

COUNCIL
114th session
Agenda item 4(a)

C 114/4(a)/1
10 June 2015
Original: ENGLISH

RESOURCE MANAGEMENT

(a) Human resources matters, including amendments to the Staff Regulations and Staff Rules

Note by the Secretary-General

SUMMARY

Executive summary: This document reports on senior-level appointments; the recruitment of women; the geographical and age distribution of staff, staff development and training at 31 May 2015 as well as other human resources statistics for 2014

Strategic direction: 4

High-level action: 4.0.1

Planned output: 4.0.1.5

Action to be taken: Paragraph 14

Related documents: C 109/12(b) and C 110/18(b)

SENIOR-LEVEL APPOINTMENTS

1 There have not been any senior appointments (D.1 and above) since the last session of the Council.

PRESENCE OF WOMEN IN IMO STAFF

2 As shown in the table below, at 31 May 2015, the percentage of women in the Professional and higher categories rose to 44% – an increase of 1 percentage point from the 43% reported on 31 October 2014.

	Gender		Total	Percentage of female staff
	Female	Male		
SG	0	1	1	0.0%
D.2	1	7	8	12.5%
D.1	4	10	14	28.6%
P.5	11	25	36	30.6%
P.4	10	18	28	35.7%
P.3	18	15	33	54.6%
P.2	18	4	22	81.8%
Total	62	80	142	43.7%

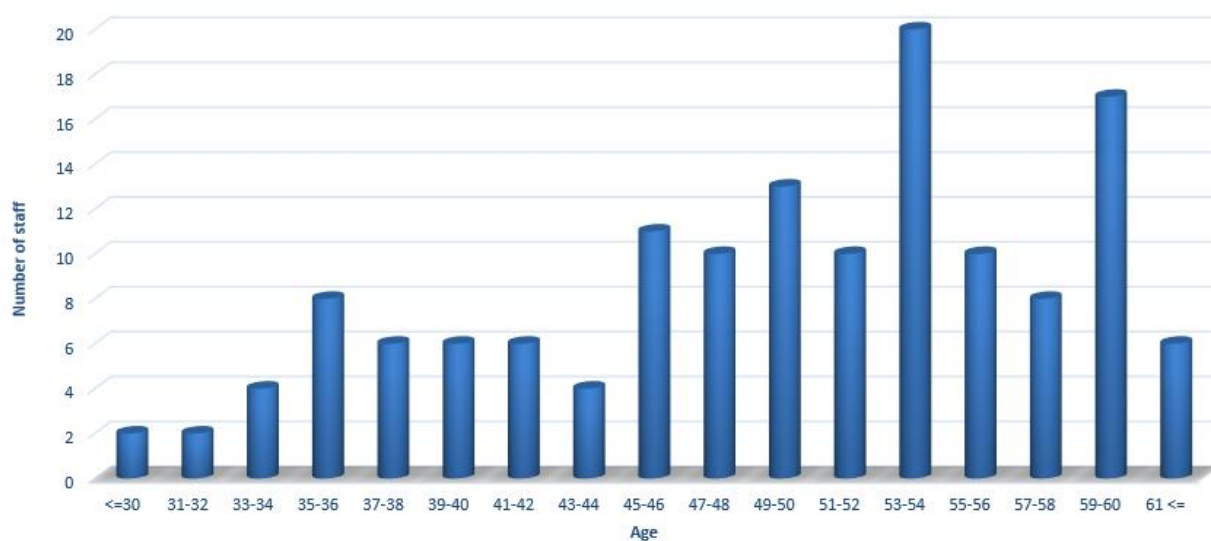
GEOGRAPHICAL DISTRIBUTION

3 A breakdown, at 31 May 2015, of Professional and higher category posts by country, grade and gender (the language posts are listed in a separate table) is shown in the annex. Any significant changes to these figures between now and the time the Council meets will be reported orally. The annex also contains information about vacant posts as of 31 May 2015.

AGE OF IMO STAFF

4 The median age of staff members in the Professional and higher categories on 31 May 2015 was 51 years. Some 55% of staff members in the Professional and higher categories are currently 50 years of age or older. More than 28% of staff members in that group reached early retirement age (55 years of age) on 31 May 2015 and could therefore retire at any time. At present, the average age is 49 years for staff in the Professional and higher categories.

**Age of staff in the Professional and higher categories at 31 May 2015
(including language staff)**



SICK LEAVE

5 As part of their report entitled "The management of sick leave in the United Nations System" (JIU/REP/2012/2), the Joint Inspection Unit (JIU) recommended that Organizations' Executive Heads should provide annual reports on certified sick leave. At the 109th session of the Council, the Secretary-General agreed with this recommendation (C 109/12(b)). Therefore, statistical information on the use of certified sick leave in 2014 is presented below. Three cases of long-term sick leave which have eventually resulted in separation from the Organization on medical grounds, have been excluded from the figures.

6 In 2014, a total of 1,610 days were taken as certified sick leave. This represents an average of 5.6 days per staff member, taking into account the total number of staff in posts as of 31 December 2014. A breakdown of the sick leave by category of staff and gender is shown in the table below.

Certified sick leave by category and gender in 2014

		No. of days	No. of staff	Average No of days by staff	% per number of working days
P and higher categories	F	310	68	4.6	2.1
	M	300	90	3.3	1.5
General Service	F	628	79	7.9	3.6
	M	372	48	7.8	3.5
Total		1610	285	5.6	2.5

8 Although the average percentage of sick leave is slightly lower than the percentage in the public sector of the United Kingdom, on 1 January 2015, measures aimed at reducing the occurrence of sick leave were introduced, namely, in line with United Nations policies, the requirement to produce a detailed medical report for any absence totalling more than 20 days in any period of 12 months. Furthermore, if the IMO Medical Adviser requires additional information, the staff member must authorize access to all his/her medical records and to their treating physician before further periods of absence can be authorized as sick leave. The incidence of sick leave for the previous year will be reported each year at the summer session of Council.

HOME LEAVE

9 As part of their report entitled "Lump-sum payments in lieu of entitlements" (JIU/REP/2012/9), the Joint Inspection Unit (JIU) recommended that Organizations' Executive Heads should report on the usage of the lump-sum option for home leave travel. At the 110th session of the Council, the Secretary-General agreed with this recommendation (C 110/18(b)).

10 In 2014, 62 staff members used their home leave entitlement and, taking into account all the eligible dependants, this represented 183 trips. All staff members requested the lump-sum option and the cost to the Organization was £194,924.93. If the Organization had purchased the tickets the costs would have been £169,484.69. It must be noted that the lump-sum option was introduced in order to simplify procedures and save on time and administrative costs. This option has indeed contributed to streamlining the work of the staff members involved in the travel arrangements and related activities, creating the anticipated savings in administrative cost, but the comparison of costs will continue to be monitored annually.

STAFF LEARNING AND DEVELOPMENT

11 A new staff development training catalogue was introduced in 2015 offering a curriculum of 20 workshops across the areas of management, personal development, communication and information technology. Focused training sessions and 1-2-1 coaching have also been introduced as new dynamic modalities. The training style for the workshops has evolved to a more experiential learning format to increase its impact. Additionally, classes in the three working languages of the Organization are being offered to all staff. The interest in and registration on the courses continue to be very positive.

ASSOCIATE PROFESSIONAL OFFICERS (APOs) RENAMED JUNIOR PROFESSIONAL OFFICERS (JPOs) AND SECONDEES

12 As part of the 2014 APO programme, one last candidate from the People's Republic of China joined the Organization during the early part of 2015. The APO programme has generated considerable interest from several countries and new positions will be open for recruitment in 2015. The onboarding of the new cohort is anticipated to take place in the last quarter of the year.

13 Following the decision taken by all United Nations Organizations at the 10th meeting of National Recruitment Services and United Nations Organizations to adopt the appellation JPO (Junior Professional Officer) as the standardized term, IMO's APO programme is being renamed the IMO JPO programme. All other aspects of the programme will remain unchanged.

ACTION REQUESTED OF THE COUNCIL

14 The Council is invited to take note of the information contained in this document and comment, as it may deem necessary.

ANNEX

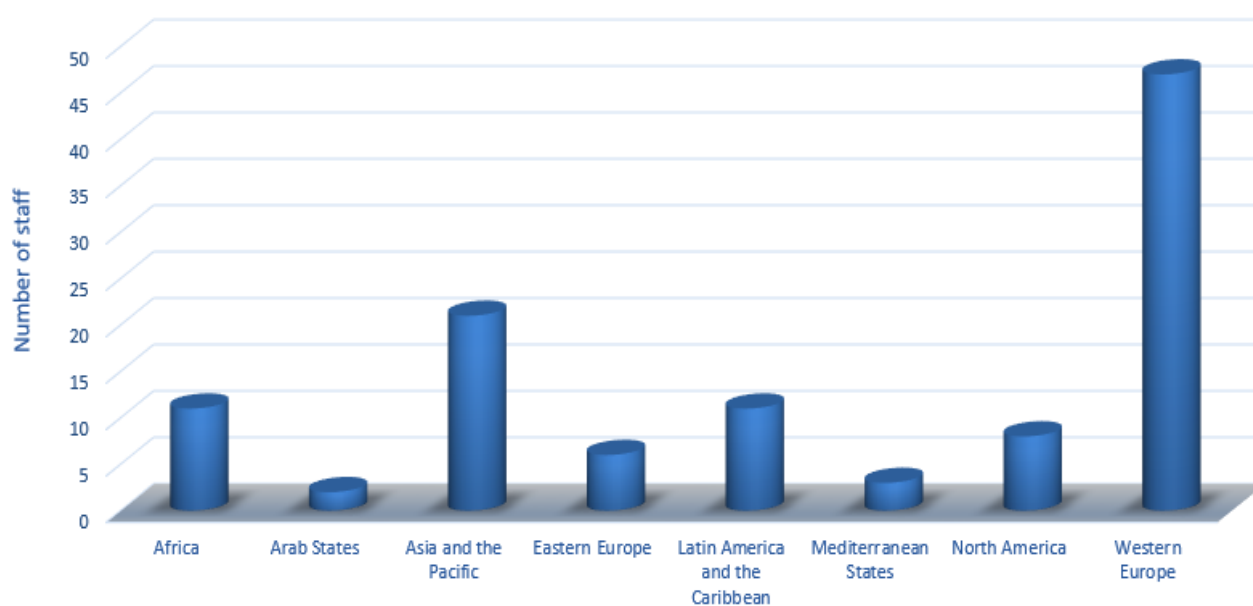
1. Professional and higher category staff by country, grade and gender at Headquarters at 31 May 2015 (excluding language staff)*

(52 nationalities)	SG	D-2		D-1		P-5		P-4		P-3		P-2		Total		Grand Total
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	
Argentina	0	0	0	0	0	0	0	0	1	0	0	1	0	1	1	2
Australia	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	1
Brazil	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	1
Bulgaria	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1
Canada	0	0	0	1	0	1	0	0	1	2	0	0	0	4	1	5
China	0	0	0	0	0	0	2	0	0	0	2	0	1	0	5	5
Colombia	0	0	0	0	0	0	0	0	0	1	1	0	0	1	1	2
Croatia	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	1
Cyprus	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	1
Czech Republic	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	1
Denmark	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1
Egypt	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	1
Eritrea	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	1
Ethiopia	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	1
Finland	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	1
France	0	0	0	0	0	0	2	0	0	3	0	1	0	4	2	6
Germany	0	0	0	1	0	0	0	1	0	0	1	0	0	2	1	3
Ghana	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	1
Greece	0	0	0	0	0	0	0	0	1	0	1	1	0	1	2	3
India	0	0	0	0	1	0	1	1	0	0	0	0	0	1	2	3
Iraq	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	1
Ireland	0	0	0	0	0	0	0	0	0	1	0	1	0	2	0	2
Italy	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	1
Japan	1	0	0	0	0	0	1	0	1	0	0	0	0	0	3	3
Kenya	0	0	0	0	1	0	0	0	0	0	1	0	0	0	2	2
Liberia	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	1
Malaysia	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	1
Malta	0	0	1	0	0	0	1	0	0	0	0	0	0	0	2	2
Mauritius	0	0	0	0	0	0	0	0	1	0	0	1	0	1	1	2
Mexico	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	1
Netherlands	0	0	0	0	0	0	3	0	0	0	0	0	0	0	3	3
New Zealand	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	1
Nicaragua	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	1
Nigeria	0	0	0	0	1	0	1	0	0	0	0	0	0	0	2	2
Norway	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	1

* (Regular budget and Trading Fund only).

(52 nationalities)	SG	D-2		D-1		P-5		P-4		P-3		P-2		Total		Grand Total
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	
Pakistan	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1
Panama	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	1
Peru	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	1
Philippines	0	0	0	0	0	1	0	0	1	0	0	0	0	1	1	2
Poland	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	1
Republic of Korea	0	0	0	0	2	0	0	0	0	0	0	0	0	0	2	2
Romania	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	1
Russia	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	1
South Africa	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	1
Spain	0	0	0	0	0	0	1	1	0	1	0	2	0	4	1	5
Sri Lanka	0	0	0	0	0	0	1	0	0	0	1	0	0	0	2	2
Sweden	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	1
Turkey	0	0	0	0	0	1	1	0	0	0	0	0	0	1	1	2
United Kingdom	0	0	2	1	0	0	3	2	0	3	1	4	1	10	7	17
United States	0	0	1	0	2	0	0	0	0	0	0	0	0	0	3	3
Uruguay	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1
Venezuela (Bolivarian Republic of)	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1
Grand Total	1	1	7	3	9	7	22	6	12	14	10	13	3	44	64	108

**IMO Professional and higher category staff by region
(excluding language staff)**



2. Incumbents in language posts by grade and gender at 31 May 2015*

(11 nationalities)

	D-1		P-5		P-4		P-3		P-2		Total		Grand Total
	F	M	F	M	F	M	F	M	F	M	F	M	
Canada	0	0	0	1	0	0	0	0	0	0	0	1	1
China	0	1	0	0	0	1	0	0	0	1	0	3	3
France	1	0	1	0	1	2	3	0	2	0	8	2	10
Honduras	0	0	0	1	0	0	0	0	0	0	0	1	1
Kenya	0	0	0	0	0	0	0	0	1	0	1	0	1
Lebanon	0	0	0	0	1	0	0	1	0	0	1	1	2
Peru	0	0	0	0	0	0	0	0	1	0	1	0	1
Russia	0	0	1	0	1	0	0	1	0	0	2	1	3
Spain	0	0	2	0	1	2	1	3	0	0	4	5	9
United Kingdom	0	0	0	1	0	0	0	0	1	0	1	1	2
Uruguay	0	0	0	0	0	1	0	0	0	0	0	1	1
Grand Total	1	1	4	3	4	6	4	5	5	1	18	16	34

* (Regular budget and Trading Fund only).

3. Vacant posts at 31 May 2015

**Vacant posts subject to geographical distribution
(excluding language posts)**

Grade	Total
P.5	2
P.4	5
P.3	4
P.2	3
Total	14

Vacant language posts

Grade	Total
P.4	1
Total	1

Total vacant posts in Professional and higher categories

Grade	Total
P.5	2
P.4	6
P.3	4
P.2	3
Total	15

4. Project posts – Breakdown of Professional and higher category staff by country, grade and gender at 31 May 2015

Counter-Piracy Programme (Djibouti Code of Conduct)

Nationality	Grade	Gender	Duty Station
Kenya	P.3	Male	Nairobi

West and Central Africa Maritime Security Project

Nationality	Grade	Gender	Duty Station
Brazil	P.4	Female	London

GloBallast Partnership Project Management Unit

Nationality	Grade	Gender	Duty Station
France	P.2	Male	London
France	P.2	Female	London

Regional Marine Pollution Emergency Response Centre for the Mediterranean Sea, Malta (REMPEC)

Nationality	Grade	Gender	Duty Station
Spain	P.4	Male	Malta
France	P.3	Male	Malta

Project Safe and Environmentally Sound Ship Recycling in Bangladesh

Nationality	Grade	Gender	Duty Station
Germany	P.2	Female	London

IMO Regional Presence for Technical Cooperation in the Eastern and Southern Subregion of Africa (Anglophone) (Kenya)

Nationality	Grade	Gender	Duty Station
Kenya	NOD	Male	Nairobi, Kenya

IMO Regional Presence for Technical Cooperation in the West and Central Subregion of Africa (Anglophone) (Ghana)

Nationality	Grade	Gender	Duty Station
Ghana	NOD	Male	Accra, Ghana

IMO Regional Presence for Technical Cooperation in the West and Central Subregion of Africa (Francophone) (Côte d'Ivoire)

Nationality	Grade	Gender	Duty Station
Côte d'Ivoire	NOD	Male	Abidjan, Côte d'Ivoire

IMO Regional Presence for Technical Cooperation in East Asia, Manila, Philippines

Nationality	Grade	Gender	Duty Station
Philippines	NOD	Female	Manila, Philippines

IMO Regional Maritime Adviser for the Caribbean, Port-of-Spain, Trinidad and Tobago

Nationality	Grade	Gender	Duty Station
Trinidad and Tobago	NOD	Male	Port-of-Spain, Trinidad and Tobago

At 31 May 2015, the total number of National Officers and Professional staff in project posts is 12, of whom 8 are male and 4 are female, coming from 10 countries.