

COUNCIL
116th session
Agenda item 5(a)

C 116/5(a)/1
17 May 2016
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RESOURCE MANAGEMENT

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

Note by the Secretary-General

SUMMARY

Executive summary: This document provides the text of amendments to the Staff Regulations and Staff Rules implemented, and to be implemented, in the first six months of 2016

Strategic direction: 4

High-level action: 4.0.1

Planned output: 4.0.1.5

Action to be taken: Paragraph 9

Related document: C 116/5(a)

Dependency allowance (SR 103.9)

1 In line with similar conditions applied in other United Nations Organizations, paragraph a) of staff rule 103.9 has been introduced in order to unify, for all categories of staff, the conditions determining the maximum amount of occupational earnings a spouse can earn in order to be considered as dependant.

Home leave (SR 105.3)

2 Paragraph i) of staff rule 105.3 has been amended to clarify that the minimum stay of seven days in the staff member's home country applies also to dependants. The requirements are now expressed in nights as it provides a more practical way of calculating the length of stay.

3 The following amendments are directly connected to the introduction by the ICSC of a new compensation package for staff members in the Professional and higher categories (see document C 116/5(a)), as decided by the United Nations General Assembly. In this regard, the Council has already approved the implementations by IMO of the United Nations General Assembly decision.

Settling-in grant (SR 103.3)

4 As mentioned in document C 116/5(a), the assignment grant has been replaced by the settling-in grant and therefore all mentions of assignment grant in the text of the staff rule have been replaced by the term "Settling-in grant". The United Nations General Assembly has decided that staff members entitled to this grant will receive, in addition to the 30 days of Daily Subsistence Allowance (DSA) for themselves and 15 days DSA for all eligible family members, one month of base salary plus relevant post adjustment. The amendment to the rule reflects this additional payment.

Shipment of personal effects (SR 107.20)

5 The entitlement to full removal for appointments of two years or more is maintained. In line with current industry standards, the existing maximum entitlements of weight and volume are now expressed in container size; 20-foot for a single staff member and 40-foot for a staff member with dependants. In addition, staff members will have the choice to request a lump sum option established at 70% of the actual cost of the relocation shipment.

Repatriation grant (SR 109.4)

6 Staff rule 109.4 has been amended to reflect the decision of the United Nations General Assembly to introduce a threshold of five years expatriate service as an eligibility requirement for the repatriation grant. The amendment also covers the provisions for transitional measures for existing staff members. References to conditions applicable to staff members who joined the Organization before 1 July 1979 have been deleted as there are no longer any staff members in this situation.

7 The new provision has also required an amendment to annex 4 of the Staff Regulations, which the Council is invited to approve. This annex will require further amendments for the introduction of the second phase of implementation of the new compensation package.

8 The old and new texts of the above-mentioned staff rules are shown in annex 1 and the old and new text of annex 4 of the Staff Regulations is shown in annex 2.

Action requested of the Council

9 The Council is invited to:

- .1 take note of the amended staff rules 103.3, 103.9, 105.3, 107.20 and 109.4; and
- .2 approve the amended text of annex 4 of the Staff Regulations.

ANNEX 1

AMENDMENTS TO STAFF REGULATIONS AND STAFF RULES

<p align="center">Previous text of Rule 103.3</p> <p align="center">Rule 103.3</p> <p align="center">ASSIGNMENT GRANT</p>	<p align="center">New text of Rule 103.3</p> <p align="center">Rule 103.3</p> <p align="center">SETTLING-IN GRANT</p>
<p>a) Subject to the conditions set forth hereunder, a staff member shall be paid, in respect of the staff member and his or her eligible dependants, an assignment grant when the staff member travels at the expense of the Organization on initial appointment expected to be of at least one year's duration. Such payment shall be the total compensation payable by the Organization towards the initial extraordinary living costs incurred by the staff member and his or her eligible dependants immediately following their arrival at the duty station.</p> <p>b) The amount of the assignment grant shall, in the case of the staff member, be the equivalent of daily subsistence allowance for 30 days after arrival and, for each accompanying eligible family member who remains at least six months at the duty station, one half of the amount payable to the staff member.</p> <p>c) At the discretion of the Secretary-General payment may be authorized of all or part of the assignment grant in cases where the Organization has not been required to pay travel expenses upon the appointment of a staff member regarded as internationally recruited.</p>	<p>a) Subject to the conditions set forth hereunder, a staff member shall be paid, in respect of the staff member and his or her eligible dependants, a settling-in grant when the staff member travels at the expense of the Organization on initial appointment expected to be of at least one year's duration. Such payment shall be the total compensation payable by the Organization towards the initial extraordinary living costs incurred by the staff member and his or her eligible dependants immediately following their arrival at the duty station.</p> <p>b) The amount of the settling-in grant shall, in the case of the staff member, be the equivalent of daily subsistence allowance for 30 days after arrival and, for each accompanying eligible family member who remains at least six months at the duty station, one half of the amount payable to the staff member plus a lump-sum amount equivalent to one month of net base pay plus applicable post adjustment.</p> <p>c) At the discretion of the Secretary-General payment may be authorized of all or part of the settling-in grant in cases where the Organization has not been required to pay travel expenses upon the appointment of a staff member regarded as internationally recruited</p>

Previous text of Rule 103.9	New text of Rule 103.9
Rule 103.9 DEPENDENCY ALLOWANCE	Rule 103.9 DEPENDENCY ALLOWANCE
<p>a) A dependent spouse shall be a spouse whose occupational earnings, if any, do not exceed the lowest entry level of the United Nations General Service gross salary scales applicable to the place of work of the staff member's spouse which were in force on 1 January of the year concerned, provided that, in the case of staff in the Professional category or above, the amount shall not be less than the lowest entry level at the base of the salary system, i.e. G.2, step I in New York.</p> <p>b) to d) No change</p>	<p>a) A dependent spouse shall be a spouse whose gross occupational earnings, if any, do not exceed the gross salary of the General Service salary scale, in force on 1 January of the year concerned, applicable to the G.2, Step I level in London.</p> <p>b) to d) No change</p>
Previous text of Rule 105.3	New text of Rule 105.3
Rule 105.3 HOME LEAVE	Rule 105.3 HOME LEAVE
<p>a) to h) No change.</p> <p>i) A staff member travelling on home leave shall be required to spend no less than seven full days, exclusive of travel time, in his or her home country. The Secretary-General may request a staff member, on his or her return from home leave, to furnish satisfactory evidence that this requirement has been fully met.</p>	<p>a) to h) No change.</p> <p>ii) A staff member, and all entitled dependants, travelling on home leave shall be required to spend no less than seven consecutive full nights, exclusive of travel time, in his or her home country. The Secretary-General may request a staff member, on his or her return from home leave, to furnish satisfactory evidence that this requirement has been fully met.</p>

Previous text of Rule 107.20	New text of Rule 107.20
Rule 107.20	Rule 107.20
REMOVAL COST	REMOVAL COST
<p>a) to c) No change.</p> <p>d) Payment of removal expenses shall be subject to the following conditions:</p> <p style="padding-left: 20px;">i) the entitlements shall be 4,890 kg. (10,800 lb) or 30.50 cubic metres (1,080 cubic feet), inclusive of packing crates and lift vans, for a staff member without dependants, and 8,150 kg. (18,000 lb) or 51 cubic metres (1,800 cubic feet) for a staff member with one or more dependants residing with the staff member at his or her official duty station. However, if a staff member with one or more dependants residing with the staff member at his or her official duty station presents convincing evidence that his or her normal and necessary personal effects and household goods exceed the entitlement, a higher weight or volume may be allowed;</p> <p>d)ii) to f) unchanged</p> <p>g) new</p>	<p>a) to c) No change</p> <p>(d) Payment of removal expenses shall be subject to the following conditions:</p> <p style="padding-left: 20px;">i) the entitlements shall be a standard 20-foot container for single staff members and a 40-foot container for staff members with one or more dependants residing with the staff member at his or her official duty station, regardless of the weight of the household goods.</p> <p>d)ii) to f) unchanged</p> <p>g) In lieu of full removal, staff members may apply for the lump sum option established at 70% of the actual cost of relocation shipments.</p>
Previous text of Rule 109.4	New text of Rule 109.4
Rule 109.4	Rule 109.4
REPATRIATION GRANT	REPATRIATION GRANT
<p>a) "Repatriation" as used in annex 4 to the Regulations shall mean the obligation to return a staff member and his or her dependants, upon separation, at the expense of IMO, to a place outside the country of his or her duty station.</p>	<p>a) "Repatriation" as used in annex 4 to the Regulations shall mean the obligation to return a staff member and his or her dependants, upon separation, following completion of a minimum of five years of expatriate service, at the expense of IMO, to a place outside the country of his or her duty station.</p>

<p>b) and c) No change.</p> <p>d) With effect from 1 July 1979 payment of the repatriation grant shall be subject to the provision by the former staff member of evidence of relocation away from the country of the last duty station.</p> <p>e) to f) No change.</p> <p>g) Notwithstanding (d) above, staff members already in service before 1 July 1979 shall retain the entitlements to repatriation grant proportionate to the years and months of service qualifying for the grant which they already had accrued at that date without the necessity of production of evidence of relocation; the exercise of any additional entitlement accrued after that date shall, however, be subject to the conditions set out in (d) to (f) above.</p> <p>h) to l) Renumbered</p>	<p>b) and c) No change.</p> <p>d) Current staff members who have not yet completed five years of service will retain their eligibility to repatriation grant within the current grant schedule, limited to the number of years of expatriate service accrued by 30 June 2016.</p> <p>e) to f) No change.</p> <p>g) Deleted</p> <p>Renumbered as g) to k)</p>
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ANNEX 2

AMENDMENTS TO STAFF REGULATIONS AND STAFF RULES

ANNEX 4

Repatriation grant

OLD TEXT:

In principle, the repatriation grant shall be payable to staff members whom the Organization is obligated to repatriate. The repatriation grant shall not, however, be paid to a staff member who is summarily dismissed. Staff members shall be entitled to a repatriation grant only upon relocation outside the country of the duty station. Detailed conditions and definitions relating to eligibility and requisite evidence of relocation shall be determined by the Secretary-General. The amount of the grant shall be proportional to the length of service in accordance with the following schedule. If service in the final year is less than 12 full months, the grant shall be paid in respect of completed months of service in that year.

NEW TEXT:

In principle, the repatriation grant shall be payable to staff members whom the Organization is obligated to repatriate. The repatriation grant shall not, however, be paid to a staff member who is summarily dismissed. Staff members shall be entitled to a repatriation grant only upon relocation outside the country of the duty station. The grant is payable after five years of expatriate service. Detailed conditions and definitions relating to eligibility and requisite evidence of relocation shall be determined by the Secretary-General. The amount of the grant shall be proportional to the length of service in accordance with the following schedule. If service in the final year is less than 12 full months, the grant shall be paid in respect of completed months of service in that year.

Eligible years of continuous service away from the home country	Staff member with a spouse or dependent child at time of separation	Staff member with neither a spouse nor a dependent child at time of separation	
		Professional and higher categories	General Service category
	Weeks of net separation payments ¹ or Weeks of net pensionable salary (including language and non-resident's allowances, where applicable) ²		
1	4	3	2
2	8	5	4
3	10	6	5
4	12	7	6
5	14	8	7
6	16	9	8
7	18	10	9
8	20	11	10
9	22	13	11
10	24	14	12
11	26	15	13
12 or more	28	16	14

¹ For staff in the Professional and higher categories, in accordance with paragraph 10 of annex 1 to these Regulations.

² For staff in the General Service category.