

## Board of the Centre

74th Session, Turin, 1-2 November, 2012

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**FOR DECISION**

### FIFTH ITEM ON THE AGENDA

## Human resources questions

### Report of the International Civil Service Commission

1. This paper provides information on the recommendations contained in the report of the 75<sup>th</sup> Session 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, 2013. It also notifies the Board of exceptions to the Staff Regulations entailing additional expenditure which were approved by the Director.

#### Education grant

2. The ICSC has recommended adjusting the education grant levels and flat rates for boarding, and to review the special education grant measures currently in place in a number of locations. The ICSC recommended implementation of these adjustments to the General Assembly as of 1 January, 2013.

#### Base/floor salary scale

3. The base/floor salary scale for the Professional staff category is set by referring to the General Schedule salary scale of the comparator civil service, currently the Federal Civil Service of the United States. Periodic adjustments are made after comparing the net base salaries of United Nations officials with those of their counterparts in the United States. The adjustments are implemented by means of the standard no-loss/no-gain method of consolidating post adjustment points into base/floor salary, namely by increasing base salary 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<sup>st</sup> January, 2013, a revised base/floor salary scale for Professional and higher categories staff with a 0.12 per cent adjustment implemented through the standard no-loss/no-gain consolidation method described in paragraph 3 above. This adjustment also implies a proportional increase in end-of-service payments.
  5. The General Assembly will not have reached any decisions concerning this recommendation when the Board of the Centre holds its 74<sup>th</sup> Session on 1-2 November, 2012. Since these measures, if approved, shall come into effect for all organizations within the United Nations System on 1<sup>st</sup> January, 2013, these recommendations are being submitted for approval by the Board at its present Session to avoid the need for costly retroactive payroll adjustments.
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## Revised Standards of Conduct for UN System organizations

6. In 2001, the ICSC adopted an updated version of the Standards of Conduct for the International Civil Service and recommended them to the General Assembly and to the legislative organs of the participating organizations of the UN System.
7. In 2009, the ICSC requested its secretariat to work with organizations and Staff Federations to undertake a review of the Standards of Conduct adopted in 2001. A Working Group was established by the ICSC comprising representatives of the ICSC, its secretariat, the UN Human Resources Network and Staff Federations. The Working Group was assisted by a Technical Group comprising human resources professionals and Ethics Officers from a wide range of organizations, as well as representatives of the Staff Federations.
8. Arising from this review, the main changes proposed to the 2001 version of the Standards of Conduct are the inclusion of accountability as an item under “Guiding Principles,” and new text addressing the question of conflicts of interest. The Working Group also identified the need to develop a set of common post-employment policies, including the question of post-employment restrictions, across the United Nations System.
9. The ICSC decided to submit to the General Assembly for approval the revised Standards of Conduct for the International Civil Service.<sup>1</sup> Following approval by the General Assembly, it decided that it will, *inter alia*:
  - a. request organizations to implement the revised Standards of Conduct as of 1 January, 2013, and
  - b. request organizations to reflect the revised Standards of Conduct in their legal framework as well as reinforce them through regulations and rules.

## Survey of the best prevailing conditions of employment at Rome

10. In accordance with the UN methodology for conducting surveys of the best prevailing conditions of service at headquarters and other similar duty stations approved by the ICSC, the UN secretariat conducted, with the participation of the Rome-based UN organizations, a survey of the best prevailing conditions of employment in Rome as at April, 2012. This resulted in a minus 9.2 per cent adjustment with effect from 1 November, 2012. As a consequence, salaries of General Service category staff will remain frozen until future adjustments fill this 9.2 per cent gap.

## Exceptions to the Staff Regulations

11. As provided for under Article 0.8 of the Staff Regulations, any exception to the Staff Regulations entailing additional expenditure shall be notified to the Board of the Centre.
12. The following exceptions, entailing additional expenditure, were approved by the Director:
  - (a) A decision was taken to upgrade an official retroactively based on the exceptional circumstances. It shall be noted that this decision did not constitute a precedent and did not change the grade of the position occupied by the incumbent. Furthermore, this decision did not entail any immediate additional expenses, but it may have a financial impact in the long-term. The long-term financial impact was estimated to be minimal.
  - (b) Due to exceptional operating circumstances and as a transitional measure, the Director approved requests from a number of officials to carry over annual leave entitlements from 2011

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<sup>1</sup><http://icsc.un.org/library/default.asp?list=booklets>

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to 2012 in excess of the maximum amount foreseen under Article 6.4(d) of the Staff Regulations.

**13. The Board is requested to:**

- (a) **accept the following recommendations of the ICSC, subject to their approval by the United Nations General Assembly:**
- (i) **the revised education grant levels and flat rates for boarding, and the reviewed special education grant measures,**
  - (ii) **an increase of 0.12 per cent in the base/floor salary for the Professional category staff on a “no gain – no loss” basis,**
  - (iii) **the consequential increases in separation payments, and**
  - (iv) **the revised Standards of Conduct;**
- (b) **authorize the Director to give effect at the Centre, through amendments to the Staff Regulations (as necessary), to the measures referred to in subparagraph (a) above, and**
- (c) **take note of the exceptions approved by the Director to the Staff Regulations in paragraph 12 (a) and (b).**

*Point for decision:* Paragraph 13.

Turin, 7 September, 2012

