. Over 200 participants had discussed their experience in dispute resolution including peer review and the necessity to engage professionals in the process. Consideration was given to the creation of UNDT/UNAT by the UN Secretariat and the possibility of this experience inspiring reform by the specialized agencies. No recommendations or follow up had been announced, however, there was hope that another symposium would be held.

5. A discussion ensued on the problems with peer review, namely the long delays experienced in reviewing cases and the question of independence. The Committee asked if research could be done on this, for example, a survey of the membership on the delays experienced. These data could inform the development of “scorecards” to show the performance of various internal justice systems across the specialized agencies.

6. There was general consensus that the internal justice systems were seen as a tool for management, in view of the fact that executive heads are often not obliged to accept the findings of these internal mechanisms.

7. It was suggested that staff associations/unions should work towards intervening in the appeals of staff, raising issues of principle and collective concern. This would be similar to an *amicus curiae* (friend of the court) intervention in national legal systems, whereby an interested party can share its views to inform the court and its consideration of a matter.

### **Legal assistance mechanisms available to the Federation’s member associations/unions (Agenda item 4)**

8. The FICSA Treasurer advised the Committee that further to the decisions of Council last year, the Executive Committee had approached a few insurance companies, including through a broker, to obtain quotes for a policy to cover legal aid/protection globally. In introducing the discussion, the Treasurer noted that the Independent Reviewer of the FICSA accounts had drawn attention to the large reserves that were available on the FICSA bank accounts. One possible use of the excess reserves could be to initiate global legal coverage and give resources back to the membership in the form of legal protection.

9. The Austrian companies that were approached indicated that they were unable to offer global coverage due to their internal rules as well as the EU regulatory environment. UNFCU insurance partners – Willis – responded with premiums viewed as very high. Jiro & Partner made several requests for quotations to various insurance providers worldwide. Only CAP, which belongs to Allianz group, and AXA Group – ARAG, had provided quotes that would appear manageable for FICSA in view of available resources. These two quotes were outlined and compared (see Appendix).

10. Following the presentation, the Treasurer answered a number of questions from the floor. Main issues raised were the nature and number of cases that could be covered (e.g. appeal only, or also first instance internal process; possible exclusions); coverage levels, deductibles and who covers them; possible overlap with existing coverage by member associations/unions (and risk that this generates disputes between insurance companies about which one pays in relation to an insured claim); and FICSA's capacity to manage the contract. It was noted that the maximum number of cases and the total coverage could be exhausted quickly, and disproportionately if there were a crisis in staff/management relations in a member association/union. Some participants asked if there would be limits established by the organization, so that the benefits were available on an equitable basis. There was a question posed about whether the risk covered was significant enough, and if FICSA should consider self-insurance of the same risk, considering its large reserves. On the issue of who was covered, there was general consensus that coverage should only be extended to dues-paying members, with flexibility to cover cases of strategic importance to member associations/unions and the international civil service as a whole. Details were asked about the three-year contract proposal received from AXA – ARAG, which was recommended by the broker. It was noted that this offer would expire at the end of February 2015. Members requested that the contract be shared in order for delegates to go back to their constituencies and get feedback. Though FICSA could cover the premium for the first year (CHF 420,000 currently approximately EUR 380,000) through its 1.5 million CHF reserve, it was underscored that the member associations/unions would be responsible for the coverage of the premiums for the two following years.

11. Throughout the discussion, delegates shared their experiences with procuring and managing legal insurance, and the need for key performance indicators, service standards, and clear eligibility criteria. Some associations/unions screen cases to ensure that there was a genuine legal question to be adjudicated, while others referred directly to the insurance company. This could affect an association/union and its ability to control costs, and ultimately the premium. Some participants asked what criteria and capacity would be needed in the FICSA secretariat, and individual member associations/unions, to support case management and an overall legal protection programme. It was proposed that these matters be explored further, in consultation with the membership and the broker, with a view to refining the proposal and seeking approval by postal vote.

**The Standing Committee on Legal Questions requested the FICSA Executive Committee to continue pursuing options for comprehensive, collective legal assistance for the membership, in consultation with members, taking into account feedback received at the present Council session, and present Council a proposal for decision by postal vote before the next regular session. Should such a proposal be approved by Council, the insurance premiums for the balance of the 2014/2015 fiscal year should be paid from FICSA's reserves, up to a maximum of CHF 500,000, and a sustainable financing plan would be agreed at the 69<sup>th</sup> Council and integrated into the dues structure.**

#### **Update on the legal defence of three ICO staff (Agenda item 5)**

12. An update was provided on the cases of the three staff of the International Coffee Organization (ICO) who benefitted from the support of the legal defence fund.

**The Standing Committee on Legal Questions requested the FICSA Executive Committee to provide the membership with regular updates on the issue.**

#### **Legal capacity building activities for the FICSA membership (Agenda item 6)**

13. The legal advocacy training convened prior to the Council was seen as useful by those who attended. It was recommended that it be expanded to a full day to enable issues to be covered in greater depth and also enable participants to work through case studies together. Participants indicated that it would be useful for the Executive Committee to explore options for providing online training, in conjunction with face-to-face workshops. Geneva- and Madrid-based colleagues expressed interest in hosting workshops. Short webinars could be convened on a regular basis on topical issues of importance to staff representatives. A training of trainers could also be an effective way to build a network of expert resource people, who could then sensitize interested colleagues in their duty stations. Overall, a combined approach with a variety of methodologies was seen as the most effective approach. While this would be the most desirable, it was also acknowledged that FICSA and the secretariat would have a reduced capacity in 2015, and major demands in relation to the compensation review.

**The Standing Committee on Legal Questions recommended that the FICSA Executive Committee allocate CHF 10,000 for the delivery of training activities.**

#### **Acquired rights within the context of the compensation review (Agenda item 7)**

**The Standing Committee on Legal Questions recommended that the FICSA Executive Committee allocate CHF 10,000 for the procurement of a review of acquired rights issues within the context of the compensation review.**

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

14. UNGSC apprised the participants of the anomaly represented by the Brindisi salary scale – the only duty station in Italy linked to the Rome salary scale applying a negative adjustment of approximately 30 per cent. In addition, UNGSC had not been granted the interim adjustments since November 2010. Following detailed explanations the below recommendation was put forward:

**The Standing Committee on Legal Questions recommended that the FICSA Executive Committee instructs the Permanent Technical Committee on General Service Questions to provide technical assistance in the preparation of a legal appeal at UNDT.**

#### **Nomination of Standing Committee Officers and Core Group members (Agenda item 9)**

15. The Standing Committee nominated Mr. Joel Lahaye (CERN) as Chair and Mr. Ilio Fornasero (FAO/WFP-UGSS) and Mr. Jason Sigurdson (UNAIDS) as Vice-Chairs.

16. It nominated Andr s Orias Bleichner (WMO), Silvia Mariangeloni (FAO/WFP-UGSS), Ivan Babovic (WHO/HQ Geneva), Erik Glass (IAEA), Antonella Biasiotto (WHO/EURO Copenhagen), Susan Murray (FAO/WFP-UGSS) and Cosimo Melpignano(UNGSC) as members of the Core Group.

## **Appendix**

### Global Legal Protection for FICSA Members

- ☐ Legal protection is a crucially important service for the Federation's membership
- ☐ Decided by Council that the EXCOM should continue exploring options for brokering comprehensive, collective legal protection insurance for the membership
- ☐ Due to financial implications, the Executive Committee assigned the treasurer to look and call for tenders on global legal protection insurance and negotiate premiums and terms



## Global Legal Protection for FICSA Members

- ☐ Contact with Austrian insurance companies
- ☐ Contact with UNFCU insurance partner WILLIS
- ☐ Contact with UNFCU insurance partner Jirout & Partner
- ☐ Jirout & Partner insurance broker made several requests for quotations to various insurance providers worldwide
- ☐ Only CAP which belongs to Allianz Group & AXA-ARAG which belongs to the AXA Group provided a quotation

## Global Legal Protection for FICSA Members

- ☐ Share model: 70% from premium minus claim payment and claim reserve after one year. From this amount 20% will be paid back to FICSA. But all together after 3 years!

e.g.: Premium: 350,000 – no claim the first year

➤  $350,000 - 70\% = 105,000$

➤  $350,000 - 105,000 = 245,000 * 20\% = 49,000$  this amount will paid back to FICSA

- ☐ Lawyer: Free choice of a lawyer is given
- ☐ Claim settlement: Claims are settled by the Broker

## Annex 5

### REPORT OF THE STANDING COMMITTEE ON HUMAN RESOURCES MANAGEMENT

|  |                                   |
|--|-----------------------------------|
| Chair  | Lisa Villard (IAEA)               |
| Vice-Chair                                   | Antonio Brina (FAO/WFP-UGSS)      |
| Rapporteur/Member, FICSA Executive Committee | Véronique Allain (SCBD)           |
| Rapporteur                                   | Christine Bétrémieux (UPU)        |
| President, FICSA                             | Diab El-Tabari (UNRWA/ASA)        |
| Members, FICSA Executive Committee           | Evelyn Kortum (WHO/HQ Geneva)     |
|  | Matthew Montavon (AP-in-FAO)      |
|  | Jason Sigurdson (UNAIDS)          |
| Regional Representative                      | Pilar Vidal (PAHO/WHO Washington) |

### Participants

|              |   |
|--------------|---|
| AP-in-FAO    | Michelle Keating<br>Giovanni Muñoz<br>Miriam M. Saif              |
| CERN         | Flavio Costa  |
| FAO/WFP-UGSS | Ilio Fornasero<br>Cinzia Romani<br>Luigia Sforza<br>Gianni Trupia |
| IAEA         | Katja Haslinger   |
| IARC         | Valérie Gaborieau   |
| ICAO         | Masha Mincic-Meyer<br>Walter Parks                                |
| IFAD         | Fabio Bencivenga<br>Martina Huonder<br>Dave Nolan                 |
| ILO ITC      | Stefano Barretini<br>Marion Christophe                            |
| IMO          | Robert Russell  |
| ITU          | Sylviane Asseraf<br>Caroline Debroye<br>Akim Falou Dine           |

|  |  |
|--|--|
| OPCW   | Stian Holen<br>Yvonne Lane   |
| UNAIDS                                       | Sophie Diadhiou Keita<br>Taavi Erkkola<br>Ruben Mayorga<br>Tanya Quinn-Maguire |
| UNESCO/STU                                   | Andrea Leveque<br>Elia Matias  |
| UNESCO/ICTP Trieste                          | Lisanna Iannitti<br>Christiana Winter  |
| UNFCCC                                       | Peter Kakucska<br>Jane Stickdorn   |
| UNGSC  | Cosimo Lunedi<br>Cosimo Melpignano   |
| UPU  | Christine Bétrémieux<br>Steven Fleming   |
| UNWTO  | Lydia Bebe Kum   |
| WHO/AFRO Brazzaville                         | Lydie Gassackys<br>Benonia Mbonzi-Mbemba<br>Christian Pethas                   |
| WHO/AFRO Harare                              | Rudo Chikoto   |
| WHO/EURO Copenhagen                          | David Barrett<br>Antonella Biasiotto<br>Liliana Yanovska                       |
| WHO/HQ Geneva                                | Ivan Babovic<br>Veronica Riemer  |
| WHO/SEARO New Delhi                          | Patanjali Dev Nayar  |
| WHO/WPRO Manila                              | Ruel Serrano   |
| WIPO   | Najib Ben Helal  |
| WMO  | Andrès Orias Bleichner<br>Josefa Potter  |
| <b>Associations with consultative status</b> |  |
| FAFICS                                       | Gerhard Schramek   |

UNWG-Rome

Shonagh McAulay  
Mariza Jurgens

### **Federation with observer status**

FUNSA Guinea

Lucie Gnongo Beavogui  
Hervé Cledjo  
Mariama Dioubate

### **Guest**

UNCCD

Sarah Marchant

### **Introduction**

1. The Standing Committee met twice to address agenda item 11(b) of its agenda.

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

2. After suggesting to remove Agenda item 6 of the provisional agenda, the Standing Committee adopted the following agenda:

1. Adoption of the agenda
2. Election of the Rapporteur
3. Report of the Chair on previous year's activities (recap of training, surveys, etc.)
4. Re-deployment exercises (decision FICSA/C/68/HRM/Do1):
  - Discussion of results obtained by FICSA SC HRM and where do we go from here (FICSA/C/68/HRM/1)
5. Definition of non-staff and contractual status (document FICSA/C/68/HRM/2)
  - Results of the survey of the membership and a where-do-we-go from here discussion (decision FICSA/C/68/HRM/Do2)
6. Inter-agency mobility (CEB/2014/HLCM/HR/5)
  - Discuss recommendations by the working group set up by the HLCM to see whether FICSA needs to respond
7. Performance management (CEB/2014/HLCM/HR/11)
  - Update on the compensation review
  - Discussion of the CSAIO summary report
8. Job classification
  - Best practices
9. Training for upcoming year
  - Identify needs for the upcoming year
10. UN-GLOBE
  - Determination of personal status within UN agencies (Results of FICSA email dated 28 November 2014)
11. Other business
12. Nomination of Standing Committee officers and Core Group members

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

3. Ms. Véronique Allain (SCBD) was nominated Rapporteur, with Ms. Christine Bétrémieux (UPU) as Co-Rapporteur.

### **Report of the Chair on previous year's activities (Agenda item 3)**

4. The Chair informed the members of the Standing Committee that since the 2014 session of the FICSA Council, no real task was allocated to the Committee but there were quite a number of productive communications between the FICSA Executive Committee and the Committee.

### **Re-deployment exercises (Agenda item 4)**

5. Colleagues from the UNESCO/STU were asked to explain how the re-deployment exercise had been organized and implemented in their organization, following the enormous budget cuts due to the withdrawal of several Member States. From 1 January 2012, a freeze on hiring new staff had been implemented and after the establishment of a mutual separation programme, 75 posts had been abolished. In November 2013, 400 regular posts had been cut, but about 70 per cent of those posts were vacant. In January 2014, all sectors had to identify concrete posts to be abolished and staff were notified. The re-deployment programme was led by the Deputy Director General of the organization and included the Director for Human Resources Management, the Assistant-Director General for all sectors and the two staff unions (with full voting rights). Although the staff were represented on the Committee for re-deployment, things were done in a rush and the pre-matching of jobs was not accepted by the UNESCO/STU. The input and support from FICSA was instrumental during this process. In the end, only a very small number of staff were not placed: seven staff members lost their jobs (2 P staff and 5 GS staff). The lessons learnt by UNESCO were: (a) the FICSA Executive Committee has to be informed early in the process so that it can be involved; (b) staff associations/unions need to be fully involved in the drafting and implementation of any policies developed relating to re-deployment; (c) a competency catalogue should be developed and training provided to staff; (d) the reasons for abolishment or re-deployment have to be stated in the letter to the staff member; (e) GS to P promotion exercises should be considered when applicable; and (f) inter-agency mobility within the same duty station should be considered.

**The Standing Committee recommended that the FICSA Executive Committee: (a) Continues reaching out to its membership to update the database of best practices; (b) Uses this information to develop the minimum standard guidelines to be used in a redeployment exercise; and (c) Encourages executive heads to explore the option of the inter-agency mobility within the same duty station.**

### **Definition of non-staff and contractual status (Agenda item 5)**

6. The Chair of the Standing Committee invited all participants to read carefully the JIU report from 2012 on the Review of Individual Consultancies in the UN System (document JIU/REP/2012/5) which provided a solid definition of the distinction between non-staff, consultants and staff and their contractual status. The Committee noted that, based on the JIU definition, many organizations were currently misusing non-staff and consultants contractual arrangements, with the result that non-staff and consultants were often performing work that should be done by staff with no benefits, entitlements or representation.

**The Standing Committee recommended that the Executive Committee: (a) Recommends to executive heads of membership organizations to take into account the JIU report and limit the scope of use of consultants; (b) Asks its membership to provide information on whether non-staff and consultants were currently represented by the staff union/association; (c) Encourages its membership to identify the different types of contracts in use in their organization and their applicability; and (d) Requests organizations to develop a transparent and competitive recruitment process to hire consultants in line with the previously mentioned JIU report (JIU/REP/2012/5).**

#### **Performance management (Agenda item 7)**

- Update on the compensation review
- Discussion of the CSAIO summary report

7. The FICSA representative at the Conference on Staff Associations of International Organizations (CSAIO) summarized the presentations given on performance management at its last meeting in Frascati. Rewarding excellence, promoting high performance and managing under-performance were key words in the presentations. The Committee acknowledged that a good performance system had to be fair, transparent and that dialogue between staff and supervisors should be maintained throughout the year. The Committee recognized that the linking of performance appraisal with career development had its flaws based on the subjectivity of the system. Further investigation into the use of a performance management system and career development was required.

**The Standing Committee recommended that the Executive Committee: (a) Investigates the pros and cons of de-linking the sole use of performance appraisal from career paths; (b) and Encourages the FICSA membership to push for proper training for both the managers and the staff in performance appraisal.**

#### **Inter-agency mobility (Agenda item 6)**

8. A working group was set up by the High-Level Committee on Management (HLCM) to assess the implementation of the inter-agency mobility in the UN common system with a view to foster the mobility through transfers, secondments and loans as per the Inter-Organization Agreement among the organizations applying the UN common system of salaries and allowances. This Working Group came up with a total of 40 recommendations to the HR Network. The latter requested the Working Group to reconvene with a view to streamline and focus their recommendations in order to remove bottlenecks and promote the merits and sensitivities of inter-agency mobility. The Working Group was tasked to provide a new report to the HR Network at its meeting in October 2014.

**The Standing Committee recommended that the Executive Committee reviews and compares the new round of recommendations to the originals and analyze which ones could be implemented with a win-win situation for staff and organizations.**

### **Job classification (Agenda item 8)**

9. A few members of the Committee asked the Chair to have a tour de table on the re-classification policies in other organizations, in particular, whether a staff member had the right to request a reclassification or only the manager had such authority. The discussion highlighted that, in most organizations, it was the manager who requested the re-classification of a post and not the staff member on a case-by-case basis. The Committee noted that requests for re-classification should always keep in mind the equal pay for equal work principle and staff members should have a right to request that their post be reclassified to reflect their duties.

**The Standing Committee recommended that the Executive Committee send a letter to the executive heads of each FICSA member organization and remind them to respect the staff member's right to a review of their post description for the purpose of re-classification, based on the principle of equal pay for equal work.**

### **Training for upcoming year (Agenda item 9)**

10. The Committee recognized the need for training in job classification, the appeals process and staff representation, in the Africa Region and in French, during the year 2015. An amount of CHF 10,000 was requested for this activity.

**The Standing Committee recommended that the Regional Representative for Africa liaise with the Executive Committee to identify a suitable location and host in the region for the training.**

### **UN-GLOBE (Agenda item 10)**

11. The Committee noted the release of the UN Secretary-General Bulletin on the recognition of personal status based on the country's jurisdiction where the partnership is confirmed, as opposed to the previous policy which was based on the country of origin.

**The Standing Committee recommended that: (a) UN-GLOBE provide this list to the FICSA Executive Committee for further dissemination and use; and (b) The Executive Committee requests the organizations of the UN common system to change their policy on personal status to follow the recent changes made by the UN Secretariat and to consider a review of all related HR policies impacted by this change.**

### **Other business (Agenda item 11)**

12. The Committee took note of two issues to be put on the 2016 agenda of the Committee, namely, gender and geographical distribution criteria for recruitment and mobility within the framework of the UN-GLOBE.

### **Nomination of Standing Committee officers and Core Group members (Agenda item 12)**

13. The Standing Committee nominated Mr. Antonio Brina (FAO/WFP-UGSS) as Chair and Ms. Lisa Villard (IAEA) and Mr. David Barrett (WHO/EURO Copenhagen) as Vice-Chairs.



14. The following were nominated as Core Group members:

Ruben Mayorga (UNAIDS)  
Fabio Bencivenga (IFAD)  
Ruel E. Serrano (WHO/WPRO Manila)  
Peter Kakucska (UNFCCC)  
Jane Stickdorn (UNFCCC)  
Mariama Dioubate (FUNSA Guinea)  
Lucie Gnongo Beavogui (FUNSA Guinea)  
Cinzia Romani (FAO/WFP-UGSS)  
Rudo Chikoto (WHO/AFRO Harare)  
Benonia Mbonzi-Mbemba (WHO/AFRO Brazzaville)  
Liliana Yanovska (WHO/EURO Copenhagen)  
Pilar Vidal (PAHO/WHO Washington)  
Ivan Babovic (WHO/HQ Geneva)  
Flavio Costa (CERN)  
Joel Lahaye (CERN)  
Véronique Allain (SCBD)

## Annex 6

### REPORT OF THE STANDING COMMITTEE ON SOCIAL SECURITY / OCCUPATIONAL HEALTH AND SAFETY

|                                    |   |
|------------------------------------|---|
| Co-Chairs                          | Tanya Quinn-Maguire (UNAIDS)<br>Katja Haslinger (IAEA)    |
| Rapporteur                         | Ruben Mayorga (UNAIDS)                                    |
| President, FICSA                   | Diab El-Tabari (UNRWA/ASA)                                |
| General Secretary, FICSA           | Brett Fitzgerald (WIPO)                                   |
| Members, FICSA Executive Committee | Evelyn Kortum (WHO/HQ Geneva)<br>Jason Sigurdson (UNAIDS) |
| Regional Representative            | Pilar Vidal (PAHO/WHO Washington)                         |

#### Participants

|              |  |
|--------------|--|
| AP in FAO    | Rainer Krell<br>Miriam M. Saif                         |
| CERN         | Joel Lahaye  |
| FAO/WFP-UGSS | Antonio Brina<br>Ilio Fornasero<br>Silvia Mariangeloni |
| IAEA         | Katherine Asfaw<br>Lisa Villard                        |
| ICAO         | Gaston Jordan<br>Walter Parks                          |
| IFAD         | Fabio Bencivenga<br>Dave Nolan                         |
| IMO          | Robert Russell   |
| ILO ITC      | Stefano Barettini<br>Alessandro Patrona                |
| ITU          | Sylvaine Asseraf<br>Caroline Debroye                   |
| OPCW         | Erik Prein   |
| UNAIDS       | Ruben Mayorga  |
| UNESCO       | Andrea Leveque   |

|   |  |
|---|--|
| UNFCCC                                  | Peter Kakucska<br>Festus Luboyera                        |
| UNGSC                                   | Vincenzo De Leo<br>Cosimo Lunedì                         |
| WHO/AFRO Brazzaville<br>WHO/AFRO Harare | Christian Pethas<br>Modinah Chingoma                     |
| WHO/EURO Copenhagen                     | David Barrett<br>Antonella Biasiotto<br>Liliana Yanovska |
| WHO/HQ Geneva                           | Edmond Mobio<br>Veronica Riemer                          |
| WHO/SEARO New Delhi                     | Patanjali Dev Nayar                                      |
| WIPO                                    | Najib Ben Helal<br>Christopher Mason                     |
| WMO                                     | Andrès Orias Bleichner                                   |

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

|           |  |
|-----------|--|
| EMBL      | Daniel Bilbao Cortes<br>Carmelo López-Portilla |
| FAFICS    | Gerhard Schramek                               |
| UNWG-Rome | Shonagh McAulay<br>Irene Ursic-Ruisi           |

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

|                |                        |
|----------------|------------------------|
| FUNSA Egypt    | Nahla Zeitoun          |
| FUNSA Ethiopia | Makane Faye            |
| FUNSA Guinea   | Kabiatou Kasse-Sompare |

#### **Guest**

|      |                                |
|------|--------------------------------|
| IDLO | Fiona Funke<br>David Patterson |
|------|--------------------------------|

## Introduction

1. Under the co-chairmanship of Ms. Tanya Quinn-Maguire (UNAIDS) and Ms. Katja Haslinger (IAEA), the Standing Committee met twice to address items 1-11 of its agenda.

## Adoption of the agenda (Agenda item 1)

2. The Standing Committee adopted the following agenda:
  1. Adoption of the agenda
  2. Election of the Rapporteur
  3. **Update on the issue of after-service health insurance (ASHI)**  
Background document: *SOCSEC/1 - After-service health insurance (ASHI) - Note by Gerhard Schramek, FAFICS*
  4. **Disabled access / making the UN a barrier free environment**  
Background document: *Accessibility for the disabled - A design manual for a barrier free environment*
  5. **Health and safety policy for those organizations without such a policy:**
    - a. Best practice examples (IAEA and others)
    - b. Discussion on usefulness of training on occupational health and safety
  6. **Health and wellness:**
    - a. Harassment in the workplace: Review of responses to the harassment survey from Rome-based agencies and discussion on next steps. (Introduction by Fabio Bencivenga, IFAD)
    - b. Dignity in the workplace: Presentation of the dignity in the workplace initiative by WHO/HQ SA (Evelyn Kortum, WHO). Discussion on how this issue relates to other health and wellness matters, such as harassment
    - c. Consideration of specific needs of staff caring for terminally-ill family members (Caroline Debroye, ITU); discussion of the issue in relation to other health and safety aspects
  7. **UNCARES:** Brief presentation of recent developments to include broader health and wellness issues in the mandate of UNCARES
  8. **UNFCU: Unilateral decision on staff funds**
  9. **Mandatory age of separation (MAS):** Implementation of the new rules
  10. Other business
  11. Nomination of Standing Committee officers and Core Group members
3. Following an intervention by the UNWG-Rome, it was agreed that the issue of divorced spouses of staff members could be added to the Agenda under “Other business” on the condition that further information is provided to the Committee to facilitate understanding of the issue.

## Election of the Rapporteur (Agenda item 2)

4. Mr. Ruben Mayorga (UNAIDS) was nominated Rapporteur.

### **Update on the issue of after-service health insurance (ASHI) (Agenda item 3)**

5. Mr. Gerhard Schramek (FAFICS) presented a summary of the points discussed in the background document prepared for the Committee (FICSA/C/68/SOCSEC/1 - *After-service health insurance (ASHI) - Note by Gerhard Schramek, FAFICS*). Mr. Schramek concluded his presentation by suggesting that the Committee should ensure that FICSA has a clear position on this issue as a member of the HR Network. Any recommendations by the ASHI Working Group should observe the principle of acquired rights. A common system approach to ASHI would be neither feasible nor desirable. He also suggested that staff representatives might be able to influence the issue at the local level through their representation on their respective health insurance bodies.

6. The Chair thanked Mr. Schramek on behalf of the Committee for his comprehensive report. It was noted that all Committee members should read the document if they had not already done so as it was an excellent synopsis of the way the ASHI had been addressed by all of the relevant bodies, including HLCM, Pension Fund, etc.

7. Following extensive discussion, the Committee agreed on the following:

**The Standing Committee recommended that: (a) the FICSA Executive Committee should follow the issue of ASHI closely through their participation in the HR Network and their representation on the Board of the Pension Fund. In addition, in light of FAFICS representation on the HLCM Working Group on ASHI, the FICSA Executive Committee should continue to cooperate and exchange information with FAFICS to ensure that all possible approaches on this important topic are covered: (b) the FICSA Executive Committee sends an e-mail to the membership to encourage staff representatives to raise this issue at the local level with their administrations (for example, through their representation on Health Insurance bodies); and (c) FICSA's position on this issue should be that the administration of ASHI remains under the responsibility of each individual organization.**

### **Disabled access / making the UN a barrier free environment (Agenda item 4)**

8. Ms. Haslinger introduced the issue with reference to the background document available on the FICSA website.

9. Following discussion by the Committee, it was noted that many organizations had a number of measures in place already, particularly in HQ duty stations. The background document provided a very practical resource on how improvements could be made by organizations.

10. There was general agreement on the fact that while there was no “easy fix” with regard to this issue, a number of options were available which organizations and staff associations/unions could use.

11. The existence of the Interagency Support Group on the Rights of Persons with Disabilities was noted with interest. In this regard, it was suggested that staff associations/unions should enquire if / how their organization was represented on this body.

12. It was also noted that in many duty stations there existed local disability organizations which might be able to assist with a disability audit of organizations' installations.
13. Following discussion, the following was agreed:

**The Standing Committee recommended that: (a) FICSA shares the background document with its membership with a view to encourage each organization to conform, to the greatest extent possible to the guidelines set out in the background document (ref. Accessibility for the disabled – A design manual for a barrier free environment); (b) the FICSA Executive Committee, with the cooperation of the SOCSEC Core Group, send a questionnaire to the FICSA membership to assess awareness of and interest in the issue; (c) the FICSA Executive Committee: (i) set up training on the issue of diversity, to include physical and mental disability, among other issues; or ii) expand the current training on occupational health and safety to include those issues; and (d) the FICSA secretariat make available on their website documentation related to the Inter-Agency Support Group on the Rights of Persons with Disabilities.**

**UNFCU: Unilateral decision on staff funds (Agenda item 8)**

14. At the request of the FICSA Executive Committee, the Standing Committee welcomed Mr. Khalid Gherzeddine, representing the UNFCU Geneva Office, to address the Committee on the issue of concern raised by staff in Sudan. As he was available at this time, it was agreed that Agenda item 8 be brought forward.
15. Mr. Gherzeddine informed the Committee that the UNFCU, as a US-based entity, was obliged by US law to ensure that there was due diligence to ensure that funds were not going to the Government of Sudan. Following concerns, the UNFCU had decided to stop issuing cheques, debit cards and checking accounts to local staff.
16. Following a question from the floor, Mr. Gherzeddine noted that staff members could still transfer money to another country with a local account.
17. He suggested that a solution to the concerns raised could be that individual organizations could take away the restrictions on local accounts.
18. The Standing Committee thanked Mr. Gherzeddine for taking the time to discuss the issue which allowed for clarification on the way forward.
19. Following discussion, the following was recommended:

**The Standing Committee recommended that FICSA facilitate communications at every opportunity between individual organizations and the UNFCU to discuss the issue of restrictive accounts in duty stations.**

### **Health and safety policy for those organizations without such a policy (Agenda item 5)**

20. Ms. Haslinger informed the Committee of the steps taken by IAEA in setting up a Health and Safety Policy for that organization. She noted that, among other points, members of the Health and Safety Committee were high-ranking to ensure broad support at the highest level of the organization.
21. Ms. Haslinger suggested that the IAEA Policy could be used as a model for other organizations interested in establishing such a policy and as such it should be made available on the FICSA website.
22. During the discussion, the UNWG-Rome requested that the issue of domestic abuse should be addressed in any FICSA training on occupational health and safety.
23. The Committee debated the issue and agreed that the possibility to have the topic included in the existing training course on Occupational Health and Safety should be investigated.

**The Standing Committee recommended that: (a) the FICSA Executive Committee posts the IAEA Health and Safety Policy on the FICSA website noting that it could serve as a model for developing similar policies; (b) FICSA should, with the assistance of the Core Group members, send out a questionnaire to the FICSA membership to assess the extent of the implementation and effectiveness of measures taken with regard to health and safety policies; and (c) the Committee endorsed FICSA training on Occupational Health and Safety and requested the FICSA Executive Committee to include this matter in the schedule of trainings for the first half of 2015, noting that IAEA had offered to host it.**

### **Health and wellness (Agenda item 6a – Harassment in the workplace)**

24. Following a request from the Italy-based agencies at the end of 2014, the FICSA secretariat sent out a questionnaire to its membership to obtain information on the issue of harassment in the workplace (contained in document FICSA/C/68/SOCSEC/2).
25. Mr. Fabio Bencivenga (IFAD) reported that among those organizations that responded (12) the current mechanisms were not sufficient to address the issue properly. One conclusion drawn from the responses received was that staff were not always willing and comfortable to talk about harassment in the workplace.
26. Mr. Bencivenga suggested an alternate system be devised. In his opinion this system could be an independent body, possibly under the FICSA framework. Due to the limited time available, it was agreed that Mr. Bencivenga would devise a concept for such an independent body and make it available to the Core Group. This should be a working proposal with bullet points for further consideration at the next FICSA Council.

### **Health and wellness (Agenda item 6b – Dignity in the workplace)**

27. Ms. Evelyn Kortum (WHO/HQ Geneva) presented a respectful workplace initiative, developed at WHO. It was noted that there was support by top-level management for this

initiative. Ms. Kortum explained the concept and it was agreed that the initiative should be shared and made available on the FICSA website for the benefit of the membership. Highlights of the initiative were filmed speeches by top-level management; an A-Z for a respectful workplace being developed; training and awareness raising activities being designed; inclusion of competencies such as respecting and promoting individual and cultural differences; creation of an empowering environment in recruitment processes; and trained respectful workplace focal points were being established in all offices. There were plans to evaluate the effectiveness of the initiative at an appropriate stage.

28. The Committee noted the importance of dignity at work to ensure staff well-being. Mr. Peter Kakucska (UNFCCC) noted that their organization was carrying out a dignity at work initiative which originated from the FICSA training on Occupational Health and Safety. From that training the specific issues of dignity at work and mental health for all staff were considered of particular relevance to their organization. It was very recently decided by UNFCCC that all staff must attend sessions on dignity at work.

29. Mr. Kakucska recommended the establishment of a working group to examine and assess dignity at work within the UN and propose concrete recommendations to FICSA. Mr. Kakucska offered to host the meeting of the working group in UNFCCC Bonn. This working group should consider a communication campaign to support the individual organizations' efforts in this regard.

30. The Committee noted that the trainer for the FICSA Occupational Health and Safety course could serve as a valuable resource.

**Recognizing that all staff play an important role in improving the working environment, and that a positive working environment is an integral part of maximizing the impact of our organizations, the Standing Committee recommended that: (a) the FICSA Executive Committee support the creation of a working group on social security on the topic of dignity at work in the United Nations. The working group should recommend a framework for agencies to further develop and implement dignity at work initiatives; and (b) the FICSA Executive Committee make available the UNFCCC training on dignity at work to the FICSA membership.**

#### **Health and wellness (Agenda item 6c – Consideration of specific needs of staff caring for terminally-ill family members)**

31. Ms. Caroline Debroye (ITU) presented the topic as in ITU there had been a number of staff members facing this issue. The French full version and English summary of the points presented by Ms. Debroye were available on FICSA website.

32. Following discussion, it was noted that, in view of the scrutiny being given to leave days by ICSC, this issue might become more important in the context of the ICSC review of the compensation package. FICSA should ensure that maximum flexibility for uncertified sick leave for family emergencies be maintained and reinforced, particularly in consideration of specific needs of staff caring for terminally-ill family members.



33. The ITU Staff Union also raised the issue of excessive billing by health providers in Geneva to UN staff. The Committee agreed that there might be broader issues in this regard for the Geneva-based agencies and invited those concerned to discuss and bring the issue back to the Committee once more information was available, for discussion and recommendations to the next Council.

**The FICSA Executive Committee should, in the context of the ICSC review of the compensation package and in view of the scrutiny being given to leave days: (a) ensure that maximum flexibility for uncertified sick leave for family emergencies be maintained and reinforced, particularly in consideration of specific needs of staff caring for terminally ill family members; and (b) the FICSA secretariat request the membership to share information on what mechanisms were currently in place by their organizations to address those concerns.**

#### **UNCARES (Agenda item 7)**

34. Following a brief discussion, where it was noted that there had been a broadening of UNCARES activities to address wider health and wellness issues, the following was agreed:

**The Standing Committee requested that the FICSA Executive Committee encourage the membership to support the UNCARES agenda financially and to take the opportunity to address staff health and wellness more broadly through such initiatives as stigma beyond HIV.**

#### **Mandatory age of separation (MAS) (Agenda item 9)**

35. The Standing Committee took note of the recent General Assembly decision to extend the MAS to 65 for all staff, taking into consideration acquired rights.

**Reiterating the preferred implementation date should be 1 January 2016, the Standing Committee recommended that the FICSA Executive Committee request the ICSC to provide guidance on implementation by the end of 2015.**

#### **Other business (Agenda item 10)**

36. Mr. Antonio Brina, UN-GLOBE focal point for FICSA, brought the Committee's attention to the continued issues on the lack of recognition of same-sex spouses by the UN Joint Staff Pension Fund (UNJSPF). He requested advice of the Committee.

**The Standing Committee strongly reiterated the resolution from the 67<sup>th</sup> FICSA Council on the issue of recognition of same-sex spouses by the UNJSPF; and (b) requested the FICSA Executive Committee to raise the issue at the forthcoming Pension Board meeting, seeking the cooperation of FAFICS and the Participants' Group on the UNJSPFB.**

37. The UNWG-Rome presented a statement on behalf of Ms. Nathalie Tschyrkov (UNWG-Geneva) on the issue of eligibility of divorced spouses for pension benefits. It was noted that related issues had been presented to the Standing Committee in past years. The Standing Committee reiterated that FICSA did not have a mandate to represent non-UN personnel.

**Nomination of Standing Committee officers and Core Group members (Agenda item 11)**

38. The Standing Committee recommended Ms. Tanya Quinn-Maguire (UNAIDS) and Ms. Katja Haslinger (IAEA) as Co-Chairs of the Standing Committee.

39. The following were nominated as Core Group members:

Najib Ben Helal (WIPO)  
Antonio Brina (FAO/WFP-UGSS)  
Ilio Fornasera (FAO/WFP-UGSS)  
Pilar Vidal (PAHO/WHO Washington)  
Caroline Debroye (ITU)  
Mignonne Del Piero (UNWG-Rome)  
Ruben Mayorga (UNAIDS)  
Gerhard Schramek (FAFICS)  
Silvia Mariangeloni (FAO/WFP-UGSS)  
Liliana Yanovska (WHO/EURO Copenhagen)  
Sylviane Asseraf (ITU)  
Irene Ursic-Ruisi (UNWG-Rome)  
Peter Kakucska (UNFCCC)

## Annex 7

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

|   |  |
|---|--|
| Chair   | Steven Ackumey-Affizie (FUNSA Ghana)                     |
| Co-Rapporteur                                   | Sophie Diadhiou Keita (UNAIDS)                           |
| Co-Rapporteur/Member, FICSA Executive Committee | Véronique Allain (SCBD)                                  |
| President, FICSA                                | Diab El-Tabari (UNRWA/ASA)                               |
| Members, FICSA Executive Committee              | Matthew Montavon (AP-in-FAO)<br>Jason Sigurdson (UNAIDS) |
| Regional Representative                         | Ritesh Singh (WHO/SEARO New Delhi)                       |

### Participants

|   |   |
|---|---|
| AP-in-FAO                               | Michelle Keating  |
| ICAO                                    | Walter Parks<br>Viera Seben   |
| ITU                                     | Akim Falou-Dine<br>Joseph Varghese  |
| WHO/AFRO Brazzaville<br>WHO/AFRO Harare | Benonia Mbonzi-Mbemba<br>Rudo Chikoto<br>Modinah Chingoma                     |
| WHO/EURO Copenhagen                     | Antonella Biasiotto   |
| WHO/HQ Geneva                           | Edmond Mobio<br>Irwan Mohd Razali (outpost in Kuala Lumpur)<br>Renuka Muniadi |
| WHO/SEARO New Delhi                     | Patanjali Dev Nayar   |
| WMO                                     | Josefa Potter   |

### Federation with observer status

|              |   |
|--------------|---|
| FUNSA Guinea | Lucie Gnongo Beavogui<br>Hervé Cledjo<br>Mariama Dioubate<br>Kadiatou Kasse-Sompare |
|--------------|---|

## Guest

CCISUA

Laura Lo Cicero (WFP Rome)  
Ian Richards (UNOG)  
Marianne Ward (WFP Rome)

## Adoption of the agenda (Agenda item 1)

1. The Standing Committee adopted the following agenda:
  1. Adoption of the agenda
  2. Election of the Rapporteur
  3. Mobility/hardship scheme and field-related compensation elements potentially impacted by the review of the compensation package as undertaken by the ICSC
  4. Annual review of hardship field duty stations according to conditions of life and work for the African region
  5. Security of UN staff and premises in field locations (from the report of the last IASMN session and other relevant sources)
  6. Danger pay modalities
  7. Feedback from the work undertaken by the HLCM Working Group on Duty of Care
  8. Top 10 safety and security issues reported by UN staff to their elected staff representatives
  9. Other business: Access to financial services for staff in countries affected by economic sanctions
  10. Nomination of Standing Committee officers and Core Group members

## Election of the Rapporteur (Agenda item 2)

2. Ms. Véronique Allain (SCBD) and Ms. Sophie Diadhiou Keita (UNAIDS) were nominated as Rapporteurs.

## Mobility/hardship scheme and field-related compensation elements potentially impacted by the review of the compensation package as undertaken by the ICSC (Agenda item 3)

3. The FICSA representative explained to the members of the Standing Committee that for the Member States, the UN and the ICSC, the deployment of the UN staff in the field was important to carry out the work of the UN correctly; it was thus envisaged that the allowances paid to the UN staff serving in the field would be the least affected. At the most, there would be an attempt to try to identify two types of benefits: incentives such as the mobility allowance on the one hand, and on the other hand, the cost-reimbursement benefits which would not be part of the mobility package. In the discussions of the ICSC Working Group on field-related compensation elements, it was obvious that the UN organizations remained in favour of FICSA's efforts to defend strongly the rights of staff deployed in the field to carry out the work of the UN.

4. The trend would be to provide lump-sum amounts in order to avoid spending too much time on calculations, as the ICSC wanted to standardize and streamline at the maximum. The representative from CCISUA informed the members of the Standing Committee that there was a recent trend to try to reduce the moving allowances, so that this would affect the willingness

of staff to move around periodically. But the UN needed to continue to deliver in various countries.

**The Standing Committee recommended that the Executive Committee continue monitoring the work of the ICSC in the review of the compensation package so that the impact on UN staff in the field were kept to a minimum and that the ICSC aimed at modernizing compensation for all categories of staff. It might be the right time to enhance some of the benefits (Rest and Recuperation allowance, APA (Administrative Place of Assignment), family visit travel, additional freight entitlement, etc.).**

#### **Annual hardship field duty stations according to conditions of life and work in the Africa region (Agenda item 4)**

5. The FICSA representative who attended the meeting of the ICSC Annual Review of Hardship Duty Stations according to Conditions of Life and Work, held in New York in November 2014, briefed the members of the Standing Committee as below.

6. For the purpose of the hardship scheme, hardship categorization assessed the overall quality of life at a field duty station. In determining the degree of hardship, consideration was given to seven indicators:

- local conditions of safety and security
- health care
- education (availability of a local education system in French and in English languages officially recognized and providing primary and secondary education)
- housing
- climate
- isolation
- local conditions (and the availability of the basic amenities of life that result in a less than acceptable standard of living for staff and their families).

7. Duty stations were therefore categorized on a scale of difficulty from A to E with A being the least difficult. When the security indicator was rated at the D level, the duty station was put on security watch and was reviewed each year.

8. The ICSC Working Group reviewed the list of mandatory duty stations in the Africa region scheduled for the 2014 Annual Review, which meant a total of **406** duty stations to be reviewed. This region was the last round of review following this rather new methodology implemented by the ICSC after the Tripartite Working Group had done further refinements to the methodology. The full cycle of UN regions was thus completed with this review of 2014. Only **221** questionnaires were duly completed and received by the ICSC, which meant that only **54 per cent** of all duty stations for review could be evaluated properly with on-the-ground information. It was definitely not a good statistic! For information, two weeks before the deadline of August 2014, only 20 per cent of the questionnaires had been received by the ICSC! The UNDP Director therefore sent an e-mail message to all the UNDP Country Directors which helped trigger a reaction from several duty stations.

9. Considering that the FUNSA Guinea was present at the meeting of the Standing Committee, there was an interesting exchange regarding the Ebola Virus in Guinea and the West

Africa region, and the fact that locally-recruited GS staff did not have any access, nor right to medical evacuation. Ebola, unlike other medical conditions, demanded urgent and at times immediate and proactive actions to save the life of the staff member. UN organizations needed to realize this to provide necessary and sufficient safety for their staff, both locally- and internationally-recruited. In the event that WHO declared either a local or a global emergency that inherently meant a gross change in the working conditions of the staff working in the duty station, the best medical services should be provided and a medical evacuation should be supported if certified by the treating physician, without being necessarily the UN doctor. This being said, it was important for the UN staff in the field to be informed about the proper procedures in place in cases of medical evacuation, i.e. where to be evacuated or to be relocated. Even though the procedures were available, the implementation thereof was cumbersome with so many bureaucratic hurdles for staff in the locality. The proper procedures for medical evacuation should be shared properly with the staff in the affected duty stations. At the moment, there was no consistency of processes across UN entities when a medical emergency was declared, thus affecting the life of UN staff and their dependents.

10. Ebola does not discriminate between the Professional and the General Service staff; the impact of the disease on the local prices was causing concern to the local and other expatriate staff. There was a huge loss of purchasing power making it very difficult for locally-recruited staff to cope; a request for a salary survey under special circumstances for those affected countries was requested to the UN Secretary-General, but no action had been taken yet.

**The Standing Committee recommended the Executive Committee to: (a) Continue insisting with the ICSC that all agencies concerned implement the provisions for medical evacuation, for both categories of UN staff (locally-recruited and internationally-recruited staff) and non-staff personnel; (b) Develop a feedback mechanism to report on all issues relating to life and work in hardship duty stations according to the 7 factors of classification; and (c) Set aside an amount of CHF 10,000 to provide training in 2015 to members of FICSA on these 7 factors (specifically for staff deployed in the LAC region and the CIS countries, where the next round of classification will be carried out).**

**Security of UN staff and premises in field locations (from the report of the last IASMN session and other relevant sources) (Agenda item 5)**

**Feedback from the work undertaken by the HLCM Working Group on Duty of Care (Agenda item 7)**

11. One of the significant outcomes of the IASMN session was the agreement to establish a working group on gender, which would focus on security risks faced by women staff in the field, as well as how the UN could better mitigate risks faced by lesbian, gay, bisexual, transgender and intersex (LGBTI) colleagues working in hostile environments. An important discussion took place on “Reconciling Duty of Care<sup>1</sup> in the UN’s Operating Environment”. In August 2014, the Department of Safety and Security chaired the first meeting of the High-Level Working Group on reconciling duty of care for UN personnel with the need ‘to stay and deliver’ in high-risk environments. The Working Group was focusing on high-risk contexts, where organizations, managers, personnel and their family members face a widest range of duty of care issues. This included those related to health emergencies, with particular attention to the Ebola outbreak in

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<sup>1</sup> Duty of care: the UN organizations have the obligation to look after the well-being of staff.

Guinea, Liberia and Sierra Leone as a case example. FICSA had advocated that, over time, the Working Group also address risks faced by staff in relation to gender, race, ethnicity, religion, sexual orientation, and disability, among other factors, which could increase vulnerability in some environments. Several different working groups would be established to look at security challenges in different countries; it was important to realize that, so far, when evacuation of UN staff failed, there was a lack of accountability.

**The Standing Committee recommended to the Executive Committee to participate actively in those sub-committees while getting as much information as possible from the different members of FICSA based in the field.**

### **Top 10 safety and security issues reported by UN staff to their elected staff representatives (Agenda item 8)**

12. At the 20<sup>th</sup> session of the IASMN held from 24 to 27 June 2014 in Montreux, the three Staff Federations, in an open session on staff issues, presented the meeting with a list of the top ten security concerns reported by staff, as follows:

- (i) Cost containment – security measures and related staffing do not get the necessary investment, yet the demands and risks were increasing in the era of “how to stay and deliver”. How do we make risk mitigation and security compliance measurable (and therefore more visible and incentivised)?
- (ii) Protection for locally-recruited staff and for non-staff personnel – how can the UN ensure acceptable levels of security risk that enable us to deliver *together* (internationals, locally-recruited and other UN personnel)? How can we close the gaps in our approach to security for international and national staff? How can we ensure that National Officers are not assigned to functions where they face undue risk?
- (iii) Access to stress counselling and psychosocial support in difficult duty stations.
- (iv) Consistently recognizing and responding to the diverse security needs of staff – women and lesbian, gay, transgender and bisexual colleagues.
- (v) Pressure from supervisors for after-hours work and increased risk of attack/violence after nightfall.
- (vi) Residential security – eliminating up-front financial burdens on staff members and ensuring the integrity of the home and peace of mind for staff and family members.
- (vii) Substandard office presences and the lack of UN standards/accountability on occupational health and safety (including vis-à-vis seismic/natural disaster risks, accessibility for persons with disabilities).
- (viii) Ensuring protection for extended family residing with and in the care of staff, as well as dependent spouses/civil partners not recognized by the staff member’s country.
- (ix) Increased risk appetite and “risk indifference” – security requirements sometimes characterized as “red tape” that complicate programme delivery; no clear consequences for non-compliance, but perceived career consequences for more junior officials seen as “being bureaucrats” by following security guidance.

- (x) Degraded conditions of service related to security/hardship situations, and possible future threats related to the ICSC comprehensive review of the compensation package – e.g. R&R downgraded (now fewer staff were using it, and increasingly facing health consequences); perceived “inflated” hardship classifications that did not give adequate consideration of the security situation; DSA outside capitals did not seem to keep pace with costs, making it difficult for staff (particularly drivers) to cover the costs of safe accommodation while on the road.

**The Standing Committee recommended to the Executive Committee to make sure that the FICSA representatives in future IASMN meetings continue to follow up on those ten concerns, while regularly receiving feedback from the FICSA members working in the field.**

#### **Danger pay modalities (Agenda item 6)**

13. The Standing Committee was informed of the modalities for the payment of the danger pay. The amount differed for the internationally-recruited P staff (a fixed amount of US\$ 1,600 /month) compared with the locally-recruited staff (paid at 30% of the net midpoint of the applicable 2012 GS salary scale, after which the rate is permanently delinked from the salary scale).

**The Standing Committee recommended to the Executive Committee to: (a) Ask the ICSC and other instances to revisit the danger pay for locally-recruited staff so that it was no longer linked to a salary scale in particular but to a fixed amount; and (b) Suggest to the ICSC that a clear distinction be made on the dangers that had an impact on the cost of living and the dangers that did not.**

#### **Other business: Access to financial services for staff in countries affected by economic sanctions (Agenda item 9)**

14. The FICSA President informed the members of the Committee about the situation of UN staff deployed in Sudan and not being able to receive the full services of the local UNFCU branch, on accounts of discrimination and political reasons. This resulted, for instance, in the staff deployed not receiving their salaries. The representatives from FUNSA Guinea explained to the members of the Committee their difficulties to obtain loans from the local UNFCU Branch.

**The Standing Committee recommended that the Executive Committee organize a meeting with the UNFCU leadership whilst in New York to ensure that no discrimination be made for locally-recruited UN staff in terms of bank services from UNFCU.**

#### **Nomination of Standing Committee officers and Core Group members (Agenda item 10)**

15. The Standing Committee nominated Mr. Steven Ackumey-Affizie (FUNSA Ghana) as Chair and Ms. Sophie Diadhiou Keita (UNAIDS) as Vice-Chair.



16. The following were nominated as Core Group members:
- Viera Seben (ICAO)
  - Walter Parks (ICAO)
  - Michelle Keating (AP-in-FAO)
  - Akim Falou-Dine (ITU)
  - Irwan Mohd Razali (WHO/HQ Geneva outpost in Kuala Lumpur)
  - Benonia Mbonzi-Mbemba (WHO/AFRO Brazzaville)
  - Ritesh Singh (WHO/SEARO New Delhi)
  - Lucie Gnongo Beavogui (FUNSA Guinea)
  - Véronique Allain (SCBD)
  - Matthew Montavon (AP-in-FAO)
  - Diab El-Tabari (UNRWA/ASA)
  - Edmond Mobio (FICSA resource person)
  - Varghese Joseph (FICSA resource person)

## Annex 8

### REPORT OF THE STANDING COMMITTEE ON GENERAL SERVICE QUESTIONS

|                                   |                                    |
|-----------------------------------|------------------------------------|
| Chair                             | Paolo Barchiesi (FAO/WFP-UGSS)     |
| Vice-Chair and Rapporteur         | Marielle Wynsford-Brown (IAEA)     |
| Member, FICSA Executive Committee | Véronique Allain (SCBD)            |
| Regional Representative           | Ritesh Singh (WHO/SEARO New Delhi) |

#### Participants

|              |   |
|--------------|---|
| CERN         | Flavio Costa<br>Joel Lahaye   |
| FAO/WFP-UGSS | Susan Murray<br>Cinzia Romani<br>Luigia Sforza  |
| IAEA         | Erik Glass<br>Imed Zabaar   |
| IARC         | Valérie Gaborieau   |
| ICAO         | Gaston Jordan<br>Masha Mincic-Meyer<br>Viera Seben  |
| IFAD         | Fabio Bencivenga<br>Martina Huonder   |
| ILO/ITC      | Marion Christophe<br>Claudio Fiore  |
| IMO          | Edwin Titi-Lartey<br>T. Anton Pushparajah   |
| ITU          | Sylviane Asseraf<br>Caroline Debroye<br>Akim Falou-Dine<br>Christian Gerlier<br>Varghese Joseph |
| OPCW         | Yvonne Lane   |

|   |   |
|---|---|
| UNAIDS                                  | Sophie Diadhieu Keitas<br>Taavi Erkkola   |
| UNESCO STU<br>UNESCO/ICTP Trieste       | Elia Matias<br>Lisanna Iannitti<br>Christiana Winter  |
| UNFCCC                                  | Festus Luboyera<br>Jane Stickdorn   |
| UNGSC                                   | Cosimo Melpignano   |
| UNRWA/ASA                               | Daoud Korman  |
| UNWTO                                   | Lydia Bebe Kum<br>Silvia Siv  |
| UPU                                     | Christine Bétrémieux<br>Steven Fleming  |
| WHO/AFRO Brazzaville                    | Lydie Gassackys   |
| WHO/AFRO Harare                         | Benonia Mbonzi-Mbemba<br>Rudo Chikoto   |
| WHO/EURO Copenhagen                     | Antonella Biasiotto   |
| WHO/HQ Geneva                           | Ivan Babovic<br>Edmond Mobio<br>Irwan Mohd Razali (outpost in Kuala Lumpur)<br>Renuka Muniadi |
| WHO/WPRO Manila                         | Ruel Serrano  |
| WHO/SEARO New Delhi                     | Patanjali Dev Nayar   |
| WIPO                                    | Najib Ben Helal   |
| WMO                                     | Josefa Potter   |
| <b>Federations with observer status</b> |   |
| FUNSA Ethiopia                          | Faye Makane   |
| FUNSA Ghana                             | Steven Ackumey-Affizie  |

FUNSA Guinea

Lucie Beavogui Gnongo  
Hervé Cledjo  
Mariama Dioubate  
Kadiatou Kasse-Sompare

## **Guest**

UNCCD

Sarah Marchant

## **Introduction**

1. The Standing Committee met three times to address items 1-9 of its Agenda. Mr. Paolo Barchiesi (FAO/WFP-UGSS) chaired the first two meetings. Mr. Imed Zabaar (IAEA) chaired the third meeting.

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

2. The Standing Committee adopted the provisional agenda:
  1. Adoption of the Agenda
  2. Election of the Rapporteur
  3. Report of the PTC/GSQ meeting (31 January 2015)
  4. Review of recent and ongoing salary surveys:
    - a. Methodology I
    - b. Methodology II (provisional list of surveys 2014-2015)
  5. Compensation review
    - a. Freeze on benefits (joint resolution of GSQ and PSA)
    - b. Impact of the decisions taken during the comprehensive review of the compensation package for P staff on GS staff
  6. Training matters
  7. WHO/SEARO New Delhi salary survey
  8. Other business
  9. Nomination of Standing Committee officers and Core Group members

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

3. Ms. Marielle Wynsford-Brown (IAEA) was nominated Rapporteur.

## **Report of the PTC/GSQ meeting (31 January 2015) (Agenda item 3)**

4. Mr. Zabaar, IAEA Staff Association President, presented the draft report of the PTC. The FICSA PTC Capacity Building Task Force had completed the training packages for the GS salary survey methodologies. A FICSA Workshop evaluation questionnaire was also presented to the Standing Committee along with the first draft of an online feedback form designed to collect useful information/best practices following salary surveys.

5. The survey feedback form was well received. It was suggested it should include an introduction outlining the intended use of data and the level of confidentiality. Further editorial changes were suggested that were consolidated and implemented during the meeting.

6. An updated schedule of HQ duty stations (Methodology I) is included as Attachment 1 to the PTC report (Appendix). A list of non-HQ duty stations (Methodology II) that would carry out salary surveys for 2015 was reviewed (Appendix, Attachment 2). Information regarding salary surveys to be held in 2016/2017 should be requested from the UN by the FICSA Executive Committee.

7. The report of the PTC was adopted by the Standing Committee on General Service Questions (Appendix). The following recommendations were put forward:

**The Standing Committee requested: (a) the FICSA Executive Committee to make capacity building a priority and invest in training a pool of trainers that should have appropriate skills and knowledge of the methodologies while taking care to maintain a gender balance. Additionally, the training material should be copyright protected and translated into French and Spanish; and (b) for that purpose, the Standing Committee requested an allocation of CHF 20,000.**

**The Standing Committee recommended that: (a) the Executive Committee encourage the FICSA members to use the new feedback mechanism on salary surveys and populate it with useful information/issues observed during recent and past salary surveys and share the information with the members of the PTC; and (b) the FICSA Executive Committee request from the UN the schedule for non-HQ salary surveys that would be held in 2016/2017 and share it with FICSA membership.**

#### **Review of recent and ongoing salary surveys (Agenda item 4)**

##### *(a) Methodology I*

8. It was mentioned that the Madrid salary survey had resulted in a 2.9 per cent increase. However, the Commission had not recommended any adjustments to the levels of dependency and other allowances. FICSA unsuccessfully requested both the ICSC and the Fifth Committee to reverse that decision (ref. PTC report FICSA/C/68/GSQ/CRP.2). Staff in Madrid did not lodge an appeal against the decision.

##### *(b) Methodology II*

9. Mr. Irwan Mohd Razali (WHO/HQ Geneva outpost in Kuala Lumpur) mentioned that the comprehensive salary survey in 2014 for Kuala Lumpur, Malaysia, had ended in -15.4 per cent for GS and -13.5 per cent for National Officers (NOs), despite externally purchased data showing positive growth in salary of 6 and 5.4 per cent.

## Compensation review (Agenda item 5)

### (a) Freeze on benefits (joint resolution of GSQ and PSA)

10. In view of the unjustified decision by the ICSC not to recommend any adjustments to the levels of the dependency and other allowances for General Service staff, which was considered an unprecedented deviation from the methodology, it was decided to prepare a resolution (see Annex 2, Resolution 68/1) for transmission by the FICSA Executive Committee to the UN Secretary-General, the CEB, the ICSC, the executive heads of FICSA member associations/unions and those of the sister staff federations.

11. A drafting group comprising Mr. Paolo Barchiesi (FAO/WFP-UGSS), Mr. Zabaar, Ms. Wynsford-Brown, Ms. Véronique Allain (SCBD) and Ms. Sophie Diadhiou Keita (UNAIDS) was formed. The draft resolution was later reviewed and adopted by the Standing Committee.

### (b) Impact of the decisions taken during the comprehensive review of the compensation package for P staff on GS staff

12. The Chair drew attention of the Committee to document FICSA/CIRC/1168 and in particular to Working Group III which focussed on pay-for-performance and concluded that within grade step increments (WGSIs) should be more strongly linked to good performance. WGSIs were described as being too automatic and it was expected that they would be linked to performance. Document FICSA/CIRC/1187 also examined the reduction of net remuneration for 80 per cent of staff in order to fund bonuses for 20 per cent of staff.

**The Standing Committee recommended that the FICSA Executive Committee liaise closely with members in duty stations that had conducted a salary survey, and those which would soon be conducting one, and provide them with any guidance needed.**

## Training matters (Agenda item 6)

13. Mr. Makane Faye, President of the Federation of the United Nations Staff Unions and Associations (FUNSA) in Ethiopia, and Chief, Knowledge Services Section United Nations Economic Commission for Africa (ECA), shared his experience with the Standing Committee of how properly targeted and extensive training had produced positive results. Examples are below:

- In 2011 the salary survey had resulted in an increase of 9.1% for General Service and 19% for National Officers; and
- In 2013 the salary survey had resulted in an increase of 25% for General Service and 11% for National Officers with the historic pegging of the local salaries to the US dollar, while in other duty stations salaries were frozen and even reduced in some instances.

14. Ms. Benonia MBonzi-Mbemba (WHO/AFRO Brazzaville) requested that FICSA provide guidance/assistance on how to appeal in the case of a negative salary survey result.

**The Standing Committee recommended that the FICSA Executive Committee provide guidance to members seeking assistance in matters relating to salary surveys and to those members eventually wishing to lodge an appeal against the implementation of the salary survey results.**

15. At its previous session, Council had decided that two workshops should be held in Harare, Zimbabwe (in English) and in Libreville, Gabon (in French). Based on the schedule for salary surveys in HQ and non-HQ duty stations as listed in Attachments 1 and 2, the Committee identified the following regions and locations for six additional workshops to be held in 2015:

|           |  |
|-----------|--|
| Africa:   | <b>Addis Ababa</b> for Anglophone African countries (postponed in 2014 owing to Ebola outbreak) (expanded workshop for staff representation and Methodology II) (Suggested dates: 1-15 May 1-19 June, 13-30 October, 17 November - 11 December 2015).<br>Methodology II workshops to be held in <b>Nigeria and Senegal</b> |
| Europe:   | IAEA <b>Vienna</b> offered to host a salary survey Methodology I training course for beginners in 2015 and an advanced course in 2016.   |
| Americas: | One training course to be scheduled in 2015 (Methodology II).  |
| Asia:     | One training course to be scheduled in 2015 (Methodology II).  |

**The Standing Committee recommended that the FICSA Executive Committee allocate CHF 30,000 to conduct the planned workshops, bearing in mind that the activity generated income for the Federation that could also benefit other FICSA activities.**

#### **WHO/SEARO New Delhi salary survey (Agenda item 7)**

16. A paper was submitted in 2014 by the WHO/SEARO delegation with information about the issues that had arisen during the New Delhi salary survey in 2013 (FICSA/C/67/GSQ/CRP.2).

17. Dr. Patanjali Dev Nayar (WHO/SEARO New Delhi) presented an update on the status of the appeal against the results of the comprehensive salary survey in New Delhi, which were in his view flawed because of a number of issues raised.

18. Mr. Irwan Mohd Razali (WHO/HQ Geneva outpost in Kuala Lumpur) reported that the results of the salary surveys in Kuala Lumpur, Malaysia, were negative, with similar issues to New Delhi. He further mentioned that:

- (a) The UN was not widely known or recognized in the duty station, therefore best comparators were not interested in participating;
- (b) There was a lack of assistance and cooperation from P staff; and
- (c) The LSSC members lacked training and were not properly prepared.

## Other business (Agenda item 8)

19. None

## Nomination of Standing Committee officers and Core Group members (Agenda item 9)

20. The Standing Committee nominated Ms. Marielle Wynsford-Brown (IAEA) as Chair of the Standing Committee and Coordinator of the PTC and Ms. Silvia Mariangeloni (FAO/WFP-UGSS), Mr. Steven Ackumey-Affizie (FUNSA Ghana) and Ms. Caroline Debroye (ITU) were nominated as Vice-Chairs.

21. The following were nominated as Core Group members:

|                      |   |
|----------------------|---|
| FAO/WFP-UGSS         | Ilio Fornasero                          |
|                      | Susan Murray                            |
|                      | Cinzia Romani                           |
| IAEA                 | Imed Zabaar                             |
| ITU                  | Sylviane Asseraf                        |
|                      | Caroline Debroye                        |
|                      | Varghese Joseph (FICSA resource person) |
|                      | Akim Falou-Dine                         |
| OPCW                 | Yvonne Lane                             |
| SCBD                 | Véronique Allain                        |
| UNAIDS               | Sophie Diadhiou Keitas                  |
| UNGSC                | Vincenzo De Leo                         |
|                      | Stefania Guadalupi                      |
|                      | Cosimo Melpignano                       |
| WHO/AFRO Brazzaville | Benonia Mbonzi-Mbemba                   |
| WHO/HQ Geneva        | Edmond Mobio (FICSA resource person)    |
|                      | Ivan Babovic                            |
|                      | Renuka Muniadi                          |
| WHO/SEARO New Delhi  | Patanjali Dev Nayar                     |
|                      | Ritesh Singh                            |



## **Appendix**

### **REPORT OF THE PERMANENT TECHNICAL COMMITTEE OF THE STANDING COMMITTEE ON GENERAL SERVICE QUESTIONS (31 January 2015)**

|                                   |                                       |
|-----------------------------------|---------------------------------------|
| Chair                             | Paolo Romano Barchiesi (FAO/WFP-UGSS) |
| Coordinator                       | Imed Zabaar (IAEA)                    |
| Rapporteur                        | Marielle Wynsford-Brown (IAEA)        |
| Member, FICSA Executive Committee | Véronique Allain (SCBD)               |

#### **Participants**

|                |   |
|----------------|---|
| ITU            | Sylviane Asseraf<br>Caroline Debroye<br>Varghese Joseph |
| WHO/EMRO Cairo | Samir Mahmoud A. Abdel Wahab El Hemsy                   |
| WHO/HQ Geneva  | Edmond Mobio  |

#### **Observer status**

|             |                        |
|-------------|------------------------|
| FUNSA Ghana | Steven Ackumey-Affizie |
|-------------|------------------------|

#### **Resource persons**

Franco di Pancrazio  
Varghese Joseph  
Edmond Mobio

#### **Introduction**

1. Mr. Paolo R. Barchiesi (FAO/WFP-UGSS) chaired the meeting and welcomed all participants to the meeting of the Committee.

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

2. The Permanent Technical Committee adopted the following agenda:

1. Adoption of the agenda
2. Election of the Rapporteur
3. Resource and capacity building
4. Review of FICSA workshops that took place in 2014: Brazil, Myanmar (ref. FICSA/CIRC/1167 and 1169)

5. Status of ICSC salary surveys
6. Workshop activities for 2015 and 2016
7. List of PTC/GSQ members
8. Other business
9. Nomination of Standing Committee officers and Core Group members

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

3. Ms. Marielle Wynsford-Brown (IAEA) was nominated as Rapporteur.

### **Resource and capacity building (Agenda item 3)**

4. New training material had been developed compiling existing information and drawing on the experience of the task force meeting participants. Two Working Group sessions took place from 30 August to 3 September 2014 in Geneva (FICSA/CIRC/1177 refers) and from 28 to 30 January 2015 in Rome (FICSA/C/68/GSQ/CRP.3 refers). Training course agendas have been developed for a three- and five-day workshop for Methodology II and a five-day workshop for Methodology I. Questionnaires were also developed for participants to complete before and after training in order for the trainer to evaluate the level of understanding of trainees. Translation will be required into French/Spanish. Action to be taken to copyright the material.

5. It was suggested that it would be of benefit to split the workshops into beginners (phase I and II) and advanced (phase III and IV) as the level of understanding of the trainees will vary greatly.

6. Mr. Edmond Mobio, FICSA Resource Person, acknowledged the effort made by the Federation to create the Capacity Building Task Force to develop the training material and finally have a consolidated training system.

7. A Trainer evaluation form had been developed – and was now available online for all FICSA workshops.

8. FICSA's training resources pool was depleted and a cause of concern to the PTC/GSQ. The recommendation to 'train the trainers' had been on the FICSA work plan for four years but had not been implemented. There was now an immediate need for training new trainers. The PTC suggested that a mentoring system should be put in place whereby potential new trainers accompany experienced members to learn on-the-job.

9. An online form was being developed to be used as a mechanism to collect useful information/issues/best practices observed during salary surveys.

The PTC recommended that the Standing Committee on General Service Questions request the FICSA Executive Committee to invest in training a pool of trainers who should have appropriate skills and knowledge of the methodologies and that the training material should be translated into French and Spanish.

For this purpose, the PTC recommended that the Standing Committee on General Service Questions request the Ad hoc Committee on Administrative and Budgetary Questions (A&B) to allocate the amount of CHF 20,000.

The PTC recommended that the feedback form being developed by the Standing Committee to be used as a mechanism to collect best practices and/or issues observed during salary surveys for knowledge management purposes be made available on the FICSA website.

#### **Review of FICSA workshops that took place in 2014: Brazil and Myanmar (ref. FICSA/CIRC/1167 and 1169) (Agenda item 4)**

10. Mr. Samir Mahmoud A. Abdel Wahab El Hemsy (WHO/EMRO Cairo) reported on the Myanmar workshop (FICSA/CIRC/1169 refers). The Workshop was attended by 23 participants. He also provided some comments on the New Delhi salary survey (collected from some of the trainees) inter alia lack of reporting to comparators, jeopardizing their future participation, inexperienced survey specialists, difficulty in finding comparators because of the presence of big vendors imposing non-disclosure clauses.

11. Mr. Steven Ackumey-Affizie (FUNSA Ghana) reported on the five-day workshop in Brasilia with 33 participants from South America. Brasilia was preparing for a comprehensive survey. The unique challenge facing the local salary survey committee (LSSC) was that almost all available comparators were governmental organizations. While in the past flexibility had been adopted to cope with the issue, it seems that there is now the intention to stick to the commuting distance rules with obvious detrimental consequences. The Workshop was conducted in English with translation into Portuguese (FICSA/CIRC/1167 refers).

#### **Status of ICSC salary surveys (Agenda item 5)**

12. A version from January 2015 of the salary survey schedule list for Methodology I was reviewed (Attachment 1). The list for Methodology II remained unchanged (Attachment 2). Potential training duty stations have been identified for Methodology II. Training locations for Methodology I needed to be identified. Mr. Imed Zabaar (IAEA) suggested that a workshop for beginners could be held in Vienna in 2015 and an advanced one in 2016 six months prior to the salary survey set for May 2017.

13. The Madrid salary survey resulted in a 2.9 per cent increase. **However, the Commission did not recommend any adjustments to the levels of dependency and other allowances and decided to draw this decision to the attention of the agencies responsible for the conduct, implementation and promulgation of surveys of best prevailing conditions of employment of staff in the General Service category at other locations of the United Nations common system with a view to ensuring a consistent system-wide approach to the adjustment of**

**allowances** (Attachment 3, extract from the ICSC Compendium). Staff in Madrid did not lodge an appeal against this decision.

14. Vienna will be the last HQ duty station salary survey to take place in the current ICSC cycle. It was not clear whether the ICSC would review the methodology after Vienna in 2017 or if it would wait until 2019 when all salary surveys in ‘similar duty stations’ were completed.

**The PTC recommended that this question be asked to the representatives of the ICSC attending the FICSA Council.**

#### **Workshop activities for 2015 and 2016 (Agenda item 6)**

15. The PTC recommended the organization of workshops in locations where it was mostly needed prior to salary surveys. One-on-one workshops were also available at the request of the LSSC and have proved to be most effective. The FICSA Executive Committee should promote this service with FICSA members.

16. Recommendation to be considered at the GSQ meeting.

17. Heads of delegations were requested to put forward the names of new PTC members with technical knowledge and expertise on the salary survey methodologies to the Chair of the PTC for approval and inclusion in the list of membership. The FICSA website included a list of current PTC members and documentation on the mandate and functions of the PTC.

#### **List of PTC/GSQ members (Agenda item 7)**

18. See Attachment 4 for the 2015-2016 membership of the Permanent Technical Committee of the Standing Committee on GS Questions.

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

19. It was agreed that the following item should be included in all future agendas of the PTC: Issues experienced with the application of the methodology(ies).

20. The PTC Coordinator should contact all PTC members to ensure that they all attend meetings.

#### **Nomination of Standing Committee officers and Core Group members (Agenda item 9)**

21. The PTC recommended Ms. Marielle Wynsford-Brown (IAEA) as Coordinator.

## Attachment 1

2015

### PROPOSED SCHEDULE FOR NEXT ROUND OF SURVEYS UNDER METHODOLOGY I

(Extract from Report of the ICSC to the UNGA for 2011, page 55, ref. A/66/30)

| <i>Duty station</i> | <i>Previous survey</i> | <i>Pre-survey<br/>Consultations</i> | <i>Pre-survey<br/>document to<br/>Chair or<br/>responsible<br/>agency</i> | <i>Survey date</i> | <i>Survey<br/>review</i> |
|---------------------|------------------------|-------------------------------------|---|--------------------|--------------------------|
| Rome                | November 2005          | Autumn 2011                         | Spring 2012   | April 2012         | Summer 2012              |
| Paris               | October 2004           | Spring 2012                         | Autumn 2012   | October 2012       | Spring 2013              |
| Montreal            | April 2005             | Autumn 2012                         | Spring 2013   | April 2013         | Summer 2013              |
| Tokyo               | June 2004              | Autumn 2012                         | Spring 2013   | July 2013          | Summer 2013              |
| Madrid              | April 2004             | Spring 2013                         | Autumn 2013   | October 2013       | Spring 2014              |
| New York            | November 2005          | Spring 2014                         | Autumn 2014   | November 2014      | Spring 2015              |
| London              | November 2006          | Autumn 2014                         | Spring 2015   | May 2015           | Summer 2015              |
| Geneva              | March 2007             | Spring 2015                         | Autumn 2015   | September 2015     | Spring 2016              |
| The Hague           | October 2008           | Autumn 2015                         | Spring 2016   | April 2016         | Summer 2016              |
| Vienna              | November 2007          | Autumn 2016                         | Spring 2017   | April 2017         | Summer 2017              |
| Bonn                | October 2009           | Spring 2016                         | Autumn 2016   | October 2016       | Spring 2017              |
| Washington, D.C.    | October 2010           | Spring 2017                         | Autumn 2017   | October 2017       | Spring 2018              |
| Brussels            | May 2011               | Autumn 2017                         | Spring 2018   | May 2018           | Summer 2018              |
| Copenhagen          | September 2010         | Spring 2018                         | Autumn 2018   | September 2018     | Spring 2019              |

## Attachment 2

**COMPREHENSIVE SURVEYS FOR 2014-2015**  
**Methodology II**

| <b>2014</b>              | <b>2015</b>           |
|--------------------------|-----------------------|
| 1 Malaysia               | 1 Cuba                |
| 2 Timor-Leste            | 2 Sudan               |
| 3 Azerbaijan             | 3 Lao                 |
| 4 Bosnia and Herzegovina | 4 Colombia            |
| 5 Kosovo                 | 5 Paraguay            |
| 6 <b>Guinea</b>          | 6 <b>Benin</b>        |
| 7 Turkey                 | 7 <b>Senegal</b>      |
| 8 Turkmenistan           | 8 Tanzania            |
| 9 Ukraine                | 9 Israel              |
| 10 Venezuela             | 10 Kuwait             |
| 11 Zimbabwe              | 11 <b>Nigeria</b>     |
| 12 Egypt                 | 12 Macedonia          |
| 13 Kazakhstan            | 13 Philippines        |
| 14 <b>Burkina Faso</b>   | 14 Sri Lanka          |
| 15 Saudi Arabia          | 15 Dominican Republic |
| 16 Belarus               | 16 Cyprus             |
| 17 Georgia               | 17 Bangladesh         |
| 18 Slovakia              | 18 Samoa              |
| 19 Tajikistan            | 19 Vietnam            |
| 20 Botswana              | 20 Mexico             |
| 21 Costa Rica            | 21 Uruguay            |
| 22 Guatemala             | 22 Angola             |
| 23 Jamaica               | 23 Chad               |
| 24 <b>Congo</b>          | 24 Lesotho            |
| 25 Honduras              | 25 <b>Liberia</b>     |
| 26 Djibouti              |                       |
| 27 Morocco               |                       |
| 28 Myanmar               |                       |
| 29 Brazil                |                       |
| 30 Panama                |                       |
| 31 Peru                  |                       |

In red – duty stations in Africa foreseen for Methodology II training course.

**Attachment 3****The results of the Madrid survey (excerpt from ICSC compendium)**

**78th Session (March 2014):** On the basis of the methodology for surveys of best prevailing conditions of employment of the General Service and other locally recruited staff at headquarters and similar duty stations (Survey Methodology I), ICSC conducted a survey in Madrid (Spain), with a reference date of October 2013. The Commission considered the matter based on documents ICSC/78/R.8 and CRP.8. **The Commission recommended to the executive heads of the Madrid-based organizations the revised net salary scale which is 2.9 per cent higher than the existing scale.** The total annual financial implications of implementing the recommended salary scale were estimated at approximately \$110,000. **In view of the General Assembly's request in resolution 68/253, the Commission did not recommend any adjustments to the levels of dependency and other allowances and decided to draw this decision to the attention of the agencies responsible for the conduct, implementation and promulgation of surveys of best prevailing conditions of employment of staff in the General Service category at other locations of the United Nations common system with a view to ensuring a consistent system-wide approach to the adjustment of allowances.**

## Attachment 4

**PERMANENT TECHNICAL COMMITTEE  
OF THE STANDING COMMITTEE ON GENERAL SERVICE QUESTIONS  
Membership 2015 – 2016**

| <b>ORGANIZATION</b>      | <b>NAME</b>  | <b>EMAIL ADDRESS</b>   |
|--------------------------|--|--|
| AFSM-WHO/SEARO New Delhi | Ram L. Rai (retiree)   | ramrai@gmail.com   |
| FAO/WFP UGSS Rome        | Franco di Pancrazio (Retiree)<br>Paolo Barchiesi<br>Margaret Eldon (retiree)<br>Ilio Fornasero<br>Mauro Pace<br>Cinzia Romani<br>Steven Ackumey-Affizie<br>Silvia Mariangeloni | frandip@libero.it<br>paolo.barchiesi@fao.org<br>margaret.eldon@fao.org<br>ilio.fornasero@fao.org<br>mauro.pace@fao.org<br>cinzia.romani@fao.org<br>steven.ackumey@fao.org<br>silvia.mariangeloni@wfp.org |
| IAEA Vienna              | Katja Haslinger<br>Marielle Wynsford-Brown<br>Imed Zabaar  | k.haslinger@iaea.org<br>m.wynsford-brown@iaea.org<br>i.zabaar@iaea.org   |
| IMO London               | Baharak Moradi   | bmoradi@imo.org  |
| ITU Geneva               | Sylviane Asseraf<br>Caroline Debroye<br>Varghese Joseph (retiree)  | sylviane.asseraf@itu.int<br>caroline.debroye@itu.int<br>vjosephvarghese@gmail.com  |
| SCBD                     | Véronique Allain   | veronique.allain@cbd.int   |
| UNAIDS (Dakar office)    | Sophie Diadiou-Keita   | diadioukeitas@unaids.org   |
| UNGSC                    | Vincenzo De Leo<br>Cosimo Melpignano   | leov@un.org<br>melpignano@un.org   |
| WHO/EMRO Cairo           | Samir Abdel Wahab  | awahabs@emro.who.int   |
| WHO/HQ Geneva            | Edmond Mobio (retiree)   | mobioed@gmail.com  |



**Annex 9****REPORT OF THE STANDING COMMITTEE ON PROFESSIONAL SALARIES AND ALLOWANCES**

|                                    |                                 |
|------------------------------------|---------------------------------|
| Chair                              | Christian Gerlier (ITU)         |
| Vice-Chairs                        | Katherine Asfaw (IAEA)          |
|                                    | Festus Luboyera (UNFCCC)        |
| Rapporteur                         | Veronica Riemer (WHO/HQ Geneva) |
| President, FICSA                   | Diab El-Tabari (UNRWA/ASA)      |
| General Secretary, FICSA           | Brett Fitzgerald (WIPO)         |
| Members, FICSA Executive Committee | Matthew Montavon (AP-in-FAO)    |
|                                    | Evelyn Kortum (WHO/HQ Geneva)   |

**Participants**

|                     |   |
|---------------------|---|
| AP-in-FAO           | Michelle Keating<br>Giovanni Muñoz          |
| CERN                | Flavio Costa                                |
| IAEA                | Lisa Villard                                |
| IMO                 | Robert Russell                              |
| IARC                | Valérie Gaborieau                           |
| ICAO                | Masha Mincic-Meyer<br>Walter Parks          |
| IFAD                | Dave Nolan                                  |
| ILO ITC             | Alessandro Patrone                          |
| ITU                 | Akim Falou-Dine<br>Varghese Joseph          |
| UNAIDS              | Ruben Mayorga                               |
| UNESCO              | Andrea Leveque                              |
| UPU                 | Christine Bétrémieux                        |
| WHO/AFRO Harare     | Rudo Chikoto<br>Modinah Chingoma            |
| WHO/HQ Geneva       | Irwan Mohd Razali (outpost in Kuala Lumpur) |
| WHO/SEARO New Delhi | Patanjali Dev Nayar                         |

WMO

Andrès Orias Bleichner  
Josefa Potter**Association with consultative status**

UNWG-Rome

Mariza Jurgens  
Shonagh McAulay**Guest**

CCISUA

Laura Lo Cicero (WFP)  
Marianne Ward (WFP)**Adoption of the agenda (Agenda item 1)**

1. The items on the agenda were reviewed and the final agenda was adopted as follows:
  1. Adoption of the agenda
  2. Election of the Rapporteur
  3. Report of the PTC/PSA
  4. Review of the recommendations of the SC PSA from the FICSA 2014 Council
  5. Topical issues
    - a. Base salary issues: salary scale structure; single/dependency salary scales; and margin
    - b. Post adjustment issues: operational rules; use of European Comparisons Programme for data pricing; and rental subsidy
    - c. Allowances: education grant; other 'common' allowances; field packages
    - d. Performance management
    - e. Freeze on benefits
    - f. Acquired rights within the context of the compensation review
  6. Other business
  7. Summary of recommendations and discussion of draft report
  8. Nomination of Standing Committee Officers and Core Group members

**Election of the Rapporteur (Agenda item 2)**

2. Ms. Veronica Riemer (WHO/HQ Geneva) was nominated Rapporteur.

**Report of the PTC/PSA (Agenda item 3)**

3. Mr. Matthew Montavon (AP-in-FAO) presented the report (Annex 9, Appendix).

**Review of recommendations of the SC PSA from the FICSA 2014 Council (Agenda item 4)**

4. The following extract from the Report of the Executive Committee to the 2015 FICSA Council was presented and the decisions were discussed in turn:

| Decision No.    | VI. PROFESSIONAL SALARIES AND ALLOWANCES  | Responsibility | Action / Comments  |
|-----------------|---|----------------|--|
| FICSA/C/67/D/43 | The FICSA Executive Committee should establish a special task force for the comprehensive review of the compensation package, with clear terms of reference for its work, which should address the following key priority issues: (a) issues highlighted in FICSA paper FICSA/C/67/7; (b) issues highlighted in the responses of the ICSC during the question-and-answer session at the 2014 FICSA Council on 4 February; and (c) issues to be prioritized in accordance with the full schedule of meetings, once it was known. | EXCOM          | Completed.<br>The Task Force was established and consulted via e-mail.<br>In addition it held two audio/video conferences in 2014.   |
| FICSA/C/67/D/44 | Appropriate funding should be made available for research and analysis so as to enable FICSA to respond appropriately to the comprehensive review of the compensation package.  | EXCOM          | Completed.<br>Funding not spent in 2014 so has been reallocated in the draft 2015 budget for purposes of conducting a legal study on jurisprudence with regard to acquired rights. |
| FICSA/C/67/D/45 | The FICSA Executive Committee should inform FICSA members of the decision by the ICSC to postpone the 2015 round of place-to-place surveys until the comprehensive review of the compensation package had been completed, further to which the FICSA Executive Committee should explain to its members the implications of that decision.   | EXCOM          | Completed.<br>Announced in FICSA/CIRC/1160.  |

5. The Committee agreed that decision 45 had been satisfactorily completed.

6. In relation to decision 44, the Committee agreed to use the funding originally assigned last year to address the issue of acquired rights.

It was recommended to recruit a consultant to undertake an extensive study on the issue of acquired rights and prepare a report. The Committee assigns CHF 10,000 for this project. The Executive Committee, in cooperation with the Chairs and Vice-Chairs of the Standing Committees for Professional Salaries and Allowances and Legal Questions, should determine the Terms of Reference for the work and an appropriate timeline, taking into account the dates of forthcoming ICSC and other meetings for which the work might be needed.

7. In relation to decision 43, many members of the Committee considered that the work had not been satisfactorily completed. The objectives and ToRs of the Task Force were not very clear, and there were difficulties in communication. There was a need for FICSA to respond more proactively and strategically.

The Committee recommended the following: (a) A FICSA Information Officer should be identified and recruited as a matter of urgency and at the latest by the end of 2015; and (b) A list of topics relating to the comprehensive review of the compensation package should be drawn up, and individuals should be invited to take responsibility for particular topics, according to their experience and knowledge. The individuals should research and summarize the issues they have volunteered for and should make proposals for strategic interventions, which could be fed to the Task Force and to the individuals attending the relevant meetings. Mr. Matthew Montavon (AP-in-FAO) should coordinate this effort and should keep the Chair, Vice-Chairs and Core Group members of the PSA Standing Committee informed of the work.

#### Topical issues (Agenda item 5)

(a) *Base salary issues: salary scale structure; single/dependency salary scales; and margin*

8. FICSA General Secretary, Mr. Brett Fitzgerald (WIPO), summarized the issues as follows:
- Single vs. dependency salary scales: The dependency rate of pay would be replaced by a spousal allowance. It was anticipated that this would be around 6 per cent of the single salary (although on average the dependency rate of pay is 7.7% higher than the single rate of pay). This change would have a ripple effect on a number of other benefits. In particular, staff without a dependent spouse who were currently in receipt of the dependence rate of pay for their first child, would find their take-home pay drastically cut. There was a need to look at the social aspects of the changes to the compensation package.
  - Salary scale structure: ICSC had proposed that there would be an increase in the number of steps for D-1 and D-2 levels, and a decrease in the number of steps for the staff in P-3 and P-4 levels (where the largest number of Professional staff were located). Proposals have been made to reduce the frequency of awarding steps thus making savings, which could be used to provide bonuses for excellent performance. However, given that many organizations did not have an effective performance evaluation system, it would be difficult to determine the best performers and thus decide to whom bonuses should be given. A bonus was a once only payment, whereas a step increase was given on an on-going basis.
  - In the General Secretary's view, FICSA could have some influence on the decisions of the ICSC on the issue of salary scales.

- Margin: The ICSC was undertaking measures to bring the five-year margin back to 115 for all grades (until now it had been the margin average over all grades that had been required to stay around 115).

**The Committee recommended that a consultant be recruited to conduct a study on the social impact of the current compensation package and the potential impact of the proposed changes and assign CHF 10,000 for this purpose. It was anticipated that CCISUA may contribute a similar amount to the joint study. The Executive Committee, in cooperation with the Chair and Vice-Chairs of the Standing Committee on Professional Salaries and Allowances, should determine the Terms of Reference for the work and an appropriate timeline, taking into account the dates of forthcoming ICSC and other meetings for which the work might be needed.**

**The output from the study should be two-fold:**

- 1. A factual paper to be used as arguments in ICSC sessions; and**
- 2. Advocacy material (such as a video) to be used to persuade members of the ICSC and other relevant committees of the negative impact of the compensation package review on staff.**

*(b) Post adjustment issues*

#### Operational rules

9. Mr. Giovanni Muñoz (AP-in-FAO) provided an overview to the Committee (Appendix 2). He reminded delegates that further training would be offered by the ICSC during the week. He emphasized that all operational rules had been established for Group I duty stations to ensure that staff in these duty stations could maintain stable take-home pay over time. The Committee agreed that FICSA should oppose any changes to the operational rules that could threaten the stability of staff salaries. In particular, the Committee agreed with the proposals of Mr. Muñoz, namely:

- Oppose changes to the 5 per cent rule as it would mean that staff would be financially penalized if the percentage was changed or the time of the implementation was delayed.
- The 0.5 per cent rule was important to keep the stability of the salary which should be an objective as important as its predictability and sustainability.

#### Use of European Comparisons Programme for data pricing

10. Mr. Varghese Joseph (ITU) summarized the situation (Appendix 3). There was concern regarding the quality and relevance of the data for UN staff and the modalities of using the data collected. In particular the need for continued transparency was stressed. Mr. Montavon suggested that the data collected by the European Comparisons Programme might be more objective than that of the ICSC. The Committee recommended that the FICSA representatives attending the ACPAQ meeting pay close attention to the details of the modalities for pricing.

11. The Committee also agreed with the specific proposals of Mr. Joseph that:

- Data provided by the European Comparison Programme (ECP) should be shared with the Local Survey Committee (LSC); and
- An independent observer should continue to be part of the exercise.

### Rental subsidy

12. Ms. Katherine Asfaw (IAEA) summarized the situation (Appendix 4). She considered that the ICSC was likely to propose measures to harmonize the rental subsidy across duty stations, which would likely negatively affect recipients of the rental subsidy in Group II duty stations. Mr. Muñoz suggested that data be collected from the ICSC on how many staff would be affected by the proposed measures. In general, the Committee felt that the status quo for the rental subsidy should not be changed. In particular, the Committee agreed with the proposals of Ms. Asfaw, namely that FICSA should:

- Request the ICSC to take measures to re-establish the trade-off between post adjustment index (PAI) and rental subsidy *before* considering any changes to rental subsidies (i.e. to ensure the rental subsidy again meets its objective of redistributing financial resources to newcomers in a duty station); and
- Emphasize that equal treatment of staff in different duty stations be given priority over simplification of a scheme for the sake of reducing the workload of the administrations.

### *(c) Allowances*

### Education grant

13. Mr. Montavon presented the report of the last meeting of Working Group 1 for the review of the Compensation Package (Appendix 5 refers). In particular, he indicated that the ICSC had presented a 'global sliding scale' for the education grant, according to which tuition fees and enrolment fees (but not capital costs, transportation or lunches) would be reimbursed at different rates. An additional proposal been made to reimburse boarding costs only for schooling outside the duty station. There had been agreements to continue the principle of cost sharing and to continue to fund tertiary education. Nevertheless, it appeared that the UN staff member would now be expected to carry substantial additional costs compared to the current situation (namely 75%-25% cost sharing for all education related costs).

14. The FICSA President, Mr. Diab El-Tabari (UNRWA/ASA), stated that the report of Working Group 1 did not reflect accurately what had happened at that meeting, and that in fact the representatives of the staff federations had not agreed to proposals for the use of a sliding scale or for making changes in provisions for boarding. The issue of the education grant was still open and would have to be readdressed at the ICSC meeting in March. He sought guidance from the Standing Committee on the approach FICSA should take.

15. Mr. Patanjali Dev Nayar (WHO/SEARO New Delhi) suggested that a more family-oriented approach would be to maintain the current system for schooling in the duty station and apply a sliding scale for schooling outside the duty station. Moreover, the ICSC should be reminded that even the term 'education grant' implied that it must cover all that education comprises, and not merely tuition fees. Mr. Montavon suggested another approach, namely to accept the notion of a 'global sliding scale', but to try to negotiate an increase in the percentages that had been proposed. Ms. Asfaw suggested that data might be obtained from the ICSC on the extent to which staff would be affected by the proposed changes, so that FICSA would be in a better position to counter proposals or make alternative proposals. Ms. Shonagh McAulay (UNWG-Rome) requested FICSA to ensure that any changes in the education grant would not negatively affect provisions for special educational needs, which are not always available at the duty station.

16. The members of the Standing Committee were requested to consider the matter of education grant further and provide the Executive Committee and the Chair and Vice-Chairs with any suggestions they may have.

Other 'common' allowances

Field packages

17. As no presentations had been prepared on these matters, these items were dropped. Mr. Christian Gerlier (ITU) directed interested members to the ICSC paper entitled Review of the common system compensation package (document ICSC/76/R.3), which was available on the FICSA website.

*(d) Performance management*

18. This matter had been addressed under Agenda item 5(a).

*(e) Freeze on benefits*

19. Mr. Gerlier informed members that the Standing Committee on General Service Questions had drafted a resolution on the ICSC decision not to recommend any adjustments to the levels of dependency and other allowances for General Service staff, which had first come to light following the Madrid salary survey in March 2014. The draft resolution was presented as document FICSA/C/68/GSQ/CRP.4.

*(f) Acquired rights within the context of the compensation review*

20. This issue had been addressed under Agenda item 4.

**Other business (Agenda item 6)**

21. Ms. Asfaw reminded the Standing Committee that CHF 5,000 had provisionally been allocated in the draft budget for the next year to cover training in the area of Professional salaries and allowances, and requested members to inform the Chair of the Standing Committee about their training needs. There were no such requests forthcoming during the meeting; however, the Committee was asked to consider which training might be required in 2015 and to inform the Chair and Vice-Chairs.

22. Mr. Varghese reminded members that ICSC was offering training on Professional salaries during the 68<sup>th</sup> session of the FICSA Council, and strongly recommended that members make use of this opportunity. Mr. Muñoz noted that FICSA planned to convert several existing training materials into eLearning materials, which should include the material currently formatted as PowerPoint presentations on Professional salaries and allowances.

23. Mr. Montavon distributed a list to participants who wished to become resource persons in particular on subject areas relating to the review of the compensation package, and invited them to make their wishes known to himself or the Chair or Vice-Chairs of the Standing Committee.

**Summary of recommendations and discussion of draft report (Agenda item 7)**

24. The draft report was circulated by email and members were requested to provide their comments.

**Nomination of Standing Committee Officers and Core Group members (Agenda item 8)**

25. The Standing Committee nominated Mr. Festus Luboyera (UNFCCC) as Chair and Ms. Katherine Asfaw (IAEA) and Mr. Christian Gerlier (ITU) as Vice-Chairs.

26. The following participants indicated their interest in being part of the Core Group:

Varghese Joseph (FICSA resource person)  
Akim Falou-Dine (ITU)  
Benonia Mbonzi-Mbemba (WHO/AFRO Brazzaville)  
Christian Gerlier (ITU)  
Festus Luboyera (UNFCCC)  
Matthew Montavon (AP-in-FAO)  
Flavio Costa (CERN)  
Katherine Asfaw (IAEA)  
Giovanni Muñoz (AP-in-FAO)  
Lisa Villard (IAEA)



## Appendix 1

### REPORT OF THE PERMANENT TECHNICAL COMMITTEE OF THE STANDING COMMITTEE ON PROFESSIONAL SALARIES AND ALLOWANCES 31 January 2015

|                              |   |
|------------------------------|---|
| Chair                        | Christian Gerlier (ITU)                                   |
| Rapporteur                   | Matthew Montavon (AP-in-FAO)                              |
| General Secretary, FICSA     | Brett Fitzgerald (WIPO)                                   |
| Members, Executive Committee | Evelyn Kortum (WHO/HQ Geneva)<br>Jason Sigurdson (UNAIDS) |

#### Participants

|           |                 |
|-----------|-----------------|
| AP-in-FAO | Giovanni Muñoz  |
| IAEA      | Katherine Asfaw |
| ITU       | Varghese Joseph |

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

1. The agenda was agreed as proposed except to consider together the two items related to ACPAQ.

#### Election of the Rapporteur (Agenda item 2)

2. Mr. Matthew Montavon (AP-in-FAO) was nominated as the Rapporteur.

#### Report of the 2014 ACPAQ Meeting, Budapest, 7 to 14 April 2014 (FICSA/CIRC/1163) (Agenda item 3)

#### 2015 ACPAQ Meeting, Brindisi, 23 February to 2 March 2015 (Agenda item 4)

3. The participants reiterated that their objective at the meeting would be to provide advice and direction to the Federation in its participation in the discussions of the comprehensive review of the compensation package as stated in the Terms of Reference of the Task Force.
4. The ACPAQ discussion revolved around the topics of the European price comparison data, the operational rules for modifying the post adjustment, and questions relating to the use of the rental subsidy. As papers were not yet available, the participants could only speculate on the content of the proposals, based on previous discussions in ACPAQ and the ICSC.
5. The European price data had already been endorsed by the ICSC but ACPAQ would be discussing operational questions regarding the European Comparison Programme (ECP). FICSA might wish to pay particular attention to how the data was collected, what items were included in the basket of goods, and the types of outlets selected. FICSA would need to ensure that the data was representative of UN staff purchasing patterns. Questions might be raised as to how and whether the ICSC could selectively choose the data provided by the ECP, and what approach would be most appropriate for UN staff.

6. The ACPAQ agenda also included proposals for operational rules governing the post adjustment system. Participants expressed concern that there would be a proposal to eliminate the 5 per cent rule for HQ duty stations which required a change in post adjustment when costs went up over that percentage before the yearly review. The justification from ICSC was that HQ duty stations had stable currencies and the 5 per cent rule was no longer needed. It was agreed that FICSA should fight for the rule, as it was a safeguard should an unstable situation arise. Maintaining the rule would not have any cost in stable situations, and in any case was used only for very particular situations.

7. The rental subsidy scheme would also be reviewed, and there was a question of what might be proposed. One suggestion was that they could look at the relationship of the rental subsidy to the post adjustment as well as at the length of application of the subsidy in Group 2 duty stations. Not yet having the background documentation, it was not possible to formulate a position.

8. It was agreed that in terms of these issues individual members of the PTC would support the discussion of the topic in the PSA by making introductory presentations. The responsibilities were divided as follows:

|                  |   |
|------------------|---|
| Varghese Joseph: | European Comparison Programme;                              |
| Giovanni Muñoz:  | Operational rules governing the post adjustment system; and |
| Katherine Asfaw: | Rental subsidy.   |

#### **Review of the common system compensation package: status (Agenda item 5)**

9. Keeping in mind the critical issues for staff and the agenda of the Standing Committee on Professional Salaries and Allowances in relation to the comprehensive review the PTC discussed the following points. In raising these issues in the Standing Committee on Professional Salaries and Allowances it was critical to encourage input that would strengthen the arguments that could be used by FICSA in the ICSC and UN discussions. FICSA representatives would have to be armed with strong statements to refute some of the changes being proposed.

10. In relation to salary scales being proposed to move to a single rate of pay and designed to reset all Professional grades to the 115 margin, the participants considered various arguments. One consideration was that Noblemaire principle had not been applied in the past in such strict adherence at each grade level. The US market (reflected to some extent in the US civil service) was generally known to have huge discrepancies in pay between senior and lower ranks, but one could question whether this was equitable or widely practiced in other international civil services. Operating in an international environment, it could be questioned whether a strict adherence to the US civil service was appropriate.

11. Another argument was that a reshuffling of salaries to reward the higher grades could be considered gender discrimination given the inequitable representation of women at the higher levels. These and other arguments needed to be explored in the Standing Committee on Professional Salaries and Allowances. On the broader issue of gender equality and the compensation review, it was noted that Council participants asked the Chair of the ICSC last year if the Commissioners would be reviewing the various proposals vis-à-vis their potential impact – positive or negative – on advancing gender equality in the UN system. Whilst it was agreed that this was an important imperative in the exercise, there was little to suggest that it had been seriously addressed in the past year.

12. The education grant was another area under significant threat. The proposals were significantly detrimental to staff. In the working group meetings it was demonstrated that the education benefit was comparable to that provided by other governments, including the United States, to their international civil servants. A reduction in benefits would result in the education benefit being less attractive. In a situation where it was said that UN salaries were not competitive, a reduction in the benefits would definitely make UN employment much less attractive. Mr. Montavon agreed to provide an introduction on the education grant issue.

13. In consideration of the topics of critical immediate importance it was decided to add questions of the margin and the rental subsidy to Agenda item 4.a and 4.b of the Standing Committee on Professional Salaries and Allowances, respectively. National Professional Officers (NPOs) would be removed from the Agenda item 4.a since the Comprehensive Review would address this category of staff at a later stage and the current issues for this category would most likely be addressed through the Standing Committee on Conditions of Service in the Field.

14. For addressing the Comprehensive Review it was recognized that FICSA member input was essential, but that the membership had not been that involved despite the creation of the Task Force. The participants agreed that it might be more effective to identify resource persons directly linked to individual topics, and the communication and demands on these resource persons needed to be more direct and forceful. Matthew offered to be the coordinator for this communication with the Task Force and its resource persons.

#### **Membership issues (Agenda item 6)**

15. No issues were raised.

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

16. No issues were raised.

## Appendix 2

## PRESENTATIONS PROVIDED ON TOPICAL ISSUES

Presentation by Mr. Giovanni Muñoz (AP-in-FAO) on operational rules

Part 5: The Post Adjustment system

# FICSA



## The Post Adjustment system and the Operational Rules

Federation of International Civil Servants' Associations

1

Part 5: The Post Adjustment system

### Updating the post adjustment index

- Between place-to-place surveys, the post adjustment index (PAI) is updated monthly to reflect price changes at the duty station and movements in the exchange rate of the local currency relative to the United States dollar and to adjust for inflation related to expenditures made by staff outside the duty station.
- Local consumer price indices (CPIs) published by national institutions are used for this purpose in combination with results of surveys of housing costs of international staff and the out-of-area price index.

Federation of International Civil Servants' Associations

2

Updating the post adjustment index:

## US dollar impact

- Salaries, including post adjustment, are set in US dollars and are generally paid wholly or partly in the currency of the duty station. Updating procedure includes revision of post adjustment indices to reflect changes in the rates of exchange of local currencies against the US dollar.
- However, only the in-area component of the post adjustment index is affected by a change in the exchange rate.
- The out-of-area component, pension contribution and medical insurance expenditures are not adjusted: already set in US dollars, not affected by fluctuations in the currency of the duty station.

Updating the post adjustment index :

## Group I (hard-currency) duty stations

- Changes in post adjustment re: cost-of-living are made either after a full 5 per cent movement of the PAI has been measured or after 12 months since the last increase in net take-home pay in local currency, whichever comes first.
- Changes in post adjustment due solely to currency fluctuations are implemented monthly and in accordance with the 0.5 percent rule.

Updating the post adjustment index :

## 0.5 % rule

### 0.5 percent rule:

- Designed to stabilize salaries in local currency terms between cost-of-living adjustments.
- Limits the changes in local currency pay due to exchange rate fluctuations to plus or minus 0.5 per cent of net take-home pay.

Updating the post adjustment index:

## Group II (soft-currency) duty stations

- Post adjustment is reviewed on a four-month cycle on basis of movement of local CPI and out-of-area price index, in conjunction with the most recent place-to-place survey results and exchange rate movements.
- In between reviews, exchange rate changes, CPI and out-of-area index movements do not normally affect the monthly post adjustment multiplier (PAM). Abrupt and substantial devaluations of the local currency can trigger an immediate place-to-place survey if they result in a movement of 10% or more in the PAM.

## Suggested changes

- ACPAQ found no sufficient technical grounds to justify a change in the present PAI structure. However, it recommended that the Commission consider modifications to the operational rules governing the post adjustment system, as a means of **improving the predictability and sustainability of salary adjustments.**

## FICSA's possible position

- Oppose changes to the 5% rule as it would mean that staff would be financially penalised if the percentage is change or the time of the implementation delayed
- The 0.5% rule is important to keep the stability of the salary which should be an objective as important as its predictability and sustainability.

Presentation by Mr. Varghese Joseph (FICSA resource person/ITU retiree) on price collection

## Price collection – current methodology

- Five components of PAI
- Price collection contributes to calculation of the 'in-area (excluding housing)' component – the largest component in most duty stations
- This exercise is at present carried out in a *quite* transparent way
  - Cost of Living Division (COLD) secretariat
  - Reps of the statistical office of the duty station (or similar entity)
  - An independent observer (who also participates in price analysis)

## Price collection – current methodology

- Local Survey Committee (LSC) reviews and makes comments on the outlets proposed by the COLD where P-staff usually make their purchases
- LSC makes comments on specifications of items to be priced
- Staff fill out both questionnaires (housing and household)



## Price collection – uncertainties for the future

- With the introduction of the ECP, currently we are not aware of the modalities of the whole exercise
  - What will be role of the LSC?
  - Will the LSC have access to the data provided by the vendors?
  - Can an independent observer still be part of the exercise?

## Price collection – proposals for PSA Standing Committee

- FICSA **should** insist that transparency is maintained or enhanced
  - Data provided by the ECP should be shared with the LSC
  - An independent observer should continue to be part of the exercise
  - Other proposals??

Presentation by Ms. Katherine Asfaw (IAEA) on the rental subsidy

## Rental subsidy – current status

- Linked to PAI via housing element
- For almost all duty stations, a reduction in (average) rental subsidy would mean a reduction in PAI, and vice versa (no trade-off exists)
- On agenda for 37<sup>th</sup> ACPAQ meeting
- ICSC likely to propose to harmonize the rental subsidy across duty stations:
  - By applying Group II rules to Group I duty stations (i.e. subsidy for only 7 years, not indefinitely)
  - By harmonizing practical implementation (e.g. max allowable rent levels, force majeure rules)

## Rental subsidy – proposal for consideration by PSA SC

- FICSA should
  - Request ICSC to take measures to re-establish the trade-off between PAI and rental subsidy *before* considering any changes to rental subsidies (i.e. to ensure the rental subsidy again meets its objective of redistributing financial resources to newcomers in a duty station)
  - Emphasize that equal treatment of staff in different duty stations be given priority over simplification of a scheme for the sake of reducing the workload of the administrations

## Appendix 5

Presentation by Mr. Matthew Montavon (AP-in-FAO) on the education grant

### Education Grant Proposals

The Commission (ICSC) emphasized that:

- “the grant should assist expatriate staff by providing financial support to cover expenses relating to the education of their children during service at a duty station away from their home country.”

**The working group recommended to the Commission that:**

- the principle of cost sharing be retained in the education grant system;
- the tertiary level education continue to be covered in the scheme;
- provision of boarding assistance be limited to staff serving in the field and only to the children at the primary and secondary levels;
- a revised education grant scheme be established based on a sliding scale for reimbursement, accounting for changes in education fees since 2010/2011; and
- the sliding scale be reviewed with reference to actual fee data from representative schools on a biennial basis, with updates to reimbursement amounts dependent on the recommendation of the Commission.

*Global sliding scale for all locations and levels of education*

Reimbursement based on a sliding scale for all levels of locations and education establishments. Reimbursement brackets as follows based on the adjusted fees (tuition and enrolment-related fees):

|             |   |     |
|-------------|---|-----|
| \$0-10,000  | - | 83% |
| \$10-15,000 | - | 78% |
| \$15-20,000 | - | 73% |
| \$20-25,000 | - | 68% |
| \$25-30,000 | - | 63% |
| \$30,000+   | - | 0%  |

**Simplicity** - uniform approach is transparent No need to maintain duty station classification.

**Cost containment** – disincentivise staff from taking higher cost options, if possible.

## Reimbursement Implications

- Costs example:
  - Tuition and enrollment = € 17,350
  - Exam fees, transportation, lunches, etc. = €4200
    - Total € 21,550
- Current reimbursement = €21,162
  - Everything reimbursed at 75%
- Proposal = € 13,768
  - Only tuition and enrollment reimbursed on sliding scale

**Annex 10****REPORT OF THE STANDING COMMITTEE ON STAFF/MANAGEMENT RELATIONS**

|                         |   |
|-------------------------|---|
| Chair                   | Bernadette Fogue Kongape (WHO/AFRO Brazzaville) |
| Vice-Chair              | Christine Bétrémieux (UPU)                      |
| Rapporteur              | Steven Fleming (UPU)                            |
| President, FICSA        | Diab El-Tabari (UNRWA/ASA)                      |
| Regional representative | Pilar Vidal (PAHO/WHO Washington)               |

**Participants**

|                                   |   |
|-----------------------------------|---|
| AP-in-FAO                         | Miriam M. Saif  |
| CERN                              | Flavio Costa  |
| FAO/WFP-UGSS                      | Ilio Fornasero<br>Cinzia Romani<br>Luigia Sforza                              |
| IAEA                              | Katherine Asfaw<br>Erik Glass<br>Lisa Villard                                 |
| IARC                              | Valérie Gaborieau   |
| ICAO                              | Gaston Jordan<br>Viera Seben  |
| IFAD                              | Martina Huonder   |
| ILO ITC                           | Stefano Barettoni<br>Marion Christophe<br>Claudio Fiore<br>Alessandro Patrone |
| IMO                               | Edwin Titi-Lartey<br>T. Anton Pushparajah                                     |
| OPCW                              | Stian Holen   |
| UNAIDS                            | Ruben Mayorga<br>Tanya Quinn-Maguire  |
| UNESCO/STU<br>UNESCO/ICTP Trieste | Elia Matias<br>Lisanna Iannitti<br>Christiana Winter                          |

|   |   |
|---|---|
| UNFCCC                                  | Peter Kakucska<br>Festus Luboyera<br>Jane Stickhorn |
| UNGSC                                   | Cosimo Lunedi<br>Cosimo Melpignano                  |
| UNWTO                                   | Lydia Bebe Kum<br>Silvia Siv                        |
| WHO/AFRO Brazzaville<br>WHO/AFRO Harare | Christian Pethas<br>Modinah Chingoma                |
| WHO/EURO Copenhagen                     | David Barrett                                       |
| WHO/HQ Geneva                           | Ivan Babovic  |
| WHO/WPRO Manila                         | Ruel Serrano  |
| WIPO                                    | Najib Ben Helal<br>Christopher Mason                |
| WMO                                     | Andrès Orias Bleichner<br>Josefa Potter             |

#### **Association with consultative status**

|           |                 |
|-----------|-----------------|
| UNWG-Rome | Shonagh McAulay |
|-----------|-----------------|

#### **Guest**

|       |                |
|-------|----------------|
| UNCCD | Sarah Marchant |
|-------|----------------|

#### **Introduction**

1. The Standing Committee met on 3 and 4 February 2015 to address Agenda item 11(g) of the Council Agenda.

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

2. The Standing Committee adopted the following agenda:

1. Adoption of the agenda
2. Nomination of the Rapporteur
3. Report of Chair on previous year's activities
4. Status report on WIPO's summary dismissal of the President of the WIPO Staff Association – Update to be given by the President of FICSA
5. Staff/management relation issues at UPU
6. Staff/management relation issues at FAO/WFP-UGSS field

7. SMR during crisis situation in your organization/union (i.e. Ebola virus, UNMEER, etc.)
8. Danger pay (discussion on the difference between P & GS in hard conditions such as those in Ebola-affected countries) - recommendations to ICSC
9. HLCM strategic plan 2013-2016 and results framework (CEB/2014/HLCM/10)
10. Other business: Performance appraisal and rebuttal process
11. Nomination of Standing Committee officers and Core Group members

### **Nomination of the Rapporteur (Agenda item 2)**

3. Mr. Steven Fleming (UPU) was nominated Rapporteur.

### **Report of the Chair on previous year's activities (Agenda item 3)**

4. The Chair indicated that the last FICSA Council did not indicate any specific tasks when it was decided to separate staff/management relations issues from the those covered by the Standing Committee on Human Resources Management. The Agenda therefore reflected the staff/management issues faced by the FICSA membership.

### **Status report on WIPO's summary dismissal of the President of the WIPO Staff Association – Update to be given by the President of FICSA (Agenda item 4)**

5. An update was provided by the FICSA President. The President of the WIPO Staff Association, Mr. Moncef Kateb, was suspended by the WIPO Director General after the latter had accused him of using confidential information when defending two staff members. The action ended in summary dismissal. The Staff Association protested officially.

6. FICSA contacted the WIPO Governing Bodies to try and find a solution and have the decision reversed. The FICSA President, together with the two sister Staff Federations, met with the Director General of WIPO who admitted verbally that the sanction was disproportionate and indicated that he would reconsider his decision. However, a written response to a FICSA letter requesting the reinstatement of the WIPO Staff Association President has yet to be received.

7. An appeal was pending and lawyers were trying to negotiate settlement. Mr. Kateb completed the information on his case and thanked FICSA and the staff associations/unions for their assistance and support. He however stressed that it was likely that the WIPO Director General would reject the appeal and that he would be forced to await a judgment from ILOAT. He further asked FICSA to remind the executive heads of UN organizations of their responsibilities towards staff. He added that the legitimacy of the WIPO Staff Council had been questioned by the Director General of WIPO and informed the Committee that the Staff Council had been denied access to address Member States at the WIPO Assemblies on the pretext that they no longer had a President.

8. The Standing Committee agreed to prepare a resolution reflecting the deterioration of staff/management relations in certain organizations especially with regard to freedom of speech and the right of association, citing the names of the organizations thus affected, if required (Annex 2, Resolution 68/2).

**The Standing Committee recommended that: (a) the FICSA Executive Committee adopt the Resolution 68/2 (Annex 2) and take appropriate action; and (b) organizations facing similar issues should contact the FICSA Executive Committee as soon as they arise.**

#### **Staff/management relation issues at UPU (Agenda item 5)**

9. The representative of the UPU Staff Association presented the issue of deteriorating staff/management relations faced by the UPU Staff Association Committee when raising the concerns of staff. The presentation included information on the context of the decision process within the UPU and detailed instances when the Director General did not comply with this decision process in 2014. Staff Regulations clearly stated that staff representatives must, as members of a Joint Advisory Committee, be consulted before any changes to the staff policies and general questions of staff welfare are made, and to make recommendations to the Director General on proposed amendments of the Staff Regulations and Rules. In addition, the UPU Council of Administration had the responsibility for final decisions on the Staff Regulations, including abolition or creation of positions.

10. In August 2014, the Director General announced a change in the Staff Regulations amending the composition of the Appointment and Promotion Committee, thus weakening the role of the staff representatives on the Committee. In early January 2015, the Director General announced a new structure of the international bureau accompanied by the abolition, creation of posts, freezing of other posts and rotation of a number of staff. Both decisions occurred without any consultation with the Staff Association and the UPU's highest governing body, the Council of Administrations, was not informed. Staff members impacted were advised the day before the official announcement to all staff.

11. The FICSA President said that the Federation could mention what had happened to UPU in the resolution referred to in the recommendations agreed in the previous agenda item.

12. Mr. Kateb commented that the Staff Association of the UPU should remind its Director General that the above-mentioned restructuring process must be conducted in keeping within UPU's Staff Rules and Regulations and the rulings of the ILO Administrative Tribunal (ILOAT). If the administrative decisions taken during the restructuring process did not observe the requisite rulings and provisions, the ILOAT would strike these decisions down. Any restructuring process should be conducted in a fair manner. He also pointed out that staff members' right to being informed sufficiently should be preserved and that a process needed to exist for the re-profiling of posts.

#### **Staff/management relations issue at FAO/WFP-UGSS field (Agenda item 6)**

13. The staff representative from FAO stated that the number of staff in the field had increased greatly over the years and estimated there was a growing number of this category of staff in the field without representation. The results of a questionnaire showed that field staff wished to be represented. The Staff Union received legal advice on the matter stating that a new recognition agreement was not needed to include field staff in the Union. FAO Management appeared not to be in favour of the idea but no official written reply had been provided to the request of FAO/WFP-UGSS to represent staff in the field. The staff representative requested that FICSA should intervene in order to ensure that representation of field staff by UGSS be allowed.



14. The General Secretary of FICSA, Mr. Brett Fitzgerald (WIPO), suggested that FAO/WFP-UGSS might need to modify its statutes in order to allow field staff to join. Once a sufficient number of field staff members had joined and the changes in statutes had been approved, the Administration should be informed of the number of field staff represented. He also reminded the meeting that the statutes belong to the association/union concerned.

15. Mr. Kateb reminded the meeting that the UN Commission of Human Rights had two special rapporteurs dealing with freedom of association and suggested that they could be contacted at the end of process if need be so that they could intervene with FAO Administration if it was established that freedom of association had been violated. The ILO also dealt with freedom of association.

16. In relation to the payment of dues, it was suggested that the Staff Union should not wait for the FAO Administration to change its payment system and that field staff could transfer financial dues directly into the Union's bank account.

**SMR during crisis situation in your organization/union (i.e. Ebola virus, UNMEER, etc.) (Agenda item 7)**

17. The topic was raised for discussion by the members who questioned the appropriateness of creating a new agency during the Ebola crisis when existing agencies were already in place.

**Danger pay (discussion on the difference between P & GS in hard conditions such as those in Ebola-affected countries) - recommendations to ICSC (Agenda item 8)**

18. The Chair reported on the problems that had occurred in Africa during the Ebola crisis and indicated that danger pay allocated to staff during the crisis was different for P and GS staff despite the fact that they faced the same hardships and danger. Both categories of staff could have died at the same moment yet danger pay was different. The members agreed with the Chair that a recommendation should be issued on this matter so that the FICSA Executive Committee could take this matter on board.

**The Standing Committee recommended that the FICSA Executive Committee contact the ICSC to urge the General Assembly to request that the organizations grant the same danger pay without distinction of the category of staff in situations of humanitarian crisis.**

**Other business (Agenda item 10)**

19. One delegate requested that an appropriate rebuttal process be included in the performance appraisals procedures. It was added that a single bad performance appraisal could drastically affect a staff member's career and salary. One member queried whether FICSA could provide a framework or guidelines with regard to rebuttal of performance evaluations.

**The Standing Committee recommended that the FICSA Executive Committee remind all organizations that the right of rebuttal was a fundamental aspect of a sound performance appraisal system and that they should ensure that a rebuttal mechanism was part of their procedures.**

20. Members were referred to the JIU Report on staff/management relations and recommended framework to be established inside each organization so staff members could

address governing bodies. It was commented that staff representatives were allowed to address the legislative body as a practice, not as a right, regarding staff/management issues and budgetary implications.

**The Standing Committee recommended that the Executive Committee: (a) engage in following up on how the JIU Report had been implemented and send a circular to all organizations in the UN system to make sure that the report had been disseminated and actions taken; and (b) remind all organizations that it was the right of staff representative bodies to address the governing bodies of their respective organizations.**

#### **Nomination of Standing Committee officers and Core Group members (Agenda item 11)**

21. The Chair asked the Standing Committee participants to supply their contact details if they wished to become members of the Core Group and stressed the hard work that was expected from such members.

22. Ms. Bernadette Fogue Kongape (WHO/AFRO Brazzaville) was nominated as Chair and Ms. Christine Bétrémieux (UPU) as Vice-Chair.

23. The following were nominated as Core Group members:

Flavio Costa (CERN)  
 Lucie Gnongo Beavogui (FUNSA Guinea)  
 Luigia Sforza (FAO/WFP-UGSS)  
 Cinzia Romani (FAO/WFP-UGSS)  
 Miriam M. Saif (AP-in-FAO)  
 Edwin Titi-Lartey (IMO)  
 Pilar Vidal (PAHO/WHO Washington)  
 Steven Fleming (UPU)  
 Ivan Babovic (WHO/HQ Geneva)  
 Modinah Chingoma (WHO/AFRO Harare)  
 Christopher Mason (WIPO)  
 Josefa Potter (WMO)

## **Annex 11**

### **REPORT OF THE FICSA WORKING GROUP ON STRATEGIC DEVELOPMENT**

|                                   |                                   |
|-----------------------------------|-----------------------------------|
| Chair and Rapporteur              | Imed Zabaar (IAEA)                |
| President, FICSA                  | Diab El-Tabari (UNRWA/ASA)        |
| General Secretary, FICSA          | Brett Fitzgerald (WIPO)           |
| Member, FICSA Executive Committee | Véronique Allain (SCBD)           |
| Regional Representative           | Pilar Vidal (PAHO/WHO Washington) |

#### **Participants**

|           |   |
|-----------|---|
| AP-in-FAO | Giovanni Muñoz                            |
| ITU       | Sylviane Asseraf<br>Caroline Debroye      |
| IFAD      | Dave Nolan                                |
| IMO       | Edwin Titi-Lartey<br>T. Anton Pushparajah |
| UNAIDS    | Taavi Erkkola                             |
| WMO       | Andrès Orias Bleichner                    |

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

|             |               |
|-------------|---------------|
| FUNSA Egypt | Nahla Zeitoun |
|-------------|---------------|

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

1. Adoption of the agenda
2. Nomination of the Rapporteur
3. Release of FICSA Officers
4. Training courses for staff representatives
5. Follow up to FICSA/CCISUA Cooperation Agreement
6. FICSA's methodology for the calculation of membership dues
7. Contractual status of the FICSA secretariat
8. FICSA branding strategy
9. Terms of reference of the Ad hoc Committee on Strategic Development
10. FICSA Council survey
11. Other business
12. Nomination of the officers

### **Nomination of the Rapporteur (Agenda item 2)**

1. As none of the participants in the first meeting volunteered, the Chair agreed to assume the task of Rapporteur.

### **Release of FICSA Officers (Agenda item 3)**

2. Following the announcement made by the FICSA General Secretary during the meeting of the Heads of Delegations that he had not obtained the required release from his organization (WIPO) in order to be able to maintain his nomination, the FICSA President informed the members of the Working Group that he had been in contact with the WIPO Director General regarding a further extension of the release of the current General Secretary.

3. To ensure business continuity, the Chair of the Working Group suggested preparing medium-term and long-term strategies to assist the FICSA Council and the EXCOM in identifying possible scenarios in accordance with the Federation's Statutes and Rules of Procedure of the Council.

(a) *Medium-term strategy (Annex 11, Appendix)*

(b) *Long-term strategy*

- (i) FICSA EXCOM should provide an estimate to HLCM for the cost-sharing based on the procedures used by the Ad hoc Committee on Administrative and Budgetary Questions to apportion members' shares in the total FICSA budget.
- (ii) FICSA EXCOM should draft a letter for its membership to submit to their respective executive heads requesting to know whether the JIU Report on staff-management relations in the United Nations specialized agencies and common system (JIU/REP/2012/10) had been submitted to and approved by their respective governing bodies.
- (iii) FICSA President should request the Chair of the CEB to add the issue of the FICSA General Secretary's release to the agenda of the next HLCM meeting.
- (iv) Should the cost-sharing request be rejected, FICSA should:
  - Organize a **"name and shame campaign"**
  - Find ways of publicizing the hypocrisy in the United Nations and management's refusal to adopt the recommendation on cost-sharing procedures, which had created a situation that was very much to the detriment of staff/management relations
  - Raise the issue at the Fifth Committee, in the General Assembly and with Member States.

### **Training courses for staff representatives (Agenda item 4)**

4. The FICSA General Secretary mentioned that while over the past few years the various standing committees had increased their demand for funding for training activities, the funds allocated invariably remain unused. The same concern was also raised by members during the discussions that took place in the Ad hoc Committee on Administrative and Budgetary Questions.

5. Considering that training was one of FICSA's competitive advantages, it was evident that FICSA needed to focus its current and future training resources on specific substantive topics so that staff representatives could acquire a comprehensive and substantive knowledge of the UN common system, thus enabling them to perform their roles in their respective organizations in the most effective manner.

6. Furthermore, it was emphasized that while the FICSA secretariat's role was to coordinate and provide logistical support, it was the responsibility of the Chairs and Vice-Chairs of the Standing Committees to identify the location, define the date and venue of any training courses and propose names of trainers in line with the train the trainer programme.

**The FICSA Working Group on Strategic Development recommended the following (a) Chairs and Vice-Chairs of the Standing Committees should be responsible for ensuring that the trainings/workshops they suggested were really needed; (b) Chairs and Vice-Chairs of the Standing Committees should agree with the requesting party on the location or region, the time period and possible trainers before making a final recommendation to the Council; (c) The Executive Committee should prepare a training catalogue in collaboration with the Chairs of the Standing Committees containing the following information: topic, course description, target audience, cost, minimum and maximum number of participants and the trainers' contact; (d) The Executive Committee should post the training catalogue on the FICSA website; (e) The FICSA secretariat should provide assistance to members wishing to organize at their own cost any training/workshop listed in the FICSA catalogue; and (f) the FICSA Executive Committee should promote e-learning and explore the use of modern technology, such as Webinar and WebEx so that more participants could benefit from training.**

### **Follow up to FICSA/CCISUA Cooperation Agreement (Agenda item 5)**

7. The Working Group revised the draft FICSA/CCISUA Cooperation Agreement (CA). The final text is contained in Annex 3 above.

**The FICSA Working Group on Strategic Development further recommended that the FICSA Executive Committee review and assess the Cooperation Agreement on a periodic basis and share its assessment with the Federation's membership.**

### **FICSA's methodology for the calculation of membership dues (Agenda item 6)**

8. For want of time, the item was not discussed.

### **Contractual status of the FICSA secretariat (Agenda item 7)**

9. The President informed the Working Group that although relations between FICSA and the UNOG Administration had improved, the contractual situation remained unchanged.

**The Working Group recommended that the FICSA Executive Committee address the issue together with talks about the release of the General Secretary (Agenda item 3).**

### **FICSA branding strategy (Agenda item 8)**

10. The Working Group discussed ideas for improving FICSA's outreach material and consequently its visibility and corporate image.

**The Working Group recommended that the FICSA Executive Committee: (a) fill the position of Information Officer as soon as possible or consider hiring a marketing consultant to enhance the corporate image of FICSA; (b) modernize the layout, design and structure of the Federation's website and increase its attractiveness; and (c) develop attractive information material (such as posters, flyers and information sheets).**

### **Terms of reference of the Ad hoc Committee on Strategic Development (Agenda item 9)**

11. In line with the decisions of the 67th FICSA Council, the following terms of reference for the establishment of an ad hoc committee on strategic development had been developed.

#### *Objectives*

12. The objectives of the ad hoc committee were:
- To review and analyse the internal working procedures and practices and advise the Executive Committee on changes that would assist it to fulfil its mandate effectively and efficiently;
  - Survey and analyse the expectations of FICSA members and address any concerns they may have;
  - Review any cases of complaints or dissatisfaction received from members and advise the EXCOM on ways of effectively addressing such problems; and
  - When requested, assist the Executive Committee in the design of short-term and long-term strategic options in response to any important matters that may arise.

#### *Membership to the Ad hoc Committee on Strategic Development*

13. Membership to the Ad hoc Committee on Strategic Development would be open to all heads of delegations of the FICSA full members or their alternates and the FICSA Executive Committee.

*Reporting*

14. The Ad hoc Committee on Strategic Development would report and submit recommendations to the FICSA Council.

**FICSA Council survey (Agenda item 10)**

**In the interest of generating feedback on the organization of the FICSA Council, the Working Group recommended that a FICSA Council survey be designed and sent to participants immediately after the Council.**

**Other business (Agenda item 11)**

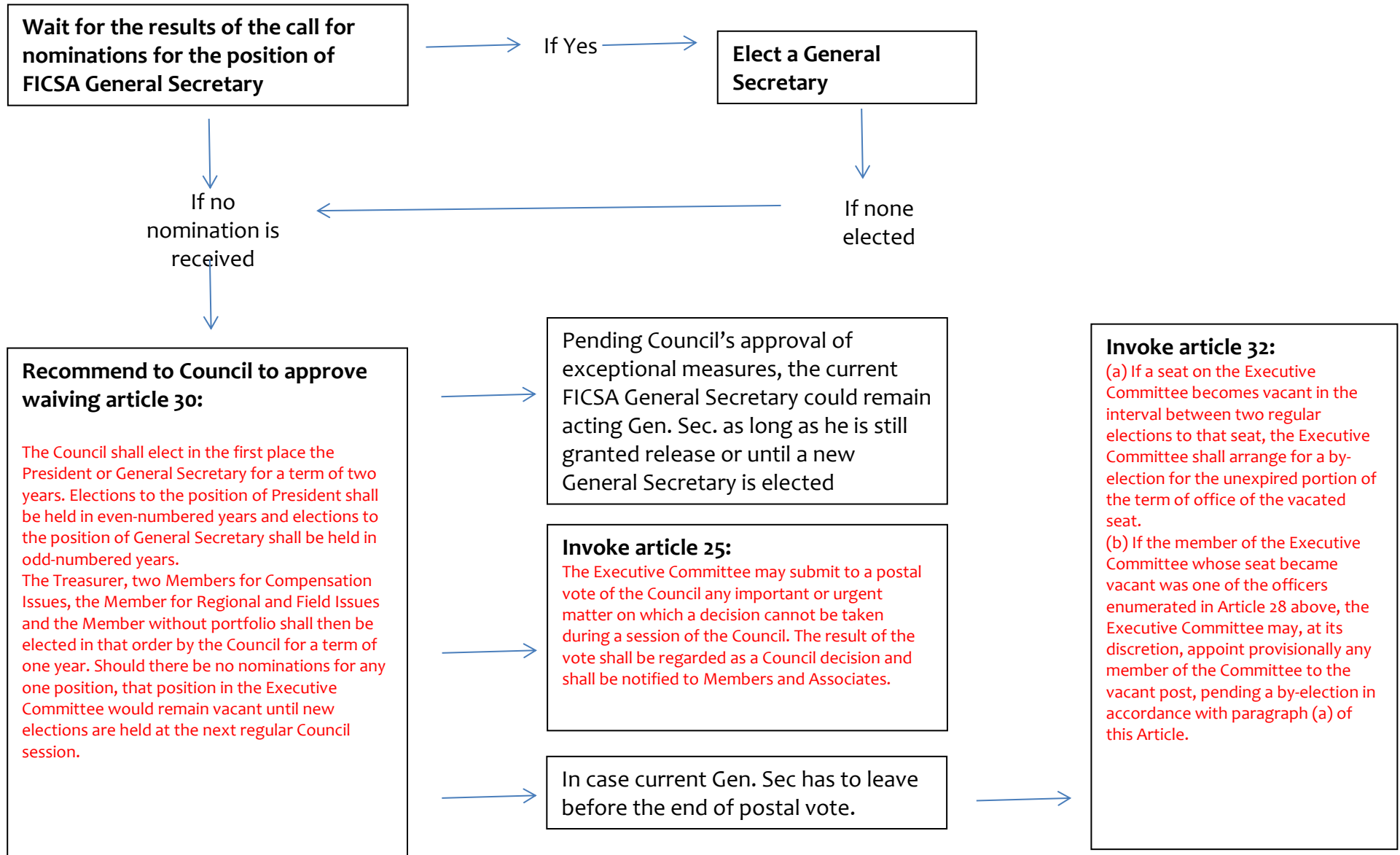
15. For want of time, the item was not discussed.

**Nomination of the officers (Agenda item 12)**

16. As it was an ad hoc committee, officers would be elected during each Council.

## Appendix

### Medium-Term Strategy





**Annex 12**

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

|                                   |                                    |
|-----------------------------------|------------------------------------|
| Chair                             | Vincenzo De Leo (UNGSC)            |
| Rapporteur                        | Peter Lillie (FAFICS)              |
| President, FICSA                  | Diab El-Tabari (UNRWA/ASA Lebanon) |
| Treasurer, FICSA                  | Nabil M. Sahab (IAEA)              |
| General Secretary, FICSA          | Brett Fitzgerald (WIPO)            |
| Member, FICSA Executive Committee | Jason Sigurdson (UNAIDS)           |
| Regional Representative           | Pilar Vidal (PAHO/WHO Washington)  |

**Participants**

|              |   |
|--------------|---|
| AP-in-FAO    | Giovanni Muñoz<br>Miriam M. Saif  |
| CERN         | Flavio Costa<br>Joel Lahaye   |
| FAO/WFP-UGSS | Silvia Mariangeloni<br>Susan Murray<br>Cinzia Romani<br>Luigia Sforza                   |
| IAEA         | Katherine Asfaw<br>Erik Glass<br>Lisa Villard<br>Marielle Wynsford-Brown<br>Imed Zabaar |
| ICAO         | Gaston Jordan<br>Masha Mincic-Meyer<br>Viera Seben                                      |
| IFAD         | Fumiko Nakai<br>Dave Nolan  |
| IMO          | T. Anton Pushparajah<br>Robert Russell<br>Edwin Titi-Lartey                             |
| ILO ITC      | Stefano Barettoni<br>Marion Christophe<br>Claudio Fiore                                 |

|   |  |
|---|--|
| ITU   | Sylviane Asseraf<br>Caroline Debroye<br>Christian Gerlier<br>Varghese Joseph             |
| UNAIDS                                      | Taavi Erkkola  |
| UNESCO                                      | Andrea Leveque<br>Elia Matias  |
| UNFCCC                                      | Festus Luboyera<br>Jane Stickdorn  |
| UNGSC                                       | Cosimo Lunedì<br>Cosimo Melpignano   |
| UNWTO                                       | Lydia Bebe Kum<br>Olivia Siv   |
| UPU   | Christine Bétrémieux   |
| WHO/AFRO Brazzaville                        | Bernadette Fogue Kongape<br>Lydie Gassackys<br>Benonia Mbonzi-Nbemba<br>Christian Pethas |
| WHO/AFRO Harare                             | Modinah Chingoma   |
| WHO/EURO Copenhagen                         | Antonella Biasotto<br>Klaus Boisen   |
| WHO/HQ Geneva                               | Ivan Babovic   |
| WHO/SEARO New Delhi                         | Patanjali Dev Nayar<br>Ritesh Singh  |
| WIPO  | Najib Ben Helal<br>Christopher Mason   |
| WMO   | Andrès Orias Bleichner   |
| <b>Association with consultative status</b> |  |
| FAFICS                                      | Gerhard Schramek   |

## **Introduction**

1. The Ad hoc Committee held its first meeting on 2 February 2015 under the chairmanship of Mr. Vincenzo De Leo (UNGSC). Two subsequent meetings were held on 4 and 6 February 2015.

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

2. The agenda was adopted as below:

1. Adoption of the agenda (FICSA/C/68/A&B/CRP.1)
2. Nomination of the rapporteur
3. Independent reviewer's report and FICSA financial statements for 2013 (FICSA/C/68/A&B/1)
4. Statement of contributions of member associations/unions, associate members, consultative and observer bodies based on information received up to 31 December 2014 (FICSA/C/68/A&B/5/Rev.1)
5. Treasurer's report for 2014 (FICSA/C/68/A&B/2)
6. Reports on the status of the Termination Indemnity Fund, Legal Defence Fund and Staff Development Fund (FICSA/C/68/A&B/3)
7. Special requests for reduced fees
8. Draft programme and budget 2015-2016 (FICSA/C/68/A&B/4)
9. Provisional scale of contributions for 2015 (FICSA/C/68/A&B/6)
10. Other business

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

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

## **Independent reviewer's report and FICSA financial statements for 2013 (FICSA/C/68/A&B/1) (Agenda item 3)**

4. The Chair opened the session on the independent reviewer's report and the FICSA financial statements for 2013 (document FICSA/C/67/A&B/1 and Add.1). He introduced the author of the report, Mr. John McGhie. The FICSA Accountant, Ms. Robyn Thomas, participated in the discussion via a teleconference link to Geneva.

5. In addition to expressing his satisfaction that the financial statements for 2013 were in accord with the books and records of the Federation, the Independent reviewer was also satisfied that the financial transactions reflected in the financial statements had been in accordance with the financial rules and regulations, the budgetary provisions and other applicable directives.

6. Mr. McGhie had also submitted a management letter to the Executive Committee on matters relating to the accounting records, procedures, systems and controls. In presenting that letter, he drew attention to such issues as the number of accounts that FICSA held at three different institutions or the expanded role of the General Secretary. He had also observed that the responsibility for the preparation and subsequent approval of the financial statements be reflected in the Federation's statutes. The Executive Committee should address those

observations and others, such as its responsibility towards the FICSA secretariat staff that it employed, the overlap in the various terms of reference or the need to review the work of the FICSA Accountant on a regular basis. The observations were very much part of an historical legacy. He looked forward to a reduction in the number of issues that might arise when he undertook the next review [which, as distinct from an audit, fully met the requirements of the Federation].

7. The Ad hoc Committee took note of the review of the Federation's financial statements for 2013. Thanks were expressed to the independent reviewer, Mr. McGhie, as well as to the FICSA Accountant, Ms. Thomas.

8. In the light of the debate on the issues raised in the management letter and the need for action, it was felt that time was of the essence.

**The Ad hoc Committee recommended that the Executive Committee should: (a) examine carefully the recommendations contained in the management letter of the Independent reviewer; (b) in consultation with the Treasurer and FICSA Accountant, respond directly to the same by the end of May 2015; and (c) report back to the Committee on the action taken.**

**Statement of contributions of member associations/unions, associate members, consultative and observer bodies based on information received up to 31 December 2014 (FICSA/C/68/A&B/5/Rev.1) (Agenda item 4)**

9. The Treasurer presented the statement (document FICSA/C/68/A&B/5/Rev.1) and drew attention to contributions that had been received and the extent of arrears. The Ad hoc Committee noted that a number of members in both categories, as well as members with consultative and observer status were in arrears and suggested that corrective action be taken.

10. The Ad hoc Committee took note of the statement of contributions and thanked those associations/unions that had paid their annual contributions on time.

**Treasurer's report for 2014 (FICSA/C/68/A&B/2) (Agenda item 5)**

11. The Chair introduced the report (document FICSA/C/68/A&B/2) and asked the Treasurer to go through the same section by section.

12. In the section on contributions and payments, the Treasurer pointed to the FUNSAs that had been in arrears for two years or more. In the meantime, FUNSA Egypt had informed the FICSA secretariat that payment was forthcoming. Similarly, FUNSA Sudan had announced that it would settle its arrears and pay its dues for 2015. FUNSA New Delhi had ceased paying in 2012, but had since reaffirmed its membership and paid its dues for 2014.

**The Ad hoc Committee recommended that the membership of FUNSA Bangladesh be cancelled, the membership of FUNSA Myanmar be suspended and the membership of FUNSA Cameroon be cancelled together with its outstanding debts.**

13. Given the difficulties that several member associations/unions encountered when paying their dues, the Treasurer had suggested at the previous Council session that the categories of membership be reviewed, a new fee structure be introduced and the methodology for

calculating dues be reviewed. To that end, the Treasurer had proposed hiring a consultant, who would work in close consultation with the Treasurer, Accountant and the FICSA secretariat to undertake that task. The previous Council had endorsed that proposal and CHF 10,000 had been allocated.

14. To date it had not been possible to locate a suitable candidate. A human resources expert had since reviewed the terms of reference. He had suggested that an announcement be placed in the Economist and posted on the UN Careers Page.

**The Ad hoc Committee recommended that the previous Council's suggestion be re-endorsed and a consultant hired to review the categories of membership, propose a new fee structure and revise the methodology for calculating dues.**

15. The Ad hoc Committee noted with interest the actions for strengthening and revamping the Secretariat of the Federation that the Treasurer had highlighted in his report. In addition to those proposals, the Ad hoc Committee pointed to the continuity of activities that could be assured by adopting a five-year plan. It was also essential to put the past behind the Federation and secure the cooperation of the United Nations Office at Geneva in hiring the information Officer. It might also be helpful, were the Federation to draw on the assistance of Geneva-based Internal audit and oversight bodies in locating a suitable candidate.

**The Ad hoc Committee proposed that steps be taken to accelerate the recruitment of the information officer whose services were urgently needed and for whom budgetary resources had been appropriated.**

16. Global legal protection was of crucial importance to the member associations/unions. The Treasurer had located two insurance companies in Switzerland that could provide member associations/unions with legal protection insurance worldwide. The terms and premia had been presented to the Executive Committee and the matter would be taken up in the Standing Committee on Legal Questions at the current Council session.

17. The Treasurer pointed to the major underutilisation of funds earmarked for FICSA services. The greater part of the funds so saved related to training activities, while the savings in staff costs related to the post for an information officer not having been filled. There was, however, little scope for further savings in terms of staff costs.

18. Questions were raised about the number of bank accounts that the Federation held (cf. FICSA assets and liabilities report, page 14). It was explained that the number of bank accounts had already been reduced, while the shift to AMFIE had been governed by the higher rate of interest offered. Furthermore, the term deposit accounts were a legal requirement.

19. It was noted that the unused balance of CHF 106,671 (cf. statement of financial performance, page 12) would go to the Reserve Fund at the end of the biennium. Given that the Standing Committees often returned funds at the end of the biennium, the suggestion was made that a portion of the balance be shifted to the legal defence fund and another portion to member associations/unions, particularly to those experiencing financial difficulties.

20. Standing committees were urged to be cautious when submitting requests for funds and to provide a fully substantiated justification for the funds they requested. Furthermore, It

was also suggested that the Standing Committee Chairs be held accountable for the underutilisation of the resources allocated to them at the beginning of the year. The President also cautioned against excessive use of consultants who could qualify as ‘non-staff’.

21. In that context, member associations/unions should not overburden the Executive Committee. Standing committees were reminded to review their terms of reference. It was essential that close communication between the Executive Committee and the standing committees be maintained throughout the year.

22. As he took the delegations through the tables, the Treasurer drew attention to the annotations in the statement of assets, liabilities, income and expenditure that had been introduced following the suggestions of the Ad hoc Committee at the previous Council session. The Treasurer was commended on the transparent manner in which he had presented the finances of the Federation. The bar, pie and other charts, together with the itemized tables, were strikingly informative. The Treasurer stressed the importance of ensuring 100% utilisation of funds over the year and reducing the volume of outstanding assessed contributions, which had increased in comparison to the previous year.

23. The Ad hoc Committee took note of the Treasurer’s report and thanked him and the FICSA Accountant for the time and effort they had invested in its preparation.

#### **Reports on the status of the Termination Indemnity Fund, Legal Defence Fund and Staff Development Fund (FICSA/C/68/A&B/3) (Agenda item 6)**

24. In response to a request from the Chair for comments on the document, the Federation was reminded of the need to observe United Nations rules on the accumulation of leave when assessing the resources available under the Termination Indemnity Fund.

25. The Treasurer confirmed that there was no need to replenish any of the funds. The Committee took note of that situation and encouraged the FICSA Executive Committee to create awareness among the staff of the FICSA secretariat that funds were available for training purposes.

#### **Special requests for reduced fees (Agenda item 7)**

26. The UNESCO Staff Union (STU) had been fraught with problems over the past ten years. The major contributory factors were the existence of two staff representative bodies in the organization: one affiliated with FICSA, the other with CCISUA and the swingeing blows to the UNESCO budget following the withdrawal of the United States: a major contributor to the UNESCO budget in the order of US\$ 505 million. Hundreds of posts had been abolished along with a concomitant drop in dues revenue, further to which STU had been assessed on the basis of the total staff strength of UNESCO. Under those straitened circumstances, STU, a founding member of FICSA, found itself unable to pay its dues. It had thus submitted a financial plan with attachments (document FICSA/C/68/6) requesting the continuation of a flat contribution rate of CHF 28,000 for 2014 and a reduced flat rate of CHF 25,000 for the biennium 2015-2016. If that financial plan were not acceptable to the FICSA membership, STU would have no choice but to withdraw from the Federation.

27. The Ad hoc Committee spoke of solidarity with STU and paid tribute to the union's commitment from the very earliest days of the federation. That commitment should be honoured. The Ad hoc Committee accepted the request and committed itself to helping STU.

**The Ad hoc Committee recommended that UNESCO/STU be granted a flat contribution rate of CHF 28,000 for 2014 and a reduced flat rate of CHF 25,000 for the biennium 2015-2016.**

#### **Draft programme and budget for 2015-2016 (FICSA/C/68/A&B/4) (Agenda item 8)**

28. The Treasurer introduced the draft programme and budget for the biennium 2015-2016. He paid tribute to the General Secretary who had contributed to the streamlining of the budget. He presented three tables showing: (i) the proposed budget for the biennium 2015-2016; the proposed budget for 2015; and the proposed income for 2015. It was agreed that in going through the draft budget chapter by chapter, the Ad hoc Committee should have before it the requests for additional funds emanating from the Standing Committees. All those details, which related mostly to "Chapter 3, FICSA Standing Committees" of the draft budget, were presented at the appropriate juncture. In the ultimate analysis, it was agreed that a flexible approach should be adopted.

#### *Chapter 1*

29. The Ad hoc Committee approved the proposed expenditures.

#### *Chapter 2*

30. The Ad hoc Committee approved the proposed expenditures.

#### *Chapter 3*

31. The Ad hoc Committee approved the proposed expenditures.

|                  |   |
|------------------|---|
| Budget line 3.01 | A total of CHF 10,120 for two training courses on hardship classification focusing on Latin America, the Middle East and Eastern Europe/CIS countries. Preparations for a joint FICSA/CCISUA symposium on internal justice. |
| Budget line 3.02 | A total of CHF 50,600 workshops on Methodology I for the upcoming salary surveys in three European countries and workshops on Methodology II in field duty stations.  |
| Budget line 3.03 | A total of CHF 10,120 for training courses in the African region on job classification, the appeal process and staff representation.  |
| Budget line 3.04 | A total of CHF 10,120 for legal advocacy training activities and commissioning a review of compensation review proposals in relation to issues of acquired rights.  |

- Budget line 3.05      A total of CHF 15,180 for a study on the social impact of the review of the compensation package and training on Professional salaries and allowances.
- Budget line 3.06      A total of CHF 7,084 for training contingencies.
- Budget line 3.07      A total of CHF 5,060 for a training course on occupational health and safety and a working group on dignity in the workplace.

#### *Chapter 4*

32.      The Ad hoc Committee approved the proposed expenditures:

- Budget line 4.11      An increase of CHF 10,000 to provide for the hiring of a consultant to review the methodology used to calculate membership dues and develop an appropriate fee structure.

33.      The proposed totals under the individual chapters were:

Chapter 1:      CHF 103,224  
 Chapter 2:      CHF 41,492  
 Chapter 3:      CHF 108,284  
 Chapter 4:      CHF 367,736

34.      The sum total of the four chapters of the budget amounted to **CHF 620,736**, which is covered by the dues of the full and associate members.

35.      The Ad hoc Committee adopted the budget for the year 2015 (Annex 13).

#### **Provisional scale of contributions for 2015 (FICSA/C/68/A&B/6) (Agenda item 9)**

36.      The Ad hoc Committee adopted the proposed scale of contributions (Annex 15) based on the distribution of staff for the purposes of the 2015 contributions (Annex 16) and using the calculation contained in Annex 17.

#### **Other business (Agenda item 10)**

37.      Nothing was taken up under the agenda item.



**Annex 13**  
**BUDGET FOR THE YEAR 2015**  
**(Swiss francs)**

|                             |   | 2014<br>Approved<br>Budget | 2015<br>estimates<br>at 2014<br>prices | variance<br>2015<br>over<br>2014 | variance<br>2015<br>over<br>2014 - % | *Price<br>Adjust<br>ment | 2015<br>estimates<br>at 2015<br>prices |
|-----------------------------|---|----------------------------|--|----------------------------------|--------------------------------------|--------------------------|--|
| <b>Expenditures by Line</b> |   |                            |  |                                  |                                      |                          |  |
| <b>1</b>                    | <b>Chapter One, FICSA Representation</b>        |                            |  |                                  |                                      |                          |  |
| 1.01                        | UN General Assembly                             | 18,252                     | 15,000                                 | (3,252)                          | -17.82%                              | 1.2%                     | 15,180                                 |
| 1.02                        | UNJSPB  | 5,070                      | 5,000                                  | (70)                             | -1.38%                               | 1.2%                     | 5,060                                  |
| 1.03                        | HLCM  | 6,084                      | 5,000                                  | (1,084)                          | -17.82%                              | 1.2%                     | 5,060                                  |
| 1.04                        | HR Network                                      | 8,112                      | 5,000                                  | (3,112)                          | -38.36%                              | 1.2%                     | 5,060                                  |
| 1.05                        | ICSC (Sessions, Working Groups & Committees)    | 60,840                     | 55,000                                 | (5,840)                          | -9.60%                               | 1.2%                     | 55,660                                 |
| 1.06                        | IASMN   | 5,070                      | 5,000                                  | (70)                             | -1.38%                               | 1.2%                     | 5,060                                  |
| 1.07                        | External Relations & Contingency Travel         | 30,420                     | 12,000                                 | (18,420)                         | -60.55%                              | 1.2%                     | 12,144                                 |
|                             | <b>Total, Chapter One</b>                       | <b>133,848</b>             | <b>102,000</b>                         | <b>(31,848)</b>                  | <b>-23.79%</b>                       |                          | <b>103,224</b>                         |
| <b>2</b>                    | <b>Chapter Two, FICSA EXCOM</b>                 |                            |  |                                  |                                      |                          |  |
| 2.01                        | FICSA Council                                   | 30,420                     | 30,000                                 | (420)                            | -1.38%                               | 1.2%                     | 30,360                                 |
| 2.02                        | EXCOM and Regional Activities                   | 4,056                      | 4,000                                  | (56)                             | -1.38%                               | 1.2%                     | 4,048                                  |
| 2.03                        | FICSA Council overheads                         | 5,070                      | 7,000                                  | 1,930                            | 38.07%                               | 1.2%                     | 7,084                                  |
|                             | <b>Total, Chapter Two</b>                       | <b>39,546</b>              | <b>41,000</b>                          | <b>1,454</b>                     | <b>3.68%</b>                         |                          | <b>41,492</b>                          |
| <b>3</b>                    | <b>Chapter Three, FICSA standing committees</b> |                            |  |                                  |                                      |                          |  |
| 3.01                        | Conditions of Services in the Field             | 10,140                     | 10,000                                 | (140)                            | -1.38%                               | 1.2%                     | 10,120                                 |
| 3.02                        | General Service Questions                       | 15,210                     | 50,000                                 | 34,790                           | 228.73%                              | 1.2%                     | 50,600                                 |
| 3.03                        | Human Resources Management                      | 20,280                     | 10,000                                 | (10,280)                         | -50.69%                              | 1.2%                     | 10,120                                 |
| 3.04                        | Legal Questions                                 | 25,350                     | 10,000                                 | (15,350)                         | -60.55%                              | 1.2%                     | 10,120                                 |
| 3.05                        | Professional Salaries and Allowances            | 3,042                      | 15,000                                 | 11,958                           | 393.10%                              | 1.2%                     | 15,180                                 |
| 3.06                        | Staff/Management Relations                      | -                          | 7,000                                  | 7,000                            | 0.00%                                | 1.2%                     | 7,084                                  |
| 3.07                        | Social Security/OHS                             | 2,535                      | 5,000                                  | 2,465                            | 97.24%                               | 1.2%                     | 5,060                                  |
|                             | <b>Total, Chapter Three</b>                     | <b>76,557</b>              | <b>107,000</b>                         | <b>30,443</b>                    | <b>39.77%</b>                        |                          | <b>108,284</b>                         |
| <b>4</b>                    | <b>Chapter Four, FICSA Administration</b>       |                            |  |                                  |                                      |                          |  |
| 4.01                        | Geneva Staff costs                              | 330,000                    | 245,000                                | (85,000)                         | -25.76%                              | 0.0%                     | 245,000                                |
| 4.02                        | Consultants/Experts                             | 55,000                     | 85,000                                 | 30,000                           | 54.55%                               | 0.0%                     | 85,000                                 |
| 4.03                        | External Audit                                  | 5,070                      | 5,000                                  | (70)                             | -1.38%                               | 0.0%                     | 5,000                                  |
| 4.04                        | IT services                                     | 14,196                     | 15,000                                 | 804                              | 5.66%                                | 1.2%                     | 15,180                                 |
| 4.05                        | Supplies & Materials                            | 2,028                      | 2,000                                  | (28)                             | -1.38%                               | 1.2%                     | 2,024                                  |
| 4.06                        | Geneva Office Rent                              | 8,923                      | 9,000                                  | 77                               | 0.86%                                | 1.2%                     | 9,108                                  |
| 4.07                        | Bank Charges                                    | 1,500                      | 1,400                                  | (100)                            | -6.67%                               | 0.0%                     | 1,400                                  |
| 4.08                        | Contingencies                                   | 20,000                     | 3,000                                  | (17,000)                         | -85.00%                              | 0.0%                     | 3,000                                  |
| 4.09                        | Staff Training                                  | 2,028                      | 2,000                                  | (28)                             | -1.38%                               | 1.2%                     | 2,024                                  |
|                             | <b>Total, Chapter Four</b>                      | <b>438,745</b>             | <b>367,400</b>                         | <b>(71,345)</b>                  | <b>-16.26%</b>                       |                          | <b>367,736</b>                         |
|                             | <b>Grand Total</b>                              | <b>688,696</b>             | <b>617,400</b>                         | <b>(71,296)</b>                  | <b>-10.35%</b>                       |                          | <b>620,736</b>                         |

\* Source: IMF, World Economic Outlook October 2014

**Annex 14**  
**FICSA PROGRAMME AND BUDGET**  
**2015 - 2016**  
**(Swiss francs)**

| <b>Expenditures by Line</b> |   | <b>2015<br/>estimates<br/>at 2014<br/>prices</b> | <b>2016<br/>prelim.<br/>Estimates<br/>at 2014<br/>prices</b> | <b>Variance<br/>2016 over<br/>2015</b> | <b>Variance<br/>2016 over<br/>2015 - %</b> | <b>*Price<br/>Adjust<br/>ment</b> | <b>2015<br/>estimates<br/>at 2015<br/>prices</b> | <b>2016<br/>prelim.<br/>Estimates<br/>at 2015<br/>prices</b> |
|-----------------------------|---|--|--|--|--|-----------------------------------|--|--|
| <b>1</b>                    | <b>Chapter One, FICSA Representation</b>        |  |  |  |  |                                   |  |  |
| 1.01                        | UN General Assembly                             | 15,000   | 16,000   | 1,000                                  | 6.7%                                       | 1.2%                              | 15,180   | 16,192   |
| 1.02                        | UNJSPB  | 5,000  | 5,000  | 0                                      | 0.0%                                       | 1.2%                              | 5,060  | 5,060  |
| 1.03                        | HLCM  | 5,000  | 6,000  | 1,000                                  | 20.0%                                      | 1.2%                              | 5,060  | 6,072  |
| 1.04                        | HR Network                                      | 5,000  | 6,000  | 1,000                                  | 20.0%                                      | 1.2%                              | 5,060  | 6,072  |
| 1.05                        | ICSC (Sessions, Working Groups & Cttees)        | 55,000   | 40,000   | -15,000                                | -27.3%                                     | 1.2%                              | 55,660   | 40,480   |
| 1.06                        | IASMN   | 5,000  | 5,000  | 0                                      | 0.0%                                       | 1.2%                              | 5,060  | 5,060  |
| 1.07                        | External Relations & Contingency Travel         | 12,000   | 15,000   | 3,000                                  | 25.0%                                      | 1.2%                              | 12,144   | 15,180   |
|                             | <b>Total, Chapter One</b>                       | <b>102,000</b>                                   | <b>93,000</b>  | <b>-9,000</b>                          | <b>-8.8%</b>                               |                                   | <b>103,224</b>                                   | <b>94,116</b>  |
| <b>2</b>                    | <b>Chapter Two, FICSA EXCOM</b>                 |  |  |  |  |                                   |  |  |
|                             | FICSA Council                                   | 30,000   | 40,000   | 10,000                                 | 33.3%                                      | 1.2%                              | 30,360   | 40,480   |
| 2.02                        | EXCOM and Regional Activities                   | 4,000  | 5,000  | 1,000                                  | 25.0%                                      | 1.2%                              | 4,048  | 5,060  |
| 2.03                        | FICSA Council overheads                         | 7,000  | 8,000  | 1,000                                  | 14.3%                                      | 1.2%                              | 7,084  | 8,096  |
|                             | <b>Total, Chapter Two</b>                       | <b>41,000</b>                                    | <b>53,000</b>  | <b>12,000</b>                          | <b>29.3%</b>                               |                                   | <b>41,492</b>                                    | <b>53,636</b>  |
| <b>3</b>                    | <b>Chapter Three, FICSA standing committees</b> |  |  |  |  |                                   |  |  |
| 3.01                        | Conditions of Services in the Field             | 10,000   | 2,000  | -8,000                                 | -80.0%                                     | 1.2%                              | 10,120   | 2,024  |
| 3.02                        | General Service Questions                       | 50,000   | 40,000   | -10,000                                | -20.0%                                     | 1.2%                              | 50,600   | 40,480   |
| 3.03                        | Human Resources Management                      | 10,000   | 10,000   | 0                                      | 0.0%                                       | 1.2%                              | 10,120   | 10,120   |
| 3.04                        | Legal Questions                                 | 10,000   | 12,000   | 2,000                                  | 20.0%                                      | 1.2%                              | 10,120   | 12,144   |
| 3.05                        | Professional Salaries and Allowances            | 15,000   | 10,000   | -5,000                                 | -33.3%                                     | 1.2%                              | 15,180   | 10,120   |
| 3.06                        | Staff/Management Relations                      | 7,000  | 8,000  | 1,000                                  | 14.3%                                      | 1.2%                              | 7,084  | 8,096  |
| 3.07                        | Social Security/OHS                             | 5,000  | 6,000  | 1,000                                  | 20.0%                                      | 1.2%                              | 5,060  | 6,072  |
|                             | <b>Total, Chapter Three</b>                     | <b>107,000</b>                                   | <b>88,000</b>  | <b>-19,000</b>                         | <b>-17.8%</b>                              |                                   | <b>108,284</b>                                   | <b>89,056</b>  |
| <b>4</b>                    | <b>Chapter Four, FICSA Administration</b>       |  |  |  |  |                                   |  |  |
| 4.01                        | Geneva Staff costs                              | 245,000  | 250,000  | 5,000                                  | 2.0%                                       | 0.0%                              | 245,000  | 250,000  |
| 4.02                        | Consultants/Experts                             | 85,000   | 80,000   | -5,000                                 | -5.9%                                      | 0.0%                              | 85,000   | 80,000   |
| 4.03                        | External Audit                                  | 5,000  | 6,000  | 1,000                                  | 20.0%                                      | 0.0%                              | 5,000  | 6,000  |
| 4.04                        | IT services                                     | 15,000   | 10,000   | -5,000                                 | -33.3%                                     | 1.2%                              | 15,180   | 10,120   |
| 4.05                        | Supplies & Materials                            | 2,000  | 3,000  | 1,000                                  | 50.0%                                      | 1.2%                              | 2,024  | 3,036  |
| 4.06                        | Geneva Office Rent                              | 9,000  | 10,000   | 1,000                                  | 11.1%                                      | 1.2%                              | 9,108  | 10,120   |
| 4.07                        | Bank Charges                                    | 1,400  | 1,500  | 100                                    | 7.1%                                       | 0.0%                              | 1,400  | 1,500  |
| 4.08                        | Contingencies                                   | 3,000  | 4,000  | 1,000                                  | 33.3%                                      | 0.0%                              | 3,000  | 4,000  |
| 4.09                        | Staff Training                                  | 2,000  | 3,000  | 1,000                                  | 50.0%                                      | 1.2%                              | 2,024  | 3,036  |
|                             | <b>Total, Chapter Four</b>                      | <b>367,400</b>                                   | <b>367,500</b>   | <b>100</b>                             | <b>0.0%</b>                                |                                   | <b>367,736</b>                                   | <b>367,812</b>   |
| <b>Grand Total</b>          |   | <b>617,400</b>                                   | <b>601,500</b>   | <b>-15,900</b>                         | <b>-2.6%</b>                               |                                   | <b>620,736</b>                                   | <b>604,620</b>   |

\* Source: IMF, World Economic Outlook October 2014

**Annex 15**  
**SCALE OF CONTRIBUTIONS FOR 2015**

| Member / Associate* | W'ed Staff      | Units          | CHF            | CHF            |
|---------------------|-----------------|----------------|----------------|----------------|
|                     |                 |                | 2015           | 2014           |
| Bioversity          | 170.6           | 0.135          | 833            | 967            |
| BIPM                | 57.5            | 0.036          | 222            | 258            |
| CERN                | 1880            | 0.99           | 6,111          | 7,095          |
| CSSA                | 217.43          | 0.18           | 1,111          | 1,290          |
| CTBTO               | 216.5           | 0.18           | 1,111          | 1,290          |
| AP-in-FAO           | 1405.4          | 11             | 67,898         | 78,833         |
| FAO/WFP-UGSS        | 626             | 6              | 37,035         | 43,000         |
| ECB                 | 1235            | 0.99           | 6,111          | 7,095          |
| ESO                 | 411.4           | 0.36           | 2,222          | 2,580          |
| Global Fund         | 595             | 0.45           | 2,778          | 3,225          |
| IAEA                | 1780            | 11             | 67,898         | 78,833         |
| IARC                | 144.5           | 1              | 6,173          | 7,167          |
| ICAO                | 486.3           | 4              | 24,690         | 21,500         |
| ICCO                | 14              | 0.0126         | 78             | 90             |
| ICO                 | 15              | 0.0135         | 83             | 126            |
| IFAD                | 403.1           | 4              | 24,690         | 28,667         |
| ILO/ITC             | 120.5           | 1              | 6,173          | 7,167          |
| IMO                 | 207.5           | 2              | 12,345         | 14,333         |
| IOC                 | 19              | 0.0171         | 106            | 123            |
| IOM                 | 839.9           | 0.72           | 4,444          | 3,870          |
| IPU                 | 32.5            | 0.325          | 2,006          | 236            |
| ITER                | 386             | 0.27           | 1,667          | 1,935          |
| ITU                 | 560.6           | 5              | 30,863         | 35,833         |
| OPCW                | 357             | 0.27           | 1,667          | 1,935          |
| PAHO/WHO            | 584.66          | 5              | 30,863         | 35,833         |
| SCBD                | 50              | 0.4            | 2,469          | 2,867          |
| UNAIDS              | 456.93          | 4              | 24,690         | 28,667         |
| UNESCO              | 1495.6          | 0              | 25,000         | 39,417         |
| UNFCCC              | 390.5           | 3              | 18,518         | 4,300          |
| UNGSC               | 138             | 1              | 6,173          | 7,167          |
| UNRWA/ASA           | 30              | 0.3            | 1,852          | 2,150          |
| UNWTO               | 70.5            | 0.6            | 3,704          | 4,300          |
| UPU                 | 139.5           | 1              | 6,173          | 7,167          |
| WCO                 | 76.5            | 0.054          | 333            | 387            |
| WHO/AFRO            | 329.82          | 3              | 18,518         | 14,333         |
| WHO/EMRO            | 163             | 1.5            | 9,259          | 7,167          |
| WHO/EURO            | 247.9           | 2              | 12,345         | 14,333         |
| WHO/HQ              | 1399.5          | 11             | 67,898         | 78,833         |
| WHO/SEARO           | 119.23          | 1              | 6,173          | 7,167          |
| WHO/WPRO            | 158.89          | 1.5            | 9,259          | 7,167          |
| WIPO                | 759.7           | 7              | 43,208         | 50,167         |
| WMO                 | 207.16          | 2              | 12,345         | 14,333         |
| WTO/OMC             | 530.5           | 0.45           | 2,778          | 3,225          |
| <b>Totals</b>       | <b>19528.62</b> | <b>94.7532</b> | <b>609,865</b> | <b>676,189</b> |

\* Associate members highlighted in blue.

| Annex 16   |                |                 |                      |                 |                    |                       |                   |         |                     |
|--|----------------|-----------------|----------------------|-----------------|--------------------|-----------------------|-------------------|---------|---------------------|
| DISTRIBUTION OF STAFF FOR THE PURPOSES OF THE 2015 CONTRIBUTIONS |                |                 |                      |                 |                    |                       |                   |         |                     |
| Factor   | TOTAL<br>STAFF | Prof<br>HQ<br>1 | Prof<br>Field<br>0.9 | GS<br>HQ<br>0.5 | GS<br>Other<br>0.5 | GS<br>Low pay<br>0.01 | STAFF<br>WEIGHTED | UNITS   | change<br>from 2014 |
| Bioversity   | 209            | 81              | 64                   | 32              | 32                 |                       | 170.6             | 0.135   |                     |
| BIPM   | 72             | 43              |                      | 29              |                    |                       | 57.5              | 0.036   |                     |
| CERN   | 2513           | 1247            |                      | 1266            |                    |                       | 1880              | 0.99    |                     |
| CSSA <sup>1</sup>  | 385            | 141             |                      | 151             |                    | 93                    | 217.43            | 0.18    |                     |
| CTBTO  | 261            | 172             |                      | 89              |                    |                       | 216.5             | 0.18    |                     |
| AP-in-FAO  | 1437           | 1121            | 316                  |                 |                    |                       | 1405.4            | 11      |                     |
| FAO/WFP-UGSS   | 1252           |                 |                      | 1252            |                    |                       | 626               | 6       |                     |
| ECB <sup>1</sup>   | 1384           | 1086            |                      | 298             |                    |                       | 1235              | 0.99    |                     |
| ESO <sup>1</sup>   | 444            | 298             | 101                  | 45              |                    |                       | 411.4             | 0.36    |                     |
| Global Fund  | 627            | 563             |                      | 64              |                    |                       | 595               | 0.45    |                     |
| IAEA   | 2308           | 1220            | 40                   | 1014            | 34                 |                       | 1780              | 11      |                     |
| IARC   | 203            | 86              |                      | 117             |                    |                       | 144.5             | 1       |                     |
| ICAO   | 671            | 236             | 82                   | 277             | 76                 |                       | 486.3             | 4       | 3                   |
| ICCO <sup>1</sup>  | 15             | 13              |                      | 2               |                    |                       | 14                | 0.0126  | 0.01305             |
| ICO  | 21             | 9               |                      | 12              |                    |                       | 15                | 0.0135  | 0.01755             |
| IFAD   | 510            | 273             | 29                   | 192             | 16                 |                       | 403.1             | 4       |                     |
| ILO/ITC  | 175            | 66              |                      | 109             |                    |                       | 120.5             | 1       |                     |
| IMO  | 266            | 149             |                      | 117             |                    |                       | 207.5             | 2       |                     |
| IOC  | 28             | 10              |                      | 18              |                    |                       | 19                | 0.0171  |                     |
| IOM  | 961            | 142             | 721                  | 83              | 15                 |                       | 839.9             | 0.72    | 0.54                |
| IPU <sup>3</sup>   | 40             | 25              |                      | 15              |                    |                       | 32.5              | 0.325   |                     |
| ITER <sup>1</sup>  | 471            | 301             |                      | 170             |                    |                       | 386               | 0.27    |                     |
| ITU  | 752            | 350             | 24                   | 355             | 23                 |                       | 560.6             | 5       |                     |
| OPCW   | 448            | 266             |                      | 182             |                    |                       | 357               | 0.27    |                     |
| PAHO/WHO   | 833            | 259             | 251                  | 197             |                    | 126                   | 584.66            | 5       |                     |
| SCBD   | 64             | 36              |                      | 28              |                    |                       | 50                | 0.4     |                     |
| UNAIDS   | 802            | 153             | 234                  | 82              | 100                | 233                   | 456.93            | 4       |                     |
| UNESCO <sup>2</sup>  | 2038           | 638             | 394                  | 562             | 444                |                       | 1495.6            | 0       |                     |
| UNFCCC <sup>3</sup>  | 487            | 294             |                      | 193             |                    |                       | 390.5             | 3       | 0.6                 |
| UNGSC  | 276            |                 |                      | 276             |                    |                       | 138               | 1       |                     |
| UNRWA/ASA  | 3000           |                 |                      |                 |                    | 3000                  | 30                | 0.3     |                     |
| UNWTO  | 96             | 45              |                      | 51              |                    |                       | 70.5              | 0.6     |                     |
| UPU  | 185            | 94              |                      | 91              |                    |                       | 139.5             | 1       |                     |
| WCO  | 104            | 49              |                      | 55              |                    |                       | 76.5              | 0.054   |                     |
| WHO/AFRO   | 2188           |                 | 346                  |                 |                    | 1842                  | 329.82            | 3       | 2                   |
| WHO/EMRO   | 725            |                 | 175                  |                 |                    | 550                   | 163               | 1.5     | 1                   |
| WHO/EURO   | 442            | 121             | 63                   | 89              | 49                 | 120                   | 247.9             | 2       | 3                   |
| WHO/HQ   | 1789           | 1010            |                      | 779             |                    |                       | 1399.5            | 11      |                     |
| WHO/SEARO  | 531            |                 | 128                  |                 |                    | 403                   | 119.23            | 1       |                     |
| WHO/WPRO   | 581            |                 | 172                  |                 |                    | 409                   | 158.89            | 1.5     | 1                   |
| WIPO   | 1019           | 494             | 8                    | 517             |                    |                       | 759.7             | 7       |                     |
| WMO  | 274            | 143             | 4                    | 121             |                    | 6                     | 207.16            | 2       |                     |
| WTO/OMC  | 674            | 387             |                      | 287             |                    |                       | 530.5             | 0.45    |                     |
| Totals   | 31561          | 11621           | 3152                 | 9217            | 789                | 6782                  | 19528.6           | 94.7532 |                     |

<sup>1</sup> Member has not provided updated staffing figures.

<sup>2</sup> UNESCO weighted at rate so as dues amount is CHF 25,000 as per proposal to 68th FICSA Council.

<sup>3</sup> Request for full membership at the 68th FICSA Council.

## Annex 17

## CALCULATION OF THE CONTRIBUTIONS FOR 2015

|   | CHF      |
|---|----------|
| Total amount to be covered by contributions                                     | 620,736  |
| Special reduced flat rate for UNESCO <sup>3</sup>                               | 25,000   |
| Contributions by Consultative Members: 14 x CHF 600 & 1 x CHF 300 <sup>2</sup>  | 8,700    |
| Contributions by Observer Members (FUNSAs): (22 x US\$ 100 x ROE <sup>1</sup> ) | 2,171    |
| Total amount to be covered by Full and Associate Members                        | 584,865  |
| Total number of units   | 94.7532  |
| Value of one unit   | 6,172.50 |

| CHF  |                          |          |        |           |
|------|--------------------------|----------|--------|-----------|
| Band | Weighted number of staff | Units    | Member | Associate |
| 1    | 1100 plus                | 11       | 67,898 | 6,111     |
| 2    | 1000 - 1099.9            | 10       | 61,725 | 5,555     |
| 3    | 900 - 999.9              | 9        | 55,553 | 5,000     |
| 3    | 800 - 899.9              | 8        | 49,380 | 4,444     |
| 4    | 700 - 799.9              | 7        | 43,208 | 3,889     |
| 5    | 600 - 699.9              | 6        | 37,035 | 3,333     |
| 6    | 500 - 599.9              | 5        | 30,863 | 2,778     |
| 7    | 400 - 499.9              | 4        | 24,690 | 2,222     |
| 8    | 300 - 399.9              | 3        | 18,518 | 1,667     |
| 9    | 200 - 299.9              | 2        | 12,345 | 1,111     |
| 10   | 150 - 199.9              | 1.5      | 9,259  | 833       |
| 11   | 100 - 149.9              | 1        | 6,173  | 556       |
| 12   | 60 - 99.9                | 0.6      | 3,704  | 333       |
| 13   | 40 - 59.9                | 0.4      | 2,469  | 222       |
| 14   | <40                      | WN / 100 |        |           |

<sup>1</sup> Official UN Rate of Exchange (ROE) as of 31/12/14: USD 1.0 = CHF 0.987.

<sup>2</sup> Consultative member FAFICS dues rate at CHF 300 as approved by 67th FICSA Council.

<sup>3</sup> Special reduced flat rate for UNESCO.

**FAREWELL SPEECH BY THE OUTGOING FICSA TREASURER**

Dear Colleagues,

Before bowing out as FICSA Treasurer, I thought I'd take this opportunity to say my farewells.

It has been my pleasure to server as Treasurer of FICSA for the past four years. A federation, moreover, that knows no premium members. All members are equal and adhere to a common objective – protecting the rights of international civil servants. I have come to know FICSA very well, particularly over the past few years. I care deeply about its future success.

To my mind, if FICSA is to prevail, it needs to introduce new ideas. It needs to be flexible. It needs to be adaptable to the changing economic environment. It has the resilience to achieve those objectives and I am sure it will.

I would have been happy to perform the duties of Treasurer for one final year and continue working on such issues as global legal insurance, biennium budget, an adjustment of the travel policy and a revision of the dues structure. All are projects that I started. I would have liked to finalize them, circumstances permitting. The ultimate decision, however, was beyond my control. For whatever reason, I could not be considered for re-election.

I would like to take this opportunity to express my special thanks to the FICSA secretariat, in particular to Amanda Gatti and Robyn Thomas, the accountant. The time and effort they invested in helping me put our financial matters in order went far beyond the normal call of duty. I am enormously proud of the work we undertook together.

The Treasurer is responsible for the financial health of the Federation and its Council. Securing that health and the future well-being of FICSA was always my aim – and will, I am sure, also be the aim of my successor.

Thank you, au revoir.

## Annex 19

## LIST OF PARTICIPANTS

| MEMBER ASSOCIATION OR UNION | HEAD OF DELEGATION                       | MEMBERS OF THE DELEGATION   |
|-----------------------------|--|---|
| AP-in-FAO                   | Giovanni Muñoz<br>giovanni.munoz@fao.org | Michelle Elena Keating<br>Michelle.keating@fao.org<br>Rainer Krell<br>Rainer.krell@fao.org<br>Matthew Montavon<br>matthew.montavon@fao.org<br>Miriam M. Saif<br>miriam.saif@fao.org   |
| FAO/WFP-UGSS                | Susan Murray<br>Susan.murray@fao.org     | Paolo R. Barchiesi<br>paolo.barchiesi@fao.org<br>Antonio Brina<br>antonio.brina@wfp.org<br>Ilio Fornasero<br>ilio.fornasero@fao.org<br>Silvia Mariangeloni<br>silvia.mariangeloni@wfp.org<br>Cinzia Romani<br>Cinzia.Romani@fao.org<br>Luigia Sforza<br>Luigia.sforza@fao.org<br>Gianni Trupia<br>Gianni.trupia@fao.org |
| IAEA                        | Imed Zabaar<br>I.Zabaar@iaea.org         | Katherine Asfaw<br>k.asfaw@iaea.org<br>Eric Glass<br>e.glass@iaea.org<br>Katja Haslinger<br>k.haslinger@iaea.org<br>Lisa Villard<br>l.villard@iaea.org<br>Marielle Wynsford-Brown<br>m.wynsford-brown@iaea.org  |
| IARC                        | Valérie Gaborieau<br>GaborieauV@iarc.fr  |   |
| ICAO                        | Gaston Jordan<br>gjordan@icao.int        | Masha Mincic-Meyer<br>mmincic@paris.icao.int<br>Walter Parks<br>wparks@icao.int<br>Viera Seben<br>vseben@icao.int   |
|                             |  |   |

| MEMBER ASSOCIATION OR UNION | HEAD OF DELEGATION                           | MEMBERS OF THE DELEGATION  |
|-----------------------------|--|--|
| IFAD                        | Fabio Bencivenga<br>f.bencivenga@ifad.org    | Martina Huonder<br>m.huonder@ifad.org<br>Claudio Mainella<br>c.mainella@ifad.org<br>Fumiko Nakai<br>f.nakai@ifad.org<br>Dave Nolan<br>d.nolan@ifad.org<br>Alessandra Pani<br>a.pani@ifad.org       |
| ILO ITC                     | Stefano Baretti<br>s.baretti@itcilo.org      | Marion Christophe (2-4 Feb.)<br>M.Christophe@itcilo.org<br>Claudio Fiore<br>c.fiore@itcilo.org<br>Alessandro Patrone<br>a.patrone@itcilo.org   |
| IMO                         | Robert Russell<br>rrussell@imo.org           | T. Anton Pushparajah<br>t.pushpar@imo.org<br>Edwin Titi-Lartey<br>ETLartey@imo.org   |
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| PAHO/WHO Washington         | Pilar Vidal Estevez<br>vidalpil@paho.org     |  |
| SCBD                        | Véronique Allain<br>veronique.allain@cbd.int |  |
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|                             |  |  |



| MEMBER ASSOCIATION OR UNION                 | HEAD OF DELEGATION                                      | MEMBERS OF THE DELEGATION   |
|---|---|---|
| UNESCO/ICTP Trieste                         | Lisanna Iannitti<br>iannitti@ictp.it                    | Christiana Winter<br>winter@ictp.it   |
| UNGSC                                       | Vincenzo De Leo<br>leov@un.org                          | Cosimo Lunedì<br>lunedì@un.org<br>Cosimo Melpignano<br>melpignano@un.org  |
| UNRWA/ASA Lebanon                           | Daoud Korman<br>d.korman@unrwa.org                      | Diab El-Tabari<br>d.tabari@unrwa.org  |
| UNWTO                                       | Lydia Bebe Kum<br>lbebe@unwto.org                       | Olivia Siv<br>osiv@unwto.org  |
| UPU   | Christine Bétrémieux<br>christine.betremieux@upu.int    | Steven Fleming<br>steven.fleming@upu.int  |
| WHO/AFRO Brazzaville<br><br>WHO/AFRO Harare | Bernadette Fogue Kongape<br>fogueb@who.int<br>(4-6 Feb) | Lydie Fanny Florence Gassackys<br>gassackysl@who.int<br>Benonia Mbonzi-Mbemba<br>mbonzib@who.int<br>Christian Pethas Magilad<br>christianpethas@yahoo.fr<br>Rudo Chikoto<br>chikotor@who.int<br>Modinah Chingoma<br>chingoman@who.int |
| WHO/EURO Copenhagen                         | Antonella Biasiotto<br>abi@idh.euro.who.int             | David Barrett<br>dbr@euro.who.int<br>Klaus Boisen (3-6 Feb)<br>kbo@euro.who.int<br>Liliana Yanovska<br>LII@euro.who.int   |

| MEMBER ASSOCIATION OR UNION | HEAD OF DELEGATION                              | MEMBERS OF THE DELEGATION  |
|-----------------------------|---|--|
| WHO/HQ Geneva               | Patrick Zuber (4-6 Feb)<br>zuberp@who.int       | Ivan Babovic<br>babovici@who.int<br>Evelyn Kortum<br>kortume@who.int<br>Edmond Mobio<br>mobioed@gmail.com<br>Irwan Mohd Razali (outpost K.Lumpur)<br>mohdrazalii@who.int<br>Renuka Muniadi<br>muniadir@who.int<br>Veronica Riemer<br>riemerv@who.int |
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| WMO                         | Andrès Orias<br>aorias@wmo.int                  | Josefa Potter<br>jpotter@wmo.int   |

| MEMBERS WITH SPECIAL STATUS |  |   |
|-----------------------------|--|---|
| UNFCCC                      | Peter Kakucska<br>PKakucska@unfccc.int | Festus Luboyera<br>f.luboyera@unfccc.int<br>Jane Stickdorn<br>JStickdorn@unfccc.int |

| MEMBERS WITH ASSOCIATE STATUS |                                     |  |
|-------------------------------|-------------------------------------|--|
| CERN                          | Joel Lahaye<br>Joel.Lahaye@cern.ch  | Flavio Costa<br>flavio.costa@cern.ch                                     |
| OPCW                          | Stian Holen<br>stain.holen@opcw.org | Yvonne Lane<br>Yvonne.lane@opcw.org<br>Erik Prein<br>erik.prein@opcw.org |

| ASSOCIATIONS WITH CONSULTATIVE STATUS |  |   |
|---------------------------------------|--|---|
| AMFIE Luxembourg                      | Janine Rivals (Vice-President)<br>jr@amfie.org | Jean-Pierre Cebron<br>pf@amfie.org  |
| FAFICS                                | Gerhard Schramek<br>g.schramek@aon.at          |   |
| EMBL                                  | Daniel Bilbao Cortes<br>bilbao@embl.it         | Carmela Lopez Portilla (2-3 Feb.)<br>lopez@embl.de  |
| UNWG-Rome                             | Mariza Jurgens<br>jurgensmariza@gmail.com      | Shonagh McAulay<br>shonaghathome@gmail.com<br>Zeinab De Gregorio<br>zeinabdegregorio@gmail.com<br>Mignonne Di Silva Del Piero<br>fdelpiero@alice.it<br>Irene Ursic Ruisi<br>ireneursic@vrui.net |

| FEDERATION WITH OBSERVER STATUS |   |   |
|---------------------------------|---|---|
| FUNSA Egypt                     | Nahla Zeitoun<br>Nahla.zeitoun@undp.org               |   |
| FUNSA Guinea                    | Lucie Gnongo Beavogui<br>Luciegnongo.beavogui@fao.org | Kadiatou Kasse-Sompare<br>k.kasse-sompare@unido.org<br>Mariama Dioubate<br>Mariama.dioubate@undp.org<br>Hervé Cledjo<br>Herve.cledjo@undp.org |
| FUNSA Ethiopia                  | Makane Faye<br>mfaye@uneca.org                        |   |
| FUNSA Ghana                     | Steven Ackumey Affizie<br>Steven.Ackumey@fao.org      |   |

| GUESTS           |   |  |
|------------------|---|--|
| CCISUA (2-3 Feb) | Ian Richards<br>ian.richards@unctad.org           | Marianne Ward<br>marianne.ward@wfp.org   |
| IDLO             | David Patterson (2-3 Feb.)<br>dpatterson@idlo.int | Fiona Funke (2 Feb.)<br>ffunke@idlo.int<br>Rimma Grishmanovskaya (2 Feb.)<br>rgrishmanovskaya@idlo.int |
| OSCE (5-6 Feb)   | Nizar Zaher<br>Nizar.zaher@osce.org               | Julia Wachtler<br>julia.wachtler@osce.org  |
| UNCCD (2-3 Feb)  | Sarah Marchant<br>smarchant@unccd.int             |  |

| GUESTS SPEAKERS             |   |   |
|-----------------------------|---|---|
| ICSC (4 and 5 Feb)          | Kingston Rhodes, Chairman<br>rhodesk@un.org | Marta Leichner-Boyce<br>Leichner@un.org<br>Yuri Orlov<br>orlov@un.org |
| FICSA Legal Advisor (2 Feb) | Larry Fauth                                 | info@unattorney.com   |

| EXECUTIVE COMMITTEE                   |  |
|---------------------------------------|--|
| President                             | Diab El-Tabari (UNRWA/ASA)<br>d.tabari@unrwa.org             |
| General Secretary                     | Brett Fitzgerald (WIPO)<br>ficsagensec@unog.ch               |
| Treasurer                             | Nabil Michel Sahab (IAEA)<br>n.m.sahab@iaea.org              |
| First Member for Compensation Issues  | Matthew Montavon (AP-in-FAO)<br>matthew.montavon@fao.org     |
| Second Member for Compensation Issues | Evelyn Kortum (WHO/HQ Geneva)<br>kortume@who.int             |
| Member, Regional and Field Issues     | Jason Sigurdson (UNAIDS)<br>sigurdsonj@unaids.org            |
| Member, Without Portfolio             | Véronique Allain (SCBD Montreal)<br>veronique.allain@cbd.int |

| FICSA SECRETARIAT AND COUNCIL CHAIRS |                          |                     |
|--------------------------------------|--------------------------|---------------------|
| Administrative Assistant             | Amanda Gatti             | ficsa@unog.ch       |
| Information Officer (Interim)        | Moncef Kateb             | ficsainfoff@unog.ch |
| Secretary                            | Marie-Paule Masson       | ficsa@unog.ch       |
| Rapporteur                           | Peter Lillie             | plillie@hotmail.com |
| Chairman                             | Dave Nolan (IFAD)        | d.nolan@ifad.org    |
| 1 <sup>st</sup> Chairman             | Miriam Saif (AP-in-FAO)  | miriam.saif@fao.org |
| 2 <sup>nd</sup> Chairman             | David Barrett (WHO/EURO) | dbr@euro.who.int    |

**Annex 20**

**LIST OF DOCUMENTS AND CONFERENCE ROOM PAPERS  
FOR THE 68<sup>th</sup> FICSA COUNCIL**

**DOCUMENTS**

| FICSA/C/68 | Title   |
|------------|---|
| 1          | Agenda for the 68 <sup>th</sup> FICSA Council   |
| 2          | Nomination form and terms of reference for the officers of FICSA (Executive Committee and Regional Representatives) |
| 3          | Credentials for the 68 <sup>th</sup> FICSA Council  |
| (E/F) 4    | Statutes, Rules of Procedure of the Council and Financial Rules   |
| 5          | Terms of reference for the FICSA standing committee chairs and vice-chairs  |
| 6          | UNESCO/STU – Proposal regarding membership – Financial plan   |
| 7          | Candidates for election to the Executive Committee and Regional Representatives                                     |
| 8          | Report of the Executive Committee to the 68th session of the FICSA Council  |
| 9          | FICSA Statutes, Rules of Procedure of the Council and Financial Rules - Proposed Revisions                          |

| FICSA/C/68/CRP. | Title  |
|-----------------|--|
| 1               | Draft proposal for the FICSA-CCISUA Cooperation Agreement (CA) |

**INFORMATION DOCUMENTS**

| FICSA/C/68/INFO | Title                     |
|-----------------|---------------------------|
| 1               | Information for delegates |

| FICSA/C/68/INFO/CRP. | Title   |
|----------------------|---|
| 1                    | Schedule of meetings  |
| 2                    | Provisional list of participants (to be posted on Tuesday)              |
| 3                    | List of documents and conference room papers for the 68th FICSA Council |

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

| FICSA/C/68/A&B | Title  |
|----------------|--|
| 1              | Independent reviewer's report - FICSA financial statements for 2013  |
| 2              | Treasurer's Report for 2014  |
| 3              | Reports on the status of the termination indemnity fund, legal defence fund and staff development fund   |
| 4              | Draft Programme and Budget 2015 – 2016<br>Submission to the FICSA Council  |
| 5/Rev          | Statement of contributions of member associations/unions, associate members, consultative and observer bodies based on information received up to 31 December 2014 |
| 6              | Provisional scale of contributions for 2015  |

| FICSA/C/68/A&B/CRP. | Title              |
|---------------------|--------------------|
| 1                   | Provisional agenda |

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

| FICSA/C/68/FIELD/CRP. | Title              |
|-----------------------|--------------------|
| 1                     | Provisional agenda |

**STANDING COMMITTEE ON GENERAL SERVICE QUESTIONS**

| FICSA/C/68/GSQ/CRP. | Title  |
|---------------------|--|
|                     | Provisional agenda   |
| 2                   | Provisional agenda of the Permanent Technical Committee on General Service Questions (PTC/GSQ)   |
| 3                   | Follow-up meeting of the FICSA PTC capacity building/task force to consolidate knowledge on salary survey methodologies and prepare/update training material - Rome, 28 to 30 January 2015 |
| 4                   | Draft resolution on the ICSC decision to not recommend any adjustments to the levels of dependency and other allowances for General Service Staff  |

**STANDING COMMITTEE ON HUMAN RESOURCES MANAGEMENT**

| FICSA/C/68/HRM/ | Title  |
|-----------------|--|
| 1               | Best practice database on redeployment exercises (Ref. decision FICSA/C/67/D/8)        |
| 2               | Definition of non-staff and contractual status (Ref. decision FICSA/C/67/D/11)         |
| 3               | Update - Summary of personal status within UN agencies (Ref. decision FICSA/C/67/D/17) |

| FICSA/C/68/HRM/CRP. | Title              |
|---------------------|--------------------|
| 1                   | Provisional agenda |

**STANDING COMMITTEE ON LEGAL QUESTIONS**

| FICSA/C/68/LEGAL/CRP. | Title              |
|-----------------------|--------------------|
| 1                     | Provisional agenda |

**STANDING COMMITTEE ON PROFESSIONAL SALARIES AND ALLOWANCES**

| FICSA/C/68/PSA/CRP. | Title   |
|---------------------|---|
| 1                   | Provisional agenda  |
| 2                   | Provisional agenda of the Permanent Technical Committee on Professional Salaries and Allowances (PTC/PSA) |

**STANDING COMMITTEE ON STAFF/MANAGEMENT RELATIONS**

| FICSA/C/68/SMR/CRP. | Title              |
|---------------------|--------------------|
| 1                   | Provisional agenda |

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

| FICSA/C/68/SOCSEC. | Title  |
|--------------------|--|
| 1                  | After-service health insurance (ASHI) - Note by Gerhard Schramek, FAFICS |
| 2                  | FICSA survey on harassment and summary of replies                        |

| FICSA/C/68/SOCSEC/CRP. | Title  |
|------------------------|--|
| 1                      | Provisional agenda   |
| 2                      | Présentation d'un plan sur l'aménagement du temps de travail dans le cadre des difficultés de la vie et Présentation de tarifications médicales (surfacturation) des fonctionnaires internationaux sur Genève<br>Présenté par le Syndicat de l'UIT |

**ANALYTICAL WORKING GROUP ON STRATEGIC DEVELOPMENT**

| FICSA/C/68/AWGSD/CRP. | Title   |
|-----------------------|---|
| 1                     | Agenda  |
| 2                     | FICSA training policy and courses for staff representatives |