

COUNCIL
120th session
Agenda item 6(a)

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8 June 2018
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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 the gender profile of staff in the Professional and higher category posts in the IMO Secretariat and includes the geographical and age distribution of staff in the Professional and higher categories as at 31 May 2018, as well as on staff development and training activities. It also reports on other human resources statistics for 2017.

*Strategic direction,
if applicable:* 7

Output: 7.2

Action to be taken: Paragraph 11

Related document: C/ES.29/4(a)/1

Senior-level appointments

1 Following the retirement of Mr. Ashok Mahapatra, Director of the Maritime Safety Division and Mr. Youqiang Li, Director of Conference Division in December 2017, Ms. Heike Deggim and Mr. Hiroyuki Yamada were appointed to the aforementioned posts of Director (D.2), respectively, on 1 January 2018. Additionally, in recognition of his exemplary service, the Secretary-General appointed Mr. Stefan Micallef as Assistant Secretary-General (ASG) with effect from 1 January 2018. Mr. Micallef's revised title is ASG/Director, MED.

Presence of women

2 As shown in the table below, the percentage of females in the Professional and higher categories (including those in language posts), as at 31 May 2018, was 44.29% – an increase of 1.03% from the 43.26% reported at 31 October 2017.

	Gender		Total	Percentage of female staff
	Female	Male		
D.2	2	6	8	25.00%
D.1	4	8	12	33.33%
P.5	9	22	31	29.03%
P.4	8	24	32	25.00%
P.3	20	12	32	62.50%
P.2	18	6	24	75.00%
P.1	1	0	1	100.00%
Total	62	78	140	44.29%

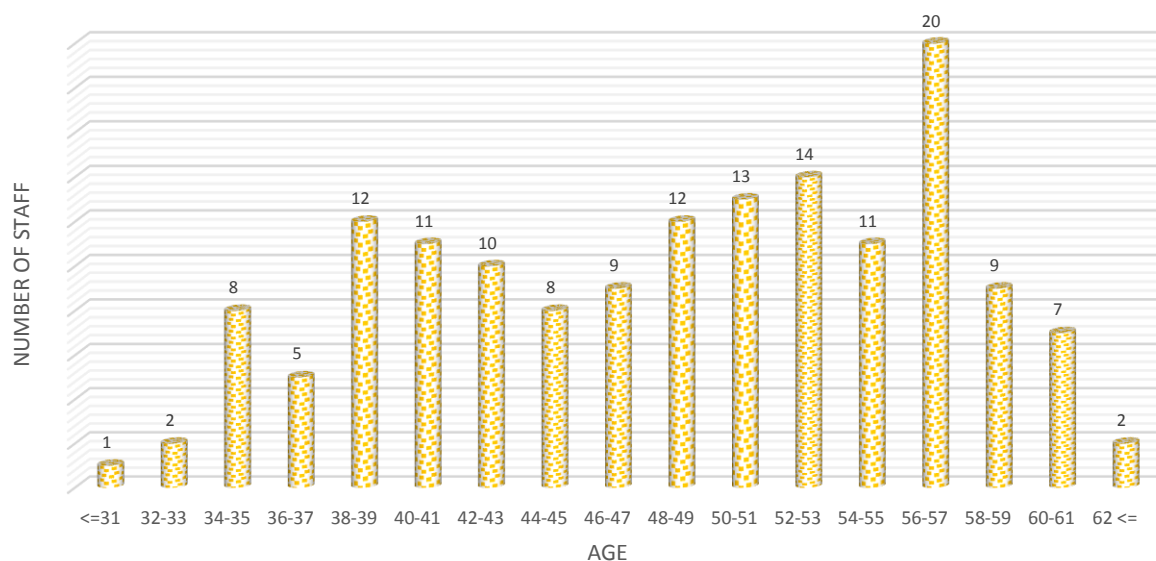
Geographical distribution

3 A breakdown of Professional and higher category posts by country, grade and gender (language posts are listed separately) as at 31 May 2018 is provided in the annex to this document. Any significant changes to these figures between now and when the Council meets in July 2018 will be updated at the meeting. The annex also contains information on the vacancy levels as at 31 May 2018.

Age of staff in the Professional and higher categories

4 On 31 May 2018, the average age of staff in the Professional and higher categories was 48 years and the median age was 49 years; more than 49% of staff are 50 years of age or older. Approximately 27% of staff members reached early retirement age by 31 May 2018 and could therefore retire at any time, should they choose to do so. In this respect, the Council may wish to recall that from 1 January 2018 the mandatory age of separation was increased from age 60 or 62 to 65 for all staff members.

**Age of staff in the Professional and higher categories as at 31 May 2018
(including language staff)**



Sick leave

5 In line with the recommendation of the Joint Inspection Unit (JIU) (JIU/REP/2012/2), statistics concerning the incidence of sick leave are presented below.

6 In 2017, a total of 1,186.50 days were taken as certified sick leave, 98 fewer than the previous year (1,281.5 days). This represents an average of 4.3 days per staff member, a decline of 0.3 days over the previous year (4.6 days per staff member). On average, 2% of working days were lost to certified sick leave, compared with 2.08% in the previous year. A detailed breakdown of sick leave by category of staff and gender is shown in the table below. The percentages are based on 222 working days (excluding annual leave) per year.

Certified sick leave by category and gender in 2017

		No. of days	No. of staff	Average no. of days per staff member	% working days lost to sick leave
P and higher categories	F	348.5	64	5.4	2.5%
	M	238	90	2.6	1.2%
General Services	F	466	77	6.1	2.7%
	M	134	42	3.2	1.4%
Total		1,186.50	273	4.3	2.0%

7 The measures implemented in previous years such as a follow up of sick leave absences by the Medical Unit, provision of free medical check-ups for staff over the age of 40, etc., aimed at reducing the incidence of sick leave, have contributed to the yearly improvement of statistics, which are in line with equivalent data for the public sector in the United Kingdom.

Staff learning and development

8 The focus of the first half of 2018 has been on completing the identified training in core IMO competencies and IT skills. There were also a number of division- and role-specific training sessions organized based on individual requests from the respective divisions and staff, which included a "Train the Trainer" course for those responsible for delivering internal training.

9 The Management Development Programme was launched in October 2017 for all staff with supervisory and line management responsibilities. The programme is structured to equip our managers and supervisors in key aspects of people, team and organizational management. It is aimed at strengthening competencies and building a community of effective managers at IMO, thereby improving overall staff satisfaction and engagement. The programme is modular in approach, with a total of seven modules over a period of two and a half years. The academic year for our Language training programme is nearing completion and the UNLP exams have been scheduled for September 2018. Overall, staff development training activities continue to be well received and well attended by staff members.

Junior Professional Officers (JPOs) and secondees

10 Nine JPO positions were advertised as part of the 2017 programme. Nominations were received from eight Member States. Eight candidates were identified for the 2017 intake. Six JPOs have started since March 2018 and have been placed in the following divisions: Marine Environment Division (REMPEC; Subdivision for Protective Measures, Marine Biosafety; Subdivision for Protective Measures, Air Pollution Energy Efficiency) and the Maritime Safety Division (Subdivision for Operational Safety and Human Element; Subdivision for Marine Technology and Cargoes). In order to facilitate a more efficient programme, JPO vacancies are advertised on a needs basis as opposed to a fixed timetable each year and in 2018 we have so far advertised two JPO positions.

Action requested of the Council

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

ANNEX

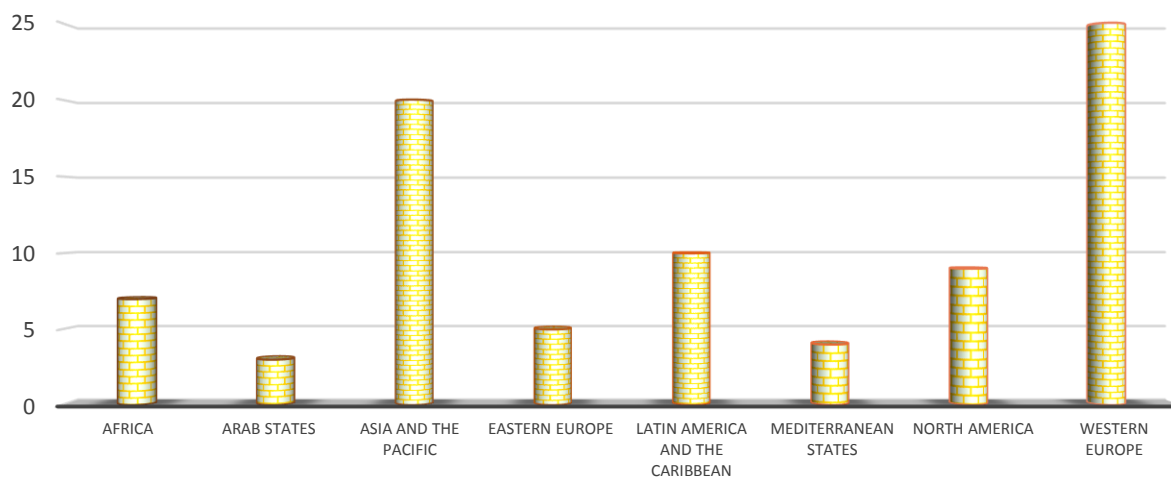
1. Professional and higher category staff by country, grade and gender at Headquarters, excluding language staff and elected officials (Secretary-General)*

47 Nationalities	D-2		D-1		P-5		P-4		P-3		P-2		P-1		Total		Grand Total
	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	
Argentina	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1
Brazil	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	1
Bulgaria	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	1
Canada	0	0	2	0	0	0	0	1	2	0	0	0	0	0	4	1	5
Chile	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1
China	0	0	0	0	0	2	0	1	0	1	0	1	0	0	0	5	5
Colombia	0	0	0	0	0	0	0	0	1	1	0	0	0	0	1	1	2
Croatia	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	1
Cyprus	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Czechia	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	1
Egypt	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	1
Eritrea	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	1
Ethiopia	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	1
Fiji	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	1
France	0	0	0	0	0	1	0	0	2	1	1	0	0	0	3	2	5
Germany	1	0	0	0	0	0	1	1	1	0	1	0	0	0	4	1	5
Greece	0	0	0	0	0	0	0	2	0	0	1	0	1	0	2	2	4
India	0	0	0	1	0	0	1	1	0	0	0	0	0	0	1	2	3
Iraq	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	1
Ireland	1	0	0	0	0	0	1	0	0	0	1	0	0	0	3	0	3
Italy	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	2	2
Japan	0	1	0	0	0	1	0	1	0	0	0	0	0	0	0	3	3
Kenya	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	1
Liberia	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Malaysia	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1
Malta	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	2	2
Mexico	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	1
Morocco	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1
Netherlands	0	0	0	0	0	2	0	1	0	0	0	0	0	0	0	3	3
New Zealand	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	1
Nigeria	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	2	2
Pakistan	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	1
Panama	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	1
Peru	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	1
Philippines	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	1
Poland	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	1

* Regular Budget and Trading Fund only. All figures are as at 31 May 2018.

47 Nationalities	D-2		D-1		P-5		P-4		P-3		P-2		P-1		Total		Grand Total
	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	
Republic of Korea	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	2	2
Russian Federation	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1
Spain	0	0	0	0	1	2	0	0	1	0	2	2	0	0	4	4	8
Sri Lanka	0	0	0	0	0	1	0	0	0	1	0	0	0	0	0	2	2
Sweden	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	1
Trinidad and Tobago	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	1
Turkey	0	0	0	0	1	1	0	0	0	1	0	0	0	0	1	2	3
United Kingdom	0	1	0	0	0	3	1	3	3	1	5	1	0	0	9	9	18
United States	0	1	0	2	0	0	0	0	1	0	0	0	0	0	1	3	4
Uruguay	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1
Zambia	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	1
TOTAL	2	6	3	7	6	20	4	19	14	7	15	5	1	0	45	64	109

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



* Regular Budget and Trading Fund only. All figures are as at 31 May 2018.

2. Professional and higher category staff in language posts by grade and gender*

12 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	
United Kingdom	0	0	0	0	0	1	0	0	0	0	0	1	1
Canada	0	1	0	0	0	0	0	0	0	0	0	1	1
China	0	0	1	0	1	0	0	0	0	1	2	1	3
France	1	0	0	1	1	1	4	0	1	0	7	2	9
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	0	0	0	1	0	0	0	1	1
Peru	0	0	0	0	0	0	0	0	1	0	1	0	1
Russian Federation	0	0	1	0	1	0	0	0	0	0	2	0	2
South Africa	0	0	0	0	0	0	0	1	0	0	0	1	1
Spain	0	0	1	0	1	2	2	3	0	0	4	5	9
Uruguay	0	0	0	0	0	1	0	0	0	0	0	1	1
Grand Total	1	1	3	2	4	5	6	5	3	1	17	14	31

3. Vacant posts (Professional and higher categories)*

Vacant posts (excluding language posts)

Grade	Total
D.1	2
P.5	3
P.4	1
P.3	2
P.2	3
Total	11

Vacant language posts

Grade	Total
P.4	4
P.3	1
Total	5

Total vacant posts

Grade	Total
D.1	2
P.5	3
P.4	5
P.3	3
P.2	3
Total	16

* Regular Budget and Trading Fund only. All figures are as at 31 May 2018.

4. **Project posts: Professional and higher category staff by country, grade and gender (as at 31 May 2018)**

Nationality	Grade	Gender	Duty Station
Counter-Piracy Programme (Djibouti Code of Conduct)			
Kenya	P.3	Male	Nairobi
West and Central Africa Maritime Security Project			
Brazil	P.4	Female	London
International Maritime Security Trust Fund			
Denmark	P.3	Male	London
GloFouling PPG			
France	P.3	Male	London
GLOMEEP Project Coordination Unit			
Germany	P.2	Female	London
Regional Marine Pollution Emergency Response Centre for the Mediterranean Sea, Malta (REMPEC)			
Spain	P.4	Male	Malta
France	P.3	Male	Malta
Tunisia	P.3	Male	Malta
Global MTCC Network Project			
Georgia	P.4	Female	London
United Kingdom	P.2	Male	London
IMO Regional Presence for Technical Cooperation in the West and Central Subregion of Africa (Anglophone) (Ghana)			
Ghana	NOD	Male	Accra, Ghana
IMO Regional Presence for Technical Cooperation in the West and Central Subregion of Africa (Francophone) (Côte d'Ivoire)			
Côte d'Ivoire	NOD	Male	Abidjan, Côte d'Ivoire
IMO Regional Presence for Technical Cooperation in East Asia, Manila, Philippines			
Philippines	NOD	Female	Manila, Philippines
IMO Regional Maritime Adviser for the Caribbean, Port-of-Spain, Trinidad and Tobago			
Trinidad and Tobago	NOD	Male	Port-of-Spain, Trinidad and Tobago
IMO Regional Presence for Technical Cooperation in the Eastern and Southern Subregion of Africa (Anglophone) (Kenya)			
Vacant	NOD	–	Nairobi, Kenya

As at 31 May 2018, the total number of National Officers and Professional staff in project posts is 14, of whom 10 are male and 4 are female, covering 13 nationalities.