

FIFTH ITEM ON THE AGENDA

Human resources questions

Report of the International Civil Service Commission

1. This section of the paper provides information on the recommendations contained in the report of the 81st Session (July/August 2015) of the International Civil Service Commission (ICSC) which, if approved by the United Nations General Assembly (the General Assembly), will have financial implications for the Centre as from 1 January, 2016.
2. The General Assembly will not have reached any decisions concerning these recommendations when the Board holds its 78th Session (October 2015). Since these measures, if approved, shall come into effect for all organizations within the United Nations System, these recommendations are being submitted for approval by the Board at its current session.
3. The base/floor salary scale for staff in the professional and higher categories is set by reference to the base general schedule scale of the Federal Civil Service of the United States, which has been the comparator civil service since the establishment of the UN. Periodic adjustments are made on the basis of a comparison of net salaries of UN officials at the midpoint of the scale with the corresponding salaries of their counterparts in the comparator civil service. The adjustments are implemented by means of the standard no-loss/no-gain method of consolidating post adjustment points into base/floor salary scale while commensurately reducing post adjustment levels.
4. As a result of an increase in the reference comparator pay level in net terms, the ICSC has recommended to the General Assembly for approval with effect from 1 January 2016, a revised base/floor salary scale for professional and higher categories staff with a 1.08 per cent adjustment implemented through the standard no-loss/no-gain consolidation method described in paragraph 6 above. This adjustment also implies a proportional increase in end-of service payments.
5. In March 2013, the ICSC launched a comprehensive review of the UN Common System compensation package to examine all elements of staff compensation falling under its mandate. Member organizations of the UN Chief Executives Board for Coordination (CEB), including the ILO, consider that a future compensation system should be fit for purpose, adaptable to different organizations' mandates, recognize performance and incentivise mobility, while also being cost-effective, transparent and simple to understand and administer, in order to ensure competitiveness.

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6. Three working groups were formed to facilitate the work of the ICSC on the following areas: (1) the remuneration structure; (2) competitiveness and sustainability; and (3) performance incentives and other human resources issues. The working groups submitted their reports to the 81st Session (July/August 2015) of the ICSC. With regard to the compensation package, proposals were put forward in respect of revisions to the salary structure and related family allowances, aiming also at simplifying its overall administration. The final results of the review are expected to be submitted to the General Assembly at the end of 2015.

Expenses upon termination

7. The statutory time limits related to claims for travel and removal expenses upon separation from service should be consistently applied and avoid accruals over a long period of time. Requests to extend the current six month limit are frequent and are usually granted as compliance with the six month limit is often problematic. It is therefore proposed to amend the provisions of Article 8.6 and paragraph 2(b) of Annex D of the Staff Regulations in order to extend the current six-month time limit to a longer period of two years which will provide former staff with a reasonable timeframe. The proposed amendments will bring these provisions into line with Article 13.12 of the Staff Regulations on the payment of the repatriation grant, and with similar provisions introduced by the ILO.
8. The proposed amendments to Article 8.6(b) and to Annex D of the Staff Regulations are set down in the attached Appendix.

Maternity leave

9. With a view to aligning the Centre's provisions on maternity leave with those of the ILO and other organizations of the UN Common System, and further to consultation with the Joint-Negotiating Committee, a number of amendments are proposed to Article 9.7 of the Staff Regulations which are shown in the Appendix.

Determination of family status

10. In line with the policy adopted by the UN and other organizations of the UN Common System, including the ILO, the criterion for the determination of family status for the purposes of statutory family entitlements has been amended by the Centre.¹ In accordance with this policy, the family status of an official for the purpose of entitlements under the Staff Regulations will be determined by reference to the law of the country under which the family status was established and not by reference to the law of the country of nationality of the official.

Contracts policy

11. A review of the Centre's contracts policy, including project-based contracts, was initiated in January 2015 by the management under the auspices of the Joint Negotiating Committee. At the time of preparation of this report, this review has not concluded and the two parties envisage continuing the negotiation process.

¹ ST/SGB/2004/13/Rev. 1 of 26 June 2014

Exceptions to the Staff Regulations

12. Under Article 0.8 of the Staff Regulations, any exception made by the Director to the Staff Regulations entailing additional expenditure shall be notified to the Board. Since the 77th Session (October 2014) of the Board, the following exceptions were approved by the Director:

- (a) carryover of annual leave entitlements in excess of the maximum amount foreseen under Article 6.4(d) of the Staff Regulations;
- (b) carryover of accumulated compensatory leave entitlements beyond the time limit foreseen;
- (c) extension of probationary period beyond the period foreseen by Article 2.1(a) of the Staff Regulations.

13. The Board is requested to:

- a) **accept the recommendations of the ICSC subject to their approval by the United Nations General Assembly, concerning:**
 - (i) **an increase of 1.08 per cent in the base/floor salary scales with effect as from 1 January, 2016 on a no loss/no gain basis;**
 - (ii) **the consequential increases in separation payments;**
- b) **authorize the Director to give effect to the measures concerning maternity leave and to introduce the consequential amendments to Article 9.7 of the Staff Regulations;**
- c) **authorize the Director to give effect to the measures concerning expenses upon termination and to introduce the consequential amendments to Article 8.6 and Annex D of the Staff Regulations;**
- d) **approve the amendments to the Staff Regulations as specified in the attached Appendix;**
- e) **take note of the exceptions approved by the Director to the Staff Regulations set down in paragraph 12 above.**

Point for decision: Paragraph 13.

Turin, 16 September, 2015

Appendix

Amendments to the Staff Regulations

Article 8.6: *Expenses upon termination*

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- (b) Expenses under this Article shall not normally be paid to an official whose appointment is terminated in accordance with Article 11.8 (Summary Dismissal), nor to an official who resigns before he completes one year of service. Travel expenses under this Article shall not be paid after the expiry of two years from the effective date of cessation of service. Travel expenses under this Article shall not be paid to an official who resigns within six months after his return from home leave, except that, where home leave travel expenses were not paid in respect of the official's spouse or in respect of any dependant, travel expenses shall be payable in respect of such spouse or dependant, nor to an official who resigns within six months after his return from travel under Article 8.4 (Expenses upon Authorization Travel to visit Spouse or Dependants). Expenses under this Article may be paid in respect of travel or removal to a place other than that recognized as the official's home, provided the cost is not greater. Exceptions to the provisions of this paragraph may be authorized in special circumstances.

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Annex D: **Travel and removal expenses**

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- (b) Claims for payment of travel and/or the transport of unaccompanied personal effects on termination shall not normally be paid unless payment is duly claimed within ~~six months~~ two years after the termination of appointment, provided that the Director, after consulting the ~~Staff Relations~~ Joint Negotiating Committee, may extend this period.

Article 9.7: **Parental leave**

Maternity leave

- (a) An official shall be entitled to maternity leave with full salary and allowances upon the presentation of a certificate, signed by a duly qualified medical practitioner, that her confinement will probably take place within six weeks. At the request of the official, the Director may permit the maternity leave to commence less than six weeks but not less than two weeks before the probable date of confinement. Maternity leave shall extend for a period of ~~sixteen~~ 16 weeks from the time it is granted, in the case of single birth, 20 weeks in the case of birth of twins, and 22 weeks in the case of birth of triplets or more. Maternity leave shall extend for a period of sixteen weeks from the time it is granted, except that in no case shall it

terminate less than ten weeks after the actual date of confinement for single birth, 14 weeks for the birth of twins, and 16 weeks for the birth of triplets or more.

- (b) In maternity cases, an official shall be entitled to reimbursement of the cost of attendance by a doctor or midwife, in accordance with a scale to be drawn up by the Director after consulting the Staff Relations Joint Negotiating Committee.
- (c) Upon presentation of a certificate, signed by a duly qualified medical practitioner or midwife, that she is pregnant or breastfeeding, an official shall be temporarily transferred to other work if in the opinion of the Medical Adviser her job involves work which may prejudice her health or that of her child.
- (d) An official shall be entitled to ~~time off for two 30-minute periods~~ nursing breaks daily ~~in order to nurse her child.~~ In addition, she shall be entitled to reasonable time for commuting for nursing purposes up to a maximum time of 60 minutes per day until the child reaches the age of six months.